

## **COMMUNITY HERITAGE COMMISSION**

**February 1, 2017 6:00 p.m.  
Committee Room #2**

### **MINUTES**

#### **VOTING MEMBERS PRESENT:**

Councillor Jaime McEvoy	- Chair
John Davies	- Community Member
Catherine Hutson	- New Westminster Heritage Preservation Society
Wayne Janzen	- Community Member
Laura Moodie	- Community Member
Roger Nottingham	- Community Member

#### **VOTING MEMBERS REGRETS:**

David Sarraf	- Community Member
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#### **STAFF:**

Jan Gibson	- City Clerk
John Stark	- Acting Manager of Planning
Rob McCullough	- Manager of Museums and Heritage Services
Britney Quail	- Planning Analyst
Lauren Blake	- Committee Clerk
Nicholas Hardy	- Planning Assistant

The meeting was called to order at 6:03 p.m.

### **1.0 ADDITIONS TO AGENDA**

There were no additions.

## **2.0 ADOPTION OF MINUTES**

### **2.1 Adoption of the Minutes of January 4, 2017**

#### **MOVED and SECONDED**

*THAT the January 4, 2017 Community Heritage Commission minutes be amended to reflect that the color palette for the homes located at 406, 408 Eighth Street and 809 Fourth Avenue will be from the Benjamin Moore True Color palette; and,*

*THAT the minutes adopted as amended.*

**CARRIED.**

All members of the Commission present voted in favour of the motion.

## **3.0 PRESENTATIONS**

### **3.1 2017 Committee Orientation**

Jan Gibson, City Clerk, and Lauren Blake, Committee Clerk, provided a PowerPoint orientation presentation, and reviewed the following documents:

- Rules of Conduct;
- Respectful Workplace Policy;
- Social Media Policy; and,
- Freedom of Information Permission Forms.

Commission Members are to contact the Planning Department regarding attendance at each meeting. If a member is unable to fulfill their duties, they are asked to notify the Legislative Services Department so the position can be refilled.

### **3.2 Orientation Workshop**

Britney Quail, Planning Analyst, provided an orientation workshop regarding heritage value, the first in a series

The Commission suggested a glossary of heritage related terms and acronyms, as well as background information regarding the Queen's Park Heritage Conservation Area, could be provided to members.

## **4.0 UNFINISHED BUSINESS**

### **4.1 BC Pen Cemetery Task Force Update and Appointment of CHC Representative to Task Force**

Councillor Jaimie McEvoy, Chair, provided the following update regarding the BC Pen Cemetery Task Force:

- A geological survey verifying the burials of the former BC Penitentiary cemetery was received;
- The consultant has advised that there are unknown anomalies at the site, including unknown buried metals and unknown burials;
- Various ethnic groups have expressed interest in the project, due to the variety of individuals who were buried at the site;
- Council has adopted an Interpretative Sign Policy that could provide guidance to the project; and,
- The next steps for the project include additional technical work and public consultation.

The selection of a Community Heritage Commission representative to the BC Pen Cemetery Task Force was tabled to the March 1, 2017 meeting.

## **5.0 NEW BUSINESS**

### **5.1 Election of Alternate Chair**

#### **MOVED and SECONDED**

*THAT John Davies serve as the Alternate Chair for the 2017 term of the Community Heritage Commission.*

**CARRIED.**

All members of the Commission present voted in favour of the motion.

### **5.2 Appointment of CHC Representative to Heritage Grant Program Committee**

#### **MOVED and SECONDED**

*THAT Wayne Janzen serve as the Community Heritage Commission representative to the Heritage Grant Program Committee.*

**CARRIED.**

All members of the Commission present voted in favour of the motion.

### **5.3 Heritage Week 2017 Discussion**

Nick Hardy, Planning Assistant, advised that Heritage Week 2017 has been scheduled from February 20 – 26, and that the theme is “My Canada! My BC!”

In response to Mr. Hardy’s request for art ideas for the annual coloring contest, the Commission provided the following suggestions:

- Canoes and Simon Fraser coming down the Fraser River;
- Built heritage;
- Railways and railway stations;
- A montage of log houses, train station, canoes on the river; and,
- A montage of history in different decades.

### **5.4 Interpretive Signage Strategy**

Rob McCullough, Manager of Museums and Heritage Services, summarized the report dated December 5, 2016, regarding the Interpretive Signage Strategy.

In response to questions from the Commission, Mr. McCullough provided the following information:

- The Commission would be consulted during the consultation process;
- The sign project located along the Quay is separate from the Interpretive Signage Strategy;
- Heritage staff have been working with GIS staff to input all plaque locations and themes in the City into the GIS System;
- Maintenance for the plaques could be an issue;
- The project is intended to become a tourist draw;
- A template for the plaques will be developed as the program grows. Proposed templates could be brought to the Commission for input, and then forwarded to Council for approval; and,
- There could be an option to develop a brochure or mobile application that would provide self-guided walking tours.

The Commission suggested that the sign plaques could be color coded in order to create different thematic walking tours. It was also suggested that Archie Miller, A Sense of History Research Services Inc., could provide an audio recording of his walking tour.

## 5.5 234 Second Street – Heritage Alteration Permit for New Construction in Queen’s Park

**Procedural note:** Item 5.5 was addressed prior to item 5.4.

Britney Quail, Planning Analyst summarized the report dated February 1, 2017 regarding a Heritage Alteration Permit for new construction at 234 Second Street.

The Commission suggested that neighbouring properties could be advised of the scope of the project.

### **MOVED and SECONDED**

*THAT the Community Heritage Commission recommends that Council support the Heritage Alteration Permit for 234 Second Street.*

**CARRIED.**

All members of the Commission present voted in favour of the motion.

## **6.0 REPORTS AND INFORMATION**

### **6.1 Queen’s Park Heritage Conservation Area Process Update (Standing Item)**

Britney Quail, Planning Analyst, provided a background regarding the Queen’s Park Heritage Conservation Area, and reported the following update:

- Staff brought a report to Council on January 30, 2017 outlining the findings of the public consultation;
- The Commission and the community both expressed support for the protection of colonial (pre-1900) homes and boom period homes (1900-1929);
- There was little support to protect modern (1970s and on) homes; and,
- A draft Conservation Policy will be created based on community feedback.

In response to questions from the Commission, Ms. Quail advised that individuals were requested to self-identify the neighbourhood they live in during the public consultation open houses.

## **6.2 Demolition Permit Applications Received as of January 24, 2017**

<b>ADDRESS</b>	<b>YEAR BUILT</b>	<b>NEIGHBOUHOOD</b>
Queen's Park Arenex	1938	Queen's Park
222 Osborne Avenue	1943	Glenbrooke North
2013 Ninth Avenue	1939	Connaught Heights
116 Miner Street	1951	Sapperton
2010 Hamilton Street	1937	Connaught Heights
821 Sixth Street	1931	Glenbrooke North

## **7.0 CORRESPONDENCE**

**7.1 New Westminster Historical Society Newsletter – November 2016**

**7.2 New Westminster Historical Society Newsletter – December 2016**

**7.3 New Westminster Historical Society Newsletter, Special Issue #63 – December 2016**

**7.4 New Westminster Historical Society Newsletter, Special Issue #64 – December 2016**

**7.5 New Westminster Historical Society Newsletter – January 2017**

**7.6 Community Heritage Commission 2017 Meeting Dates**

Item 7.1 – 7.6 were circulated for information.

## **8.0 NEXT MEETING**

**8.1 Next Meeting Date:**

**March 1, 2017 at 6:00 p.m. or at the call of the Chair.**

**9.0 ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 7:57 p.m.

Certified correct,

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**Councillor McEvoy**  
**Chair**

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**Lauren Blake**  
**Committee Clerk**