

Attachment 2

*Redline version of New Westminster*

*Community Heritage Commission*

*Bylaw No. 6423, 1997*

**CORPORATION OF THE CITY OF NEW WESTMINSTER**



**COMMUNITY HERITAGE COMMISSION BYLAW NO. 6423, 1997**

EFFECTIVE DATE: December 15, 1997

CONSOLIDATED FOR CONVENIENCE ONLY  
(January 16, 2017)

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
6899	January 12, 2004
7119 (Sec 6)	September 11, 2006
7263 (Sec 4a, b)	September 15, 2008
7808 (Sec 4a, b, 5a)	February 1, 2016
7897 (Sec 4b)	January 9, 2017

The bylaw numbers highlighted in this consolidation refer to the bylaws that amended the principal Bylaw No. 6423, 1997. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Obtainable from the City Clerk's Office

# CORPORATION OF THE CITY OF NEW WESTMINSTER

## BYLAW NO. 6423, 1997

A Bylaw to establish the New Westminster Heritage Commission pursuant to Section 143 of the Community Charter, as amended from time to time. ~~Section 953 of the Municipal Act, R.S.B.C. 1979~~

- A. ~~Section 143 of the Community Charter, as amended from time to time Section 953 of the Municipal Act, R.S.B.C., 1979, C.290, authorizes a council to establish and appoint municipal commissions, by bylaw, to establish a Community Heritage Commission to advise local governments on matters relating to heritage.~~
- B. Residents of the City of New Westminster recognize and value heritage as an important legacy of the City's past. They recognize that heritage is integral to the City's identity and that it should be preserved and enjoyed.
- C. The Council of the City of New Westminster recognizes the need to effectively manage the City's heritage resources to ensure their preservation for future generations.

THE CITY COUNCIL of the Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

This Bylaw may be cited for all purposes as the "City of New Westminster Community Heritage Commission Bylaw No. 6423, 1997."

### Title

1. The Commission is ~~an advisory commission~~ **municipal commission** of Council and shall be known as the "~~New Westminster~~ Community Heritage Commission" (hereafter referred to as the "Commission").

### Definitions

2. (a) "**City**" means the Corporation of the City of New Westminster.
- (b) "**Community Heritage Commission**" means a body created or authorized by a local government to assist in the management and

implementation of local heritage conservation planning, and authorized under Section 143 of the Community Charter.

### **Purpose of the Commission**

3. The purpose of the Commission will be to identify and advise the Council of the City of New Westminster on heritage issues within the City, particularly with respect to **Part 15 of the Local Government Act** ~~Part 27 of the Municipal Act.~~

### **Terms of Reference of the Commission**

- 4.4 The Terms of Reference for the Commission are as follows:

To advise Council and staff on matters related to the City's heritage program, including:

- continuing public education and awareness of heritage;
- maintaining the City's heritage register and heritage inventory;
- supporting the conservation of heritage resources;
- implementing policies to protect heritage resources;
- monitoring of identified heritage resources and the heritage program;
- promoting and enhancing City owned heritage resources; and
- requesting expenditures for heritage purposes, with Council approval.

### **Bylaw No. 6899, 2003, Bylaw No. 7263, 2008**

#### **Commission Membership**

#### **Bylaw No. 7808, 2015**

54. (a) The Commission shall be composed of **up to nine (9)** ~~eight (8)~~ voting members.

#### **Bylaw No. 7808, 2015; 7897, 2016**

- (b) Membership on the Commission shall consist of:

##### Voting Members:

- ~~One Councillor~~ **Up to two members of Council;**
- One member of the New Westminster Heritage Preservation Society
- Six members of the community at large with the following interests and knowledge:
  - local heritage conservation;

- architecture, planning and design;
- building construction;
- landscape architecture and horticulture;
- history; and
- business and tourism

Non-Voting City Staff Liaisons:

- ~~the Manager of New Westminster Museum and Archives;~~
  - ~~the City Librarian~~
  - ~~the Director of Development Services (or designate)~~
  - ~~a City staff secretary to prepare agendas and take minutes of the meetings”~~
  - the Manager of New Westminster Museum and Archives, or designate
  - the Chief Librarian of New Westminster Public Library, or designate
  - the Director of Climate Action, Planning and Development, or designate
  - A Committee Clerk from Legislative Services
- (c) When appointing members, Council may consider the interests, skills and experience necessary to carry out the Commission’s Terms of Reference. All members shall serve without remuneration **unless they fall in to a group for which the City has a policy to compensate them for their role on a City committee such as a First Nation Rights and Title holder. Compensation will be determined by the applicable policy.**

**Bylaw No. 6899, 2003**

- (d) Attendance  
 Members shall advise the **Committee Clerk** ~~Recording Secretary~~ of their intent to attend or be absent from a meeting. Any member who is absent from three consecutive meetings of the Committee, or in excess of one-third of all meetings over any six month period without leave of absence from the Commission, or reason satisfactory to the Commission, shall by resolution of the Commission, cease to be a member of the Commission. The City Council shall have the power to remove any member of the Commission at any time.

**Terms of Appointment**

**Bylaw No. 7808, 2015**

65. (a) The City Clerk shall advertise, on behalf of Council, for **members of the community at large** residents interested in participating on the Commission. All members shall be appointed by Council for a two year term, with members' terms being staggered. Members will be selected from applications submitted to Council. Council shall review applications and appoint members to the Commission by resolution of Council in **January** ~~December~~ of each year.
- (b) ~~A member of the Commission may not serve more than six consecutive terms, however, after at least one year out of office that member may be re-appointed.~~
- (b) **Pursuant to the City of New Westminster Advisory Committee Policy, a member of the Commission can serve a maximum of two consecutive two-year terms, except by special waiver from the Mayor**
- (c) In the event of a vacancy, City Council may appoint a person to fill such a vacancy for the remainder of the term.

## **Meetings**

### **Bylaw No. 7119, 2006**

76. (a) ~~The Councillors serving on the Commission shall be appointed as Chair and Deputy Chair. In their absence, the members shall select one of the voting members to act as Chair at that meeting.~~
- (a) **The Councillors serving on the Commission shall be appointed as Chair and Council Representative. In the absence of the Chair, the Council Representative shall serve as Chair, and in the absence of both, the members shall select one of the voting members to act as Chair at that meeting.**
- (b) The Commission shall meet at the call of the Chair. **Members of the public** Residents are allowed to attend Commission meetings, but must have permission of the Chair if they wish to make a presentation to the Commission.
- (c) The Chair presides at all meetings and decides any points of order that may arise.
- (d) A quorum for the meeting shall be a majority of voting members of the Commission.
- (e) ~~Expenditures of the Commission and its sub-committees will require a request to the City Treasurer. Expenditures must be approved by City Council.~~

- (e) Expenditures of the Commission and its sub-committees will require a request to the Chief Administrative Officer or designate.
- (f) The Commission may, when necessary, establish sub-committees or task forces of a permanent or temporary nature to carry out duties of the Commission and report back to the Commission. Sub-committees will not have budget authority.
- (g) The Commission may request persons with a particular expertise to make presentations before the Commission on heritage related matters.
- (h) Regular meetings procedures as set out in the **Council Procedure Bylaw No. 6910, 2004, as amended from time to time**, ~~of the City of New Westminster~~ will apply to meetings of the Commission.