



## COMMUNITY HERITAGE ADVISORY COMMITTEE

Wednesday, April 27, 2022  
7:00 pm - Via MS TEAMS  
**MINUTES**

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**Present:** Jennifer Clay  
Philip Baynton  
Trevor Ford  
Rob Griesdale  
Alastair Moore  
Mel Montgomery  
Jim Paul  
Anne Savill (Chair)  
Cllr Matthew Bond

**Regrets:** None

**Staff:** Arielle Dalley, Community Planner  
Mary Jukich, Committee Clerk

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### 1. Call to Order

The Chair called the meeting to order at 7:00 pm.

### 2. Adoption of Agenda

- Response to the Update was added to item #6, Other Business  
MOVED by Jim Paul and seconded by Jennifer Clay  
To adopt the amended agenda.

**CARRIED**

### 3. Adoption of the March 23, 2022 Minutes

MOVED by Mel Montgomery and seconded by Alastair Moore  
To adopt the minutes.

**CARRIED**

### 4. Work Plan

Arielle Dalley, staff liaison, provided an update on the 2022 workplan. Staff reported that the workplan includes ongoing items such as reviewing permit development applications and annual projects such as the Heritage Grants and Heritage Awards. Based on prior conversations, a new section was also added to the workplan around recruitment for a landscape architect. The heritage awards recently completed and the next steps will be opening up the nominations later in the year. The heritage grants are planned to commence in July this year so that applicants have sufficient time to prepare their applications.

In terms of working through the Heritage Strategic Plan Implementation items, for this year, members of the Committee will work on smaller subcommittees in order to address the items on the workplan, and then each subcommittee will develop recommendations and bring these back to the entire Committee and staff.

Members reviewed the proposed actions for this year, as follows:

- Plagues program
- Review website for opportunities to add additional heritage information
- Develop a Heritage Revitalization Agreement (HRA) Guide
- Develop values-based criteria for Heritage Register
- Develop a Heritage Procedures Consolidated Bylaw
- Interpretive heritage signage for Murdo Frazer Cabin restoration project
- Identify additional buildings for the Heritage Register
- Identify significant cultural features to add to Heritage Register
- Identify significant natural heritage features for a Heritage Landscape Inventory or Register
- Research and implement methods of preserving mid-century modern heritage resources

Members also indicated an interest in possibly resuming the walking tour as this would provide an opportunity to engage the public, and members also considered whether it may be beneficial to join the efforts of the North Shore Preservation Society.

In terms of the letter to the realtors, information was provided that this item had previously gone to the subcommittee, and the recommendation was not to proceed at this time. It was suggested that it would be better to wait until there is more information on the District's webpage, particularly regarding Heritage Revitalization Agreements.

A suggestion was also presented that although there is yet no values based criteria for the heritage register, the subcommittee could develop a list of potential resources that could be added to the register as well as to identify cultural features.

During the discussion concerns were noted that although there was interest from the members to begin the work, it was unclear whether there was direction from the District to move forward with the action items, or whether the Committee would develop a proposal and the proposal would then be subsequently approved by the District. Concern was also raised that before beginning the work, there should be an indication on whether or not there was budget to complete the action items.

For the May meeting, staff will do further research around the budget concerns and report back.

## **5. Properties Tracker**

A brief update was provided on some of the properties on the tracker. A suggestion was presented that it may be beneficial to highlight changes in the document so that it is easier to determine the new information, and to also include a photo of each property.

## **6. Any Other Business**

- **3092 Allan Road**

The property has an offer, and the subjects will be removed on April 29<sup>th</sup>. The Committee was also informed of a recent inquiry from a potential buyer with respect to HRAs.

- **Response to Update**

A suggestion was presented that the workplan include the information in the Appendix of the report to Council wherein the Committee had developed some possible opportunities to make changes to the HRAs.

## **7. Adjournment**

The meeting was adjourned at 8:56 pm

## **8. Next Meeting: Wednesday, May 25, 2022**