



COMMUNITY HERITAGE COMMISSION

NOTICE OF OPEN MEETING

DATE: THURSDAY, 2015 JUNE 04
TIME: 6:00 PM
PLACE: Council Chamber, Burnaby City Hall

A G E N D A

- | | <u>PAGE</u> |
|--|--------------------|
| 1. <u>CALL TO ORDER</u> | |
| 2. <u>MINUTES</u> | |
| a) Minutes of the Open meeting of the Community Heritage Commission held on 2015 April 02 | 1 |
| 3. <u>PRESENTATIONS</u> | |
| a) Eagles Estate and Baldwin House
Presenters: BCIT Students - Tim Sargent, Joanna Bieganowska, Briann Ventura, Jayson Prasad, Harry Evans | |
| b) Website Upgrade Project
Speaker: Rebecca Pasch, City Archivist | |
| c) Proposed Archives Expansion
Speaker: Rebecca Pasch, City Archivist | |
| 4. <u>CORRESPONDENCE</u> | |
| a) Correspondence from Burnaby Village Museum
Re: Rivers to Sea Regional Heritage Fair 2015 - City of Burnaby Community Heritage Commission Award | 8 |
| 5. <u>REPORTS</u> | |
| a) Report from the Director Finance
Re: Information Update - Eagles Estate and Baldwin House | 15 |

- | | | |
|----|---|----|
| b) | Report from the Director Planning and Building
Re: Designated Heritage Building Plaques 2015 | 18 |
|----|---|----|

6. NEW BUSINESS

- | | | |
|----|--|----|
| a) | Rebecca Pasch, City Archivist
Re: City of Burnaby Archives - Update | 22 |
|----|--|----|

7. INQUIRIES

8. ADJOURNMENT



COMMUNITY HERITAGE COMMISSION MINUTES

Thursday, 2015 April 02

An 'Open' meeting of the Community Heritage Commission was held in the Council Committee Room, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Thursday, 2015 April 02 at 6:00 PM.

1. CALL TO ORDER

PRESENT: Councillor C. Jordan, Chair
 Councillor N. Volkow, Vice Chair
 Councillor J. Wang, Member
 Ms. M. Bell, Citizen Representative
 Mr. P. Finlayson, Citizen Representative
 Ms. R. Johnson, Honorary Committee Member Emeritus
 Ms. L.L. Lowe, Burnaby Historical Society Representative
 Ms. C. O'Neill, Citizen Representative
 Mr. H. Pride, Historian

ABSENT: Mr. L. Loftus, Parks, Recreation and Culture Commission Representative
 Ms. Z. Towle, Citizen Representative

STAFF: Mr. D. Back, City Clerk
 Mr. J. Wolf, Senior Long Range Planner
 Ms. H. Lee, Long Range Planner
 Ms. D. Tuytens, Museum Services Supervisor
 Ms. R. Pasch, City Archivist
 Ms. B. Zeinabova, Administrative Officer

The Chair called the 'Open' meeting to order at 6:00 p.m.

The Chair thanked staff for organizing a tour of McGregor Estate "Glen-Lyon" located at 4250 Marine Drive.

Arising from discussion, Commissioner Lowe was granted leave by the Commission to introduce the following motion:

MOVED BY COMMISSIONER L.L. LOWE:
SECONDED BY COMMISSIONER H. PRIDE:

THAT the Commission send a letter to the Strata Council conveying appreciation for the tour.

CARRIED UNANIMOUSLY

2. MINUTES**a) Open meeting of the Community Heritage Commission
held on 2015 February 05**

MOVED BY COMMISSIONER P. FINLAYSON:
SECONDED BY COUNCILLOR N. VOLKOW:

THAT the minutes of the Community Heritage Commission 'Open' meeting held on 2015 February 05 be adopted.

CARRIED UNANIMOUSLY

3. CORRESPONDENCE

MOVED BY COMMISSIONER M. BELL:
SECONDED BY COUNCILLOR J. WANG:

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**a) Correspondence from Burnaby Village Museum
Re: Rivers to Sea Regional Heritage Fair at Burnaby
Village Museum**

Correspondence was received from Ms. Lorenda Calvert, Heritage Fair Coordinator, Burnaby Village Museum advising that the Rivers to Sea Regional Heritage Fair will be held on 2015 May 08 and 09 at the Burnaby Village Museum, and seeking financial support in the amount of \$500 to assist with the Fair. This money is used to update the perpetual award each year and to provide students with small keeper plaques. Funds have also been used to purchase prizes including historical books and games that are awarded to students for a job well done.

Arising from discussion, Commissioner O'Neill was granted leave by the Commission to introduce the following motion:

MOVED BY COMMISSIONER C. O'NEILL:
SECONDED BY COMMISSIONER L.L. LOWE:

THAT the Commission approve \$500 to fund the City of Burnaby Award for the 2015 Rivers to Sea Regional Heritage Fair.

CARRIED UNANIMOUSLY

**b) Correspondence from Burnaby Village Museum
Re: Rivers to Sea Regional Heritage Fair 2015
Judging Opportunity**

Correspondence was received from Ms. Lorenda Calvert, Assistant Programmer, Burnaby Village Museum seeking judges for the annual Rivers to Sea Regional Heritage Fair to be held on 2015 May 08 and 09.

Commissioner Les Lee Lowe and Commissioner Margaret Bell volunteered to be judges at the Heritage Fair this year.

The Commission requested that this correspondence be also circulated to members of Council.

4. REPORTS

MOVED BY COMMISSIONER H. PRIDE:
SECONDED BY COMMISSIONER P. FINLAYSON:

THAT the reports be received.

CARRIED UNANIMOUSLY

**a) Report from the City Archivist
Re: Business Case for Expansion of the Archives**

The City Archivist submitted a report providing a preliminary plan for the expansion of the City of Burnaby Archives.

The City Archivist recommended:

1. THAT the Community Heritage Commission requests Council approve a preliminary plan for the expansion and relocation of the City of Burnaby Archives; and refer this proposal to the City's Capital Planning process.

MOVED BY COUNCILLOR N. VOLKOW:
SECONDED BY COMMISSIONER M. BELL:

THAT the recommendation of the City Archivist be adopted.

CARRIED UNANIMOUSLY

The Commission noted that current Archives facility should be retained in the future by the City as an off-site storage.

**b) Report from the Director Planning and Building
Re: Gustav and Amanda Orre Residence –
9635 Sullivan Street**

The Director Planning and Building submitted a report advising the Commission of the owner's intent to demolish the subject property.

The Director Planning and Building recommended:

1. THAT the Community Heritage Commission receive this report for information.

MOVED BY COUNCILLOR J. WANG:
SECONDED BY COMMISSIONER C. O'NEILL:

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

Councillor Volkow suggested a press release explaining the reasons behind the demolitions.

Staff undertook to investigate this matter and report back.

**c) Report from the Director Planning and Building
Re: Neil and Sarah Simpson Residence –
5088 Willingdon Avenue**

The Director Planning and Building submitted a report advising the Commission of the owner's intent to demolish the subject property.

The Director Planning and Building recommended:

1. THAT the Community Heritage Commission receive this report for information.

MOVED BY COMMISSIONER H. PRIDE:
SECONDED BY COMMISSIONER P. FINLAYSON:

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

d) Report from the Director Planning and Building
Re: 6088 Dufferin Avenue

The Director Planning and Building submitted a report providing information regarding the heritage value of the City-owned property at 6088 Dufferin Avenue. It was noted that the existing house does not possess sufficient heritage value to justify its retention or designation as a City-owned heritage resource. Staff will proceed with the intended demolition of the subject dwelling, as previously approved by Council. Research material on the dwelling, including a historic photograph of the original house, was collected and will be deposited in the City Archives.

The Director Planning and Building recommended:

1. THAT the Community Heritage Commission receive this report for information purposes.

MOVED BY COUNCILLOR N. VOLKOW:
SECONDED BY COMMISSIONER M. BELL:

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

5. NEW BUSINESS

a) Deborah Tuytens, Museum Services Supervisor
Re: Burnaby Village Museum Updates

Ms. Tuytens submitted a memorandum providing the following update on work at the Burnaby Village Museum:

- the Book Digitization Project is moving forward with 9 fully searchable Burnaby history books ready to launch as part of Heritage Burnaby upgrades;
- developing exhibit for Stride Studios and the Village about growing and processing food in Burnaby;
- creating exhibit “backyard garden”;
- summer public programs – Carousel Tour, School Days, Car Rides, Village Tour, Tin Demo, Steam Demo, Apprentice, Garden Tour and Tea, Farmer in Residence, Drop in Garden Days, Filed to Fork, Ethnobotany Tour, Weaving Squamish Stories, and Homegrown Harvest Workshop Series.

Ms. Tuytens further noted that the Museum had a successful Spring Break with approximately 3,000 people in attendance over two weeks. The Museum will open for the season on May 02.

Commissioner Lowe commended Ms. Tuytens for the variety of programs offered at the Museum.

b) Rebecca Pasch, City Archivist
Re: City of Burnaby Archives - Update

Ms. Pasch submitted a memorandum providing the following update on work at the City Archives:

- the Website Upgrades and Book Digitization Project are in the final stages and ready to launch on June 01;
- the number of research requests has doubled and increased by a third in comparison to last year;
- Oral History Project is underway – all tapes have been digitized and the descriptions have begun for the interviews;
- a new donation of photographs from the estate of local photographer Jack Surridge (mostly scenes of Deer Lake and landscaping shots).

Councillor Volkow expressed interest in having a construction video of prominent buildings and major developments in Burnaby accessible on Heritage Burnaby website.

6. INQUIRIES

Commissioner O'Neill

Commissioner O'Neill inquired regarding an update on St. Stephens Anglican Church.

Staff advised that discussion continues with the property owner next to the Church site seeking an option to preserve the building and the graveyard as a public space (in exchange for the Heritage Revitalization Agreement and bonus density).

Staff noted that the relocated Mowat House on Beresford Street is close to completion and pending the City's inspection. A tour will be arranged for the Commission members before the four rental housing units in the house are occupied.

7. **ADJOURNMENT**

MOVED BY COUNCILLOR N. VOLKOW:
SECONDED BY COMMISSINOER M. BELL:

THAT this Open meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open meeting adjourned at 7:07 p.m.

Blanka Zeinabova
ADMINISTRATIVE OFFICER

Councillor Colleen Jordan
CHAIR

Zeinabova, Blanka

From: Calvert, Lorenda
Sent: May 21, 2015 8:55 AM
To: Zeinabova, Blanka
Subject: Rivers to Sea Regional Heritage Fair 2015 - City of Burnaby Community Heritage Commission Award
Attachments: BCHF Award Ceremony Sajjad Jebur.jpg; BCHF Sajjad Jebur.jpg; List of Winners 2015.doc

Hi Blanka,

I wanted to take this opportunity to thank the City of Burnaby Community Heritage Commission for their continued support of our fair. Attached is our list of winners as well as a photo of Sajjad Jebur's project and his teacher accepting his award at our award ceremony. Sajjad won the Burnaby Community Heritage Commission Award for his project that focused on his own immigration. Sajjad's project demonstrated personal history and reflected the cultural development and changes of Burnaby. Sajjad attends Byrne Creek Secondary and is in his first year of English Language Learners and in grade 8. Sajjad impressed the judges and received high scores for his presentation and project.

Thank you so much again for supporting our fair.

Best wishes,

Lorenda

Lorenda Calvert | Assistant Programmer

Burnaby Village Museum & Carousel
 6501 Deer Lake Avenue, Burnaby, BC V5G 3T6
 T:604.297.4560 F:604.297.4557
lorenda.calvert@burnaby.ca
www.burnabyvillagemuseum.ca

**RIVERS TO SEA REGIONAL HERITAGE FAIR
AWARD WINNERS
FOR 2015**

Hosted by Burnaby Village Museum

1. Burnaby Historical Society Top Junior Exhibitor for grades 4 – 6 Award

-Perpetual Plaque remains at Museum, an individual personal plaque, certificate, Great Canadians book and a Family Day Pass for Vancouver Lookout

Cindy Chow

Project: The Lives of Japanese Canadians in 1942

Grade 5

Glenwood Elementary, Burnaby

2. The NewsLeader Top Senior Exhibitor for grades 7 – 9 Award

-Perpetual plaque, individual plaque, certificate, 100 Photos that change Canada book and Vancouver Art Gallery Pass for two with Poster.

Charm Vergara

Project: The countries I call Home

Grade 9

Byrne Creek Secondary, Burnaby

3. City of Burnaby Community Heritage Commission Award

-Perpetual plaque, individual plaque, and certificate. A Book, “A Road for Canada”, and Vancouver Art Gallery Pass for two with poster.

Sajjad Jebur

Project: Sajjad comes to Canada

Grade 8

Byrne Creek Secondary, Burnaby

4. New Westminster Museum and Archives Award

-Perpetual plaque, individual plaque, certificate, book on Canadian Exploration and two tickets for the Capilano Suspension Bridge Park.

Hashim Rifai

Project: Confederation

Grade 6

Stoney Creek Community School, Burnaby

5. British Columbia Magazine Award

- Subscription for 1 year to BC Magazine for the student and their school, certificate, a book titled, “On a Canadian Day” and a lovely photo frame.

Rachel Gsponer

Project: Captain Vancouver

Grade 5

Stoney Creek Community School, Burnaby

6. Lieutenant-Governor's Historical Literacy Award

-Metal, certificate and book sent to student's school. Two tickets to the Capilano Suspension Bridge park, book on Canadian history and a BVM keychain

Mattias Matsuda

Project: Jacques Plante

Grades 6

Stoney Creek Community School, Burnaby

7. Canada's History Award

-A special certificate, subscription to a kid's history magazine, a medal, a book "On a Canadian Day" and some fun loom bands.

Yura Schlegel

Project: Dr. Emily Stowe

Grade 5

Stoney Creek Community School, Burnaby

8. The United Empire Loyalists' Association of Canada Award

- The organization has a certificate and pin sent to the school for the students. Two Complimentary pass Tickets to the Harbour Centre for each student and a carousel patch flag for each student.

Dimas Soares and Hayden Davis

Project: The Canadian Pacific Railway

Grade 5

Glenwood, Burnaby

9. Provincial Capital Commission Award

-Certificate and a book sent to the school. A glass Inuksuk statute and A book, "Souvenirs of Canada"

Strahinja Preradovic

Project: The Empress Hotel

Grade 6

Stoney Creek Community School, Burnaby

10. Historic Places Award

-Certificate and a family pass to Canada's Parks to be sent to the school by the organization. Certificate, A lovely Globe and a book about Canadian history.

Lindsay Hofmann

Project: Father Pandosy Mission Heritage Site

Grade 5

Stoney Creek Community School, Burnaby

11. BC Hydro Power Pioneers Award

-Certificates and books to the student “Gaslights to Gigawatts” and some Historic HBC Book Bags

Jaden Edwards and Niklas Iwan

Project: BC Power

Grade 5

Glenwood Elementary, Burnaby

12. RBC Excellency Award

- Owl magazine subscription for student and subscription for school, a book about money and financial literacy and an RBC backpack

Adam Edwards

Project: Who would you pick to be on your team?: Gretzky, Messier or Lamieux

Grade 5

Glenwood Elementary, Burnaby

13. Student’s choice Award grades 4 – 6

-Certificate, a historic HBC book bag and a Vancouver Art Gallery Poster

Jessica Park

Project: Grey Wolves in Canada

Grade 5

Stoney Creek Community School, Burnaby

14. Student’s Choice Award grades 7 – 10

-Certificate, a historic HBC book bag and a Vancouver Art Gallery Poster

You Jin Lim

Project: History of Korean Immigration to Canada

Grade 10

Byrne Creek Secondary, Burnaby

15 – 16 Burnaby Village Museum Choice Awards (2Awards)**15. Burnaby Village Museum Choice Award (1)**

-Certificate, BVM Keychain, patch flags and baker’s dozen carousel tickets

Veronica Urquilla Caraial

Project: Different Cultures
Grade 12
Byrne Creek Secondary, Burnaby

16. Burnaby Village Museum Choice Award (2)

-Certificate, BVM Keychain, patch flags and baker's dozen carousel tickets

Claude Kihoza

Project: Immigration: My Story
Grade
Byrne Creek Secondary, Burnaby

17. Rotary Club of Burnaby National Fair Ambassador Award

-Perpetual plaque, individual plaque, book on 100 photos that changed Canada, two Vancouver Harbour tour passes and sent as a representative to BC Heritage Fair held in Victoria.

Hayden Smith

Project: White Spot
Grade 6
Stoney Creek Community School, Burnaby

18. Stellar Achievement Award winners going to 2015 B.C. Fair in Victoria

-Special certificates, book on Canadian history and a season pass to Hells Gate and each is going to Victoria to the 2015 BC Heritage Fair (July 2 to July 6)

Jessica Park

Project: Grey Wolves in Canada
Grade 5
Stoney Creek Community School, Burnaby

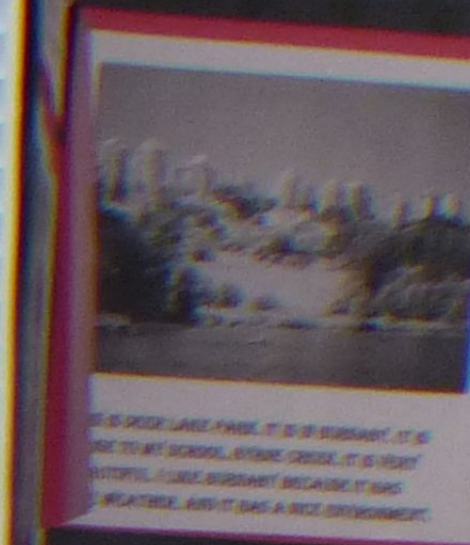
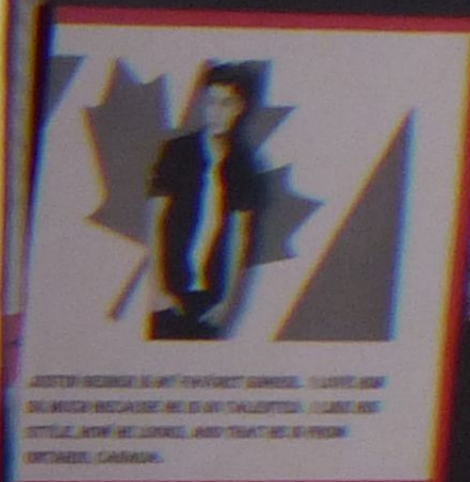
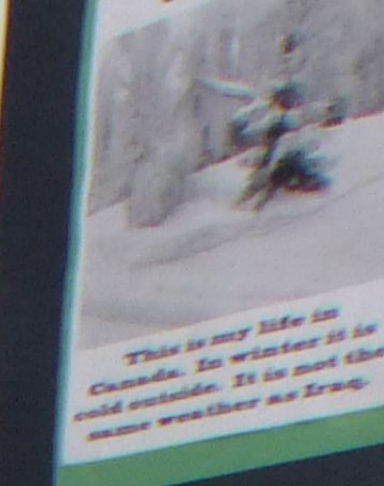
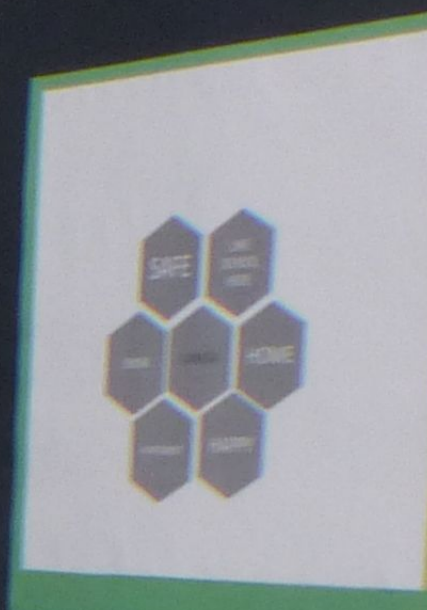
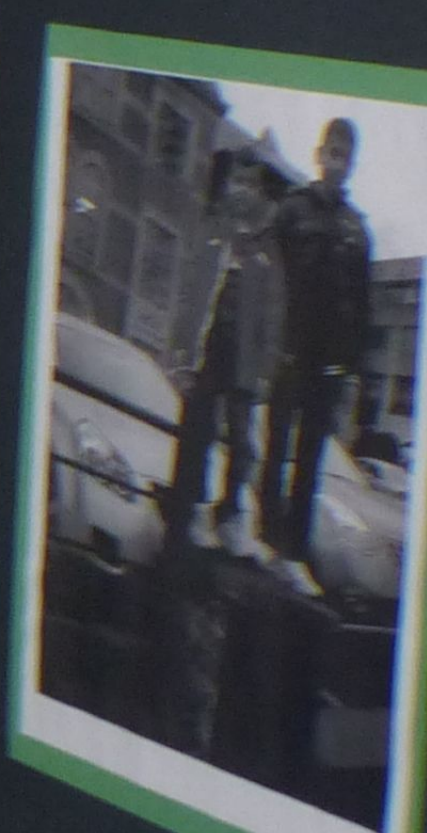
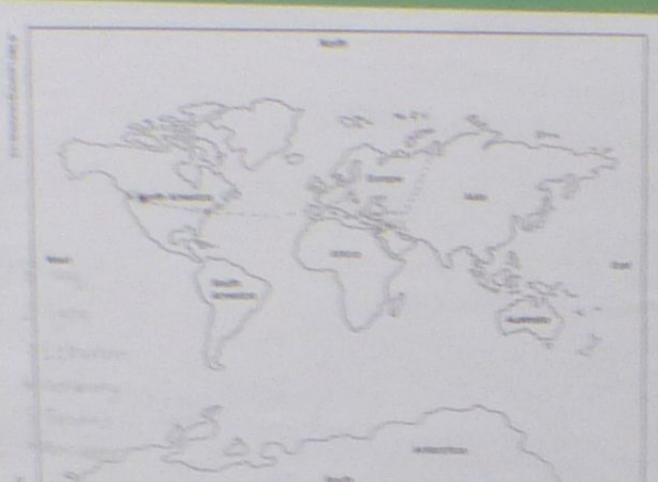
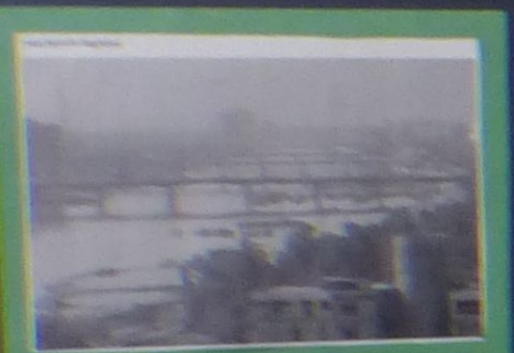
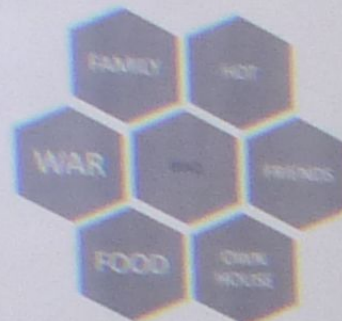
Totie Li

Project: Cowichan Sweaters
Grade 5
Stoney Creek Community School, Burnaby

And going to the B.C. Fair as the Rotary Club of Burnaby Ambassador Award winner:

Hayden Smith

Project: White Spot
Grade 6
Stoney Creek Community School, Burnaby



-14-



4.a)



Item.....
Meeting..... 2015 Jun 04

COUNCIL REPORT

TO: CHAIR AND MEMBERS
COMMUNITY HERITAGE COMMISSION

DATE: 2015 May 28

FROM: DIRECTOR FINANCE

FILE: 2410-20

SUBJECT: INFORMATION UPDATE – EAGLES ESTATE AND BALDWIN HOUSE

PURPOSE: To provide the Community Heritage Commission with an update regarding the BCIT joint project.

RECOMMENDATIONS:

1. **THAT** the Community Heritage Commission receive this report for information.
2. **THAT** the Community Heritage Commission authorize staff to continue with the BCIT joint project as a two year pilot.

1.0 BACKGROUND

A memorandum was provided to the Community Heritage Commission on 2015 February 02 outlining the joint project undertaken by the City and BCIT during the 2014/2015 school year. The goal of the project is to provide as-built drawing plans for two City heritage buildings: the Eagles Estate located at 5655 Sperling Avenue and Baldwin House located at 6572 Deer Lake Drive.

Since the Land Conservancy of British Columbia vacated the Eagles Estate and Baldwin House in 2013, staff has been working to find opportunities to broaden community access to these two heritage buildings and their surrounding gardens in Deer Lake Park. Even without the benefit of advertising, both properties continue to generate interest from the public resulting in on site meetings with various interest groups wanting to explore a suitable long term use for the properties.

In 2014 May, Licence staff entered into discussions with faculty members from the British Columbia Institute of Technology (BCIT) to examine possible partnering opportunities. Given the age of the facilities and the heritage designation, maintenance of both of these houses is very specialized. After viewing the two properties BCIT faculty responded enthusiastically offering to work with City staff to determine if a program could be develop for these two buildings, using teaching programs and student engagement. The Finance Department was granted Council permission to work with BCIT on the development of a teaching curriculum.

To: Chair and Members Community Heritage Commission
 From: Director Finance
 Re: Information Update – Eagles Estate and Baldwin House
 2015 May 28Page 2

The project with BCIT began 2014 October. The following outlines the details of the project:

1.1 Scope of BCIT's Initial Proposal and Timeframe

1. To complete Auto-CAD as-built drawings utilizing the BCIT Architectural and Structural CADD and Graphics Technician programs by incorporating this activity into the following courses:
 - ASCT 1240 – Arch Graphics – As-Built measurements & field sketches
 - ASCT 1210 CAD – Computer Applications

Site reviews commenced 2014 October 22 with computer graphics following into December. 2015 January 21, the Director Finance, the Chief Licence Officer, the Assistant Director Engineering Facilities Management and an Administrative staff attended BCIT to review the work of students in the architectural design program. Students were proud and pleased to share their work. Each one participated in a team presentation to City staff.

At the 2015 June 04 meeting BCIT ASCT Program will be presenting the work completed to date and answer any questions the Community Heritage Commission may have. They will also present their ideas on possible future directions for the long-term maintenance and public use of these two facilities.

In addition, the City and BCIT are working on developing a curriculum in other BCIT programs such as:

2. The Interior Design Diploma Program which could incorporate accessibility assessment activities.
3. The Architectural Science Degree Program will use the facilities as a design tool and explore the heritage significance of the structures while reviewing the building envelope and energy performance.
4. The School of Construction and Environment and the School of Business can coordinate student directed studies course/workshop to explore potential uses of the houses. This program can build off of the data gathered from Activities 1 to 3.

Staff recommend that the program with BCIT continue as a two year pilot. BCIT and City staff will provide an update for the Community Heritage Commission on the joint project at a 2015 fall Commission meeting.

To: Chair and Members Community Heritage Commission
From: Director Finance
Re: Information Update – Eagles Estate and Baldwin House
2015 May 28Page 3

2.0 RECOMMENDATION

It is recommended that the Community Heritage Commission authorize staff to continue with the BCIT joint project as a two year pilot.


for Denise Jorgenson
DIRECTOR FINANCE

DJ /ab

cc: City Manager
Chief Licence Inspector



COMMITTEE REPORT COVERSHEET

TO: CHAIR AND MEMBERS
COMMUNITY HERITAGE COMMISSION

DATE: 05/28/2015

FROM: PLANNING & BUILDING DIRECTOR

FILE: 1650 01

SUBJECT: DESIGNATED HERITAGE BUILDING PLAQUES 2015

PURPOSE: To authorize the manufacture and installation of designated heritage building plaques.

I have reviewed the attached and approve it for the Agenda

.

.

.

.

.

.

.

.



Item
Meeting 2015 Jun 04

COMMISSION REPORT

TO: CHAIR AND MEMBERS
 COMMUNITY HERITAGE COMMISSION

 DATE: 2015 May 28

FROM: DIRECTOR PLANNING AND BUILDING

 FILE: 1650 01

 Reference: Heritage Building Plaques

SUBJECT: DESIGNATED HERITAGE BUILDING PLAQUES 2015

PURPOSE: To authorize the manufacture and installation of designated heritage building plaques.

RECOMMENDATION:

1. **THAT** Council be requested to approve the expenditure of up to \$3,500 (inclusive of GST and/or PST, and shipping costs) to manufacture and install plaques for City and privately-owned heritage buildings, as outlined in this report.

REPORT

Under the Community Heritage Commission's heritage plaque program, bronze plaques are manufactured and installed at designated heritage buildings throughout the City. The plaques, which convey the name of the original owner and/or building name and the building's construction date, serve to highlight the structure's legal protection status by the City and convey the special interest and pride that the community retains in these historic sites. These sites include recently designated privately-owned buildings, as well as previously designated City-owned heritage buildings.

Currently, there are seven designated heritage buildings that have been identified within the plaque program as being suitable for a plaque. These include a City-owned heritage building in Deer Lake Park, two BC Housing projects that incorporate heritage buildings, and four buildings owned by private owners and a non-profit organization. In order to ensure that all designated heritage buildings throughout the City are given proper recognition, it is proposed to install plaques at these remaining seven properties (see *Table 1*).

To: Community Heritage Commission
 From: Director Planning and Building
 Re: Designated Heritage Building Plaques 2015
 2015 May 28.....Page 2

Table 1. Location of Proposed Heritage Building Plaques

Building Name (Use)	Construction Date	Owner	Street Address
1. Andy Johnson House (Commercial – restaurant)	1912	Private owner	5152 Kingsway
2. D.C. Patterson House (Residential)	1910	Private owner	7106 Eighteenth Ave
3. H.D. Morrison House (Residential – Non-market rental)	1912	B.C. Housing	3765 Albert St
4. Overlynn Mansion (Institutional)	1909	Non-profit organization	3755 McGill St
5. The Gables (John & Christina Mackie House) (Residential)	1920	Private owner	6445 Arbroath St
6. W.J. Walker House (Residential – rental)	1907	City	5255 Sperling Ave
7. William Wilson House (Residential – Co-op housing)	1913	B.C. Housing	6088 Wilson Ave

Each of these buildings would be provided with a standard plaque that is manufactured in bronze and securely attached to the building's face, usually adjacent to the front entrance (See *Attachment 1*). Prior to the manufacture and installation of these plaques, staff will seek to confirm with the respective building owners their agreement and cooperation for installation of the plaque following the City's standard practice. The cost of manufacturing and installing these remaining seven plaques has been estimated at \$3,500. Funds to undertake the proposed project are available in the 2015 budget of the Community Heritage Commission.

The proposed manufacture and installation of heritage building plaques through the Commission's heritage plaque program will ensure more prominence and recognition for these designated heritage buildings throughout the City. This report is submitted for the consideration of the Community Heritage Commission.


 Lou Pelletier, Director
 PLANNING AND BUILDING

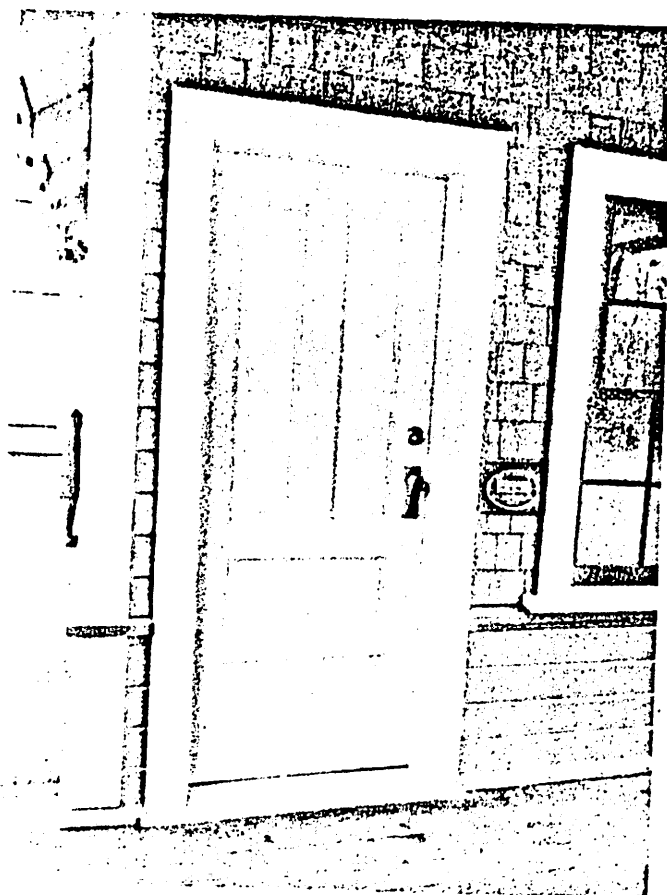
HL:sa
 Attachment

Copied to: City Manager
 Director Finance
 Director Engineering

R:\Long Range Clerical\DOCS\HL\Reports\2015\Designated Heritage Plaques 2015 (2015.06.04).docx



Example of plaque for Designated Heritage Building



**Completed and installed plaque at
Burnaby Village Museum**



PLANNING AND BUILDING DEPT

Attachment 1



Office of the City Clerk

D. Back, City Clerk
R. Pasch, City Archivist

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
COMMUNITY HERITAGE COMMISSION

DATE: 04 June 2015

FROM: REBECCA PASCH
CITY ARCHIVIST

FILE: 2410-20
Reference: Community Heritage Commission

SUBJECT: CITY OF BURNABY ARCHIVES – UPDATE

For the information of the Chair and Members of the Community Heritage Commission, I provide below a brief update on work at the City Archives since our last meeting.

- The Community Heritage Commission's 'Website Upgrades and Book Digitization Pilot Project' and 'Archives Film Digitization Project' projects are at the final stage of completion and are scheduled to formally launch June 2015.
- As previously reported, the Office of the City Clerk is very fortunate to have sought and obtained the services of a former archivist with formal training in the description and execution of oral histories for the renewed Oral History Capital Project. All eleven interviews from the SFU/Centennial donation are now fully described. After obtaining approval from the Manager's Office to have her continue on, last month she began the research component for the Burnaby Mountain oral history project. We will keep you updated as she progresses and follows up on the recommendations put forward by the subcommittee.
- The File-pro Migration project is underway. This is a Capital Project, led by the IT department with the direct involvement of the Office of the City Clerk and City Archives. An auxiliary has been engaged to do the work of the project- essentially copying over all 13,00 Office of the City Clerk access copy versions of Council records from the File-pro system on www.burnaby.ca and moving them over to the newly updated Heritage Burnaby website for greater ease in access for both public and City staff.
- March 2015 broke the Archives previously held monthly record of 77 research requests (May 2012) with an unprecedented 92 research requests received and fulfilled.

*CHAIR AND MEMBERS COMMUNITY HERITAGE COMMISSION**Subject: City of Burnaby Archives - Update**2015 June 04..... Page 2*

- This month's Burnaby Art Gallery Offsite Exhibition 'People with Cameras' at Bob Prittie Library Branch was created in collaboration with the City of Burnaby Archives. The exhibition featured photographs from the Archives holdings and the Offsite Exhibition talk was presented by Archives and gallery staff on the afternoon of May 24.

Respectfully submitted,



Rebecca Pasch
City Archivist