



City of Port Moody

Minutes

Heritage Commission

Minutes of the meeting of the Heritage Commission held on Thursday, January 16, 2020 in the Brovold Room.

Present

Councillor Diana Dilworth, Chair
Dianna Brown
Laura Dick
Christopher Pope
Carnell Turton

Absent

Councillor Meghan Lahti, Vice-Chair
Joan Stuart (Regrets)

In Attendance

Jess Daniels – Policy Planner
Joji Kumagai – Manager of Economic Development (re items 4.2 and 4.3)
Jennifer Mills – Committee Coordinator

1. Call to Order

Call to Order

1.1 The Chair called the meeting to order at 7:01pm.

2. Adoption of Minutes

Minutes

2.1 HC20/001

Moved, seconded, and CARRIED

THAT the minutes of the Heritage Commission meeting held on Thursday, November 14, 2019 be adopted.

3. Unfinished Business

4. New Business

Committee Orientation

4.1 Presentation: Jennifer Mills, Committee Coordinator
Attachments:

- a) Committee Orientation Manual – January 2020
- b) Heritage Commission – Bylaw No. 3062
- c) Respectful Workplace Policy

- d) [Draft Five Year Financial Plan – 2020-2024](#)
- e) [2019-2022 Council Strategic Plan](#)

File: 01-0360-20-03

The Committee Coordinator provided an overview of the Committee Orientation and noted the following:

- prepare for discussion at the meeting by reading the agenda package ahead of time;
- confirm your attendance at the meeting as soon as possible;
- request for leave if two or more consecutive meetings will be missed;
- act as an ambassador in the community; and
- adhere to the Respectful Workplace Policy.

Clarke Street Revitalisation

4.2 Presentation: Joji Kumagai, Manager of Economic Development Attachments:

- a) Clarke St Revitalisation – Committee Feedback Debrief and Next Steps
- b) Clarke Street Revitalization – Project Charter

File: 01-0360-20-03

The Manager of Economic Development gave a presentation on Clarke Street Revitalization – Committee Feedback Debrief and Next Steps and the following was noted:

- all civic committees with the exception of the Parks and Recreation Commission have received the presentation and provided feedback; and
- the feedback received from the civic committees has been around the underutilization of Queens Street Plaza, the improvements required for the buildings, the inconsistent business composition, and that the area is aesthetically unappealing.

The Manager of Economic Development noted that forming a working group of the Clarke Street property and businesses owners would offer an opportunity for their contribution to the community by shaping the vision for the area and assisting in creating an implementation plan.

The Chair proposed extending the boundary for the project to Moody Street to include the Legion and the Old Post Office.

The Commission noted the following in response to the Manager of Economic Development's presentation:

- a boundary expansion to Moody Street may bring too many people into the conversation and create

- divisiveness among the stakeholders; and
- the original goal for the revitalization was to create a unique commercialized heritage area in the commercial section of the 2300 and 2400 Blocks of Clarke Street.

Staff noted the following in response to the Commission's comments:

- the stakeholders in the area could be united to identify a clear plan for the area and take ownership of the project;
- the businesses in the area show interest for participating in revitalization efforts;
- the heritage aspect of the area is an asset and will not be lost in the work;
- the City can contribute in areas such as new benches and paving stone upgrades; however, the aesthetic improvements must be undertaken by the property owners;
- the work of past committees and the Moody Centre Community Association should be reviewed to avoid duplication of work;
- the owners of the buildings lost in the 2019 fire should be included in discussions;
- there is an opportunity to create incentives that are connected to the Moody Centre development; and
- the Tourism and Economic Development Committees could take ownership of the efforts for the 2500-2700 Blocks of Clarke Street.

The Chair noted that the Tourism Committee is undertaking a wayfinding and branding pilot project in the Moody Centre area and that a Heritage Commission member could provide valuable insight. Commission member Dianna Brown volunteered for the joint wayfinding working group.

HC20/002

Moved, seconded, and CARRIED

THAT a Working Group of Clarke Street Business and Property Owners be created to support the Clarke Street Revitalization initiatives.

On This Spot App

4.3 Presentation: Joji Kumagai, Manager of Economic Development and Jess Daniels, Policy Planner

The Manager of Economic Development and the Policy Planner gave a presentation on the On This Spot: A Heritage and Tourism App and the following was noted:

- the user data can be tracked for statistics such as the most popular tours, and the location users are accessing

- the app from;
- the photos would provide the immediate context as well as the broad historical content, therefore providing the user with a story;
- there is the opportunity for businesses to become engaged in heritage storytelling by purchasing advertisements for the app;
- the locations and information would be selected and written in partnership with Port Moody Heritage Society, with the opportunity for the Heritage Commission review and provide feedback; and
- the loco Townsite and Moody Centre Heritage Conservation Areas, the Heritage Stone Markers, Pacific Coast Terminals, a public art, a tourism, and a First Nations tour were noted as possible ideas for the app.

HC20/003

Moved, seconded, and CARRIED

THAT the Heritage Commission endorse the premium pricing proposal for the On This Spot: A Heritage and Tourism App.

The Manager of Economic Development left the meeting at this point and did not return.

**2019 Committee
Annual Report**

- 4.4 Attachment: Draft 2019 Annual Report – Heritage Commission
File: 01-0360-20-03

Staff and Commission members reviewed the Draft 2019 Annual Report – Heritage Commission and agreed to add Indigenous Heritage Recognition and Support to the Suggested Focus Areas for Next Year.

HC20/004

Moved, seconded, and CARRIED

THAT the 2019 Annual Report – Heritage Commission be approved and forwarded to Council.

2020 Work Plan

- 4.5 Attachment: 2019 Work Plan and Budget
File: 01-0360-20-03

The Chair provided an overview of the 2019 Work Plan and Budget, reviewed the Suggested Focus Areas for Next Year from the 2019 Annual Report – Heritage Commission, and requested Commission members' input for the 2020 Work Plan – Heritage Commission.

Commission members noted the following ideas for the 2020 Work Plan – Heritage Commission:

- a review of the City's Heritage Grants and Incentives Program; and
- a review of Bylaw No. 2490 to advance the City's maintenance of heritage sites.

Action: The Chair and the Policy Planner to provide the draft 2020 Work Plan – Heritage Commission at the next meeting.

Tile Matching Game

4.6 This item was postponed to a future meeting.

An Opportunity to Engage in Reconciliation with the Welcome Post Project

4.7 Carnell Turton provided an overview of An Opportunity to Engage in Reconciliation with the Welcome Post Project and noted that the Heritage Commission's contribution could be through funding or creating markers for the posts and that specific details on support for the project are yet to be determined; however, this is a way for the Heritage Commission to be a part of recognizing First Nations heritage and this should be a standing item on the Work Plan.

HC20/005

Moved, seconded, and CARRIED

THAT an Indigenous Heritage Subcommittee be formed with the following members:

- **Christopher Pope; and**
- **Carnell Turton.**

5. Information

Staff Updates

5.1 The Policy Planner advised that Heritage Week 2020 is scheduled for February 17-23, 2020 and noted the following:

- the Heritage Commission Budget has an allowance of \$500 for the event;
- the 2019 event included an old-timey photobooth, a storyboard, and a partnership with the Port Moody Station Museum;
- the tile game could be included in this year's event; and
- the event will require volunteers from the Commission.

Action: The Policy Planner to contact the Port Moody Station Museum to reserve a space for the Heritage Commission at the 2020 Heritage Week event.

**2020 Heritage
Commission Meeting
Schedule**

5.2 Attachment: 2020 Meeting Schedule – Heritage Commission
File: 01-0360-20-03

This item was provided for information only.

6. Adjournment

The Chair adjourned the meeting at 8:55pm.



Councillor Diana Dilworth,
Chair



Jennifer Mills,
Committee Coordinator