

CITY OF

COQUITLAM



510

**HERITAGE ADVISORY COMMITTEE MINUTES**

The fifth meeting of the Heritage Advisory Committee was held on Monday, January 24, 2000. The meeting commenced at 6:05 p.m. in Meeting Room 480.

**COMMITTEE MEMBERS**

**PRESENT:** Councillor Diane Thorne, Chairperson  
Ineke Dijks  
Dave Gallagher  
Margot Baur  
Geordie Howe  
Paula Cyr  
Brian Ellis  
George Porges



**ABSENT:** Gillian Elliott  
Fern Bouvier  
Lorraine Hauser

**STAFF:** Deb Day, General Manager Planning and Development Services  
Joe Sulmona, Manager Community Planning  
Lynn Guilbault, Planner

**ITEM I - INTRODUCTIONS**

**ITEM II - MINUTES OF SEPTEMBER 13, 1999**

Received.

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**ITEM III - REVIEW OF PROGRESS OF COMMITTEE TO DATE INCLUDING  
UPDATE ON HERITAGE STRATEGIC PLAN APPLICATION**

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Lynn Guilbault reported that the first Heritage Advisory Committee (HAC) meeting had been held one year ago on January 25, 1999. The first several meetings had been spent:

- reviewing existing heritage policy and background work conducted within the City of Coquitlam;
- examining heritage plans in other jurisdictions;
- identifying various heritage resources and approaches.

With funds secured from the British Columbia Heritage Trust (Trust) through the Heritage Society of British Columbia, a "Let's Get Organized Workshop" was held and led by Sue Morhun, a heritage consultant. The City also provided additional funds to hire the same consultant to provide a heritage lecture one evening prior to the workshop, which explored the question "What is Heritage?".

The lecture and workshop were well received by the HAC, who agreed that creating a list of heritage resources is not enough. A strategy outlining how to preserve heritage resources also needs to be in place to avoid being forced into ad hoc and reactive actions. It was determined that this policy framework needed to include:

- direction and focus to the role of the Committee;
- continuity; and
- a broader scope for heritage preservation to include the rest of Coquitlam, not just Maillardville.

As the Province has funding available to assist local governments to plan and develop local heritage programs, it was agreed to propose to Council that an application for a matching grant from the Province be submitted to develop a Heritage Strategic Plan. The Council supported the proposal and an application was submitted. Councillor Thorne added that the British Columbia Heritage Trust confirmed that they had received the application, but it would not be reviewed until April at the earliest with notification of the decision approximately four weeks later.

Discussion ensued regarding existing inventories in Maillardville. It was requested that packages with the 1986 Maillardville historic inventory work be assembled for the new HAC members. It was also requested that the results from the "Let's Get Organized" workshop be included in the next agenda package.

Discussion topics for the next meeting were discussed and several items proposed including:

- A presentation by Brian Ellis of heritage initiatives taken by North Vancouver's Heritage Society; and
- A review of archaeological aspects of heritage planning by Geordie Howe and the identification of potential sites in Coquitlam,

**ITEM III - DISCUSS MEETING SCHEDULE AND  
CONFIRM NEXT MEETING DATE, TIME AND PLACE**

It was agreed that the fourth Monday worked well, but starting at 7:00 p.m. would better accommodate everyone. The meetings would be every two months unless more were required. The next meeting date is scheduled for March 27, 2000. The meeting room will be confirmed prior to sending out the agenda package.

**ITEM IV - ADJOURNMENT**

The meeting adjourned at 7:20 p.m.



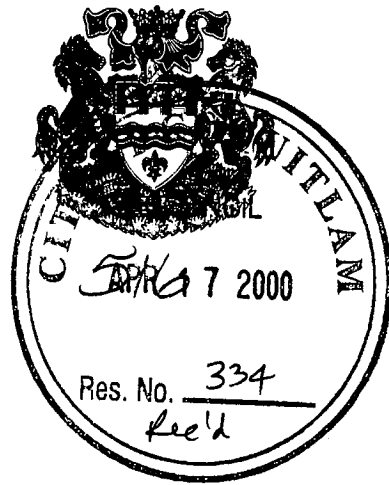
LYNN GUILBAULT  
Planner

LMG/lmc

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CITY OF \_\_\_\_\_

COQUITLAM



**HERITAGE ADVISORY COMMITTEE MINUTES**

The sixth meeting of the Heritage Advisory Committee was held on Monday, March 27, 2000 at 7:05 p.m. in the Council Committee Room.

**COMMITTEE MEMBERS**

**PRESENT:** Councillor Diane Thorne, Chairperson  
Ineke Dijks  
Dave Gallagher  
Margot Baur  
Geordie Howe  
Paula Cyr  
Brian Ellis  
George Porges

**ABSENT:** Gillian Elliott  
Fern Bouvier  
Lorraine Hauser

**STAFF:** Deb Day, General Manager Planning and Development  
Lynn Guilbault, Planner

**ITEM 516-1 MINUTES OF JANUARY 24, 2000**

Received.

**ITEM 516-2 - HERITAGE INITIATIVES - DISTRICT OF NORTH VANCOUVER**

Brian Ellis presented a review of work that he had participated in as part of the District of North Vancouver's Community Heritage Commission. He also discussed the Commission's relationship to the District Council.

Examples of work produced by this Commission include newsletters (with a circulation of approximately 400), resource inventories (split into two time periods up to 1965), walking tours, a sign (plaque) program, a resource guide for rehabilitation, and events for heritage week. This Commission also reviewed development applications and participated in Official Community Plan reviews.

**ITEM 516-2** cont'd/

The Commission members are appointed by the Council. As there is no Council member appointed to this Commission, it was felt that there was little Council support for the Commission's activities. However, the Commission was granted an annual budget of approximately \$20,000 to support its activities.

**ITEM 516-3 - ARCHAEOLOGICAL ASPECTS OF HERITAGE PLANNING**

Geordie Howe described potential heritage assets that may exist in archaeological sites, which include sites that have evidence of past human activity. This activity is generally aboriginal, but also European. Archaeological sites are protected whether they are publicly or privately owned and there are significant penalties, including up to a five-year prison term or up to a \$5 million fine, for anyone that alters a site.

The Provincial Heritage Registry Data Base (PHRD) records all known sites, but this information is not made public to protect potential artefacts. Potential archaeological sites can be located by looking for certain conditions, such as bodies of water or assessing land uses in earlier times.

Geordie suggested that the development of a management strategy could include the assessment of known sites, whether or not they have been destroyed, as well as the consideration of other areas that may warrant future study. Geordie will present a slide show on this subject at the next Heritage Advisory Committee meeting.

**ITEM 516-4 - ECONOMIC IMPACTS OF HERITAGE CONSERVATION**

George Porges and Lynn Guilbault attended a workshop at Simon Fraser University's Downtown Campus on the subject of Economic Impacts of Heritage Conservation and presented a summary of what they had learned.

George started off the presentation with the results of a systematic survey of historically designated properties around London, Ontario. The timeframe examined in the survey covered a period of 30 years (1962-1992). The survey results showed that in about 90% of the cases, designation did not have a negative impact on prices and generally resisted downturns in the economy. Property values actually increased for 79% of the sample properties and 6% of the properties decreased in value. This presentation emphasized the importance of the role of Community Plans in the success of heritage preservation.

Another more comprehensive survey was conducted in Ontario involving 2,707 properties in 24 communities. The general findings of the study identified that 74% of the designated properties performed as well as or better than the average property value trends in their respective communities. The rate of sales was equal to or higher than average despite the number of properties designated in a community. George's notes are attached.

**ITEM 516-4** cont'd/

Lynn Guilbault presented the results of a smaller survey conducted in Victoria, BC that sought the results of heritage grants on property values. While the study has not yet been completed, a copy of the finished product is to be forwarded.

There were 65 residential properties and 20 commercial properties included. For the residential properties, the 1999 assessment was 25% higher for heritage homes than the average for similar City properties and this increase was not due to the land value. For the commercial properties, the results were somewhat misleading in that the land values for heritage buildings are significantly lower than the average for other similar properties in the City. Still, the 1999 assessment was 15% higher for heritage buildings, but only above average grants yielded significantly higher assessments.

**ITEM 516-5 - STRATEGIC PLAN AND CITY WIDE OCP PROCESS**

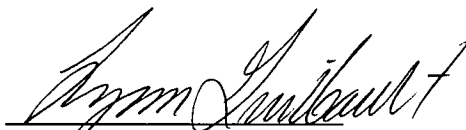
Lynn Guilbault presented an overview of the current process for updating the City's Strategic Plan and the associated process for developing a City-wide Official Community Plan. The overheads used are attached to provide the detail contained in the presentation. It was emphasized that the role of the Committee in this process is to identify issues through a committee workshop. This workshop will be conducted at an upcoming Committee meeting.

**ITEM 516-6 - MEETING SCHEDULE**

As two of the Committee members could not attend the regularly scheduled meetings due to other schedule demands, a new meeting schedule has been selected. The Heritage Advisory Committee will now meet the first Tuesday of every second month. The next Committee meeting will be held at 7:00 p.m. on May 2, 2000.

**ADJOURNMENT**

The meeting adjourned at 7:50 p.m.



LYNN GUILBAULT

Planner

LMG/lmc

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**HERITAGE ADVISORY COMMITTEE MINUTES**

The seventh meeting of the Heritage Advisory Committee was held on Tuesday, May 2, 2000 at 7:10 p.m. in the Council Committee Room.

**COMMITTEE MEMBERS**

**PRESENT:** Councillor Diane Thorne, Chairperson  
Ineke Dijks  
Dave Gallagher  
Gillian Elliott  
Fern Bouvier  
Paula Cyr  
Brian Ellis  
George Porges

**ABSENT:** Margot Baur  
Geordie Howe  
Lorraine Hauser

**STAFF:** Lynn Guilbault, Planner

**I MINUTES OF MARCH 27, 2000**

Received.

**II BUSINESS ARISING FROM THE MINUTES**

None.

**III NEW BUSINESS**

**Item 516-1 Archaeological Aspects of Heritage Planning Slide Show**

This item was cancelled, as Geordie Howe was unable to attend this meeting. This item will be rescheduled for a future meeting.

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## **Item 516-2 Strategic Plan and City Wide OCP Process Identification of Issues**

As a follow up to the presentation made at the last Heritage Advisory Committee (HAC) meeting regarding the current Strategic Planning process, the Committee discussed the importance of heritage in the context of identifying goals and priorities for the City. It was decided that a statement should be forwarded for inclusion in the Strategic Planning process to identify the value of heritage in a community.

The Committee discussion about the value of heritage in the community can be categorized into the following general themes:

- Heritage provides a sense of community and identity for a place setting it apart from other places—makes it distinct.
- Heritage resources can generate community pride if the resources are well taken care of.
- Heritage resources link the past with the future—it provides roots to the past.
- Heritage preservation is a sustainable practice that makes use of existing resources, which has a positive impact on the environment.
- Heritage preservation can increase the value of property.
- Heritage preservation can generate positive economic impacts. People could be attracted to an area for heritage related activities and other community programs, which encourages other economic spin offs to local businesses such as restaurants and shops.

It was decided that a statement would be generated by staff based on this input. This statement would first be sent to HAC members for comment. Once comments were returned and the statement revised, it will be forwarded for inclusion in the Strategic Planning process.

## **IV TABLED ITEMS**

### **Review of Proposed Street Signs for Maillardville**

The HAC were asked to comment on a sample street sign proposed for the Maillardville area. Comments were positive about the sign's shape, size, and design. There was some discussion about the colours, which resulted in general agreement that the blue and green colours were attractive. The HAC supports the proposed street sign for Maillardville.

### **Coquitlam Artifacts held by the Port Moody Heritage Society**

Dave Gallagher provided a brief history of how Coquitlam artifacts ended up in the possession of the Port Moody Heritage Society. When the Coquitlam Historical Society disbanded in the late 1960s, artifacts were transferred to a Tri-Cities heritage group, which also later disbanded, but the artifacts were stored in Port Moody. The Coquitlam Heritage Society formed in 1984 and is now interested in retrieving the Coquitlam artifacts for their museum. The current Port Moody heritage group has not been willing to return these items. The Coquitlam Heritage Society is seeking City resources to help them retrieve these artifacts.



**Coquitlam Artifacts held by the Port Moody Heritage Society cont'd/**

It was suggested that the Coquitlam Heritage Society should approach the Mayor directly for his advice. A suggested approach was to develop an agreement between the Tri-City heritage organizations to return artifacts to the city of origin and cooperate through an agreement to share or lend resources. Dave Gallagher has agreed to report on the progress of this issue at the next meeting.

**Old Mill Artifacts Sought for Place Des Arts**

Gillian Elliot talked about the loss of historic mill parts from Fraser Mills due to miscommunication and a change in mill ownership. As a consequence, they are still looking for old mill parts that could be used as outdoor sculptures along King Edward Street and on the Heritage Square property. Dave Gallagher agreed to search the Internet for old mill parts and Lynn Guilbault said she would post a request through a heritage Internet connection.

**V NEXT MEETING DATE**

The next Committee meeting will be held at 7:00 p.m. on July 4, 2000.

**ADJOURNMENT**

The meeting adjourned at 8:45 p.m.



LYNN GUILBAULT  
Planner

LMG/fb

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CITY OF

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516

**HERITAGE ADVISORY COMMITTEE MINUTES**

The eighth meeting of the Heritage Advisory Committee was held on Tuesday, July 11, 2000 at 7:10 p.m. in the Council Committee Room.

**COMMITTEE MEMBERS**

**PRESENT:** Councillor Diane Thorne, Chairperson  
Margot Baur  
Geordie Howe  
Gillian Elliott  
Fern Bouvier  
George Porges

**ABSENT:** Lorraine Hauser  
Paula Cyr  
Brian Ellis  
Dave Gallagher  
Ineke Dijks

**STAFF:** Deb Day, General Manager Planning and Development  
Heather Gordon, Records Management Coordinator  
Lynn Guilbault, Planner



**I MINUTES OF MAY 2, 2000**

Received.

**II BUSINESS ARISING FROM THE MINUTES**

None.

**III NEW BUSINESS**

The first two items were switched. Item 516-2 was dealt with first.

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**III NEW BUSINESS cont'd/**

**Item 516-2 Archives Initiatives Update**

Heather Gordon, the Records Management Coordinator and City Archivist, talked to the Committee about two grants that have been awarded to the City:

- *The Canadian Council of Archives and Control Holdings Grant.* This grant will be used to arrange, describe and store original City bylaws, minutes, and docket (permits). The result of this eight-week process will be to provide more user-friendly access to municipal records in archive-quality storage and also to increase awareness of their availability.
- *The Community Archives Assistance Program Grant.* This grant will be matched with funds from the Coquitlam Foundation Millennium Grant. This grant is to develop a Community Archives Feasibility Study/Strategic Plan. This feasibility study will involve interviewing various agencies, organizations, and individuals to determine if there is interest in developing a community archives. These archives could consist of City records, family papers, photos, diaries, business records, etc. The study will also examine the logistics required to operate this archives including the possible need for a facility or the use of a web portal connected to the City's Smart Communities Initiative.

Discussion ensued about the various options to obtain input including contacting churches about their records and having an Archivist public presentation followed by an evaluation of papers brought from volunteers who may be interested in contributing to a community archives. Heather Gordon stated that the timeline for the first project was to conclude in two months. The second project (Community Archives Feasibility Study) will likely commence with interviewing members of the Heritage Advisory Committee in the Fall.

**Item 516-1 Archaeological Aspects of Heritage Planning Slide Show**

Geordie Howe presented a slide show about aspects of prehistoric archaeology in the Coquitlam area. While none of the slides were taken in Coquitlam, the presentation identified the types of artefacts generally found in local sites and the types of locations where archaeological artefacts would likely be found. In a wet, cold climate where wood is the predominant building material, a lot of structural artefacts decompose. Therefore, the types of artefacts generally found in this Province include human remains, tools, carvings (such as 200 year old totem poles), and middens (refuse sites). These artefacts and remains provide details that help to describe a way of life in the past including the types of shelters used and the types of food eaten.

An important point that Geordie Howe stressed was that preserving archaeology does not have to preclude development. Through cooperation between developers and archaeologists, a compromise may satisfy each party's needs.

**III NEW BUSINESS** cont'd/

**Item 516-3 Heritage Strategic Plan Process**

Councillor Thorne announced that the City had been awarded the \$7,500 grant from the British Columbia Heritage Trust. The City had submitted the matching grant request to develop a Heritage Strategic Plan.

Lynn Guilbault reviewed the proposal and process that had been submitted. She also proposed that the next step would be to issue a Request For Proposals (RFP) and choose a consultant to help develop this Plan. It was proposed that the RFP provide some opportunity for the consultant to provide suggestions for accomplishing the tasks outlined. It was also proposed that staff secure the part-time assistance of a student to help conduct project tasks assigned to City staff due to existing heavy workloads with City staff overseeing the project.

In response to questions about the student's interest in and qualifications for this project, staff responded that the specific student being considered is currently working with the City for the summer and interested in this opportunity. This student has an undergraduate degree in archaeology, as well as work experience in this area. The Committee supported the steps proposed by staff.

**Item 516-4 Canadian Heritage Gallery Service**

The Committee discussed the possible investment in the Canadian Heritage Gallery website. This website proposes to include a collection of profiles of Canadian Heritage aspects of various organizations at an annual cost range of \$250-\$1,400.

The Committee did not support this investment for two reasons:

- It is too early to develop a City-wide heritage web page. The Committee is only in the first stage of developing a Heritage Strategic Plan. The City is several years away from developing a comprehensive understanding of heritage resources in Coquitlam.
- The cost to develop and maintain a web page for this Internet gallery is too high. When the Strategy is complete and heritage resources identified, resources would be better spent developing a heritage component to the City's existing web page.

**IV TABLED ITEMS**

**Coquitlam Artefacts held by the Port Moody Heritage Society**


Margot Baur updated the Committee about the issue of Coquitlam artefacts being held by Port Moody. A letter was sent from the Coquitlam Heritage Society to Mayor Kingsbury about this issue. Councillor Thorne will follow-up with the Mayor.

**V      NEXT MEETING DATE**

The next Committee meeting will be held in Room 339 on Tuesday, September 12, 2000 at 7:00 p.m.

**ADJOURNMENT**

The meeting adjourned at 9:15 p.m.

  
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LYNN GUILBAULT  
Planner

LMG/lmc

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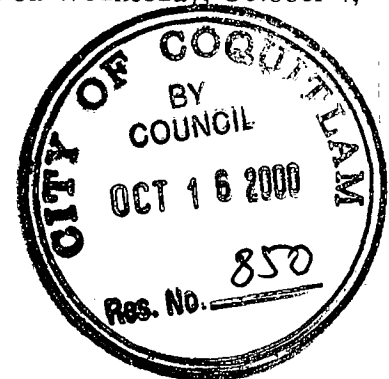
**HERITAGE ADVISORY COMMITTEE MINUTES**

516

The ninth meeting of the Heritage Advisory Committee was held on Wednesday, October 4, 2000 at 6:45 pm. in the Council Committee Room.

**COMMITTEE MEMBERS**

**PRESENT:** Councillor Diane Thorne, Chairperson  
Margot Baur  
Geordie Howe  
Gillian Elliott  
Fern Bouvier  
George Porges  
Paula Cyr  
Brian Ellis  
Dave Gallagher  
Ineke Dijks



**STAFF:** Deb Day, General Manager Planning and Development  
Lynn Guilbault, Planner  
Jennifer Little, Assistant Planner

**GUESTS:** Donald Luxton, Principal, Donald Luxton and Associates  
Alistar Kerr, Senior Heritage Consultant, Ministry of Small  
Buisness and Tourism, Heritage Branch, B.C. Heritage Trust

**I INTRODUCTIONS**

Committee members, City Staff and the guests each introduced themselves to the group.

**II MINUTES OF JULY 11, 2000**

Received.

**III BUSINESS ARISING FROM THE PREVIOUS MINUTES**

None.

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#### IV NEW BUSINESS

Lynn Guilbault introduced Donald Luxton, the consultant hired to assist in the development of the City of Coquitlam's Heritage Strategic Plan, and Alistair Kerr from the Heritage Branch, B.C. Heritage Trust. Mr. Kerr is in charge of Heritage Trust grants and has a great deal of experience with municipal heritage plans.

##### **Item 516-1 Heritage Strategic Plan Process – B.C. Heritage Trust**

Alistair Kerr explained to the Committee about his experience with municipal heritage plans, and presented a short "workshop" designed to help the committee focus on the formation of a heritage strategic plan. He started by emphasizing some of the most important aspects of developing a heritage plan; working with people and involving the public in the process as well as HAC and City Staff, defining what is meant by "heritage", recognizing the possibilities as well as limitations, and ensuring that the plan is implementable.

A short questionnaire covering topics such as anticipated public, staff and council support for the heritage plan, funding, and existing heritage programs was then filled out and discussed by the committee. Mr. Kerr emphasized the need for an understanding of what Coquitlam's current heritage program includes, where funding is being spent, and for the public to define what is considered "heritage" for the planning process. An explanation was given to help distinguish the difference between tangible and intangible heritage, as well as movable and immovable heritage. Mr Kerr also cautioned the committee to be realistic in its approach and to take things in a step-by-step manner, for example to refrain from establishing a heritage inventory when there are no policies or programs in place to support it. For example, the Maillardville Heritage Inventory conducted in the 1980's identified 75 heritage properties in Maillardville, however a total of 31 of these have subsequently been demolished.

Mr Kerr then explained the different degrees or levels of maturity of heritage programs; starting at formative and finishing at mature. Most Committee members agreed that Coquitlam's heritage program fit somewhere between formative and intermediate. Mr Kerr also went over an outline for a heritage strategic plan compiled by the British Columbia Heritage Trust. Discussion ensued regarding where to focus attention. Suggestions included public awareness, understanding of public values, understanding of heritage legislation and what is available, as well as the extent of what resources exist within Coquitlam. It was acknowledged that heritage programs in Coquitlam have focused on one or two more prominent areas such as Maillardville, and there is a need to include the heritage concerns of other areas in Coquitlam.

Finally, a long term visioning exercise was completed in order to help the Committee focus on goals and priorities. Most of the ideas generated from this exercise included education, inventories, policies, programs and incentives, as well as heritage tourism and web sites. It was emphasized by Mr. Kerr that we must not look to far ahead (2 to 3 years), and should expect to review plans often. The visioning and mission statement will be the hardest to accomplish but are also among the most critical tasks.

**IV NEW BUSINESS cont'd/**

**Item 516-2 Introduction to Coquitlam's Heritage Strategic Planning Process**

Donald Luxton, from Donald Luxton and Associates, introduced the Committee to his background and reviewed his proposal for the development of Coquitlam's Heritage Strategic Plan. It was proposed by a Committee member that other neighbouring municipalities be informed of the heritage planning process, as they may have information to contribute. The Committee agreed to consider this option, especially as Don Luxton has recently been involved in the formation of a heritage inventory and strategic plan in Port Moody.

**Item 516-3 Upcoming Meetings**

It was decided that future meetings might need to be held on a monthly basis in order to facilitate the Strategic Heritage Plan. As such the next meeting will be on November 7<sup>th</sup>, and will involve a longer "workshop" format. The subsequent meeting will take place on December 5, 2000.

**Item 516-4 Committee Membership**

Councillor Thorne stressed the need for all Committee members to write a letter stating their intent to remain on the Committee for the coming year. As the planning process has just begun, Committee members feel that it would be detrimental to have a change in committee structure in the coming year. Members are to send the letters to the Mayor directly, or bring them to the next meeting and Councillor Thorne will ensure they are delivered to the Mayor.

**V NEXT MEETING DATES**

The next Committee meeting will be held in Room 480 on Tuesday, November 7, 2000 from 6:00 to 9:00 p.m.

**ADJOURNMENT**

The meeting adjourned at 8:45 p.m.

  
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JENNIFER LITTLE  
Assistant Planner

JML/lmc



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516

**HERITAGE ADVISORY COMMITTEE MINUTES**

The tenth meeting of the Heritage Advisory Committee was held on Tuesday, November 7, 2000 at 6:00 pm. in the Council Committee Room.

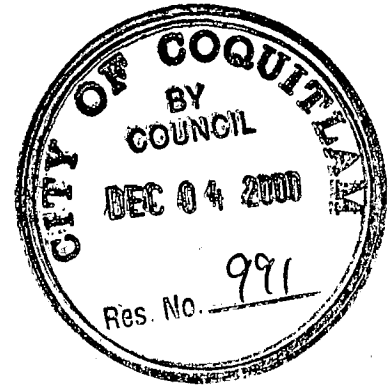
**COMMITTEE MEMBERS**

**PRESENT:** Councillor Diane Thorne, Chairperson  
Margot Baur  
Geordie Howe  
Gillian Elliott  
Fern Bouvier  
Paula Cyr  
Dave Gallagher  
Ineke Dijks

**ABSENT:** Brian Ellis  
George Porges

**STAFF:** Deb Day, General Manager Planning and Development  
Lynn Guilbault, Planner  
Jennifer Little, Planning Assistant

**GUESTS:** Donald Luxton, Principal, Donald Luxton & Associates



**I MINUTES OF OCTOBER 4, 2000**

Received.

**II BUSINESS ARISING FROM THE PREVIOUS MINUTES**

None.

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### III      NEW BUSINESS

#### **Item 516-1      Heritage Strategic Plan Process**

Donald Luxton, the consultant hired to assist in the development of the City of Coquitlam's Heritage Strategic Plan, started the meeting by summarizing what the heritage strategic planning process will involve, what has been accomplished to date, and how the evening's workshop will proceed. Mr. Luxton has been undertaking background research and has facilitated a staff heritage workshop designed to inform City Staff about heritage legislation and provide a forum for them to contribute their thoughts, ideas and concerns about heritage issues. The next Heritage Advisory Committee meeting will go over heritage legislation in more detail, but this meeting is intended to identify where Coquitlam is right now in terms of heritage visions, goals, strengths, weaknesses, opportunities, etc.

Mr. Luxton began by presenting a slide show to familiarize the HAC members with the scope of heritage resources within Coquitlam. He then opened the floor up to discussion and encouraged Committee members to identify what they felt were the strengths and weaknesses of heritage issues and heritage planning in Coquitlam. A number of strengths and weaknesses were identified by the Committee members, ranging from monetary concerns (lack of funding) to existing resources (buildings, infrastructure, committees and associations). It was felt by Committee members that some elements could be considered both a strength and a weakness; for example there are both good and bad aspects to the "brand new" status of Coquitlam's future heritage strategy.

Mr. Luxton then moved the focus of the workshop towards identifying the potential opportunities that exist within Coquitlam. Again much discussion ensued and Committee members identified opportunities ranging from school tours at the museum to establishing connections with other community groups.

The workshop ended with a presentation which summarized the principles of community planning contained in "Heritage Conservation: A Community Guide", produced by the Province of British Columbia, Heritage Branch. These principles evolved out of the collective experience of many communities in British Columbia, and were developed in order to help communities in their heritage planning. Each Committee member was given a copy of this manual for future reference and it was suggested that they read over the guide before the next HAC meeting.

#### **Item 516-2      Committee Membership**

Councillor Thorne brought membership forms for all Committee members to sign, indicating their desire to remain on the Heritage Advisory Committee in the coming year. All members were requested to sign the forms and return to Councillor Thorne before the end of the meeting.


**V NEXT MEETING DATE**

The next Committee meeting will be held in Council Chambers on Tuesday, December 5, 2000 from 6:00 p.m. to 9:00 p.m. It will be a technical workshop in which Donald Luxton will go over the details of heritage legislation.

It was suggested that a different venue, such as the museum or Minnehada Lodge be considered for future Heritage Advisory Committee meetings.

**ADJOURNMENT**

The meeting adjourned at 8:45 p.m.



JENNIFER LITTLE

JML/lmc

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CITY OF

COQUITLAM



516

HERITAGE ADVISORY COMMITTEE MINUTES

The eleventh meeting of the Heritage Advisory Committee was held on Tuesday, December 5, 2000 at 6:00 p.m. in Council Chambers.

COMMITTEE MEMBERS

PRESENT:

Councillor Diane Thorne  
Margot Baur  
Geordie Howe  
Gillian Elliott  
Fern Bouvier  
Paula Cyr  
Dave Gallagher  
Ineke Dijks  
Brian Ellis  
George Porges  
Uttam Bajwa



ABSENT:

Councillor Jim Stangier, Chairperson  
Barrie Lynch

STAFF:

Lynn Guilbault, Planner  
Jennifer Little, Planning Assistant  
Bob Leitch, Building Inspector

GUESTS:

Donald Luxton, Principal, Donald Luxton & Associates  
Laura Millar, Archival Consultant

**I MINUTES OF NOVEMBER 7, 2000**

Received

**II BUSINESS ARISING FROM THE PREVIOUS MINUTES**

None

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### III NEW BUSINESS

#### Item 516- 1 Committee Membership

Lynn Guilbault announced that Councillor Jim Stangier was named as the new Heritage Advisory Committee Chair at the Council Meeting on December 4<sup>th</sup>. Due to short notice, Councillor Stangier was not able to make the present meeting, and Councillor Thorne attended in his stead. Ms. Guilbault further announced that two new members have been appointed to the Committee and Uttam Bajwa, one of the new members, attended the latter half of the meeting. Laura Millar, the consultant hired by the city to conduct the archival study, was also introduced. Ms. Millar briefly explained the parameters of the study and requested that anyone with any pertinent information contact her.

#### Item 516-2 Heritage Legislation Workshop

Mr. Luxton, the consultant hired to assist in the development of the City of Coquitlam's Heritage Strategic Plan, started the workshop by summarizing some of the key principles of heritage planning. These principles are further expanded upon in "Heritage Conservation: A Community Guide", produced by the Province of British Columbia, Heritage Branch. He then introduced the committee to the scope of heritage legislation in British Columbia. In 1994, the Heritage Conservation Statues Amendment Act was passed, which amended 22 other Acts, including the (now) Local Government Act, and provided more flexible heritage conservation tools. Prior to this, there had been little legislation that promoted heritage conservation in British Columbia. Mr. Luxton then produced a slide show designed to graphically portray some of the most important concepts of heritage legislation and conservation by providing examples. He followed this slide show by detailing the particulars of planning tools that have been enabled under heritage legislation and that can be utilized for conservation purposes.

Community heritage registers are one of the most popular and useful tools. These registers are valuable as they identify and register heritage property, but they do not offer much in the way of legal protection to heritage property. Incentive programmes can also be used and include: monetary incentives such as tax relief and grants; regulatory relaxations of Official Community Plan guidelines, zoning bylaws, signage and building codes; and support services such as commemorative plaques and advisory services. Other tools include: heritage designations, which can prevent demolition; heritage revitalization agreements, which provide more flexibility in terms of building codes and zoning bylaw; and conservation covenants, conservation areas, heritage alteration permits, heritage inspections and heritage impact assessments.

Mr. Luxton ended the workshop by providing a brief overview of the National Historic Places Initiative, a federal programme that includes a national historic register, national standards and guidelines, and an incentive program, which includes tax incentives. This programme may change the entire approach to heritage initiatives in Canada. The province is lessening their involvement in the field, so it is hoped that the federal government will play a larger role. Mr. Luxton urged all committee members and guests to write letters of support for the initiative.

V NEXT MEETING DATE

The next Committee meeting will be announced once Staff has had a chance to confer with Councillor Stangier as to his availability.

ADJOURNMENT

The meeting adjourned at 9:00 p.m.



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JENNIFER LITTLE

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