

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

HERITAGE ADVISORY COMMITTEE MEETING AGENDA

TUESDAY, FEBRUARY 22, 2022

4:30 PM VIA ELECTRONIC COMMUNICATION FACILITIES

(Members of the public may hear, or watch and hear, the meeting by attending the Atrium in the Municipal Hall, or via electronic communication facilities through the link provided on the Committee's webpage)

Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.

CALL TO ORDER

1. Call to order.

Note: Chair will confirm that the meeting is being conducted via electronic communication facilities, pursuant to s. 5.7(b) of Council Committee Procedure Bylaw No. 5020, 2019 (as amended).

APPROVAL OF AGENDA

2. **Approval of February 22, 2022 Meeting Agenda**

RECOMMENDATION:

THAT the February 22, 2022 Committee meeting agenda be approved as circulated.

ADOPTION OF MINUTES

3. **Adoption of January 26, 2022 Meeting Minutes**

RECOMMENDATION:

THAT the January 26, 2022 Heritage Advisory Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

4. **Update on Klee Wyck Park Site**

RECOMMENDATION:

THAT the presentation regarding Update on Klee Wyck Park Site be received for information.

5. Challenges Related to Insurance for Heritage Homes

RECOMMENDATION:

THAT discussion regarding Challenges Related to Insurance for Heritage Homes be received for information.

6. Annual Committee Evaluation

RECOMMENDATION:

THAT discussion regarding Annual Committee Evaluation be received for information.

7. Heritage Project Updates

RECOMMENDATION:

THAT the presentation regarding Heritage Project Update be received for information.

PUBLIC QUESTIONS

8. Public Questions

NEXT MEETING

9. Next Meeting

The next Heritage Advisory Committee meeting is scheduled for March 30, 2022 at 4:30 p.m.

ADJOURNMENT

10. Adjournment of the February 22, 2022 Heritage Advisory Committee Meeting

RECOMMENDATION:

THAT the February 22, 2022 Heritage Advisory Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
HERITAGE ADVISORY COMMITTEE MEETING MINUTES
VIA ELECTRONIC COMMUNICATION FACILITIES
WEDNESDAY, JANUARY 26, 2022**

Committee Members: P. Grossman (Chair), S. Abri, B. Clark, A. Hatch, P. Hundal, and J. Mawson attended the meeting via electronic communication facilities. Absent: M. Geller, T. Wardell, L. Xu, and Councillor S. Thompson.

Staff: E. Syvokas, Community Planner (Staff Liaison); D. Niedermayer, Senior Manager Cultural Services; and N. Allard, Administrative Assistant (Committee Clerk) attended the meeting via electronic communication facilities.

1. CALL TO ORDER

The meeting was called to order at 4:36 p.m.

2. Welcome and Introductions

E. Syvokas provided welcome and introductions including:

- N. Allard is filling in as Committee Clerk for 2022;
- Heritage Week is scheduled for February 21 to 27, 2022. For further information go to Heritage BC website; and
- Welcome to new members Adam Hatch and Lu Xu. *A. Hatch provided brief introduction on his background as a Registered Architect, Member of the Canadian Association of Heritage Professionals, Member on Board of Directors for Heritage BC; and experience working as a Heritage Consultant.*

3. Election of Chair for 2022

It was Moved and Seconded:

THAT Paula Grossman be elected as Co-Chair for 2022.

CARRIED

S. Abri absent at the vote

It was Moved and Seconded:

THAT Brenda Clark be elected as Co-Chair for 2022.

CARRIED

S. Abri absent at the vote

4. Committee Meeting Schedule for 2022

E. Syvokas indicated that Heritage Advisory Committee meetings for 2022 were tentatively scheduled for the last Wednesday of the month with the exception of:

- February – meeting moved due to scheduling conflict.
- August – committees do not meet.
- October – no meeting due to Municipal Elections.
- December – no meeting due to proximity of holidays.

Committee comments:

- Concern of there being too few meetings to handle agenda items over the course of the year and possibly a long gap between meetings. Suggestion to schedule a meeting in December. *Staff advised that scheduling a December meeting could be accommodated.*
- Clarification on meeting start time of 4:30 p.m. requested. *Staff confirmed meeting start time of 4:30 p.m.*

It was Moved and Seconded:

THAT the Heritage Advisory Committee Meeting Schedule for 2022 be adopted as follows:

- February 22, 2022 at 4:30 p.m.
- March 30, 2022 at 4:30 p.m.
- April 27, 2022 at 4:30 p.m.
- May 25, 2022 at 4:30 p.m.
- June 29, 2022 at 4:30 p.m.
- July 27, 2022 at 4:30 p.m.
- September 28, 2022 at 4:30 p.m.
- November 30, 2022 at 4:30 p.m.
- December 21, 2022 at 4:30 p.m.

CARRIED

S. Abri absent at the vote

It was Moved and Seconded:

THAT

1. all remaining Heritage Advisory Committee meetings, including subcommittee meetings, for 2022 be held via electronic communication facilities only;
2. the Atrium in the Municipal Hall be designated as the place where the public may attend to hear, or watch and hear, the Heritage Advisory Committee and subcommittee meeting proceedings; and
3. a staff member be in attendance at the Atrium in the Municipal Hall for each of the scheduled meetings.

CARRIED

S. Abri absent at the vote

5. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 26, 2022 Heritage Advisory Committee meeting agenda be approved as circulated.

CARRIED

S. Abri absent at the vote

6. ADOPTION OF MINUTES

Committee comments:

- An omission was identified in the public questions section of the November 24, 2021 minutes. The minutes indicated “North Shore Heritage Society” and should be “North Shore Heritage Preservation Society”.

It was Moved and Seconded:

THAT the November 24, 2021 Heritage Advisory Committee meeting minutes be amended by:

- Adding the word *preservation* in reference to the North Shore Heritage Preservation Society

AND THAT the minutes be approved as amended.

CARRIED

S. Abri absent at the vote

7. REPORTS / ITEMS

Overview of Mandates and Work Plans for Other Relevant Committees

D. Niedermayer, Senior Manager of Cultural Services, provided an overview of three of the committees that she works with that may have overlapping work agendas / crossover with the work that the Heritage Advisory Committee (HAC) is doing including the:

- Art Museum Advisory Committee (AMAC)
- Arts & Culture Advisory Committee (ACAC)
- Public Art Advisory Committee (PAAC)

1. Public Art Advisory Committee:

- the main focus of the committee is to develop art projects throughout West Vancouver by commissioning District calls for artists, or working with private developers. Some of the committee’s achievements include having one percent of community amenity contributions (CAC’s) go towards the funding of art and setting up of a community art reserve which has allowed for funding of public art projects.
- one of items that the committee is interested in is temporary art, including wraps around buildings and construction sites. There may be opportunities for the HAC to discuss options for these types of art installations around heritage buildings such as the Navy Jack House; to make heritage sites

more appealing while undergoing renovations and to provide information to the public on the history of the site.

2. Arts & Culture Advisory Committee:

- formed by Council to oversee the implementation of the Arts and Culture Strategy.
- there are some references within this strategy around heritage but more in terms of programming rather than assets/buildings.
- one of the committee's objectives is to expand community awareness of West Vancouver's arts and culture including cultural heritage; this connects with the HAC's role.
- potential for the ACAC and the HAC to collaborate in terms of educating and expanding awareness of West Vancouver's heritage within the community.

3. Art Museum Advisory Committee:

- facilitates an annual West Coast Modern Home Tour; planning for 2022 is to expand the program into a week tour (in person); will include educational topics in mid-century modernism and heritage homes in West Vancouver; this may also provide an opportunity for collaboration with the HAC.
- there may be opportunities for scheduling of collaborative meetings with the AMAC and the HAC, to discuss objectives and plans and work towards some of the same goals.

Committee comments:

- Love the idea of wrap art around heritage sites such as the Navy Jack House. Thank you for bringing this idea to our attention.
- I fully support both concepts of sharing ideas, as well as the temporary art installations; historical photos could fit into this.
- I support joint meetings and the sharing of ideas. A Heritage Advisory Committee representative could potentially provide information to the public during the annual tours.
- The synergy between groups is inspiring; would be wonderful to find a way to meet with all three groups. It appears aspects of heritage and the arts have a dual function, therefore the opportunity to collaborate is relevant.
- I echo comments from above committee members, especially that of incorporating art around Navy Jack House. Protection of these buildings from the weather throughout the project is important. Perhaps the weather protection could include images of the history of the building in the form of art.
- This committee has a number of examples of members being on other committees and members from other committees attending HAC meetings; there is the possibility of having the occasional shared meetings however, there may be merit in having a nominee member from the HAC sit in on other committee meetings on an ongoing basis. *Staff Response: The committees*

could arrange this formally via an update to the committee Terms of Reference, or informally via an invitation to have a member of another committee attend HAC meetings and vice versa.

- One thing this committee has been doing is thinking of District assets in a much wider way than in the past (past focus on structures) including trails, points of interest, public art, plaques, benches and viewpoints that have heritage merit. Suggest finding a way to access lists of heritage assets from other District advisory committees and departments. *Staff Response: D. Niedermayer indicated that staff could look into accessing lists of benches and plaques throughout West Vancouver from the Parks Department so that the information could then be catalogued. An example of this is being done in speaking to the Squamish Nation about their heritage and the cultural history of local plants.*
- The idea of temporary public art around the Navy Jack House site may be a good place to start for collaboration between committees.

It was Moved and Seconded:

THAT the discussion regarding Overview of Mandates and Work Plans for Other Relevant Committees be received for information and the Heritage Advisory Committee consider meeting with members of other committees.

CARRIED

S. Abri absent at the vote

8. Heritage Project Updates

E. Syvokas provided an update on the following items:

- All of Committees of Council presented their 2022 work plans to Council at the January 10, 2022 meeting. B. Clark presented on behalf of the Heritage Advisory Committee. The presentation went through the committee's 2021 achievements and 2022 priorities. Council approved the 2022 HAC work plan as presented.
- On December 15, 2021 Council adopted the Heritage Designation Bylaw for the Woyat-Bowie Building (the commercial building at 660 Clyde Avenue).
- The District has received a Preliminary Development Proposal for a Heritage Revitalization Agreement (HRA) application for 1591 Haywood Avenue. The building on the site, the "Clegg House", is identified on the District's heritage inventories as a support category resource. The applicant held a virtual public consultation meeting on January 25, 2022 and has posted a project webpage. Staff will advise the committee when a formal application comes forward, which will be brought to a future committee meeting for review.
- A 60-day temporary protection order against the demolition of the "Nesbitt House" at 1281 Clyde Avenue was approved by Council on January 24, 2022. Staff has been in contact with the applicant and have provided development opportunities which could be considered through an HRA.
- Klee Wyck park site: Planning department staff have been keeping in contact with Parks staff to ensure that comments provided at the September 2020 Heritage Advisory Committee meeting, are considered with regards to

wayfinding and interpretive signage, heritage trees and plantings, the gatehouse and remediation of the site. Parks department staff have been asked to provide update on the project at a future Heritage Advisory Committee meeting.

It was Moved and Seconded:

THAT the discussion regarding Heritage Project Updates be received for information.

CARRIED

S. Abri absent at the vote

9. Membership Composition and Vacancies

E. Syvokas provided an update on the current membership as follows:

- A member of the committee has not attended a meeting since their appointment to the Heritage Advisory Committee. This has impacted the committee's ability to achieve quorum. Staff are considering next steps for recommendations that would be considered by Council. In review of qualifications listed in the Terms of Reference (ToR), Staff note that the committee does not currently have a member with local First Nations heritage expertise. However, if this qualification cannot be filled at this time there is flexibility in the ToR to allow the position to be filled by an applicant who has experience or qualifications in one of the other identified areas. Staff are considering these factors and will provide an update at the next Committee meeting.

Committee Questions and Comments:

- If unable to meet qualifications stated in the ToR, the next best option would be to have someone appointed who has worked with First Nations; during a previous meeting there was also discussion of looking for someone who has education and communication skills and/or experience with other heritage organizations. Recognize the importance of having a member representing the First Nations community however, if this cannot be met there are other qualifications that could be beneficial to this committee.
- Is there an opportunity to have Chair and Co-Chair involved in the selection of a committee member? *Staff Response: Staff are reviewing the existing applications in relation to the ToR. If there is not an applicant who meets the above noted qualifications identified then we would then do a general call out to the public for applications. This is a staff led, confidential process whereby staff would recommend candidates to Council.*
- Can staff provide clarification on the terms that are expiring on December 31, 2022? *Staff response: All existing HAC committee member terms are due to expire December 31, 2022, with the exception of the two DRC members whose terms end December 31, 2023. This committee's terms are two years each, with a maximum of six consecutive years (members can be appointed for two year terms up to three times for example).*
- If a member takes a break from their membership, does the six years start over again? *Staff response: Staff will seek clarification from Legislative Services as to what constitutes a break.*

- It would be nice to stagger the terms so that there will not be all new members in 2023. *Staff response: There will be potentially three positions that will not be expiring at the end of this year.*

It was Moved and Seconded:

THAT the discussion regarding Membership Composition and Vacancies be received for information.

CARRIED

S. Abri entered the meeting at 5:44 p.m. via electronic communication facilities.

10. District Heritage Assets

J. Mawson addressed this item carried over from the December 2021 meeting which was cancelled:

- The HAC is looking to build a document library of the District's heritage assets so as to be able to advise staff and Council in relation to heritage aspects of West Vancouver.
- The first step in this process is to compile a list of all of the heritage assets. Four categories of assets have been defined: structures, landscapes, trails, and points of interest. The West Vancouver Historical Society has offered to assist with this initiative.
- Suggested staff to look into what catalogues of assets (such as benches, plaques, and art) already exist within the District's departments and other advisory committees of Council.

It was Moved and Seconded:

THAT the Staff Liaison work with other departments and advisory committees to help with a list of public art, plaques and benches which will help inform the inventory of District heritage assets.

CARRIED

J. Mawson brought up the previous discussion of involving the public in identifying nominations of heritage assets within the community for potential future inclusion on the Community Heritage Register. A draft nomination form was circulated to the committee for comments.

Committee comments:

- The form could be posted on the District website to align with Heritage Week.
- Perhaps the Communications department could assist with advertising the initiative. *Staff response: Staff will look into the possibility of having the nomination form posted on the District website and will consult with the Communications department on getting the word out. The timing may be challenging to achieve with available resources.*
- Perhaps other heritage groups could assist in putting information out to the public regarding the nomination form.

It was Moved and Seconded:

THAT the Heritage Advisory Committee supports hosting a nomination form for the public to fill out, whereby they can nominate heritage assets, and that staff design the form to assist in putting together a statement of significance.

CARRIED

J. Mawson indicated that the National Heritage Trust for Canada are seeking solutions to the insurance problems being faced by many owners of heritage buildings and have developed a survey to get a better understanding of the issue.

Committee comments:

- Perhaps there is an opportunity to distribute this information to owner's of homes on the Community Heritage Register?
- Concern with going to the public with a problem, better to wait until information can be gathered and a solution can be provided.
- J. Mawson confirmed he would forward the survey to staff to send to committee members.

It was Moved and Seconded:

THAT the discussion regarding District Heritage Assets be reviewed for information.

CARRIED

11. PUBLIC QUESTIONS

C. Reynolds commented regarding the following:

- Requested to review draft meeting minutes in advance of committee meetings. *Staff response: Draft meeting minutes are now (new in 2022) included in the meeting agenda package posted on the committee's web page;*
- Indicated that when heritage legislation was introduced it referred to 5 categories of heritage: palaeontological, archaeological, historical, architectural, and scenic;
- Heritage Week is February 21-27, 2022; Heritage Fayre at the Community Centre is tentatively scheduled for February 26, 2022; invitation to HAC to participate; and
- As Editor for "West Van Matters" (newsletter) offered assistance put the word out regarding the nomination form for heritage assets once confirmed.

N. Smith commented regarding the following:

- Would be happy to assist with forwarding information regarding the public call for nomination of heritage assets to the North Shore Heritage Preservation Society's listserv.

12. NEXT MEETING

Staff confirmed that the next Heritage Advisory Committee meeting is scheduled for February 22, 2022 at 4:30 p.m.

13. ADJOURNMENT

It was Moved and Seconded:

THAT the January 26, 2022 Heritage Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:25 p.m.

Certified Correct:

Chair

Staff Liaison