



## COMMUNITY HERITAGE ADVISORY COMMITTEE

Wednesday, November 24, 2021  
7:00 pm - Via MS TEAMS

### MINUTES

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<b>Present:</b>	Jennifer Clay Rob Griesdale Alastair Moore Bob Muckle Jim Paul (Vice-Chair) Anne Savill (Chair)	<b>Regrets:</b>	Philip Baynton Mel Montgomery Cllr Matthew Bond
<b>Guest:</b>	Trevor Ford		
<b>Staff:</b>	Nicole Foth, Community Planner Mary Jukich, Community Service Clerk		

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#### 1. Call to Order

The Chair called the meeting to order at 7:02 pm.

#### 2. Adoption of Agenda

MOVED by Jim Paul and seconded by Jennifer Clay  
To adopt the agenda.

**CARRIED**

#### 3. Adoption of the October 27, 2021 Minutes

MOVED by Rob Griesdale and seconded by Jim Paul  
To adopt the minutes.

**CARRIED**

#### 4. October 4 HAC Presentation to Council Debrief

Jennifer Clay provided a brief summary of the October 4<sup>th</sup> Committee presentation to Council. Some suggestions heard from Council included consideration of implementing a deadline on HRAs and possibly reviewing incentives. Mayor Little expressed interest in attending a Committee meeting, and staff will work with the Mayor's office to determine a date. At that meeting, Council passed the following motion: "That staff report back to Council on the recommendations in the 2021 Community Heritage Advisory Committee Update."

#### 5. Heritage Grants – Feedback on Evaluation Process

At the October meeting, the Committee reviewed and evaluated applications for the 2021 heritage grants. The Committee's recommendations will be moving forward to Council for consideration on November 29. For this year, improvements were made to the review process,

including providing the Committee with materials a week in advance as well as the evaluation spreadsheet, the description of the projects, and a summary presentation.

In terms of feedback around this year's process, members indicated that the process was efficient and effective, particularly the round table discussion which was essential in decision making.

## 6. Heritage Awards Committee Ideas

Nicole Foth reported that the nominations for the annual heritage awards are open, and heritage property owners were notified by way of letters about the heritage grants, and the information is also posted on the website. Nominations for awards close on January 2.

In terms of process for nominations, normally the Committee is requested to provide some ideas in the fall, and members volunteer to do some further research on possible nominations. At the January meeting, the ideas are brought back for further review and consideration. It was noted that there is no limit on the number of awards as long as the nominations demonstrate merit.

The following suggestions were discussed and will be further explored:

- 281 West Braemar
- 4181 Ranger – consider if permit inspections are complete
- 2610 Colwood
- 539 Evergreen Place
- 360 East Kings
- 180 East Windsor
- The welcome figure at Argyle Secondary School

## 7. 2021 Workplan Review

Nicole Foth reported that every year the Committee does a workplan for the projects that they will focus on, including ongoing and Heritage Strategic Plan implementation projects. A brief review of the 2021 workplan was provided including the Committee's achievements and the projects completed, including updating the Heritage Grants program terms of reference and creating a new heritage grants policy for the new heritage grants budget.

In going forward, the 2022 workplan will be informed by both the October 4 Committee presentation to Council, potentially the committee meeting with the Mayor. A brief review was provided of possible projects for 2022, including the plaques programs and a heritage retention guide. A suggestion was presented to add an annual joint meeting with the City of North Vancouver and the District of West Vancouver to discuss heritage.

**Action: For the next meeting, the Committee will revisit the Heritage Strategic Plan and set out goals for 2022 and determine the Committee's work priorities.**

Nicole Foth informed the Committee that in terms of capacity and staff time, recruitment is underway for a heritage planner.

#### **8. Properties Tracker**

A brief update was provided on some of the properties on the tracker and to keep track of the properties that are discussed or apply for permits.

#### **9. Any Other Business**

The Mollie Nye House conservation guide was recently finalized and posted to Basecamp, and members were acknowledged for their review and feedback on the guide. Staff are discussing with the Facilities and Real Estate Department to determine which District-owned heritage property to consider for a conservation guide next.

#### **10. Adjournment**

The meeting was adjourned at 8:20 pm.

#### **11. Next Meeting: Wednesday, January 26, 2022**