

# REPORT

## *Legislative Services*

**To:** Mayor Johnstone and Members of Council  
**Date:** December 12, 2022

**From:** Jacque Killawee, City Clerk  
**File:** 05.1035.10

**Item #:** 2022-736

**Subject:** **Amendments to the Community Heritage Commission Bylaw No. 6423, 1997**

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### **RECOMMENDATION**

**THAT** Council consider Bylaw No. 8372, 2022, set out in Attachment 1 of this report, for three readings.

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### **PURPOSE**

This report recommends membership changes and miscellaneous updates to Community Heritage Commission Bylaw No. 6423, 1997.

### **BACKGROUND**

At the Inaugural Council meeting on November 7, 2022, New Westminster City Council approved the Council member appointments to advisory committees and commissions, including the following:

**THAT** Council direct staff to bring forward changes to the Community Heritage Commission Bylaw No. 6423, 1997, to allow for the appointment of up to two Council members to the Commission, along with miscellaneous changes to update the bylaw; and

**THAT** Council, subject to approval of the changes to the Community Heritage Commission Bylaw No. 6423, 1997, appoint the following members to the Community Heritage Commission for a one-year term:

Chair	Councillor McEvoy
Council Representative	Councillor Fontaine

**DISCUSSION**

Staff from Climate Action, Planning and Development, and Legislative Services staff undertook an examination of the New Westminster Community Heritage Commission Bylaw and are suggesting updates to the bylaw as set out in Attachments 1 (amending bylaw) and 2 (redline version of Community Heritage Commission bylaw) in order to allow up to two members of Council to serve as voting members. Staff have taken the opportunity to update the bylaw since many aspects were out of date.

The current version of the Community Heritage Commission bylaw only allows for one Council member to be included in Commission membership. The proposed change will allow for a second Council Representative, and allow the Council Representative to act as Chair for a meeting if the Chair appointed by Council is not present.

Miscellaneous changes include:

- Updating references to enabling legislation;
- Changes to the non-voting City staff liaisons due to title changes;
- Changing the appointment date from December to January, to align with City practice;
- Allowing for compensation of committee members when the City has implemented a policy for the compensation;
- Ensuring language throughout the bylaw is consistent (e.g in 5(a) exchanging the word “residents” for “members of the community at large” which is the phrasing used in section 4(b));
- Changing the number of terms that can be served to align with the Advisory Committee Policy; and
- Shifting the requirement for expenditures of the Commission from City Council to the Chief Administrative Officer or designate.

Full changes are set out in Attachment 1 (Amending Bylaw No. 8372, 2022) and Attachment 2 (redline version of the Community Heritage Commission Bylaw).

**NEXT STEPS**

Once Council gives Bylaw No. 8372, 2022, three readings, the bylaw will be placed on the January 9, 2023, City Council meeting agenda for adoption.

**OPTIONS**

1. **THAT** Council consider Bylaw No. 8372, 2022, set out in Attachment 1 of this report, for three readings.
2. That Council provide staff with other direction.

Staff recommend option 1.

**ATTACHMENTS**

1. Bylaw No. 8372, 2022
2. Redline version of New Westminster Community Heritage Commission Bylaw No. 6423, 1997.

**APPROVALS**

This report was prepared by:

Nicole Ludwig, Assistant City Clerk

This report was reviewed by:

Lynn Roxburgh, Supervisor of Land Use Planning  
Judith Mosley, Senior Heritage Planner  
Jacque Killawee, City Clerk.

This report was approved by:

Jacque Killawee, City Clerk.  
Lisa Spitale, CAO