

Present:

Councillor Woods, Chair
D. Evans - Vice Chair
D. Plug
P. Priddy
L. Tannen

Absent:

B. Hol

Staff Present:

R. Gallagher, Parks, Recreation & Culture
E. Schultz, Planning & Development
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 25, 2017

It was Moved by Commissioner Tannen
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory
Commission (SHAC) recommends that the January 25, 2017 minutes be adopted.
Carried

B. DELEGATIONS

1. **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

The following comments were made:

- Staff noted that each year, the Commission is allocated \$23,000; the funds received are to facilitate project work and various initiatives that fall within the approved guidelines associated with the Heritage Commission operating budget and include such activities as: Heritage Register Studies, storyboard design and installation, SHAC membership fees and conferences.

- The SHAC Reserve Budget is comprised of funds: 1) Restricted Reserve and Unrestricted Reserve. The breakdown of each fund is as follows:
 1. **Restricted Reserve** - are Specified Donations received for heritage projects or future commitments; these funds are carried through year-by-year until the project is complete. These funds cannot be used for other projects unless approved by Council.
 - If the project is deemed by the SHAC to be no longer feasible (due to the building being destroyed by fire); a recommendation is put forward to Council and the funds can be transferred to Unrestricted.
 2. **Unrestricted Reserve** - Funds and General Donations received are carried forward from previous years, to be allocated on future SHAC initiatives. Initiatives are to be presented to Council for endorsement and must be approved by Council before the expenditures can be incurred.
- **Reserve for Heritage Site Improvements** - Staff noted that the City has established a reserve to fund site improvements on registered heritage sites. Currently there are 38 designated registered heritage sites (through bylaw) that are eligible for financial assistance.
 - Each approved site is eligible for to receive \$5,000 per year to be used to undertake specific site improvements with a carry forward for up to 3 years (up to a maximum of \$15,000).
 - This policy gives registered owners access to a maximum of \$15,000 for approved financial assistance to undertake site improvements.
 - All requests for financial assistance must be first approved by the Commission, endorsed by Council and are paid-out to the registered owner within a calendar year. To receive the annual top up the expenditure must occur and be paid for in the same calendar year.

Commissioner Plug arrived at 5:12 pm

- Planning staff noted that Bulman's Garage (8745 and 8761 Harvie Road) is missing from the site list; and noted the associated by-law would be forwarded to the Finance Department for inclusion.
- The Commission queried the Grants & Sponsorships line item in the budget. Staff noted that the funds are located within the operating budget; therefore, it is at the discretion of the Commission should they wish to utilize them accordingly.

Staff was requested to provide additional information regarding the Grants & Sponsorships line item an upcoming SHAC meeting.

C. OUTSTANDING BUSINESS

1. Proposed Heritage Advisory Commission 2017 Priority Tasks and Initiatives File: 6800-01

Note: This item was originally provided on-table as supplemental information to E.1. (d) of the January 25, 2017, SHAC Agenda.

The following comments were made:

- Staff noted that this report was brought back at the Commission's request to have a more lengthy discussion. At the January 25, 2017 SHAC meeting, there was desire to have a closer look and to identify priorities.
- The review of the existing restricted reserve fund policy was noted in Donald Luxton's study. Another priority identified was the development of a Historic Context Statement and Thematic Framework.
- Staff clarified that they were seeking endorsement from the Commission to move forward and request additional direction regarding priorities identified.

It was

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

Commission (SHAC):

1. Receive the "Proposed Heritage Advisory Commission 2017 Priority Tasks and Initiatives" report as information; and
2. Direct staff to proceed with the following:
 - (a) Item 2.2.1 - Review Surrey's heritage incentives program and initiate the development of a policy for the use of the Commission's Restricted Reserve for Future Expenditures
 - (b) Item 2.3.1 - Develop a Surrey Historic Context Statement and Thematic Framework and review existing heritage register sites using the new framework.

Carried

The Commission noted that addressing Items 2.2.1 and 2.3.1 are necessary in order to make sense of Item 2.4.2., which is denoted follows:

- *Item 2.4.2 - Review Surrey's heritage inventory sites with the goal of adding sites of value to Surrey's heritage register. Once complete, eliminate heritage inventory to increase transparency and lessen confusion.*

D. NEW BUSINESS**1. PLANNING & DEVELOPMENT****(a) Lee House (13971 Crescent Road) Proposed Rezoning, Subdivision and Heritage Revitalization Agreement (HRA)**

File: 6800-10

Prior to the start of the meeting the Chair advised that Planning Staff requested that Item D.1.(a) be removed from the agenda; therefore, Item D.1.(a) is out of order.

(b) Historic Context Statement and Thematic Framework Proposal

File: 6800-01

The following comments were made:

- The Commission requested clarification as to whether the Langley or Vancouver Historic Context Statements and Thematic Frameworks were completed.
- The Commission noted that the Campbell River Historic Context Statement and Thematic Framework provided as an example will serve as a useful guideline and help make sense of Surrey.
- The Commission noted that the full breadth of how the community was built needs to be captured in a more holistic way and that the contributions of women should be given more consideration than is typically given in these types of studies.

RECOMMENDATION

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

1. Receive the "Historic Context Statement and Thematic Framework Proposal" report as information; and
2. Recommend that Council authorize an expenditure of up to \$26,250, including GST, from the Surrey Heritage Advisory Commission's Unrestricted Reserve fund in order to retain Donald Luxton and Associates Inc. to develop a Historic Context Statement and Thematic Framework for the City of Surrey.

Carried

(c) **SHAC Task List**

File: 0540-20V

The following comments were made:

- Staff will update to show that the funds have been endorsed.
- **The Lambert Residence (16455 10 Avenue)** - Was added to the Heritage Register by Council. Staff noted they will be applying for a Heritage Revitalization Agreement (HRA) to save the home and property. It should be coming before the SHAC in the form of an application shortly.
- **Standards of Maintenance Bylaw** - Will be going to Council for endorsement on March 6, 2017; staff will remove this item once the report is approved.
- **Book Project Update** - Staff noted they are trying to finalize a title for the book. The proposed title is: *Surrey: A City of Stories*.
 - Staff noted that another round of mock-ups will be presented at the April SHAC meeting and that 2000 books will be printed in the first run.
 - Heritage Services will be having vendor booths selling copies of the book at Canada Day, Dominion Days Festival at Stewart Farm and Fusion Festival.
 - The Commission noted that it would be helpful, in terms of publicity to have endorsements from Local Universities, Schools and Tourism Surrey.
 - Staff noted in that in the "City of Surrey Canada 150" brochure, the book is mentioned; however, the title was not included as it was not finalized at the time of printing. The book project is featured prominently on the Heritage section on surrey.ca. The Surrey Historical Society offered the City its half-page advertisement in "British Columbia History" magazine in order to promote the book.

The Chair noted that the marketing strategy associated with the Legacy Book will be included in an upcoming memo to Council.

- **Storyboard Update** - Staff noted that there were 10 story boards to be replaced (and installed) using the superior product that the Commission has endorsed; all the storyboards will be installed by February 23-24, 2017. This item can be removed from the Task List.

It was Moved by Commissioner Priddy
 Seconded by Commissioner Plug
 That the Surrey Heritage Advisory
 Commission (SHAC) receive the "SHAC Task List" as information.
Carried

(d) **Port Kells Fire Hall No. No. 7 18922 - 88 Avenue - Proposed Heritage Revitalization Agreement (HRA)**

File: 6800-10

The following comments were made:

- The Commission noted that the Fire Hall has been a gathering point and it has been very historically special because of the various purposes it has served within the community.
- The Commission noted that any future storyboard on the property should include how the uses have changed over the years to support the needs of the Community.
- Staff noted that this project would be a very positive story that members of the Commission can share with members of the Public. It is currently a City owned property and prior to the sale; the City is ensuring there are protection measures in place.
- The Chair noted that this building is an excellent example of heritage preservation in a modern-day environment.

The Chair requested that creation and installation of storyboard to denote the historical significance of the site be placed on the SHAC Task List for future discussion as the project gets closer to completion.

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

1. Receive the "Port Kells Fire Hall No. No. 7 18922 - 88 Avenue - Proposed Heritage Revitalization Agreement (HRA)" report as information; and

2. Recommend to the General Manager, Planning and Development that the proposed HRA for Port Kells Fire Hall No. 7 be forwarded to Council for consideration following City Architect and Legal Review and the finalization of proposed variances related to use, density, building setbacks, streamside setbacks, parking, landscaping, and sanitary servicing requirements, as described in Appendix IV of the report.

Carried

2. **PARKS, RECREATION & CULTURE**

(a) **2017 Surrey Civic Treasure Awards Program**

File: 0290-20

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

Commission (SHAC):

1. Receive the **2017 Surrey Civic Treasure Awards Program** memo as information; and
2. The Commission nominate **Commissioner Evans** as the SHAC representative to the 2017 Surrey Civic Treasure Awards Selection Committee.

Carried

3. **ENGINEERING**

4. **LEGISLATIVE SERVICES**

E. **CORRESPONDENCE**

F. INFORMATION ITEMS**1. 2017 Surrey Fusion Festival**

File: 8200-01

The following comments were made:

- Staff noted that Heritage Services will be on site and at their own booth; they will have a heritage outreach booth.
- The Commission noted that on July 1st is Canada 150 the book could be marketed and given the timing it would be fruitful and if the Heritage Services tent could be shared and that SHAC could contribute funding toward the Heritage Services tent.

After much discussion, the Commission determined they would share the Heritage Services tent and provide some copies of the Legacy Book to be marketed and sold to members of the Public.

Members of the Commission wishing to attend the 2017 Surrey Fusion Festival and volunteer at the Heritage Services tent were invited to contact Ryan Gallagher to coordinate their attendance.

G. OTHER BUSINESS**1. Samuel Hill | The Peace Arch and Peace Portal Golf Course**

File: N/A - Verbal Update

It was discussed that Samuel Hill formulated the idea of creating the International Peace Arch, which is on the boundary between Blaine, Washington and Douglas, British Columbia.

The Chair noted that The Peace Arch is a significant and iconic symbol that should be recognized with a storyboard.

Staff noted that the Provincial Government is trying to reinvigorate "Stops of Interest" and that the Peace Arch could be submitted (if it has not been identified).

It was discussed that members of the Commission, as private citizens are free to visit the "Stops of Interest" website <http://engage.gov.bc.ca/stopssofinterest/> and nominate both the Peace Arch and Peace Portal Golf Course.

H. FINANCIALS

1. Financial Summary as at January 31, 2017

File: 0540-20V

It was

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

Commission (SHAC) receive Financial Summary as at January 31, 2017 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 22** in 2E Committee Room B.

J. ADJOURNMENT

It was

Moved by Commissioner Tannen
Seconded by Commissioner Plug
That the Surrey Heritage Advisory


Commission meeting do now adjourn.

Carried

The Surrey Heritage Advisory Commission adjourned at 6:49 p.m.



Jane Sullivan, City Clerk



Councillor Woods, Chairperson