

**CITY OF NANAIMO**

**MINUTES OF THE MEETING OF THE NANAIMO COMMUNITY HERITAGE  
COMMISSION HELD ON WEDNESDAY, 2003-JUN-04, AT 5:00 P.M.  
IN MINER'S COTTAGE AT 1904 JINGLE POT ROAD, NANAIMO, BC**

---

**PRESENT:** Christine Meutzner, Chair  
Mary Durdle  
Bill Gard  
David Hill-Turner  
Joan Perry  
John Hofman  
Colleen Parsley

**REGRETS** John Nimmo

**ABSENT:** Geraldine Manson, Councillor Loyd Sherry

**STAFF:** Chris Sholberg, Heritage Planner  
Holly Pirozzini, Recording Secretary

**1. CALL TO ORDER**

The meeting was called to order at 5:00 p.m.

**2. ADOPTION OF MINUTES**

MOVED by B. Gard, SECONDED by C. Parsley, that the minutes of the meeting held on 2003-May-07, be adopted.

CARRIED

**3. BUDGET REVIEW**

C. Sholberg reported that the current budget is \$1,351.40. It was noted that C. Meutzner has receipts to submit regarding the Heritage Society of BC Annual Conference that she attended in Richmond on May 30 and 31. These costs will be deducted from the current budget total.

**4. LATE ITEMS**

B. Gard and C. Parsley have late items to discuss at the end of the regular agenda.

**5. CORRESPONDENCE/PERIODICALS/NEWSLETTERS**

- (a) Heritage BC Newsletter – for information only.
- (b) Heritage Canada Magazine – for information only.

- (c) Letter from Mike Hunter, MLA - reconsideration of Bastion's status as a national historic treasure – for information only.
- (d) Letter from Heritage Canada Foundation – for information only.

## 6. **NEW BUSINESS:**

- (a) Guidelines for Headstone Preservation & Conservation in Nanaimo Cemeteries – C. Meutzner submitted draft guidelines for the Commission's review. The Commission reviewed the document and made minor changes. C. Sholberg advised that he would forward the draft guidelines to Gary Franssen, Cemetery Manager, for his comments. If the guidelines are adopted by Council, C. Sholberg stated that he would create a handout on etiquette to be observed during cemetery tours. This text may also be posted as signage in the cemeteries.

MOVED by J. Perry, SECONDED by B. Gard, that the guidelines for "Headstone Preservation & Conservation in Nanaimo Cemeteries" be forwarded to Council for adoption.

CARRIED

- (b) St. Andrew's Spruce Up – B. Gard brought to the Commission's attention an article in the News Bulletin about the disrepair of the St. Andrew's church building. It was noted that the church has been operating at a deficit for the past few years and that survival of the congregation might be more important to the church at this time, than the upkeep of the building. J. Hofman reported that structural repairs were done inside the building a number of years ago.

C. Sholberg was asked to contact Helen Hunt, Church Board Chair, to find out what renovations are planned for the Church and to ask how the Commission might provide assistance. C. Sholberg will report back to the Commission at its next meeting.

## 7. **OLD BUSINESS:**

- (a) Historic Sites and Monuments Board of Canada – The Commission nominated the following events and places:
  - 1912 Miners Strike
  - Newcastle Island Site
  - Biological Station

C. Sholberg will discuss the shortlist with the National representative for the Board of Canada to determine which is the most appropriate for submission and report back to the Commission. A recommendation would then need to be made to Council to formally submit a nomination.

- (b) Downtown Signage Study – status – C. Sholberg reported that both the compass and the wave design logos were chosen for the proposed signage and that when the study is complete the Heritage Commission will be shown the formal design selected for the Downtown wayfinding signage.

- (c) Haslam House Plaque – C. Sholberg reported that Tim Horton's has confirmed that it will contribute up to \$500 towards a commemorative plaque for the outside of the building. He added that he is working with other City Staff to create a poster of Haslam House, at the request of Tim Horton's, which will be hung inside the building.
- (d) City of Victoria Historic Places Initiative Resolution (HPI) – The Commission made no specific motion to support the Victoria resolution or recommend that Council support the motion. It was noted that the grant vs. income tax issue is being championed by the Department of Canadian Heritage and the Heritage Canada Foundation.
- (e) Harewood School (505 Howard Street) – status if closed - C. Sholberg reported that he spoke with Pete Sabo, School District #68 Facilities Manager, who advised that if the school closes, it will become surplus property. As surplus property it will be boarded up and ultimately put up for sale. Demolition is not likely, due to cost.

The Commission recommended that a letter be sent to the School Board advising that Harewood School (as well as Northfield Alternative School) are valuable heritage resources and landmarks for their respective neighbourhoods, and that the buildings should be maintained whether or not they remain open as schools.

- (f) Newcastle Heritage Walk – The consensus of the Commission was to do the Newcastle Heritage Walk as a group, advertise it as a public event and launch/distribute the brochures at the same time.
- (g) Update on Provincial/National Heritage Register/Statement of Significance Course in Vancouver - C. Sholberg reported that he and C. Meutzner attended a workshop on this topic, which was held on Thursday, 2003-May-29, at SFU. Statements of Significance will need to be written in a standardized format for every property on the City's Heritage Register, in order to place these properties on the Provincial and National Registers. The statements will require re-thinking and re-writing, using character-defining elements that tie back to the heritage value of the building or property. The first website uploading for the National Register of the Statements of Significance is to take place by March, 2004. The Federal Government is providing funding. Although the exact amount is not yet known, C. Sholberg advised that he is hoping to receive the contract within the next few weeks, which will set out the particulars.

M. Durdle left the meeting at 6:30 p.m.

- (c) Heritage Society of BC Conference – C. Meutzner attended the conference on 2003-May-30 and-31 in Richmond and she made a presentation on the Commission's behalf. Approximately 150 people attended the conference, but only 7 presentations were made. She added that the fundraising initiative speaker was interesting and that this conference provided an opportunity for networking and background sharing.

**8. COMMITTEE REPORTS:**

- (a) Plan Nanaimo Advisory Committee – J. Perry reported that the next PNAC meeting will be held June 17 and an amendment to the Official Community Plan (OCP) is being proposed for 25 Cavan Street to be included in Heritage Conservation Area #1.
- (b) Snuneymuxw First Nation (SFN) – G. Manson was absent from the meeting.
- (c) Nanaimo Community Archives Society – C. Meutzner reported that five homes are committed and there are six other possible additions for the Heritage Home Tour to be held on 2003-Sep-20 at \$20/ticket. It was suggested that the Miner's Cottage (at 1904 Jingle Pot Road) be added to the tour list, and that the Commission set up a heritage display in the building for viewing during the Home Tour event.
- (d) Nanaimo District and Museum – D. Hill-Turner reported the following:
- The Radio show closed today.
  - The Shellfish Aqua Culture exhibit will begin on June 21<sup>st</sup> which will include tours to Cedar and Ladysmith.
  - The Bastion is open now throughout the summer from 10:00 a.m. to 4:30 p.m. daily and the cannon firings have begun. He will bring a schedule of events to the next Commission meeting for the 150<sup>th</sup> Anniversary of the Bastion celebrations. A miniature bastion was constructed by Home Depot and featured in the Empire Days Parade. The fundraising campaign for the Bastion has been very successful.
  - Cemetery tours (one/month) will take place during the summer.
  - The June 26<sup>th</sup> Coal Mining Tour is "sold out".
  - The Museum will be redeveloping its upper floor.
  - Jeff King will be painting heritage based murals on each of the Museum's eight outside wall panels. Some of the themes are the harbour, miners, and China Town.
  - There is a proposal for the City to cost-share in the construction of a shelter for the on-site steam locomotive. The Museum is still hoping to replace the bell that went missing several years ago.
- (e) Design Advisory Panel – C. Meutzner had nothing to report.

**9. LATE ITEMS:**

- (g) Annual General Meeting of the Archaeological Society – C. Parsley advised that the AGM will be held in the Liberal Studies building #355, Rm 211, at 10:00 a.m., on Saturday, 2003-Jun-07.
- (h) Newspaper Article – B. Gard provided an article for the Commission's information, which appeared in the Bulletin on 2003-May-05 entitled, "US Investor buys into Downtown". C. Sholberg will bring the original concept drawing of the investor's plan for rehabilitation of the Gusola Block at 104 Commercial Street to the next meeting.

**10. NEXT MEETING**

The next meeting will be held on Wednesday, 2003-Jul-02, at 5:00 p.m.

**11. ADJOURNMENT**

MOVED by J. Perry, SECONDED by B. Gard, that the meeting adjourn at 7:15 p.m.

CARRIED

APPROVED:

---

Chair

---

Date

CS/hp

g:\devplan\files\admin\0360\20\H02\03\2003 Minutes\2003Jun04.doc