



COMMUNITY HERITAGE COMMISSION

NOTICE OF OPEN MEETING

DATE: THURSDAY, 2017 JUNE 08

TIME: 6:00 PM

PLACE: Council Committee Room, 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 Community Heritage Commission
Open meeting held on 2017 April 06 | 1 |
| 3. <u>CORRESPONDENCE</u> | |
| a) Memorandum from the City Archivist
Re: City of Burnaby Archives - Update (2017 May) | 7 |
| 4. <u>NEW BUSINESS</u> | |
| a) Staff Verbal Updates & Presentations | |
| 5. <u>INQUIRIES</u> | |
| 6. <u>ADJOURNMENT</u> | |



COMMUNITY HERITAGE COMMISSION

MINUTES

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, **2017 April 06** at 6:00 p.m.

1. CALL TO ORDER

PRESENT: Councillor Colleen Jordan, Chair
 Councillor Sav Dhaliwal, Vice Chair
 Ms. Ruby Johnson, Honorary Member Emeritus
 Mr. Lee Loftus, Parks, Recreation and Culture Commission Representative
 Ms. Les Lee Lowe, Burnaby Historical Society Representative
 Ms. Tammy Marchioni, Citizen Representative
 Ms. Coni O'Neill, Citizen Representative
 Mr. Harry Pride, Historian

ABSENT: Councillor Nick Volkow, Member *(due to illness)*
 Ms. Maurya Biswell, Citizen Representative
 Ms. Diane Gillis, Citizen Representative

STAFF: Mr. Dennis Back, City Clerk
 Mr. Jim Wolf, Senior Long Range Planner
 Ms. Helen Lee, Long Range Planner
 Ms. Lisa Codd, Museum Curator
 Ms. Rebecca Pasch, City Archivist
 Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 6:03 p.m.

The Chair welcomed Ms. Tammy Marchioni as a new Citizen Representative to the Community Heritage Commission.

2. MINUTES

- a) **Minutes of the Community Heritage Commission
 Open meeting held on 2017 February 02**

MOVED BY COMMISSIONER O'NEILL
SECONDED BY COMMISSINER LOWE

THAT the minutes of the Community Heritage Commission Open meeting held on 2017 February 02 be adopted.

CARRIED UNANIMOUSLY

3. **CORRESPONDENCE**

MOVED BY COMMISSIONER MARCHIONI
SECONDED BY COMMISSINER PRIDE

THAT the correspondence be received.

CARRIED UNANIMOUSLY

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

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 2017 May 12 and 13 at the Burnaby Village Museum, and seeking financial support in the amount of \$500 to assist with the Fair. This money will be 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. Ms. Calvert also invited Commissioners to assist with judging the Fair.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COMMISSINER LOFTUS

THAT the Commission recommend Council approve \$500 to fund the City of Burnaby Award for the 2017 Rivers to Sea Regional Heritage Fair.

CARRIED UNANIMOUSLY

b) **Memorandum the City Archivist**
Re: City of Burnaby Archives - Update

A memorandum was received from Ms. Rebecca Pasch, City Archivist, providing an update on work at the City Archives. The update included the following:

- a Digital Asset Registrar was completed to accurately assess records;
- a work has begun of assessing the digital copies of all analogue photographs in the Archives' holding;
- 25 boxes of permanent records transferred from the Legal Department have been described and processed.

Ms. Pasch further advised that Council funding has been approved, and work has begun on the Council reports digitization project.

c) Correspondence from Canadiana Costume Society of B.C. and Western Canada
Re: Storage Area for Costumes

Correspondence was received from Ms. Ruby Johnson, Vice President, Canadiana Costume Society of B.C. and Western Canada, noting there is inadequate space to store their costumes and seeking a new space, possibly in the Townley Estate or the Overlynn Mansion.

Arising from discussion, the following motion was introduced:

MOVED BY COMMISSIONER O'NEILL
SECONDED BY COMMISSINER LOWE

THAT staff gather the relevant background information related to the Canadiana Costume Society, including space and exhibiting needs, and meet with the Commission's Council representatives to review potential options for consideration.

CARRIED UNANIMOUSLY

d) Correspondence from Ministry of Forests, Lands and Natural Resource Operations (Heritage Branch)
Re: Japanese Canadian Historic Places in BC

Correspondence was received from Ms. Berdine Jonker, Manager, Heritage Programs and Services (Heritage Branch), Ministry of Forests, Lands and Natural Resource Operations, advising on the results of the Japanese Canadian Historic Places Project.

Additional correspondence was received from Mr. Richard Linzey, Director BC Heritage Branch, Ministry of Forests, Lands and Natural Resource Operations, noting 264 nominations for 176 places were considered. The historic places within Burnaby are:

1. Protected Area
2. Nikkei National Museum & Cultural Centre

3. CPR Railway disaster site
4. Ocean View Burial Park

Staff undertook to contact the Ministry regarding these nominations, and report back at the next Commission meeting.

4. **REPORT**

MOVED BY COMMISSIONER O'NEILL
SECONDED BY COMMISSINER LOWE

THAT the report be received.

CARRIED UNANIMOUSLY

a) **Report from the Director Planning and Building** **Re: 4203 Frances Street**

The Director Planning and Building submitted a report providing information regarding the heritage value of the property at 4203 Frances Street.

The Director Planning and Building recommended:

1. THAT staff be requested to review and report on the subject property for consideration for addition to the City's heritage inventory and potential designation as a City Heritage Site.

MOVED BY COMMISSIONER MARCHIONI
SECONDED BY COMMISSINOER PRIDE

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

CARRIED UNANIMOUSLY

Councillor Jordan requested the Burnaby's Heritage, an inventory of buildings and structures, be sent to the new members – Ms. Marchioni and Ms. Biswell.

Staff undertook to provide the book to the Commission members.

5. **NEW BUSINESS**

Lisa Codd, Museum Curator

Ms. Codd advised that staff applied for a Provincial grant towards the Burnaby 125 Heritage Plaque Project and was successful in receiving \$57,000.

Further, Ms. Codd provided the following update on work at the Burnaby Village Museum:

- Museum will open for the season on May 6;
- Spring Discovery Days School Program now features First Nations activities;
- Burnaby 125 – a display of historic photographs showing how the community has changed over the past 125 years. The exhibition features historic photographs of well-known landmarks presented alongside present-day photographs of the same location;
- Partnership with Burnaby Food First to build a garden;
- Burnaby Festival of Learning co-presented by SFU during the 1st week of May features a wide variety of free and fun events throughout Burnaby.

Helen Lee, Long Range Planner – BC Labour Heritage Plaques

Ms. Lee advised that two Burnaby places were nominated for the BC Labour Heritage Plaques Program – Barnet Lumber Company Mill Workers Strike and Japanese Workmen Railway Disaster at Kilby Creek. The City is working with Nikkei Centre on the wording and images for the plaques. Mock ups of the plaques will be provided to the Commission at the next meeting; unveiling ceremony will be planned for summer/fall.

Jim Wolf, Senior Long Range Planner

Mr. Wolf advised that Burnaby Central High School will be undertaking a history project on the WWI veterans. City staff will help resource the project.

Councillor Colleen Jordan

Councillor Jordan advised that Mayor Corrigan and herself met with Mr. Maurice Guibord who would like to do a history book on Burnaby's cemeteries.

Councillor Jordan advised that representatives from the Old Interurban Forest Preservation Society appeared before the Planning and Development Committee regarding protection of forest between Cariboo Road and North Road. The representatives were seeking designation of the green space. Staff will report back on the proposal.

Councillor Jordan noted that the Heritage BC Annual Conference will be held in Victoria, BC on 2017 May 04 to 06.

Commission members expressed an interest in attending the Conference.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COMMISSIONER LOFTUS

THAT Commission recommend Council authorize an expenditure up to \$4,000 for the Community Heritage Commission members to attend the Heritage BC Annual Conference to be held in Victoria, BC in May 2017.

CARRIED UNANIMOUSLY

Harry Pride, Historian

Mr. Pride advised that the School Book Project has been completed and is now with the City's staff for further processing.

6. INQUIRIES

There were no inquiries brought before the Commission at this time.

7. ADJOURNMENT

MOVED BY COMMISSIONER O'NEILL
SECONDED BY COMMISSINER LOWE

THAT this Open Commission meeting do now adjourn.

CARRIED UNANIMOUSLY

The Commission meeting adjourned at 7:20 p.m.

Blanka Zeinabova
ADMINISTRATIVE OFFICER

Councillor Colleen Jordan
CHAIR



Office of the City Clerk

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

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
COMMUNITY HERITAGE COMMISSION

DATE: 17 May 2017

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, the following report outlines the activities and initiatives undertaken by the City Archives since the last CHC meeting:

- Building on the success of our 2016 stabilization request, which updated our Heritage Burnaby website with pdf versions of 1970s Open Council records, our 2017 stabilization ask will provide online access to the 1892-1969 Council records. The funds were granted to Archives in March and, at the time of writing;
 - The 500 hours of description and indexing work required for the project is now complete.
 - The linking portion of the project is underway.
- We are taking the steps to preserve those digital records currently in our holdings through partnership with the Information Technology Department.
 - Archives staff have continued the work of assessing the digital copies (surrogates) of all analogue photographs in our holdings, one by one, and transferring them to a more secure system. Any missing surrogate records are replaced by scanning & copying the analogue originals. To date, this has resulted in 2,250 updated photograph descriptions and 1,500 new digital access copies available online at www.heritageburnaby.ca.
 - A new Digital Preservation Policy has been drafted by Archives staff and shared with IT.

*CHAIR AND MEMBERS COMMUNITY HERITAGE COMMISSION**Subject: City of Burnaby Archives - Update**2017 Jun 08..... Page 2*

- Archives staff have been taking a closer look at our processes, to insure that we are making our holdings available to as large a community as possible, without any unwarranted restrictions as to their use. Completion of the 1892-1969 project will result in all Open Council records being accessible online, and freely downloadable. This creates the dual benefit of helping insure open and accountable government while still having a positive impact on the staff time normally required to respond to requests for Council records from both City staff and the public.

Respectfully submitted,



Rebecca Pasch
City Archivist