

Present:

Councillor Woods, Chair
D. Plug, Vice-chair
B. Hol
P. Priddy
R. Hart
M. Westwood – Youth Representative
P. Sooch - Youth Representative

Absent:

D. Evans

Staff Present:

D. Luymes, Planning & Development
K. Baglo, Planning & Development
K. Tiede, Transportation Planning
P. Sahota, Finance & Technology
R. Gallagher, Parks, Recreation & Culture
R. Reny, Parks, Recreation & Culture
T. Mueller, Legislative Services

A. ADOPTION OF MINUTES

Commission is requested to pass a motion adopting the minutes as circulated.

1. Surrey Heritage Advisory Commission Minutes - January 20, 2016

It was

Moved by Commissioner Hart
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory

Commission (SHAC) recommends that the January 20, 2016 minutes be adopted.
Carried

B. DELEGATIONS

1. **Michael Gibbs, President and Jim Foulkes, Director Surrey Historical Society (SHS)**
File: N/A - Verbal Update

In attendance before the Commission to provide a brief overview of SHS initiatives and discuss the status of the Old Anniedale School.

The following comments were made:

- The delegation explained that the mandate of the Surrey Historical Society (SHS) is to create awareness regarding the preservation of Surrey's history through retaining information, antiques and sites that are of historic value. The group also educates members of the public through historical walking tours and is committed to exploring networking/partnership opportunities with other like-minded heritage agencies in the City.

- The SHS has undertaken a number of challenging projects since its inception. Recent examples include the partnership with the Surrey Archives to digitize the Loyal Orange Lodge records and a new project to digitize Surrey Leader newspapers from 1929-1943. Other examples include the Cloverdale Community walking and self-directed heritage tour in time for the 2016 City of Surrey Doors Open event.
- The Delegation noted that the Old Anniedale School located at 9744 - 176th Street has a rich history in the City of Surrey and that they are committed to facilitating public access to the property.
- The SHS has reached out and has received support for their intention of preserving the School from the BC Retired Teachers Association and are hoping to make a presentation to the BC Teacher's Federation (BCTF) to bring the school to their attention.
- The SHS noted that they are pleased the Commission has recommended Barry McGinn Engineering & Preservation to conduct an evaluation of the school building. Based on the outcome of the report the group noted they would be interested in working with the City of Surrey to help facilitate the relocation of the school to another site such as the Surrey Museum Property.
- Ultimately the SHS would like to see the Old Anniedale School preserved and maintained in a similar fashion as was done with the Stewart Farm and Fraser Valley Heritage Rail System which would allow individuals an opportunity to experience Surrey's rich local history for years to come.

The SHS thanked the Commission and recommended members of the Commission view a short film about the Old Anniedale School that is available via Ryan Gallagher, Manager of Heritage Admin & Facilities.

In response to a question from the delegation the Chair clarified that the current plan for the Surrey Museum site has no plan to accommodate the school, but instead the 1881 Town Hall. As for next steps, at the January 2016 meeting, the Commission made a recommendation, for Council endorsement, to have the school evaluated by a heritage professional. The consultant will ascertain whether the building is structurally sound, contains any hazardous materials, as well as provide an estimate for restoration/repairs. As part of the evaluation process, the Consultant will also confirm whether the property can be safely moved without incurring significant structural damage.

The Chair reiterated for the benefit of the delegation that the Old Anniedale School previously belonged to the School District, not the City of Surrey, and that the School District recently sold the building with a 5-year term for closing to a church. Therefore, options available for the School are not only subject to the results of the Consultant's report; they are also contingent on the willingness of the Church to be a partner in any proposed restoration/relocation strategies.

Staff explained that they will propose an interim Heritage Revitalization Agreement (HRA), as part of the Temporary Use Permit (TUP) the Church will eventually be pursuing and that the interim HRA will also include conservation plan and maintenance strategy.

The Commission thanked the delegation for their presentation, encouraged the SHS to await the results of the Consultant's report; and then, based on the outcome next steps can be considered.

2. **Pinda Sahota, CPA, CGA | Accountant**

File: 0540-20v

In attendance to discuss the SHAC Financial Summary and provide the Commission with an overview of the SHAC Budget.

Note: See Item H.1 (Page 116 of this Agenda)

The following comments were made:

- The delegation noted that the SHAC Annual Operating Budget is \$23,000, those funds are intended to help support various Commission activities such as maintaining the Heritage Register, Heritage Week, Heritage Plaques, membership fees and conferences.
- The following accounts were explained as follows:
 - **Restricted Funds** - Comprised of donations provided by donors who specify how the funds are to be used. Restricted funds cannot be used for any other manner unless approved by Council.
 - **Unrestricted Funds** - Comprised of "carry forwards" and would be used to address any projects approved by the Commission and endorsed by Council Resolution. An example of the use of such funds would be to undertake heritage assessments for desired locations or to erect storyboards.
 - **Heritage Grant for Financial Assistance** - Each eligible heritage property owner can apply for \$5,000 per year to undertake heritage preservation projects approved by the Commission. Through the plan, homeowners have a provision where they can carry forward their yearly allotted \$5,000 for a maximum of three years (\$15,000), in order to address larger projects. Staff noted that in 2016 there are 35 sites that are eligible for the program.

In response to a question from the Commission, Staff noted they would provide a refresher of the "Restricted Reserve Fund Policy" at the March SHAC meeting.

3. **Kristen Tiede, Project Engineer, Transportation**

File: 0620-20

In attendance before the Commission to discuss the Commemorative Street Naming Policy.

Note: See Corporate Report - R106: Amendments to Street and House Numbering By-law No. 1500 and New Street Naming Policy to Replace Policies O-42 and O-53.

The following comments were made:

- Staff explained that "Commemorative Street Name" is a secondary, honorary name for an existing street segment (typically 400 metres long).
- The Application process is as follows:
 - All requests received are forwarded to Engineering for review against the Criteria;
 - The Consultation process is determined by Engineering and Planning & Development; and
 - If the request is approved by staff, a joint Corporate Report is submitted to Council for endorsement.
- The Criteria for Commemorative Street Names is as follows:
 - The name must recognize a historical figure, group, place or significant event of positive influence on Surrey;
 - An outstanding individual who has contributed outstanding civic service to the City (excluding a living person);
 - The individual memorialized must be born or reside in Surrey who has achieved an accomplishment of local, regional or national/international acclaim which has positively reflected on the City.
- Staff clarified that the requirements for the Commemorative Street Name consultation process are determined on a case-by-case basis, not all requests would be vetted through SHAC. If it was warranted, staff would prepare a report for the SHAC with recommendations for Council endorsement.
- Providing the sign is supported by staff and Council; before fabrication occurs, monies for the purchase and installation of the sign is provided by the requestor. Staff noted that each sign might be up to \$200; however, it depends on the location and existing infrastructure. Once installed, the Engineering Department would cover the cost of ongoing maintenance.

- The "Heritage Road Marker Application Process" is as follows:
 - All requests are submitted to SHAC by way of staff report;
 - If SHAC, Engineering and Planning all support the request, a joint Corporate Report is submitted for Council endorsement.
- Staff noted that Engineering has undertaken the task of replacing old markers with the new design concept approved by SHAC. There are 180 road markers and 28 geographic signs; staff will work north to south and will begin in March with the anticipated completion of August 2016.
- The replacement campaign that was initiated to change all heritage road markers to reflect the new design concept was approved by the Commission in 2015.

C. OUTSTANDING BUSINESS

D. NEW BUSINESS

1. PLANNING & DEVELOPMENT

- (a) **Neville Curtis House (5658 182 Street) - Temporary Protection Order**
File: 6800-10

The following comments were made:

- Staff noted that last month the Commission made a motion for the Temporary Protection Order (TPO) for the Neville Curtis House; Realty Services provided an appraisal at the request of the Commission.
- The Commission noted that the home is "livable" and that they do not support the issuance of the demolition permit. The Commission requested that the General Manager of Planning and Development recommend to Council that variance requests, for any new construction that may exceed setbacks in the zoning, not be supported.
- Staff were requested to document the Neville Curtis House (5658 182 Street) and prepare a detailed "as found" report and forward to the City of Surrey Archives.

It was Moved by Commissioner Hart
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory

Commission (SHAC):

1. Receive the "Neville Curtis House 5658 182 St - Temporary Protection Order" report as information;
2. Requests that staff document the Neville Curtis House (5658 182 Street) and prepare a detailed "as found" report and forward to the City of Surrey Archives;
3. Recommends that the General Manager, Planning and Development recommend to Council that variance requests for new construction, which may wish to exceed existing setbacks in zoning, not be supported.

Carried
with Commissioner Plug opposed

(b) Cecil Heppell House (5818 182 Street) - Application for Financial Assistance for Various Building Materials

File: 6800-10; 6800-16

The following comments were made:

- Staff clarified that the Cecil Heppell House (5818 182 Street) - Application for Financial Assistance for Various Building Materials is a reapplication for financial assistance; the original application was made in 2014, at that time there was an issue with onsite drainage.

RECOMMENDATION

It was Moved by Commissioner Hol
Seconded by Commissioner Hart
That the Surrey Heritage Advisory

Commission (SHAC) recommends that Council:

1. Receive the Cecil Heppell House (5818 182 Street) - Application for Financial Assistance for Various Building Materials as information;
2. Approve financial assistance in the amount of \$2,253.24 which represents 50% of the value of the works as per the quotes provided by:
 - Sunbury Cedar;
 - Tanex Industries Ltd;
 - Langley Decorating Centre;
 - Pacific Building Centre; and

3. Recommend that staff advise the applicant that payment of financial assistance shall only be made following inspection by appropriate City staff to ensure that the works have been undertaken in accordance with the original terms of the application.

Carried

(c) **John Horner House (12645 14B Street) – Grant Application for Roof Repair**

File: On-Table; 6800-10

Note: Corporate Report R053 including the SHAC recommendation of February 24, 2016 was sent to Council for endorsement at the March 7, 2016 Regular Council Public Hearing.

It was Moved by Commissioner Hol
Seconded by Commissioner Hart
That the Surrey Heritage Advisory
Commission (SHAC):

1. Receive the "John Horner House (12645 14B Street) – Grant Application for Roof Repair" report as information;
2. Recommend that Council approve financial assistance in the amount of \$560.00 which represents 50% of the value of the works as per the quote provided by Total Roof Works; and
3. Recommend that staff advise the applicant that payment of financial assistance shall only be made following inspection by appropriate City staff to ensure that the works have been undertaken in accordance with the original terms of the application.

Carried

(d) **Rickshaw Sign (10522 King George Blvd. Surrey) - Addition to the Surrey Heritage Register**

File: 6800-10

RECOMMENDATION

It was Moved by Commissioner Priddy
Seconded by Commissioner Hart
That the Surrey Heritage Advisory
Commission (SHAC) recommends that Council:

1. Receive the "Rickshaw Sign (10522 King George Blvd. Surrey) - Addition to the Surrey Heritage Register" report as information; and
2. Add the Rickshaw Sign to the Surrey Heritage Register.

Carried

(e) **Meadow Ridge Farm – Henry John Bose House (16390 64 Ave) – Heritage Alteration Permit**

File: 6800-20

It was Moved by Commissioner Hart
Seconded by Commissioner Hol
That the Surrey Heritage Advisory
Commission (SHAC):

1. Receive the "Meadow Ridge Farm – Henry John Bose House (16390 64 Ave) – Heritage Alteration Permit" report as information;
2. Recommend to the General Manager, Planning and Development that staff be directed to prepare a Heritage Alteration Permit for the replacement of the original windows of the Meadow Ridge Farm - Henry John Bose House with new similar wood windows.

Carried

(f) **SHAC Task List**

File: 0540-20V

The following comments were made:

- **Bulman's Garage (8745 and 8761 Harvie Road) Proposed Heritage Revitalizations Agreement** - Staff noted that the Bulman's Garage landscaping plan is with the Landscape Architect for review.
- **Galbraith Residence (13756 112 Avenue)** - The Heritage Revitalization Agreement (HRA) will be coming to the March SHAC for review.
- **Walking Tour Application ("App")** - A member of the Commission noted that there is a Walking Tour App in Victoria and it might be something to consider when developing the Surrey Heritage App. Staff noted that Arts Services and Heritage Services are working on something similar and a report will be provided at a future SHAC meeting.

It was

Moved by Commissioner Hol
 Seconded by Commissioner Hart
 That the Surrey Heritage Advisory

Commission (SHAC):

1. Receive the "SHAC Task List" as information; and
2. Requests that staff remove the following items from the Task List:
 - Neville Curtis House - Temporary Protection Order;
 - Daniel Johnson House Request; and
 - Heritage Road Markers

Carried

2. **PARKS, RECREATION & CULTURE**(a) **Tree Shade Management Plan**

File: 6300-01

Rob Reny, Urban Forestry and Environmental Programs Manager, to provide a verbal update regarding the Tree Shade Management Plan.

The following comments were made:

- The delegation noted that on average 5,000 new trees are planted in the City of Surrey each year and those trees are planted on public road right-of-way and public land.

In response to a question from the Chair, Staff clarified that if a Developer comes forward requesting to remove trees, the Developer is required to provide replacements and that there is also a cash-in-lieu payment plan through the City of Surrey Green Fund.

Staff noted that an annual estimate of how many trees were replanted and planted in the City of Surrey for 2015 could be prepared; however it will take time to review projects and compile the information.

It was
Commission (SHAC) endorse

Moved by Commissioner Hart
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory
the Shade Tree Management Plan.
Carried

3. **ENGINEERING**

4. **LEGISLATIVE SERVICES**

E. **CORRESPONDENCE**

F. **INFORMATION ITEMS**

1. **2016 Heritage Conferences**
File: 0390-20

(a) **PlaceMaking: Where Arts and Heritage Collide**
Heritage BC & Arts BC - May 5 - 7, 2016, Granville Island
File: 0390-20

It was
Commission (SHAC) recommends:

Moved by Commissioner Priddy
Seconded by Commissioner Hol
That the Surrey Heritage Advisory

1. Commissioners Hart and Plug attend the "PlaceMaking: Where Arts and Heritage Collide Heritage BC & Arts BC - May 5 - 7, 2016, Granville Island"; and

2. Recommend that the Finance Department reimburse applicable conference registration fees for the attending Commissioners', transportation, accommodation and per diem from the Surrey Heritage Advisory Commission Budget, based on City of Surrey policy.

Carried

- (b) **Revelstoke Revisited - BCHF Annual Conference**
May 26 - 28, 2016, Revelstoke BC
File: 0390-20

RECOMMENDATION

It was Moved by Commissioner Hol
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory
Commission (SHAC) recommends that Council:

1. Endorse that Commissioner Hart attend the "Revelstoke Revisited - BCHF Annual Conference, May 26 - 28, 2016, Revelstoke BC"; and
2. Recommend that the Finance Department reimburse applicable conference registration fees for the attending Commissioners', transportation, accommodation and per diem from the Surrey Heritage Advisory Commission Budget, based on City of Surrey policy.

Carried

- (c) **Heritage Rising - National Trust Conference 2016**
October 20 - 22, 2016, Hamilton Ontario
File: 0390-20

RECOMMENDATION

It was Moved by Commissioner Plug
Seconded by Councillor Woods
That the Surrey Heritage Advisory
Commission (SHAC) recommends that Council:

1. Endorse that Commissioners Hol, Priddy and Hart attend the "Heritage Rising - National Trust Conference 2016, October 20 - 22, 2016, Hamilton Ontario"; and

2. Recommend that the Finance Department reimburse applicable conference registration fees for the attending Commissioners', transportation, accommodation and per diem from the Surrey Heritage Advisory Commission Budget, based on City of Surrey policy.

Carried

G. OTHER BUSINESS

1. **Totem Pole (former Surrey City Hall on Highway 10 and 144 Street)**
File: N/A - Verbal Update

The Commission noted that the totem pole located on the grounds of the former City Hall requires some attention and may need an assessment.

Staff noted that they would provide a report at an upcoming meeting regarding the status.

2. **Legacy Book Project - Status Update**
File: 8200-01 (Verbal Update)

The Subcommittee announced that they have awarded the Legacy Book project to Kathryn Jane Watt, PhD a well-respected author who was awarded the Lieutenant Governor's Medal for Historical Writing from the British Columbia Historical Federation.

Staff noted Ms. Watt will be invited to attend an upcoming SHAC meeting to provide an overview of the project.

3. **Hometown Series: A Spotlight on Surrey**
File: N/A - Verbal Update

The Commission noted that there was an article in BC Magazine about Surrey and used some archival photos and a map, the article can be referenced on the following link: http://www.bcmag.ca/Hometown_Series_A_Spotlight_on_Surrey

4. **Clova Theatre - Sign Façade (5732-176 Street)**
File: N/A - Verbal Update

The Commission expressed concern that the Clova Theatre Marquee Sign appears to be peeling off and it has deteriorated; as part of the HRA the Applicant was to maintain the sign.

Staff noted they would follow up and provide a report for an upcoming SHAC meeting.

H. FINANCIALS

1. Financial Summary as at January 31, 2016

File: 0540-20V

It was

Moved by Commissioner Hol
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory

Commission (SHAC) receive the Financial Summary as at January 31, 2016 as information.

Carried

I. NEXT MEETING

The next meeting of the Surrey Heritage Advisory Commission (SHAC) is scheduled for 5:00 p.m. on **Wednesday, March 16, 2016** in **2E Committee Room B.**

J. ADJOURNMENT

It was

Moved by Commissioner Hart
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory

Commission meeting do now adjourn.

Carried

The Surrey Heritage Advisory Commission adjourned at 6:46 p.m.

Jane Sullivan, City Clerk

Councillor Woods, Chairperson