

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
HERITAGE ADVISORY COMMITTEE MEETING MINUTES  
VIA ELECTRONIC COMMUNICATION FACILITIES  
WEDNESDAY MAY 31, 2023**

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Committee Members: P. Grossman (Chair), B. Clark, A. Hatch, P. Hundal, J. Leger, J. Mawson, and H. Telenius attended the meeting via electronic communication facilities. Absent: L. Anderson, M. Geller; and Councillor C. Cassidy.

Staff: E. Syvokas, Community Planner (Staff Representative); and C. Mayne, Executive Assistant to the Director of Planning & Development Services (Committee Clerk) attended the meeting via electronic communication facilities.

**1. CALL TO ORDER**

The meeting was called to order at 4:34 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the May 31, 2023 Heritage Advisory Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the March 29, 2023 Heritage Advisory Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Heritage Project Updates**

E.Syvokas provided the following updates:

**4777 Pilot House Road**

- The applicant for 4777 Pilot House Road has now submitted a formal application. This is the proposal to relocate a heritage house from Vancouver to the Lower Caulfeild Heritage Conservation Area and build a new coach house.
- Upon preliminary staff review, the applicant has revised their proposal to address concerns they heard at the preliminary information meeting that they held in March.

1591 Haywood Avenue (Clegg House)

- Staff are working with the applicant to fine tune legal documents and negotiate the Heritage Revitalization Agreement and then will be scheduling the application for consideration by Council.

3396 Marine Drive (The Black Cat)

- Councillor Cassidy was kind enough to organize a site visit of the Black Cat.
- It was lovely to visit this recognized and valued commercial heritage site and learn about the history of the site.
- Staff are looking into potential options available for development of the site while at the same time allowing for retention and protection of the heritage resource.

It was Moved and Seconded:

THAT the verbal report regarding Heritage Project Updates be received for information.

CARRIED

**5. Research on Material Options for Heritage Plaques and Next Steps**

Staff circulated material for review prior to the meeting outlining the pros and cons of bronze vs aluminum signs. Based on the review of the information including the general cost differential between aluminum vs bronze material and the fact that aluminum signs can be made in-house, staff recommendation is to use aluminum signs with a UV rated coating.

The committee commented as follows:

- Need to consider longevity and maintenance costs. Adding a UV coating to signs will increase the sign life span from five years to seven or eight years.
- The footing needs to be researched as this can become expensive, using a recycled plastic post would cut down on costs.
- Who would be responsible for replacing worn out signs, the District or the homeowner? This needs to be written into the Heritage Revitalization Agreement.
- The committee needs to determine the purpose of the signs. Is it to recognize heritage sites via a heritage marker or to provide information about the heritage site via an interpretive sign?
- Bronze has a longer life span and creates a solid anchor. We do not want to create work in the future for people.
- Agree with permanency of bronze; would like to see plaque rather than interpretive signage.
- Need to develop a strategy for which sites get plaques without a lot of burden to the District.
- Theft needs to be thought of as well; don't want these plaques to be stolen.
- The cost of plaques being stolen needs to be factored into the budget.
- At the national historic site level, theft is not an issue. The major maintenance is

cleaning. In the absence of a budget for heritage plaques we have to be a little creative. With some creativity we could potentially access funds, so we aren't putting these funds on homeowners.

- Interest in having two different types of plaques; one template used to identify West Coast Modern and one template for all other heritage sites.
- We are worrying about cost of a couple thousand dollars; those are negligible costs in construction. These fees will not break the budget for Heritage Revitalization homes.
- The cost of a plaque could be added to the application fee.
- Bronze is the way to go, the cost is not that high, when you look at the benefits homeowners get from a Heritage Revitalization Agreement, the cost is small.
- The general consensus appears to be that the heritage plaque would be in bronze for distinctive heritage properties. Is there not a need for interpretive signs for Heritage Revitalization Agreement properties? In my mind one doesn't preclude the other. Interpretive signs with images and detailed information about heritage structures, landscapes, trails etc. are important to have for information sharing. Really significant heritage resources such as the Gertrude Lawson, Navy Jack House, and the Binning House might require an extra step to recognize significance.
- Signage doesn't need to be elaborate; it needs to be classy, simple and durable. If you look at it from a perspective of a community member, interpretive signs could be a very valuable communication tool to educate people on the possibilities available through a Heritage Revitalization Agreement.
- A QR code could be added to the plaque linking to the history of the house.
- QR codes are not forever and may become obsolete at some point.
- May not want to put reference to Heritage Revitalization Agreement on the plaque as this heritage conservation tool may not exist in the future.
- Need to keep homeowners perspective into consideration; want signage to look attractive.
- Desire to have something that speaks to the West Vancouver brand.

It was Moved and Seconded:

THAT the Heritage Advisory Committee recommends moving ahead with a design briefing session with designers for bronze plaques for heritage buildings in one design each for West Coast Modern and all other heritage buildings, designed as a beautiful and simple marker object with limited information on the plaque, branded specifically to West Vancouver, with the District to develop typical mounting details to prevent theft and a funding model plaque provision.

CARRIED

It was Moved and Seconded:

THAT the memo regarding Research on Material Options for Heritage Plaques and Next Steps be received for information.

CARRIED

**6. Updating the Format of the Heritage Register**

It was Moved and Seconded:

THAT the discussion regarding Updating the Format of the Heritage Register be deferred until the next meeting.

CARRIED

**7. PUBLIC QUESTIONS**

There were no questions.

**8. NEXT MEETING**

Staff confirmed that the next Heritage Advisory Committee meeting is scheduled for June 28, 2023 at 4:30 p.m. via electronic communication facilities.

**9. ADJOURNMENT**

It was Moved and Seconded:

THAT the May 31, 2023 Heritage Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:30 p.m.

Certified Correct:

  
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Chair

  
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Staff Representative