



# City of Surrey

## *Surrey Heritage Advisory Commission Minutes*

Planning Boardroom #1  
City Hall  
14245 - 56 Avenue  
Surrey, B.C.  
**WEDNESDAY, JANUARY 30, 2008**  
Time: 9:06 a.m.

**Present:**

Chair – Cllr. Higginbotham  
W. Farrand  
J. Foulkes  
R. Fuller  
J. Monk  
M. Stibbs  
W. Tracey (9:12 a.m.)

**Absent:**

H. Lindenbach  
S. Sidhu

**Guests:**

Dan Effa, Director, Surrey Foundation  
J. Newberry, Director, Surrey  
Foundation  
J. Salh, Investment Advisor, CIBC  
Wood Gundy

**Staff Present:**

A. Kopystynski, Planning & Development  
B. Sommer, Parks, Recreation and Culture  
L. Cavan, General Manager, Parks, Recreation and  
Culture  
N. Dyrbye, Legislative Services  
J. O'Donnell, Museum Manager  
I. Matthews, Planning & Development

### **A. ELECTIONS AND APPOINTMENTS**

1. The Commission is requested to elect a Chair for the 2008 calendar year.

It was

Moved by Commissioner Monk  
Seconded by Commissioner Fuller  
That Councillor Higginbotham be elected as

Chair for the 2008 calendar year.

Carried

2. The Commission is requested to elect a Vice-Chair for the 2008 calendar year.

It was

Moved by Commissioner Fuller  
Seconded by Commissioner Stibbs  
That Hazel Lindenbach be elected as Vice-

Chair for the 2008 calendar year.

Carried

Commissioner Stibbs requested that the meetings be run according to the Robert's Rules of Order. It was agreed by the Commission that By-law No. 13282, "A By-law to establish a Surrey Heritage Advisory Commission" will be brought forward on the February, 2008 Heritage meeting to refresh the Commission and review with them the rules of conduct and the roles of the participating members of the meeting.

Councillor Higginbotham welcomed the two new members to the Commission and thanked them for their interest in heritage matters.

Commissioner Tracey arrived at the meeting at 9:12 a.m.

**B. ADOPTION OF MINUTES**

1. Surrey Heritage Advisory Commission Minutes – December 13, 2007.

It was Moved by Commissioner Stibbs  
Seconded by Commissioner Monk  
That the minutes of the Surrey Heritage  
Advisory Commission of December 13, 2007, be adopted, as circulated.  
Carried

**C. DELEGATIONS****1. Camp Kwomais**

The General Manager, Parks, Recreation & Culture will provide a verbal report regarding the status of Camp Kwomais.

The General Manager, Parks, Recreation & Culture made the following comments:

- Request has been made to provide the Commission with an update in terms of the status of Camp Kwomais.
- The City of Surrey purchased the camp property in the summer of 2007. The property is a 16-acre site which cost approximately \$20 million dollars.
- City Council saw the importance of the property in terms of its natural beauty and heritage value. The property was used as a camp in the past and it has much significance to the community on the peninsula.
- An assessment was done of the land by an independent consultant, Wasser Consulting, as to the condition of the land and existing buildings.
- A report was prepared and submitted to Council that indicated the existing buildings on the site were long past their useful life with the exception of the Sanford Hall. It was recommended to Council that this building be retained for future use.
- It was also recommended that the Lodge building also be retained for adaptive re-use, however, the original assessment indicated the cost to make the building available for public use was prohibitive.
- City Council raised questions regarding the report and directed staff to re-visit the content and requests therein. As staff went through the background information, they determined that an assessment had been done by Donald Luxton & Associates, a firm specializing in the assessment of heritage buildings, in 2003/2004. Their findings had been that the buildings did not meet the criteria to be added to the Heritage Registry.
- Staff is planning to re-submit a report to City Council, once the Commission has been made aware of the issues and provided any comments or suggestions regarding the retention of the Hall and the Lodge. The report will also include plans in the master plan to determine

whether the Lodge could have an adaptive re-use and also outline and emphasize heritage retention aspects of the site.

- Another part of the plan is to establish a Steering Committee to represent the Heritage Commission to meet once a month and occasionally attend public meetings to provide input into overseeing the master plan move forward.

Comments from the Commission were as follows:

- The site is one of natural beauty and encouragement was made to make time to visit the site if they had not already done so.
- Questions were raised as to the current security measures in place to make sure the buildings and trees are not damaged and/or vandalized.
- Further question was raised whether an archeological assessment and a tree survey of the site had been undertaken.
- Suggestion was made for there to be consideration to have a children's park included in the plan for the site. Perhaps hearing from the public as to what they would like to see out of this property can help determine uses for the land.
- It was determined that Commissioner Farrand and Commissioner Foulkes would work jointly on the Steering Committee to provide input in the master plan of Camp Kwomais.

Comments in response to the Commission were as follows:

- The site currently has a caretaker living on site who, since the property has been purchased by the City, has been retained to continue maintenance and surveillance of the site.
- There has been no archeological assessment taken of the site, however they are working to undertake a more significant arborist survey to determine the condition and importance of the existing trees and as a result, there is very limited public access to the site at this point in time.

There being no further business to discuss, The General Manager, Parks, Recreation and Culture left the meeting at 9:41 a.m.

## **2. Liquid Capital Pacific Corp.**

On request of Councillor Higginbotham, Dan Effa from Surrey Foundation was in attendance to speak on the Heritage Endowment Fund Proposal.

Dan Effa and Janet Newberry, both Directors of Surrey Foundation and Jas Salh of CIBC Wood Gundy arrived at the meeting at 10:18 a.m. and made the following comments:

- The Surrey Foundation was created 14 years ago with the purpose to manage endowment funds of various Surrey organizations and currently manager over 20 separate funds totaling approximately two million

dollars. Some of their current partnerships include the Surrey Museum, the Surrey Library and the Arts Council of Surrey.

- The Foundation feels there is a possibility for creating a fund to support the preservation and upkeep of heritage in Surrey.
- They are proposing that the Foundation could manage the Surrey Heritage Advisory Commission's funds, and then the Commission could determine where the funds will ultimately be spent.
- If a fund is to be set up, they believe there is an opportunity to create publicity to attract further donations by organizing an event, having publications regarding the fund and making media announcements.

I. Matthews, Planning & Development arrived at the meeting at 10:24 a.m.

- With the endowment fund, the Commission would only be spending the interest gained from the fund therefore promoting growth of the principal amount. The investment works like a long-term mutual fund and the return is about 7% - 9% yearly, minus investment and management fees of 1 ¼% that comes off the return.

Comments from the Commission were as follows:

- Questions were raised as to whether there would be any tax implications of investing the \$100,000 the Commission had if they decided to do so.
- If the \$100,000 was invested in an endowment fund, the only return that the Commission would be able to spend yearly would be approximately \$6,000 - \$9,000.
- Question was made as to sources of donations that can be derived and whether the SHAC would receive large sums of money donated to a fund if they set one up.
- Suggestion was made to set up a Sub-Committee to discuss the pros and cons of investing the funds.

Comments in response to the Commission were as follows:

- All money that is donated would be tax-free and the donator gets 44% back on each dollar donated, however, the donation must come from a private donor.
- They are keen to work with the Surrey Heritage Advisory Commission, and would be pleased to return to answer any other outstanding questions after the Commission has some time to think about and discuss amongst themselves the idea of an endowment fund.
- A Gala for the Surrey Foundation will be held on February 29, 2008 and the Commission is encouraged to attend and have the opportunity to meet others involved and learn more about the workings of the Foundation.

There being no further business to discuss, the delegates left the meeting at 11:03 a.m.

Following the departure of the delegates, the Commission had discussion amongst themselves and made the following comments:

- A Sub-Committee had already been discussed and formed on April 25, 2007 and May 30, 2007 comprising of

HAC Members:	Surrey Staff Members:
Councillor Higginbotham	
Commissioner Lindenbach	Adrian Kopystynski, Senior Planner (Heritage)
Commissioner Tracey	Bev Sommer, Parks, Recreation and Culture
Commissioner Stibbs	

to deal with the formation of a Heritage Foundation.

- Suggestion was made that the City continue to retain the money and the interest.
- Suggestion was made for the Commission to recommend to Council that the money be spent now on worthwhile heritage properties as envisioned by the SHAC in its Compensation Policy for needed maintenance and restorations.
- There were comments about how the City of a Foundation could invest these moneys for maximum returns.
- Suggestion to have a special SHAC meeting to discuss this matter further was made.

It was

Moved by Commissioner Stibbs  
Seconded by Commissioner Fuller

That the SHAC have a special meeting to further discuss the options of how to handle the \$100,000 and whether investing with the Surrey Foundation would be a viable option.

Carried

## D. CORPORATE REPORTS

Planning items were dealt with after Parks and Recreation items.

### 1. PLANNING & DEVELOPMENT

#### (a) New Peace Arch Visitor Centre and Relocation of the Existing Totem Pole and Plaque

The Senior Planner (Heritage) presented a report prepared by the Manager, Area Planning and Development – South Division regarding relocation of the existing totem pole and highway commemoration plaque to accommodate the development of a new Visitor Centre at the Peace Arch Border Crossing.

Councillor Higginbotham left the meeting at 11:16 a.m.

The following was presented:

- For the benefit of the new members, the Senior Planner (Heritage) provided a summary of the referral process. The main mandate of the SHAC is to advise Council on heritage matters. For development applications, this is done through staff in reports to Council. The SHAC can consider cases where a development site:
  - 1) includes a heritage property;
  - 2) is next to a heritage property;
  - 3) has a heritage-related issue for which SHAC comment is being sought; or
  - 4) is for information.
- This application is a case of a site not on the Register, however involves a heritage-related matter for which comments from the Commission would be useful to staff.
- Construction of a new Peace Arch Visitor Centre involves the moving of an existing totem pole on the site.
- A local contractor, Lark Group, is to undertake this project.
- The totem pole and cairn with a plaque dedicating the opening of the highway in the 1960's is located at the entrance to the existing visitors information building.
- The proposal is to demolish the existing centre and to construct a new one further to the south. North of the new center would be a long and narrow single-loaded parking area along side the Peace Portal Golf Course with a landscaped pedestrian pathway.
- The totem pole and the plaque are proposed to be situated in a triangular area a distance to the north of the new visitors centre along the pathway connecting the parking area to the centre.
- The proposed design and site plan was considered by the Advisory Design Panel and they recommended locating the totem where pedestrians would not have to step into traffic to see them and to get photographs.

Comments from the Commission were as follows:

- It was noted that this totem pole may commemorate the Canadian Centennial. The applicant should be encouraged to undertake research to verify this and produce a commemorative plaque.
- Suggestion was made to locate the totem pole inside the new Visitor Centre building. This would also help to protect the pole from the elements and significantly reduce maintenance requirements.
- There needs to be a maintenance schedule set up regardless of where the pole is going to be located.
- Putting the existing plaque beside the totem pole is not a good idea; it does not relate to the totem pole and will take away from each other's significance.

- The totem pole could be located beside the new building as originally done, otherwise it will be difficult to be seen and pedestrians will not want to walk that far to see it.
- Question was raised whether the Natives have been asked for their input and suggestions regarding relocation of the totem pole.
- Further question was raised whether the developers would consider losing a parking stall to preserve some existing trees on the site.
- Suggestion was made to have information available for visitors about the totem pole explaining its history and significance.

Comments in response to the Commission were as follows:

Councillor Higginbotham returned to the meeting at 11:28 a.m.

- The developer prefers to have the totem pole located outside so those driving by and not stopping at the Visitor Centre would have a chance of seeing the totem pole.
- The developer could be asked to establish a maintenance program for the totem pole.
- Planning will ask the developer to do some research and produce a plaque specifically for the totem pole to explain its history and significance to passers by.
- The developer will be asked about retaining the mature trees on the current site and integrating them into the landscaping plan to the satisfaction of the City Landscape Architect.
- Staff will speak with the developer's consulting architect about the issues raised by the Commission and make considerations based on the comments made.

I Matthews, Planning & Development left the meeting at 11:44 a.m.

It was Moved by Commissioner Stibbs  
Seconded by Commissioner Foulkes  
That the SHAC recommend to the General  
Manager, Planning and Development that:

- 1) This report be received by the Commission;
- 2) Consideration be given by the developer to locate the totem pole and the plaque (a) in a more prominent location close to the entrance of the Visitor Centre or (b) inside the building, and to protect the totem pole from the elements and vandalism;
- 3) The developer investigates the history of the totem pole and adds an interpretive sign with an explanation of the history of the totem pole for the public that is satisfactory to the Senior Planner (Heritage); and
- 4) The developer be instructed to retain existing trees in the vicinity of the current plaque and totem pole.

Carried

**(b) Proposed Rezoning and 7-lot subdivision on Semiahmoo Trail**

The Senior Planner (Heritage) presented a report prepared by the Manager, Area Planning and Development – South Division concerning a rezoning application for a 7 lot residential subdivision abutting the Semiahmoo Trail.

The following was presented:

B. Sommer and J. O'Donnell left the meeting at 11:51 a.m.

- The Senior Planner (Heritage) noted that all applications along Semiahmoo Trail are required to be brought to the Commission for comment and evaluation of how well the proposed development interfaces with the heritage trail based on guidelines approved by Council.
- These guidelines include:
  - An adequate buffer area;
  - A ten meter building setback from the Trail;
  - A zigzagging split-rail fence along the property line with the Trail to be installed at the onset of development;
  - Adequate landscaping with suitable species introduced as a buffer;
  - Minimizing the number of service connections and eliminating vehicular access to the Trail;
  - Buildings designed to front onto the Trail; and
  - Minimizing the impact of structures on the Trail through attention to building bulk and lot size along the Trail.
- There will be a building scheme registered on title. For the lots abutting the Trail, it will require that the design of buildings and structures be reviewed by the City Architect before approved by the design consultant.
- Additional matters to be satisfied by the developer include:
  - Tree retention;
  - Ensuring the grades in the ten meter setback are not altered, and that there be no chain link fences, retaining walls or other features installed that would detract from the heritage character of the Trail; and
  - A restrictive covenant for the plantings necessary in the landscaping buffer area.
- Some of the particulars of this development are:
  - This development will have lane rather than driveway access to the Trail.
  - The developer will be required install protective fencing to prevent damage to the trees on the Trail.
  - The developer will ensure that contactors and their trades access the development site from 148 Street and **not** Semiahmoo Trail.
  - The developer will be constructing a split-rail fence and installing landscaping as soon as possible.

- There will be a sign installed at the north end of Semiahmoo Trail advising that there is no access through the Trail for construction vehicles.
- Servicing needs to be addressed. The developer is aware that no service mains or connections for the development are allowed under, on, or over the Trail unless it can be demonstrated that there are no other alternatives. If services will affect the Trail, the matter will be returned to the SHAC in the form of a Heritage Alteration Permit application from Engineering.
- As is customary, the residents or Friends of the Semiahmoo Trail will be consulted on this application.

Comments from the Commission were as follows:

- It is important to know how the surrounding residents and the Friends of the Semiahmoo Trail think about this development.
- It is good to hear that the split-rail fence is being installed first and the setback is achieved before development starts.
- It is imperative that protective fencing be installed for the fence and trees so there will be no damage done during construction.
- There may need to be a storm sewer along the Trail for the development.
- Consider in some way to limit or hide the number of power lines that will be required so they are not running along the Trail. It was suggested that power lines be placed underground as was requested by the SHAC for the subdivision along the Trail at Elgin.

Comments in response to the Commission were as follows:

- Not all of the details with regard to servicing and sewers have been finalized and dealt with at this point. The servicing information drawn on the plans attached to the Staff report are only tentative. Staff is looking into future servicing requirements.
- Some storm sewers have been temporarily installed. The entire area drains into a storm water detention pond close to 32<sup>nd</sup> Avenue. Some of the storm sewers will remain to allow the area to drain properly.

It was Moved by Commissioner Stibbs  
Seconded by Commissioner Tracey  
That the SHAC recommends that the  
General Manager, Planning and Development endorse the proposed subdivision  
application, subject to:

- (a) compliance with Semiahmoo trail Guidelines, including registration of a Restrictive Covenant, the zigzagging split rail fence and no chain link fences in the yards to Semiahmoo Trail;
- (b) registration of a building scheme that is satisfactory to the Senior Planner (Heritage) as to heritage requirements; and
- (c) achieves the 17-meter setback from the Semiahmoo Trail as shown in the site plans provided by the developer and presented by staff.

Carried

The Commission adjourned the meeting at 12:25 p.m. and reconvened at 12:41 p.m.

**(c) Heritage Plaques**

The Senior Planner (Heritage) has provided a report asking the SHAC to consider further information about the policy and the design of commemorative plaques for heritage buildings in Surrey.

The Senior Planner (Heritage) provided the following comments:

- The City provides for two types of commemorative heritage plaques.
- The first is for properties on the Surrey Heritage Register. This is an oval shaped metal plaque like the one installed for Dan's Electronics in Cloverdale during Heritage Week in 2007.
- The second is a cast bronze plaque with a brown coloured background for protected properties (subject to designation bylaws or heritage revitalization agreement bylaws). At a previous meeting, the HAC approved the design for such a plaque commemorating the Collishaw House (see correspondence).
- Bronze plaques are being stolen for their metal value. Since the heritage plaque policy was established by the SHAC, the City has identified an alternative composite bronze plaque manufacturer. This product incorporates bronze in the surface layer and has the durability and appearance of cast bronze plaques. It is less expensive to manufacture, costing of \$270 as opposed to \$700.
- A brown background makes plaques even more susceptible to being stolen.
- The suggestions to the SHAC is to change the standard of the plaque for protected buildings as follows:
  - Consider using the composite bronze plaque;
  - Consider a different background color, such as black or green.

Comments from the Commission were as follows:

- The idea of having another material used to prevent loss was supported.
- Using green as a background colour instead of brown would make the plaques very distinctive.
- A question was raised about increasing the size of the Surrey Coat of Arms.

It was Moved by Commissioner Fuller  
Seconded by Commissioner Foulkes  
That the SHAC approve the new composite  
plaques design and that the City of Surrey retain the new manufacturer to  
manufacture the plaques.

Carried

It was Moved by Commissioner Fuller  
Seconded by Commissioner Foulkes  
Opposed by Commissioner Tracey  
That the background colour of the Heritage  
plaques be changed from brown to green.

Carried

**(d) Statements of Significance 2006 – 2007**

The Senior Planner (Heritage) presented his report concerning the Statements of Significance for 7 school sites, which was prepared with the assistance of Donald Luxton and Associates, Inc.

The Senior Planner (Heritage) made the following comments:

- The Commission heard a presentation from a representative of Donald Luxton and Associates at the December 13, 2007 SHAC meeting regarding the draft Statements of Significance and have incorporated the recommended changes requested by the Commission.
- This is being brought back to the Commission once more for any further comments and endorsement before it is submitted to Council for approval.

Comments from the Commission were as follows:

- Explanation of the purpose of Statements of Significance (“SOS”) was requested, due to there being new Commission members present at this meeting.
- Suggestion was made to have the Port Mann Elementary School added to the Heritage Register.

Comments in response to the Commission were as follows:

- About five years ago, Parks Canada implemented a program called the “Heritage Places Initiative” or HPI for a new way of evaluating heritage properties. It involved a shift from a quantitative to more of a value-based or qualitative way of looking at heritage.
- This allowed HAC to consider not just what encompassed built form, but also cultural, spiritual, landscaping and an embodiment of memories and experiences as the basis for the selection of heritage sites.
- Statements of Significance are a qualitative approach of understanding and evaluating heritage today. Currently, Surrey has approximately 75 properties assessed using the SOS methodology.
- There are four key elements for HPI including which expands the boundaries defined in legal survey plans which are:
  - Assessment: The SOS defines the heritage place, specifies the heritage values embodied in a heritage place, and lists the character-defining elements that express the heritage value in physical terms;
  - National Register: Sites with Statements of Significance are included on a web-based Canadian Register of Historic Places (“CRHP”);
  - Standards: Standards and Guidelines for the Conservation of Heritage Places in Canada have been established; and
  - Financial Assistance: Owners of properties on the CRHP may apply for financial assistance if the heritage building or feature in question complies with the standards. Currently, the financial incentive is for commercial-residential heritage buildings.

It was

Moved by Commissioner Stibbs  
Seconded by Commissioner Tracey  
That the SHAC receive and support the

Statements of Significant and recommend to the General Manager, Planning and Development that they forward the Statements of Significance to Council to be approved for uploading for the Canadian Register of Historic Places.

Carried

**(e) Fire Damage Sustained by Charles Bell House**

The Senior Planner (Heritage) has provided a report regarding recent fire damage sustained to the Charles Bell House and an action plan required for restoration.

The Senior Planner (Heritage) indicated further information expected for the meeting was not submitted yet. He made comments on the degree of damage that was sustained, the fact that the building was occupied until

about Christmas and the fire took place in early January, and that the SHAC will need to review a strategy for rebuilding the fire damaged heritage house.

It was Moved by Commissioner Stibbs  
 Seconded by Commissioner Fuller  
 That the SHAC receive the information available and defer this item pending receipt of the report as to the extent of the damage to the Charles Bell House. SHAC also recommends that staff contact the owner/developer to ensure that the house is adequately secured for all access until these outstanding issues can be dealt with.

Carried

## 2. PARKS AND RECREATION

### (a) Heritage Week – Storyboard Unveilings

The Manager, Heritage Services, has provided the finalized itinerary for the Heritage Week Storyboard Unveilings.

The Manager, Heritage Services made the following comments:

- At the November/December SHAC meetings, the Commission decided on the dates for Heritage Week 2008 to be February 17 – 24, 2008.
- The Commission is requested to provide any comments regarding the tentative agenda for the day of the storyboard unveilings.
- Three new storyboards will be unveiled on February 23, 2008; one for the Guildford Transportation History, one for Newton Street Names and the last, Newton Community, to be relocated.
- Arrangements to find a driver for a bus have been unsuccessful, so the Commission must decide whether they would like to:
  - Carpool;
  - Go independently; or
  - Rent a bus and driver for the day.
- Invitations for the storyboard unveilings will be sent out today and confirmation of those attending is requested by February 18, 2008.

Comments from the Commission were as follows:

- Agreement was made that everyone would like to be together for the tour, so a bus and driver should be rented for the day.
- Suggestion was made to have previous Commission members Alan Clegg and Darlene Bowyer invited as well.
- Suggestion was made to have the president for the Fraser Heights Rate Payers Association attend the event.

It was

Moved by Commissioner Stibbs

Seconded by Commissioner Monk  
That the SHAC recommend that the  
Manager, Heritage Services organize the rental of a bus and driver for the day for  
the storyboard unveilings and that the pickup will be on Saturday, February 23,  
2008 at Surrey City Hall in the west parking lot at 9:15 a.m.

Carried

**(b) 2008 Liaisons**

The Manager, Heritage Services, has provided a report to identify one representative to provide liaison regarding various issues.

The Manager, Heritage Services made the following comments:

- Volunteers to act as liaisons for the 2008 year are requested for the following processes:
  - Cultural Capitals of Canada – Green Timbers interpretive project.
    - Former Commissioner Darlene Bowyer has advised that she can no longer continue to represent SHAC on the Green Timbers project.
  - Community Advisory Board (Museum & Archives).
    - Commissioner Lindenbach served as liaison for the Community Advisory Board for 2007 and a new member is requested for the next meeting which is scheduled for March, 2008.
  - Surrey Stories.
    - Surrey Stories is a twice-yearly newsletter containing input from various historical societies and community heritage organizations. The liaison from SHAC would be responsible for identifying the topic of a one-page update. Surrey Stories produces twice a year and the delivery timeline is early May and early November.
- This is an opportunity to have input and report back to SHAC to make final decisions and recommendations on.

Comments from the Commission were as follows:

- Cultural Capitals of Canada – it was decided that the Commission would leave this item for now and decide on it once Commissioner Lindenbach was available to provide input.
- Commissioner Stibbs volunteered to serve on the Community Advisory Board.
- Surrey Stories – the Commission would like to also decide on this item at a later date. It was suggested that a suitable topic is the history of Highway 99 and identification of heritage sites along the way.

Following discussion, the Manager, Heritage Services advised that after 21 years with the City, she is planning to retire at the end of February, 2008 and would only be in attendance for one more SHAC meeting.

Councillor Higginbotham thanked the Manager, Heritage Services for her great contributions to the SHAC. She will be missed by the Commission.

### **3. ENGINEERING**

There are no reports from the Engineering Department.

### **4. LEGISLATIVE SERVICES**

#### **(a) Heritage Week Proclamation**

The Commission is requested to provide feedback with regard to the Draft Proclamation for Heritage Week.

- The Commission received the Draft Proclamation with no comments.

### **E. CORRESPONDENCE**

It was

Moved by Commissioner Tracey  
Seconded by Commissioner Monk  
That the following correspondence items be

received.

Carried

#### **1. Collishaw Farm House**

Letter dated December 19, 2007 to Pat Harrison advising of the Council's approval of the Application for Financial Assistance for the Collishaw House.

#### **2. Charles Feedham House**

Letter dated December 19, 2007 to Bill Farrand advising of Council's approval of the Application for Financial Assistance for the Charles Feedham House.

#### **3. Collishaw Farm House**

Letter dated December 21, 2007 to Pat Harrison enclosing a cheque in the amount of \$3,800.00 representing payment of Financial Assistance for the Collishaw Farm House.

**4. Proposed Heritage Commemorative Plaque for Collishaw House**

Letter dated January 4, 2008 to Robert & Susan Harrison proposing illustration and installation of a bronze heritage plaque to commemorate the historical significance of the Collishaw House.

- The Senior Planner (Heritage) commented that Mr. Harrison has interest in purchasing a second plaque so one could be displayed at each of the front and rear doors.

**F. INFORMATION ITEMS**

- 1. Regular Council – Public Hearing Minutes – Monday, December 17, 2007  
RES.R07-3187**
- 2. Regular Council – Public Hearing Minutes – Monday, December 17, 2007  
RES.R07-3188**
- 3. Regular Council – Public Hearing Minutes – Monday, December 17, 2007  
RES.R07-3189**
- 4. Regular Council – Public Hearing Minutes – Monday, December 17, 2007  
RES.R07-3190**
- 5. The Magazine of the Heritage Canada Foundation**
- 6. British Columbia History – Journal of the British Columbia Historical Federation – Vol. 40 No. 2**
- 7. British Columbia History – Journal of the British Columbia Historical Federation – Vol. 40 No. 3**
- 8. Fraser Valley Heritage Railway News Letter - Fall 2007**
- 9. Heritage B.C. Quarterly News Letter – Fall 2007  
(also to be provided on table)**

10. **Dormers & Doorways News Letter – Winter 2007**
11. **Historic Stewart Farm – Winter 2008 Program and Information Pamphlet**  
(to be provided on table)
12. **Surrey Museum – Winter 2008 Program and Information Pamphlet** (to be provided on table)

Comments from the Commission were as follows:

- Suggestion was made that Clerks pay for extra subscriptions to the heritage magazines and information pamphlets so they can be brought to the meetings and distributed on-table rather than be copied for the agenda packages where they are hard to read. Ideally, three copies to be on-table would be preferable.
- Further suggestion was made to only copy the first page for the agenda packages so the Commission will have an idea as to what will be provided on-table.
- Starting a “heritage library” with heritage magazines and information that is available for the public would be useful. It was suggested that Clerks liaise with the Library Board to see whether they have something for heritage already set up.

It was  
items.

Moved by Commissioner Stibbs  
Seconded by Commissioner Fuller  
That the SHAC received the information

Carried

It was  
and other information items should be brought to the meetings to be provided on-table as opposed to having the entirety of the information copied into the agenda packages and to only have the first page copied to agenda packages for information.

Moved by Commissioner Stibbs  
Seconded by Commissioner Foulkes  
That for future SHAC meetings, magazines

Carried

It was  
with the Library Board to see what they have in place in terms of heritage information available to the public.

Moved by Commissioner Tracey  
Seconded by Commissioner Stibbs  
That the SHAC requests Clerks to liaise

Carried

**G. OTHER COMPETENT BUSINESS****1. List of Outstanding Items**

The Commission is requested to provide any updates to the attached listing of outstanding items.

**1) Amendment to the Financial Assistance By-law – November 28, 2007**

- This item is pending consultation with Finance.

**2) SHAC Sub-Committees – September 26, 2007**

- This item is pending – to be dealt with by the Consultant Sub-Committee.

**3) Hazelmere Village Guidelines– January 25, 2006**

- These are to be undertaken by the developer of the former corner store property at the southeast corner of 16<sup>th</sup> Avenue and 184<sup>th</sup> Street.
- Staff will bring forward a report at a future date.

**4) George E. Lawrence House – January 25, 2006**

- This property was subject to fire damage last year and the SHAC has retained Brian G. Hart & Company to determine if the heritage house can be restored. Staff will report back to the SHAC at a future meeting.

Comments from the Commission were as follows:

- There needs to be a better way to deal with these problems. It seems that damage keeps happening to heritage houses, there needs to be some sort of protection and surveillance put into place to prevent this in the future.
- Monitoring can be done by having someone drive by or even live in the residences to protect them from damage.
- Suggestion was made to have a bond or security deposit paid by the developer to take the necessary steps to ensure the properties are protected and once they are completed restorations/maintenance, they will have the money returned to them upon inspection of the property to ensure it was not damaged. However, paying a large bond would make it difficult to have the funds to perform the work on the property.
- Education needs to be provided to people about heritage value and that it needs to be protected. The Real Estate Board, the Rate Payers Association and Ocean Park need to be made aware of these issues so they can pass along the information to others as they are influential in the real estate business.

- The Commission agreed that the bottom line is that there needs to be a policy developed to deal with these issues to prevent future problems.
- 5) **182<sup>nd</sup> Street Neighbourhood – September 28, 2005**
- This is a long-term education project which is still pending.
- 6) **Currie House Update – July 27, 2005**
- This is in process.
  - The SHAC requested that the Senior Planner (Heritage) contact the owner and facilitate the application to move forward.
- 7) **Tynehead Elementary School – July 27, 2005**
- Pending - application is still in process.
- 8) **1891 Lodge Status Report – March 30, 2005**
- Pending – still in process.
- 9) **Heritage Revitalization Agreement for White Rock Church – June 30, 2004**
- A letter is being sent to the consultant requesting an update. This item is pending further information.

Further comments from the Commission were as follows:

- The issue regarding the fence along Semiahmoo Trail at 14655 – 32<sup>nd</sup> Avenue in which a development permit was inappropriately approved with the wrong type of fence construction needs to be added to the list of outstanding items. The motion from that item from the November 28, 2007 meetings is as follows:

*“It was*

*Moved by Commissioner Monk*

*Seconded by Commissioner Johnston*

*That in light of the concerns raised by the residents and neighbours abutting the Semiahmoo Trail and other existing restrictive covenants concerning the split rail fence, the Planning and Development Department should request from the developer that he comply with the current regulations and requirements along the Semiahmoo Trail for building a zigzagging split rail fence in accordance with the Semiahmoo Trail guidelines.*

*Carried”*

- Question as to the status and progress of the hiring another Heritage Planner was made.

**2. Friends of Heritage – Nomination Form Award Program**

Heritage Nomination of Friends of the Surrey Museum and Archives Society

- The Commission approved the Nomination for the Surrey Museum and Archives Society to be put forward to Council.

**3. Friends of Heritage – Nomination Form Award Program**

Heritage Nomination of Leslie Tannen – Whalley Business Improvement Area

- The Commission recommended that the Chairperson of the Whalley BIA be nominated rather than Leslie Tannen.

It was Moved by Commissioner Foulkes  
Seconded by Commissioner Tracey  
That the Chairperson instead of Leslie  
Tannen be nominated for the Friends of Heritage Award for the Whalley Business  
Improvement Area.

Carried

- Discussion was had that the Commission would like to put forward to Council a third nomination with Commissioner Foulkes as nominator.

It was Moved by Commissioner Foulkes  
Seconded by Commissioner Tracey  
That the SHAC recommend to Council that  
they approve the three nominations for the Friends of Heritage Awards put  
forward to the Commission and that Council present the awards at the Public  
Hearing meeting of February 25, 2008.

Carried

**4. Semiahmoo Trail and Elgin Memorial Cairn**

Letter dated December 7, 2007 from Ron Dowle requesting an error correction in a previous letter sent to the Commission in May, 2004.

- The Commission received this item.

**5. Hall's Prairie Farmers' Institute**

Letter dated December 7, 2007 from Peter Malowney requesting the Hall's Prairie Elementary School to be designated as a heritage site.

It was Moved by Commissioner Foulkes  
Seconded by Commissioner Fuller  
That the SHAC recommend that staff bring  
forward a memo to designate the Hall's Prairie Elementary School as a heritage  
site.

Carried

## **6. Surrey Heritage Advisory Commission Sub-Committees**

The Commission is requested to re-appoint members to the various Heritage Sub-Committees.

- The Commission suggested that staff work together to update the list of Sub-Committees and that this item be deferred and brought forward to the next SHAC meeting.

## **7. Surrey Historical Society**

The Commission is requested to appoint an alternate SHAC member to attend and speak at the March 8, 2008 meeting of the Surrey Historical Society regarding the Surrey Heritage Advisory Commission.

- Councillor Higginbotham advised that she would like to go to speak on behalf of SHAC, but in the event that she is unavailable, another Commission member will have to take her place and attend.

## **8. The Heritage Registry of Who's Who**

Registration form for possible inclusion in the upcoming 2008 – 09 Heritage Registry of Who's Who.

- The Commission received this item.

## **H. NEW BUSINESS**

### **1. Heritage Inventory Sites**

The Senior Planner (Heritage) distributed a table that consolidated all the sites the SHAC has identified since the last Heritage Register review that were identified as potential additional Register candidates. He then made the following comments:

- The Commission is requested to review the list and advise whether they see any changes or additions required.

Commissioner Foulkes left the meeting at 1:30 p.m.

Comments from the Commission were as follows:

- In addition to the Port Mann School and the Hall's Prairie School considered earlier, the suggestion was made to also ensure that Camp Kwomais is put onto the inventory list.

It was  
inventory sites, as amended, and that staff update the list so the information is available to the public, developers and staff.

Moved by Commissioner Stibbs  
Seconded by Commissioner Foulkes  
That the SHAC receive the list of heritage  
Carried

It was  
approve that a member from the SHAC may liaise on the Environmental Advisory Committee to ensure coordination on environmental and heritage issues.

Moved by Commissioner Foulkes  
Seconded by Commissioner Stibbs  
That the SHAC recommends that Council  
Carried

Commissioner Foulkes returned to the meeting at 1:35 p.m.

## 2. Sullivan Hall

- Request was made by the Commission to bring forward a status report regarding Sullivan Hall to the next meeting.

## 3. Heritage Trees

- Inquiry was made as to the trees on the site on 152<sup>nd</sup> Street, just north of 40<sup>th</sup> Avenue and if the City knows who is responsible for the plaque on the trees there. Request to have a status report on the health of those trees for the next meeting was put forward.

## I. NEXT MEETING

The next meeting of the Heritage Advisory Commission is scheduled for February 27, 2008 in the Mayor's Executive Boardroom - 9:00 a.m.

**J. ADJOURNMENT**

It was

Moved by Commissioner Foulkes  
Seconded by Commissioner Monk  
That the Surrey Heritage Advisory

Commission meeting do now adjourn.

Carried

The Surrey Heritage Advisory Commission adjourned at 3:49 p.m.

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Margaret Jones, City Clerk

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Councillor Higginbotham, Chairperson  
Surrey Heritage Advisory Commission