



MINUTES

Heritage Revitalization Advisory Commission (HRAC)

Thursday, September 22, 2016 at 5:00 p.m.

Council Chambers, City Hall

PRESENT: Chair – Marnie Craig; Members: Jennifer Robinson, Tamara Hutchinson, Bob Darling, Marina Sacht, Harald Cowie, Rob Johnson; Alternate Council Liaison – Mayor Aaron Stone; Staff Liaison & Recorder – Margaret Paridaen

REGRETS/ABSENTS: Bernardien Knol (LDHS member)

The meeting was called to order at 5:05 p.m.

1. AGENDA

It was moved, seconded and carried that the Agenda of September 22, 2016 be approved with the addition of 5(b) Façade/sign application for 30 Roberts Street, 7(a) Recommendation for HRAC representative on the Advisory Design Panel (ADP), 7(b) Heritage BC Annual Awards, 7(c) BC Heritage Week, and 7(d) Canada 150 celebrations.

2. NOMINATION/ELECTION OF CHAIR

Current Chair M. Craig called for nominations three times. Nominations were accepted for M. Craig and R. Johnson.

It was agreed that the election of Chair would be carried out by secret ballot. Staff member M. Paridaen distributed, collected and counted the ballots and announced the result, with M. Craig receiving the majority of votes, and thus appointed as returning Chair.

3. MINUTES

It was moved, seconded and carried that the Minutes of June 23, 2016 be adopted.

4. COUNCIL REFERRALS/UPDATES

a) Welcome to new and returning Commission members

M. Craig and A. Stone welcomed newly appointed members H. Cowie, B. Darling, R. Johnson and M. Sacht. Introductions were made around the table.

b) Orientation of new HRAC members

M. Paridaen provided an orientation for the HRAC. Members edited the contact information list.

5. SIGN/FAÇADE APPLICATIONS

a) Review of approved sign permits from June – August

M. Paridaen provided an overview of sign and façade projects from the summer:

- Dragon City Restaurant façade and signage (316-328 Esplanade)
- Zach's Lounge façade and signage (520 First Avenue)
- CIBC signage (540 First Avenue)
- Old Town Bakery expansion façade and signage (514 First Avenue)
- Left Coast Fashion signage (432 First Avenue)
- Walkem Building façade and signage (18 First Avenue)

- b) Façade and signage review for 30 Roberts Street
M. Paridaen introduced the proposed façade and signage application for 30 Roberts Street, and a handout was provided for review. HRAC members provided positive comments on the proposed changes to the business front.

It was moved, seconded and carried that the Heritage Revitalization Advisory Commission is in favour of the colours, design and style of the façade concept as presented for 30 Roberts Street.

6. HERITAGE PROJECT UPDATES

None at this time.

7. NEW BUSINESS

- a) Recommendation for HRAC representative on the Advisory Design Panel (ADP)
M. Paridaen introduced the terms of reference for the ADP. A. Rogers was the past HRAC representative but since she has stepped down from HRAC, a new representative is needed. H. Cowie volunteered for the position.

It was moved, seconded and carried that H. Cowie be recommended to Council as the Heritage Revitalization Advisory Commission representative on the Advisory Design Panel.

- b) Heritage BC Annual Awards
R. Johnson informed the Commission that there are 4 award categories in the 2017 BC Heritage Awards Program, to recognize outstanding and significant achievements in heritage conservation of individuals, organizations, groups, businesses and governments; and the deadline for Heritage nominations is November 4th, 2016.

It was moved, seconded and carried that a BC Heritage Awards subcommittee be set up, comprised of M. Craig, M. Sacht and R. Johnson, for the purpose of preparing award nominations for the BC Heritage Awards, and that these nominations be brought to the October Heritage Revitalization Advisory Commission meeting for Commission review.

- c) BC Heritage Week 2017
R. Johnson shared Heritage Week ideas from the Vancouver Island & Coast Conservation Society. Upon confirmation of the official BC Heritage Week theme, HRAC can begin planning for the event. Planning for Heritage Week is to be put on the October 2017 HRAC meeting agenda.
- d) Canada 150 celebrations
R. Johnson suggested some ideas for celebrating Canada 150: work together with LDHS to research and honour pioneer families in Ladysmith (the 245 phone exchange) over 75 years; creation of a Ladysmith Historical Families book; oral histories of families; give heritage family members commemorative medals.

It was moved seconded and carried that the Heritage Revitalization Advisory Commission recommends that Council authorize \$250 toward the purchase of medals or certificates for the recognition of pioneer families as part of the Canada 150 celebrations.

8. CORRESPONDENCE

- a) Waterfront Design Charrette Nomination Letter

It was moved, seconded and carried that M. Craig be nominated as the Heritage Revitalization Advisory Commission representative and that R. Johnson be the alternate to the Waterfront Design Charrette.

9. UPDATES

Commission members expressed a need for clarification on the Council referral process and reporting back to the Commission.

It was moved, seconded and carried that Heritage Revitalization Advisory Commission motions be referred to the Council agenda and that the resulting actions be reported back to the Commission.

Note: Staff advise that this request is already included in the HRAC agenda, for the Council Liaison to provide information from Council to the Commission.

10. NEXT MEETING

October 27, 2017, 5:00 p.m. – Council Chambers, City Hall

11. ADJOURNMENT

It was moved, seconded and carried that the meeting be adjourned at 7:10 p.m.

Chair (M. Craig)

RECEIVED:

Corporate Officer (J. Winter)