

CITY OF BURNABY

COMMUNITY HERITAGE COMMISSION

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*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: AMENDMENTS TO BURNABY HERITAGE ADVISORY COMMITTEE  
BYLAW NO. 9029**

RECOMMENDATIONS:

1. **THAT** Council authorize an amendment be prepared to the Burnaby Heritage Advisory Committee Bylaw - No. 9029 as outlined in this report and Appendix I.
2. **THAT** Council, in accordance with the Local Government Act, change the name of the Burnaby Heritage Advisory Committee to Community Heritage Commission.

**REPORT**

The Community Heritage Commission at its meeting held on 2004 February 05, received the attached report recommending amendments to the Burnaby Heritage Advisory Committee Bylaw No. 9029 as outlined in the report.

Arising from discussion, the Community Heritage Commission further recommended that the name of the Burnaby Heritage Advisory Committee Bylaw be changed to Community Heritage Commission Bylaw as per amendment 1994 December - Section 107.(1) of the Municipal Act which reads "Every Municipal Heritage Advisory Committee established by a Council under section 15 of the Heritage Conservation Act is hereby continued as a Community Heritage Commission under section 1008 of the Municipal Act or a Heritage Commission under Section 581 of the Vancouver Charter, as applicable.

The amendments to the bylaw are forwarded to Council for approval.

Respectfully submitted,

Councillor Celest Redman  
Chair

Councillor Sav Dhaliwal  
Vice Chair

COPY: CITY MANAGER  
CITY SOLICITOR  
DIR. PLANNING & BUILDING  
DIR. PARKS, REC. & CULT. SERVICES

CITY OF BURNABY

COMMUNITY HERITAGE COMMISSION

**TO:** COMMUNITY HERITAGE COMMISSION  
**FROM:** ADMINISTRATIVE OFFICER I  
**SUBJECT:** AMENDMENTS TO BURNABY HERITAGE ADVISORY COMMITTEE  
BYLAW NO. 9029

RECOMMENDATION:

1. **THAT** the Community Heritage Commission amend the Burnaby Heritage Advisory Committee Bylaw - No. 9029 as outlined in this report and Appendix I.

REPORT

The Community Heritage Commission recommends that the Burnaby Heritage Advisory Committee Bylaw be amended to reflect the following changes to Bylaw No. 9029 as outlined below:

Delete the requirement to include one member from either the Architectural Institute of British Columbia or the British Columbia Society of Landscape Architects due to the fact, that in the past, it has been difficult for the organizations to put names forward for these positions.

Delete the requirement to include one historian or archivist, to enable a person with a background in history, architecture, archival studies or a related field to become a member.

Amend the bylaw to require the Chair and Vice-Chair be members of Council in order to bring the Community Heritage Commission in line with the procedures of other Council committees.

Delete the requirement for the Chair, from time to time, to appoint an Acting Chair to preside in his or her absence

If approved, the suggested amendments to the bylaw will be forwarded to Council for approval.

Respectfully submitted,

Councillor Celeste Redman  
Chair

Councillor Sav Dhaliwal  
Vice Chair

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**HERITAGE ADVISORY COMMITTEE BYLAW - No. 9029**


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THE CORPORATION OF THE DISTRICT OF BURNABY

BYLAW NO. 9029

A BYLAW to establish a heritage advisory committee  
(Consolidated for convenience with BYLAW No. 9881)

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*The Council of The Corporation of the District of Burnaby ENACTS as follows:*

1. This BYLAW may be cited as **BURNABY HERITAGE ADVISORY COMMITTEE BYLAW**.
2. In this BYLAW
  - (a) "**Committee**" means the Burnaby Heritage Advisory Committee established under section 3;
  - (b) "**Council**" means the Council of The Corporation of the District of Burnaby.
3. Pursuant to section 15 of the Heritage Conservation Act, there is hereby established a committee(1) to be known as the Burnaby Heritage Advisory Committee(2).
4. It shall be the duty of the Committee(3) to advise the Council(4) on those matters within the scope of Part 3 of the Heritage Conservation Act that are referred to it by council(5) from time to time.
5. (1) *The Committee(6) shall be appointed by Council(7) at any regular meeting and shall consist of nine members as follows:*

BYLAW 9881

CITY OF BURNABY

- (a) two members of Council(8)
  - (b) one member of Burnaby Historical Society
  - (c) one member of Burnaby Parks and Recreation Commission
  - (d) one member from either the Architectural Institute of British Columbia or the *British Columbia Society of Landscape Architects*
  - (e) one historian or archivist
  - (f) two persons from the community having knowledge of local history local architecture *landscape architecture or building conservation and restoration and*
  - (g) one person from the local business community.
- (2) Council(9) may appoint additional members to the Committee(10) for a *maximum term* of two years and those appointees shall be eligible for re-appointment as set out in subsection (3).
- (3) *Each member shall be appointed* for a term of two years and on the expiration of the term is eligible for re-appointment for two additional two-year terms.
- (4) The Director Planning and Building and the Burnaby Village Museum Director or their delegates shall attend all meetings of the Committee(11) but shall not vote.
- (5) A vacancy in the Committee(12) does not impair the right of the remaining members to act.
6. (1) One of the members of the Committee(13) shall be appointed annually by Council(14) as *Chair and that person shall preside* over the meetings for one year or until replaced by a new Chair.
- (2) The Chair may from time to time appoint an acting Chair to preside in his or her absence.
- (3) A majority of the members constitutes a quorum.

- (4) Meeting of the Committee(15) shall be at the call of the Chair who shall cause to be given to each member not less than 24 hours notice of each meeting unless such notice is waived by unanimous vote of the Committee(16) members.
- (5) The Chair or acting Chair shall decide all points of order that arise.
- (6) All questions before any meeting of the Committee(17) shall be decided by a majority of the members present.
- (7) The Chair shall cause minutes of all meetings of the Committee(18) to be recorded and shall forthwith after the adoption by Committee(19) of such minutes sign and deliver the same to the City Clerk.

Read a first time this 13th day of JUNE 1988

Read a second time this 13th day of JUNE 1988

Read a third time this 13th day of JUNE 1988

RECONSIDERED AND ADOPTED THIS 20th day of JUNE 1988

(Signed) "W.J. COPELAND"

MAYOR

"SEAL"

(Signed) "CHARLES A. TURPIN"

CLERK

