

Heritage Conservation Plan

Holy Eucharist Cathedral - 501 4 Avenue - New Westminster, BC



Early photograph of the recently completed Holy Eucharist church, circa 1969. Source: Holy Eucharist Cathedral Parish Archives

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Statement of Significance

Description of Historic Place

The Holy Eucharist Cathedral is a large, rectangular Modern church building with a flat roof and central copper dome located on 4th avenue at the corner of 5th street in New Westminster, British Columbia.

Heritage Value

Constructed in 1968-69, the Holy Eucharist Cathedral is valued as the see of the Bishop of the New Westminster Ukrainian Greek Catholic Eparchy, governing the Eparchy's 12 parishes of British Columbia. The temple-like, formal design, and its high-visibility corner location and siting, give the church building the air of a landmark.

This church and hall complex symbolizes the culmination of over 25 years of effort by local Ukrainian Catholics to achieve an adequate and permanent parish in New Westminster, starting in 1941 at the Holy Spirit church in the Queensborough neighbourhood, followed by two subsequent attempts in the 1950s and 60s to formalize the St. George's parish in different locations before the current property was developed. The unrelenting fundraising, organization and perseverance of this community, resulting in a successful and well-functioning church and hall, was likely one of the reasons this parish was chosen by the Major Archbishop of the Ukrainian Greek-Catholic Church (UGCC) as the cathedral and headquarters for a new Eparchy in British Columbia when it was established in 1974.

The architectural design is very significant in that it represents a Modern, mid-century interpretation of a traditional Byzantine basilica, illustrating the optimism and progress envisioned in urban renewal approaches of the 1960s era and the relevancy of the engaged and forward-thinking parish of the time, while still paying homage to Catholic and Ukrainian church design traditions and symbols. Byzantine in its square footprint and capped by a dome, the simplified, rectangular form is punctuated by tall, slim windows which emulate the rhythm of classical columns. A prominent element of the facade is the over-scaled stairway, adding a formality to the ascent to the central front doors, not unlike the experience at a classical temple or courthouse. The design's formality is softened through the use of pared-down, flat architectural elements which give the church its Modern identity along with the use of trending 1960s finishes such as stucco and aluminum-frame windows. The balance of Modern and traditional treatments continue on the interior where colourful byzantine icons and wood-carved furnishings embellish an otherwise rectilinear and naturally-lit Modern space.

The Holy Eucharist church holds further value for its association with its designer, architect Bing Gregory Marr (1926-1991) who is remembered as one of the first registered Chinese-Canadian architects in BC. His firm, B. G. Marr & Associates, was known for Modern apartment buildings and complexes and was co-author of an important 1969 study commissioned by the City of Vancouver - "Restoration Report: The Case for Renewed Life in the Old City".

The Holy Eucharist church is valued not only as a continuous sacred site for New Westminster's Ukrainian Catholic community, but also as a community-wide venue since the doors opened, with the church hall serving a diversity of community groups, with and without religious affiliations. The church hall has been a place of celebration of important moments in the life of the parish family and of the community at large from birthdays and chrismations to weddings and funeral receptions; hosted endless events from

perogies dinners, bridge club nights, bingo nights, art, dance and singing classes, community meals, fundraisers, as well as a plethora of courses and cultural events contributing to the preservation of Ukrainian culture, language and traditions. Today, the church hall is a seven-day-a-week work-horse venue, functioning as a daycare on weekdays and as a community venue in the evenings and weekends.

Character-Defining Elements

- Sacred, community and cultural use since 1969
- Association with a nearby or adjacent rectory residence
- Prominent location on a corner lot in New Westminster's historic Queen's Park neighbourhood
- Mid-Century interpretation of Byzantine basilica design
- Formal, institutional scale, massing and design
- Rectangular form with flat roof and central copper-clad dome with metal cross
- Symmetrical, rhythmic elevations punctuated by tall, slim sky-blue windows extending from the floor to roofline cornice.
- Curved roofline cornice, arcaded where it meets the walls
- Central double-door entrance with arched hood and feature art-glass window above depicting the Resurrection of Jesus Christ, flanked by blue-toned stained glass sidelights depicting traditional Ukrainian octagonal stars.
- Exterior walls clad in two textures of white stucco - Dash Quartz Stone and Granulated
- Large concrete stairway with exposed aggregate walls and planters

Interior elements:

- Square footprint
- Traditional sacred spaces: narthex, nave, sanctuary, sacristy, confessionals.
- Traditional church spaces: clerestory (windows in dome), choir loft, crying room.
- Crystal chandler suspended from dome
- Carved-wood five-legged altar, tabernacle (similar in form and design to the church itself), offertory, side-tables, tetropod and processional cross
- Bishop's throne
- iconostasis - a wall of icons separating the sanctuary from the nave
- The extensive use of painted icons (images of holy persons) in the Byzantine artistic tradition (relatively flat perspective, heavy use of gold paint and halos)
- Wooden pews
- Built in sound system
- Church hall with kitchen

Current Photographs - exterior



Front view



Rear view



Side view
(facing 5th Street)

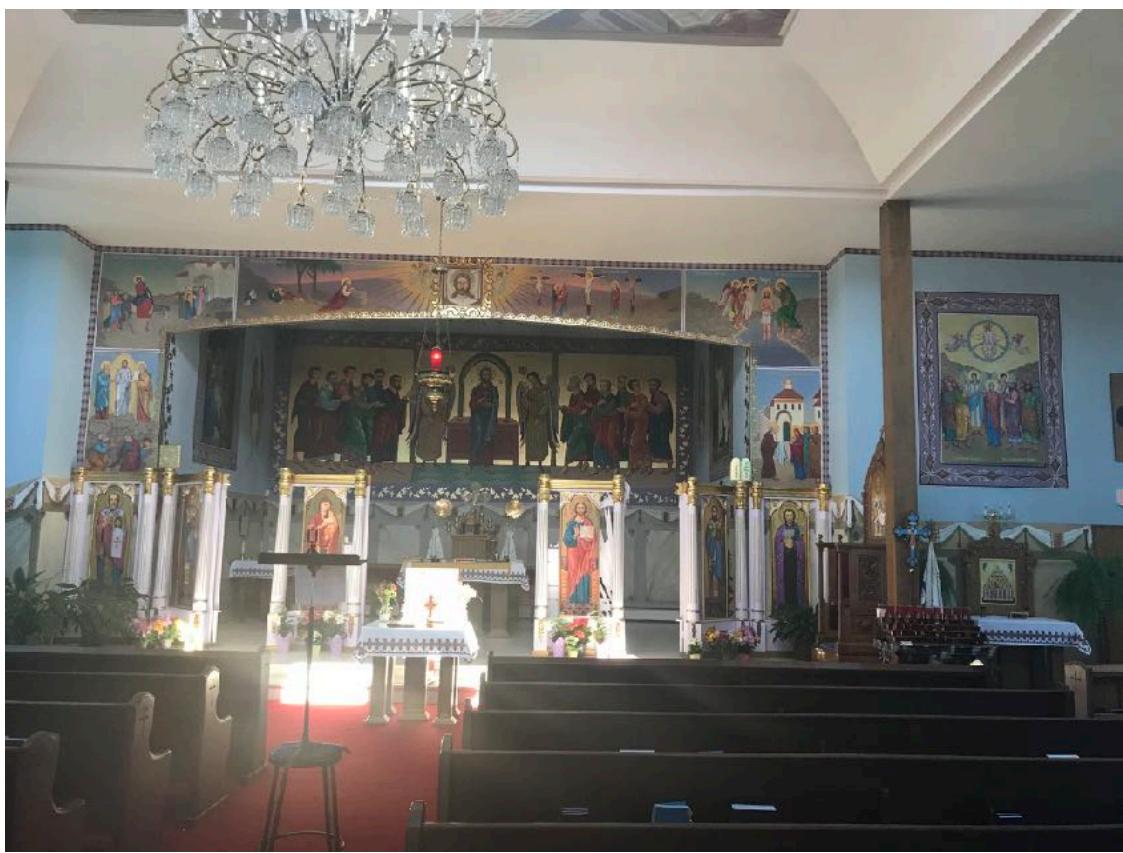


Side view
(facing parking lot)

Current photographs - interior



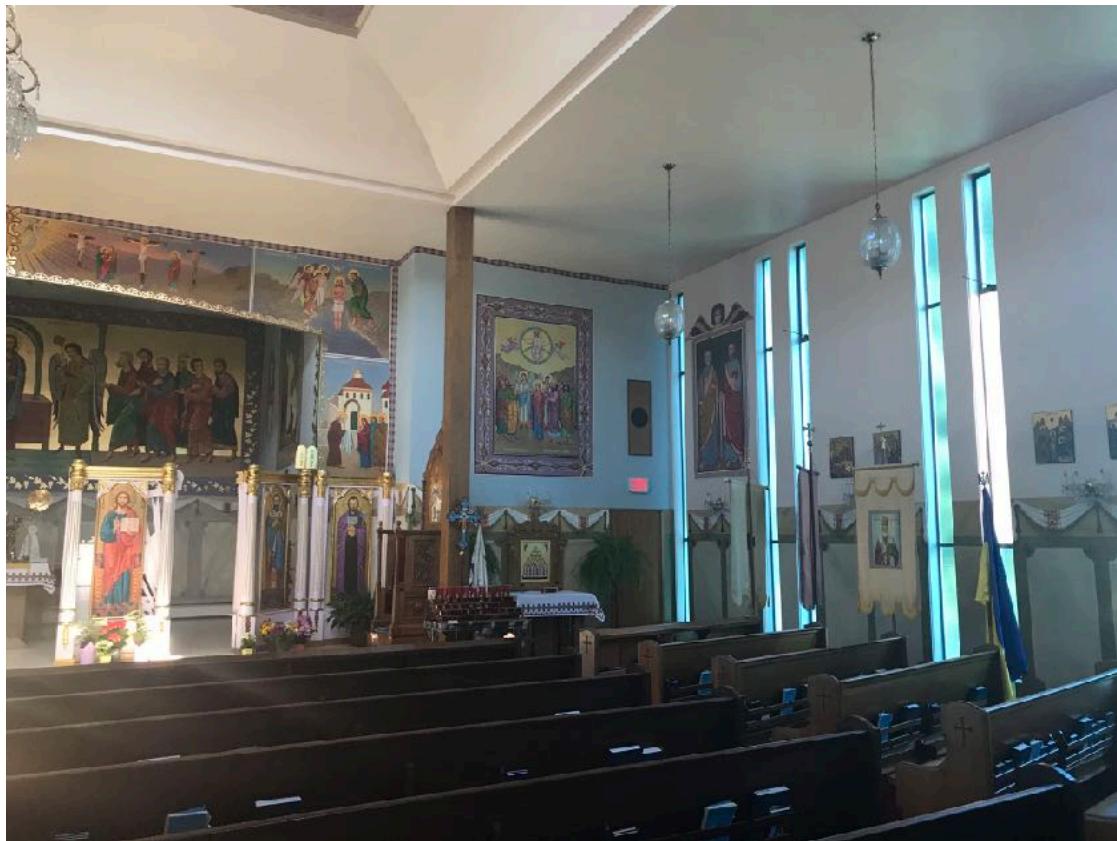
View of sanctuary
from the choir loft



View of sanctuary
from the nave



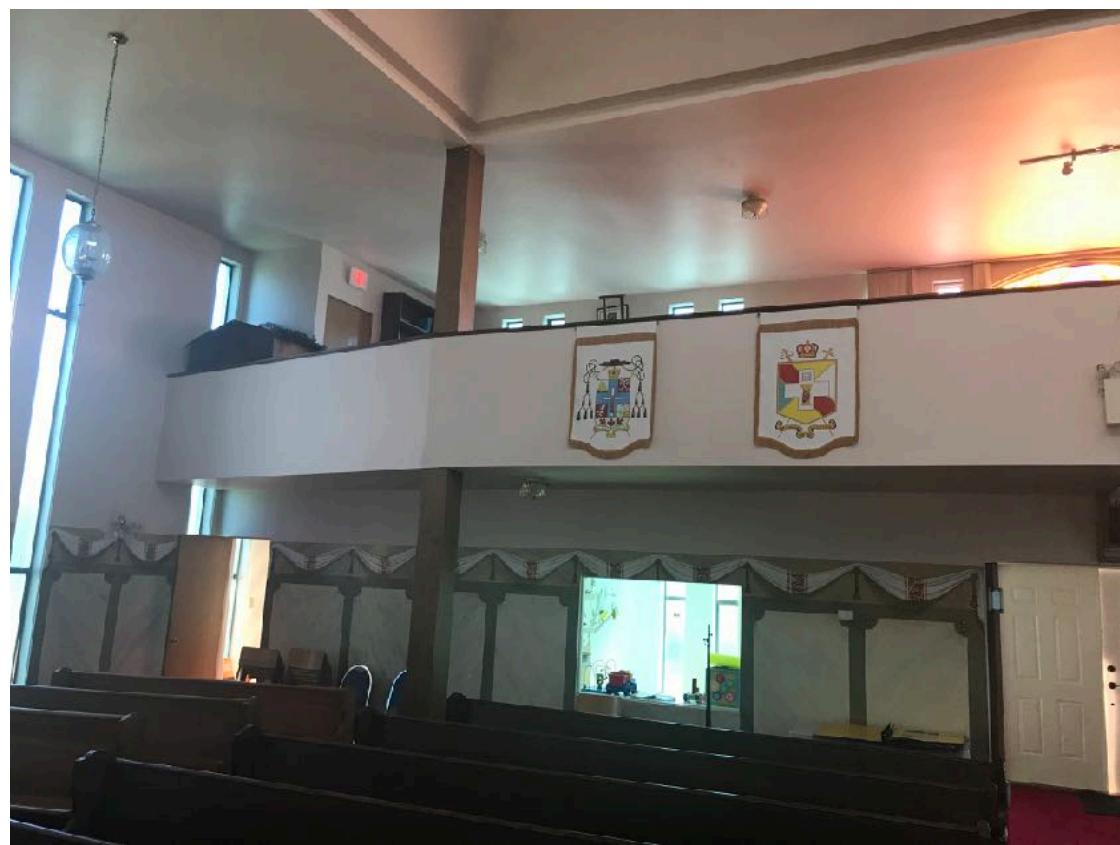
View of sanctuary
and side wall
(facing parking lot)



View of sanctuary
and side wall
(facing 5th St.)



View of dome interior and clerestory windows



View of choir loft from the nave and the rear wall of the interior where washrooms, crying room and confessionals are located



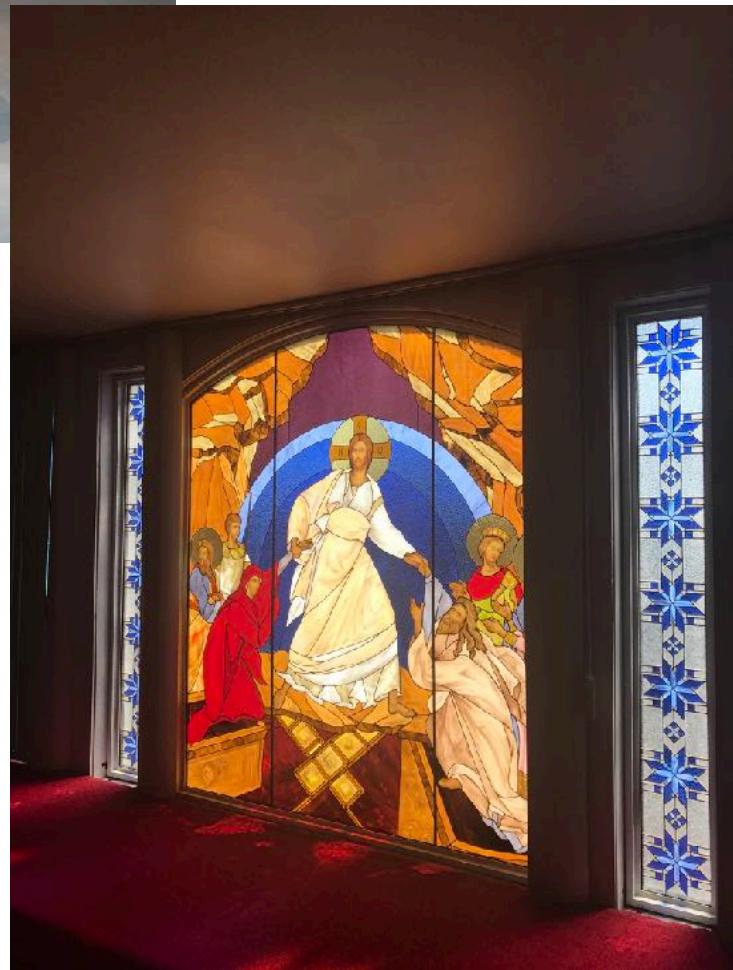
View of sanctuary furnishings



View of altar and tabernacle



View of an example of one of the many traditional gold icon paintings on the interior.



View of art glass feature window located above the front entrance door. This was commissioned by an artist in Ukraine to replace the original blue glass window above the front door.

Archival Photographs



Above: The first parish church, Holy Spirit in Queensborough, completed in 1943. The rectory in this photo dates from the early 1960s.

Below: The Holy Spirit hall and school completed in 1947.

Source: Holy Eucharist Cathedral Parish Archives



323 Queen's Avenue,
the house that served as
St. George's Church and
hall from 1963 until
1969. Source: Jubilee
Commemoration
booklet 1952-1977 -
Holy Eucharist
Cathedral Parish
Archives

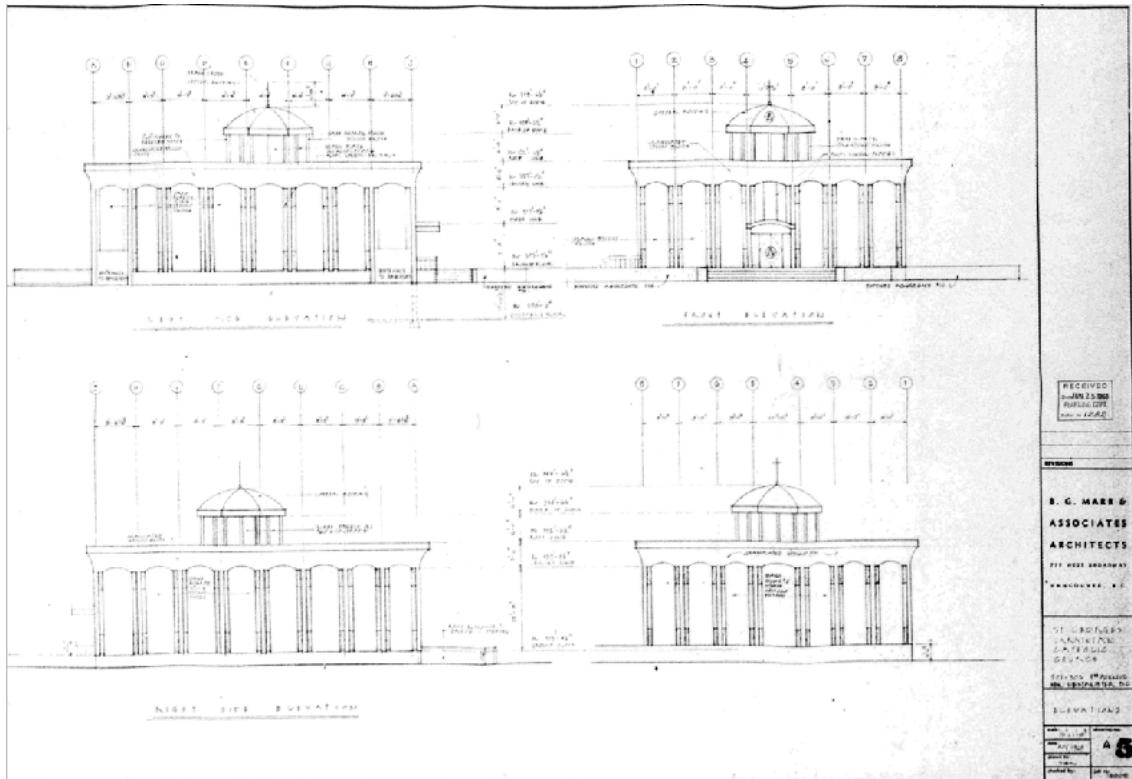


323 Queen's Avenue, the house that served as St. George's Church, after church service on a Sunday in 1966. Source: Jubilee Commemoration booklet 1952-1977 - Holy Eucharist Cathedral Parish Archives



Clipping from Columbian newspaper.
December 21, 1966.

Source: Holy Eucharist
Cathedral Parish Archives

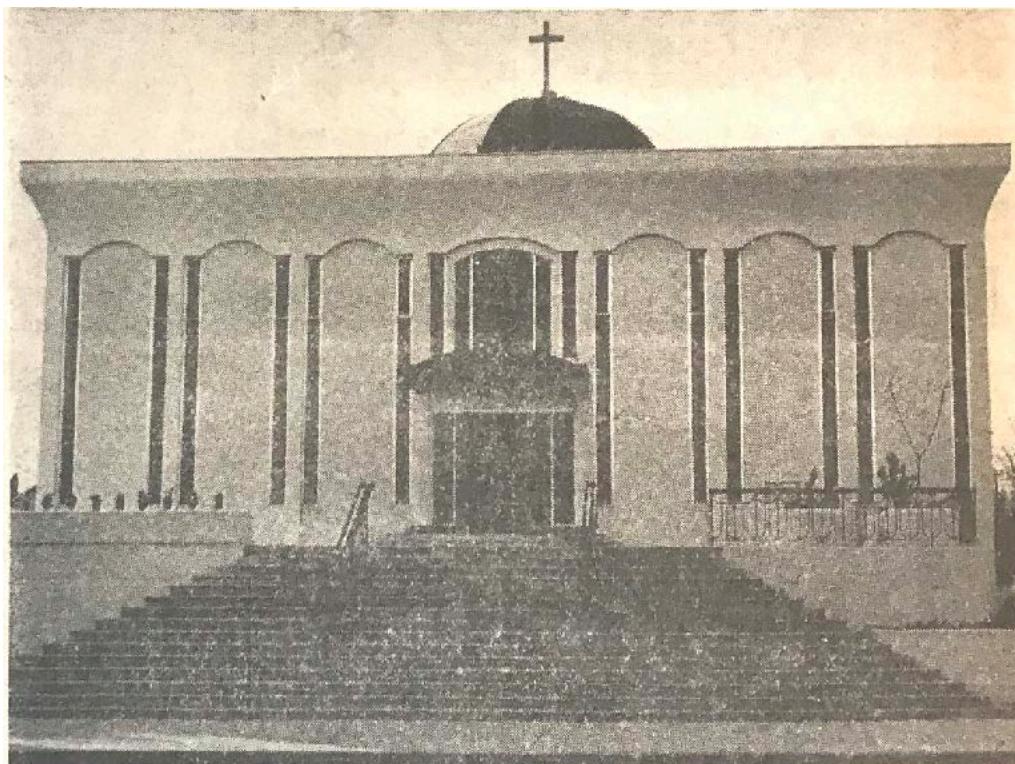


Elevation drawings for St. George's Ukrainian Catholic Church - June 1968. B. G. Marr and Associates. Source: Holy Eucharist Cathedral Parish Archives



Early photograph of the recently completed Holy Eucharist church, circa 1969.

Source: Holy Eucharist Cathedral Parish Archives



A photograph of the Holy Eucharist published in the Columbian newspaper in March 1971, describing its 'contemporary' design.

Source: Holy Eucharist Cathedral Parish Archives

The contemporary architecture of the Most Holy Eucharist Catholic Church in New Westminster blends smoothly with the traditional minaret atop the

building. The bold vertical architectural lines of the church are softened with horizontal curves.

MARCH, 1971 — Columbian photo by David Donnelly



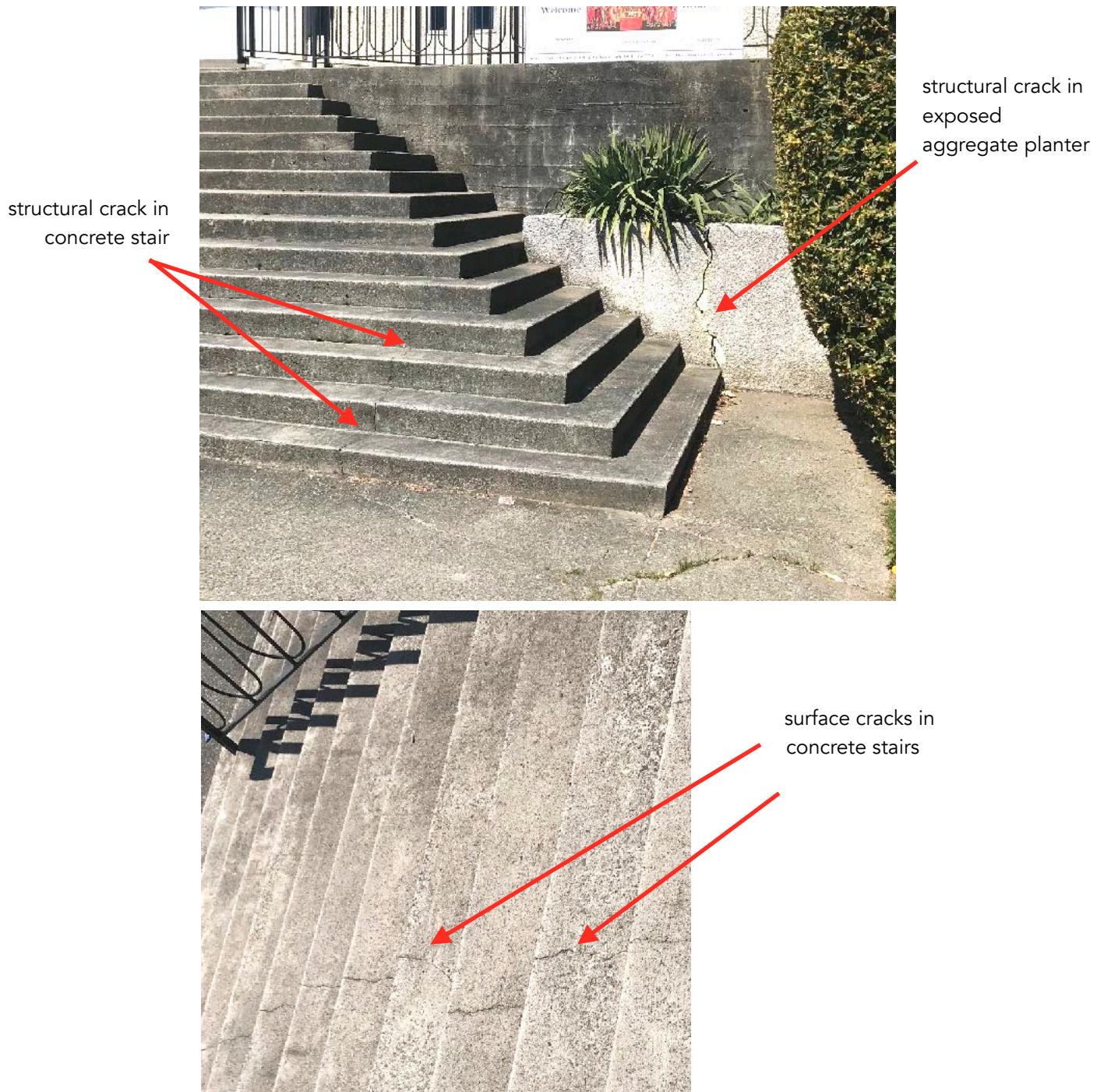
Early photograph of the Holy Eucharist church, likely mid-1970s.

Source: New Westminster Public Library historic photos database # 2624

Condition Assessment - The church is in overall good condition.

Front stairs and entrance podium

The original poured concrete stairs and hollow podium, with exposed aggregate end walls and planters, are in fair to good condition, but exhibiting wear as well as some cracks - both structural cracks and surface cracks.



Entrance Accessibility

Although the grand entrance and stairs are valued as a prominent feature of the historic place, not all patrons are capable of ascending 18 steps up to the entrance doors (15 stairs plus another 3 from the podium). A poured concrete accessibility ramp which leads from the parking lot to the top of the podium, was installed in 2017 to mitigate this issue, but it falls short of providing fully non-ambulant access to either the church or hall. After ascending the ramp to the church entrance podium, an additional three exterior stairs still need to be climbed, and, although the hall entrance doors are Accessible from the parking lot, once inside, patrons must descend an additional dozen to the hall (basement) level itself. Given the building's large, diverse parish of all ages and abilities, and its robust community rental program, the lack of adequate Accessibility of the current stairs and ramp results in the historic place not being accessible to non-ambulant patrons.

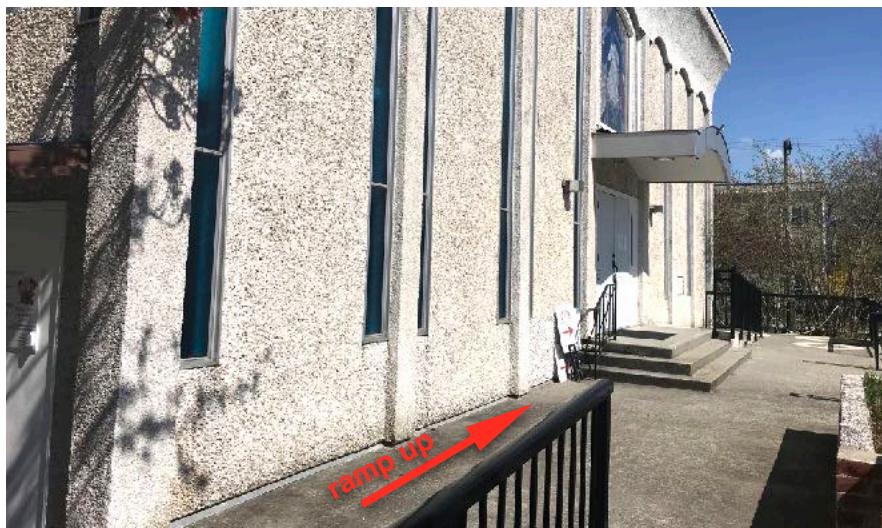


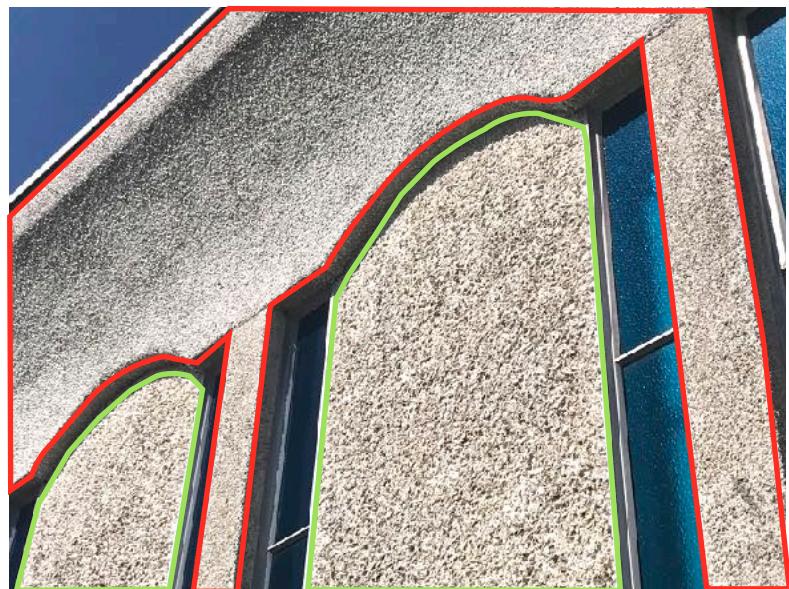
Photo showing the last section of the 'accessibility ramp' arriving at the entrance podium but more stairs at the church entrance doors are left to tackle.

Stucco cladding

The original stucco cladding is a combination of two textures/finishes:

1. Dash Quartz Stone stucco finish on main walls (outlined in green)
2. A finer, Granulated stucco finish on cornice and pilasters (outlined in red)

The stucco is generally in good condition but several areas of minor damage (staining, cracks or failure) have been identified, mostly at the cornice corners.

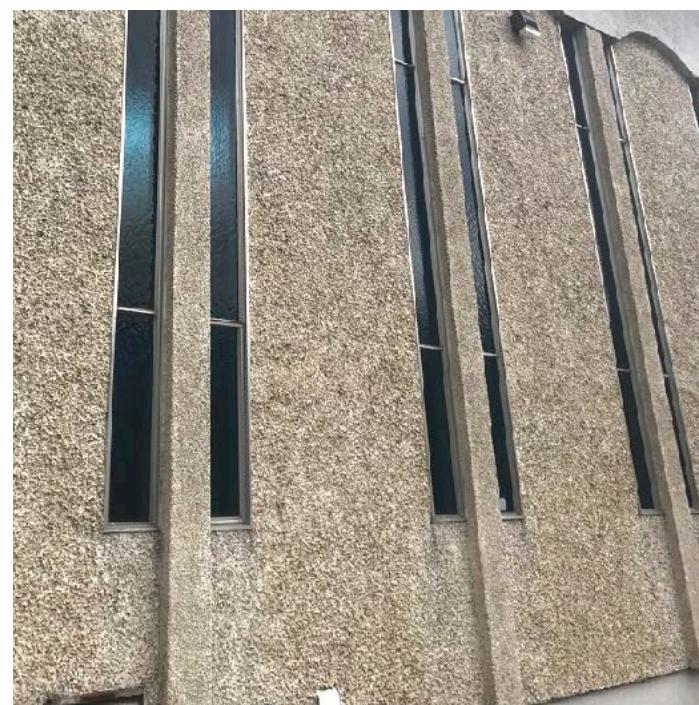


Stucco damage



Above left: Cornice at corner of parking lot and lane showing a crack in the stucco.

Above right: Cornice at corner of lane and yard showing missing/failing stucco just below a new roof drain installed 13 years ago. **Below left:** Cornice at corner of front and yard showing stucco damage caused by woodpeckers **Below Right:** Evidence of moisture staining on stucco below windows at parking lot.



Roof and rainworks

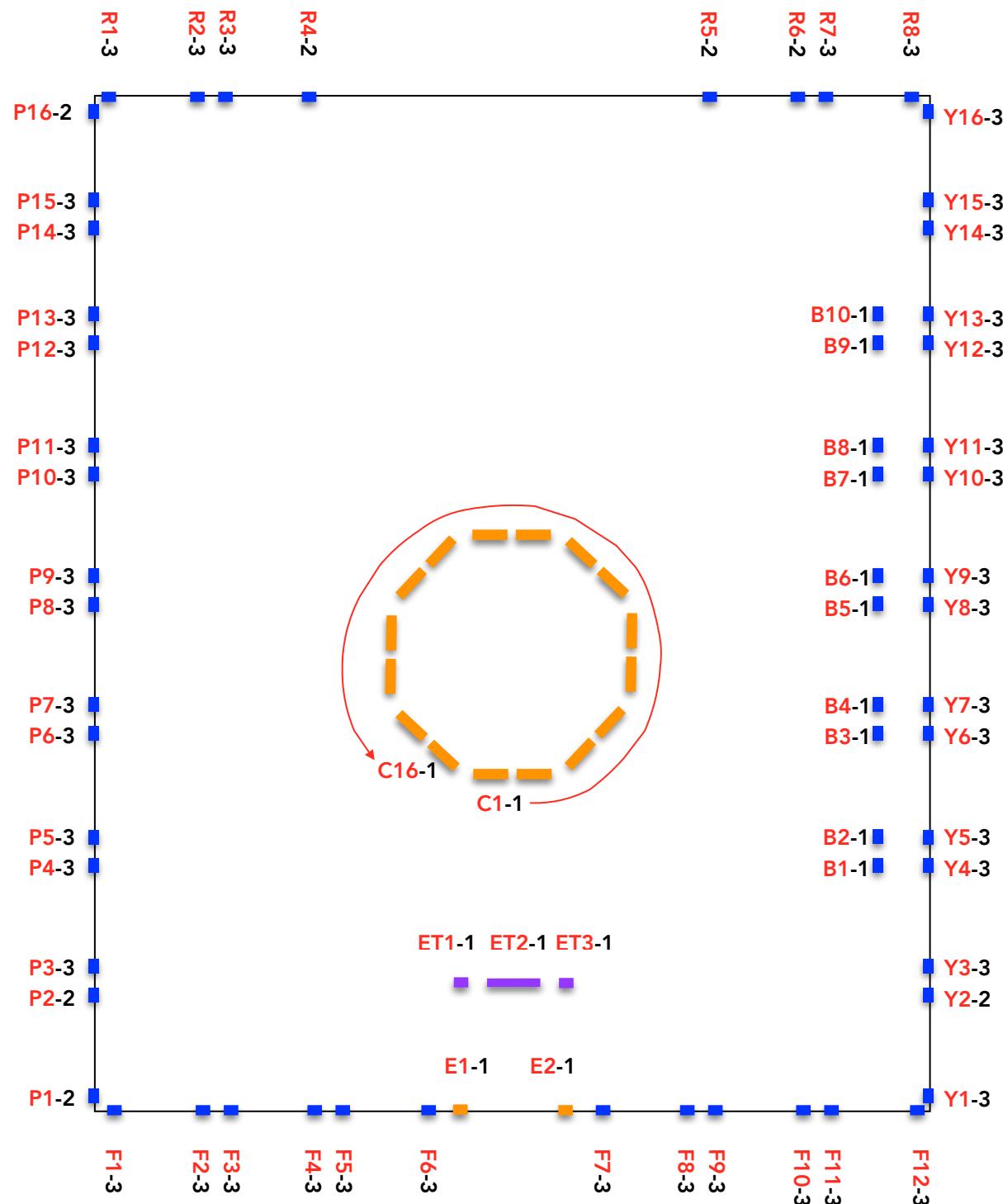
The cathedral has a flat, torch-on roof which appears to be in good condition and reasonably vented. The drainage however, isn't functioning optimally as after a rainfall there are areas where water pools. Especially near the edges, as seen in the photos below. The downspouts on the cupola appear to be inconsistent and in need of some adjustments or replacement. There is evidence of water staining on the stucco at the cupola eaves.



Windows

The church has a total of 83 windows as illustrated on the below window map: 17 on the front and entrance (F and E windows), 26 on the yard elevation (Y and B windows), 8 on the rear (R windows), 16 on the parking elevation (P windows) and 16 in the cupola (C windows).

See index on next page.



Window map index

P1-3

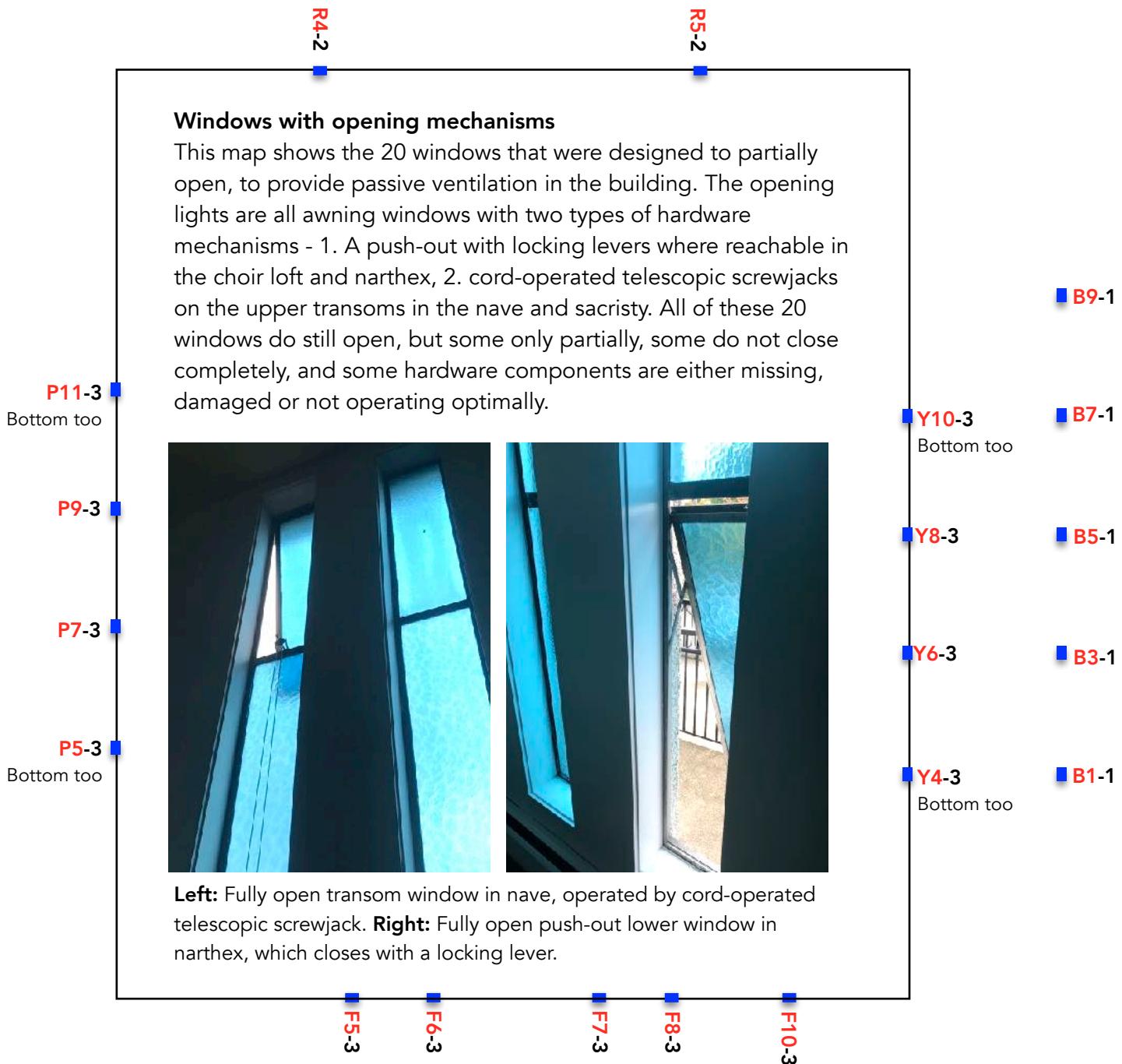
P1 - Parking window # 1 (of 16)

3 - made up of three panes

(Blue) - blue textured glass

(Orange) - clear glass

(Purple) - speciality glass (art or stained glass)



Cracked window panes:



F11-3 (top light)



F10-3 (top light)



F9-3 (top light)



F7-3 (top light)



F5-3 (top light)



R5-2 (top light)



R-6,7 and 8

Blue textured glass that has been replaced with clear transparent glass:

Y16-3 (middle light)

E1-1 and E2-1 (sidelights)

Y15-3 (middle light)

C-1 to C16 (cupola windows)

Y5-3 (middle light)

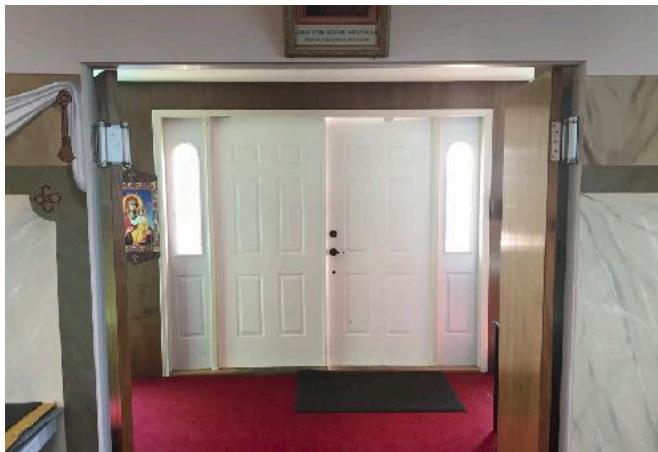
F5-3 (middle light)

F12-3 (middle light)

Doors



The current front door assembly (below) is of insulated steel, however it is not properly sealed in its frame. There is noticeable air leak around the entire assembly in winter time. The design, colour and material of this door are not in keeping with the original 1960s door which was solid, carved wood with a lacquered finish and full height blue glass sidelights on either side (see above archival photo). The incompatible appearance of the current door, which was installed in recent decades, diminishes the authentic design of the facade elevation.



Current Use Limitations

The sustainable and effective use of the historic place, both as a church and as a community venue (rentals, daycare etc.) is currently impeded by a few factors:

- **Comfort** - The church interior is unreasonably hot in the summer due to lack of natural ventilation (the windows that are supposed to open do not all open completely and they cannot be left open at night for security and wildlife reasons) as well as the warming climate. The current furnace was installed only three years ago but it has been determined through a December 2018 City Green Solutions Energy Upgrade Report to not have the capacity to properly heat the entire building. This same report identified several other energy deficiencies such as poorly sealed doors and some windows, as well as insufficient insulation in the attic. Although the interior is not perceived as unreasonably uncomfortable in winter, the associated high heating bills are not manageable or reasonable.
- **Accessibility** - As described previously, the two main interior spaces - the church and hall - are not accessible to non-ambulant patrons nor to young families with strollers. This significantly limits diverse and robust use in the historic place as well as event types that require equipment loading access.
- **Flexibility** - Although the historic space is quite large, it lacks the flexibility of smaller meeting and event rooms where concurrent activities could take place at the same time as a church service or occupancy of the hall. Even if the activities were not concurrent, the ability to offer smaller rental fees and spaces without the need to heat, cool or occupy the entire church or entire hall, has become an increasingly evident aspect of ensuring economic resilience and viability for the parish.

Conservation Objectives

Preservation is the overall conservation objective for the Holy Eucharist Cathedral church.

Rehabilitation is the conservation objective for the entrance stairs, podium and choir loft.

Rehabilitation is the conservation objective for the property.

The church will continue on its original site and siting at the corner of 4th Avenue and 5th Street. All Character Defining Elements as identified in the Statement of Significance will be Preserved, Restored or Rehabilitated, following the appropriate Standards and Recommendations for each proposed intervention.

The property will be rehabilitated through the introduction of two new buildings:

1. A multi-storey mixed-use building next door on 4th Avenue which will serve the historic place for a large multi-age daycare facility, a community assembly room, as well as 12 residential rental units - ranging from studios to 1 and 2-bedroom apartments.
2. A manor residence next door on 5th Street which will serve the historic place for a family-friendly rectory, as well as two additional 3-bedroom family-oriented rental units.

Underground both new buildings is proposed a consolidated, large parking area which will serve the church, the hall, the daycare and the 15 residences.

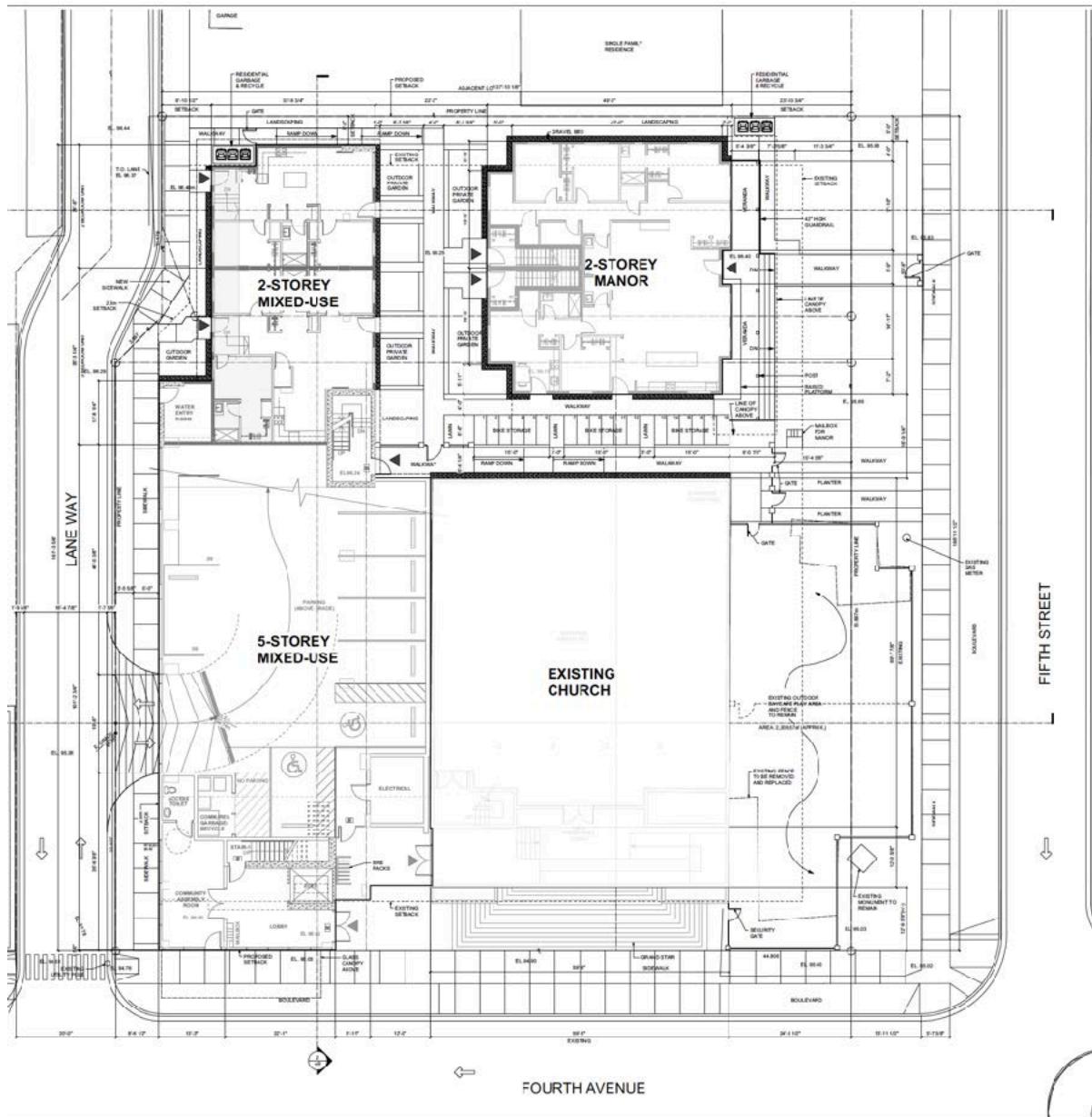
The below conservation treatment definitions are taken from the Standards & Guidelines for the Conservation of Historic Places in Canada (2nd edition).

Preservation: The action or process of protecting, maintaining and/or stabilizing the existing materials, form and integrity of an historic place or of an individual component, while protecting its heritage value.

Restoration: The action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

Rehabilitation: The action or process of making possible a continuing or compatible contemporary use of an historic place or of an individual component, through repair, alterations, and/or additions, while protecting its heritage value.

Site Plan



Source: Surf Architecture

New buildings as 'additions to an historic place'

Standard 11 for Rehabilitation, in the Standards and Guidelines for the Conservation of Historic Places in Canada, requires new additions to historic places to be *subordinate, distinguishable and compatible*.

New building #1 - the mixed-use building is subordinate in its simpler finishes and details. Its siting gives space to the church and allows the church to remain the most elaborate, expressive feature on the site. It is *compatible* in that some of its colours and design elements take inspiration from the church building. The two structures are clearly related, however the new building is *distinguishable* in its contemporary design and materials. New building #2 achieves the same requirements with a different approach: its flat roof and rectangular, horizontal massing are *compatible* with the church's, and it too takes inspiration from church colour and design elements. Its shingled exterior and residential form *distinguish* it clearly from the historic place. Its scale and finishes are *subordinate* to the church.



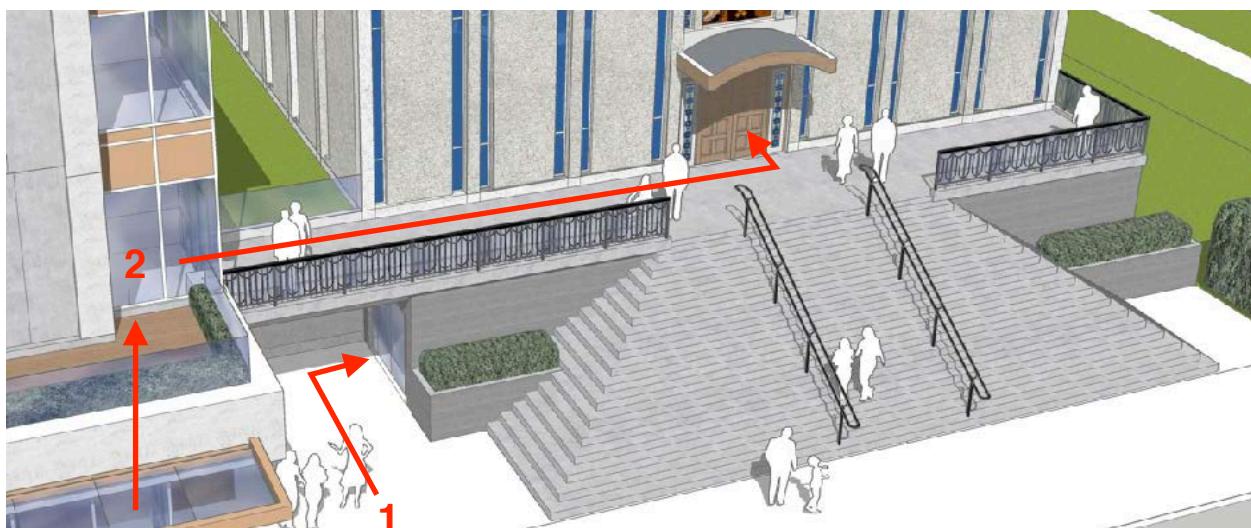
Proposed elevations: Surf Architecture



Recommended Conservation Procedures

Entrance podium - Rehabilitation

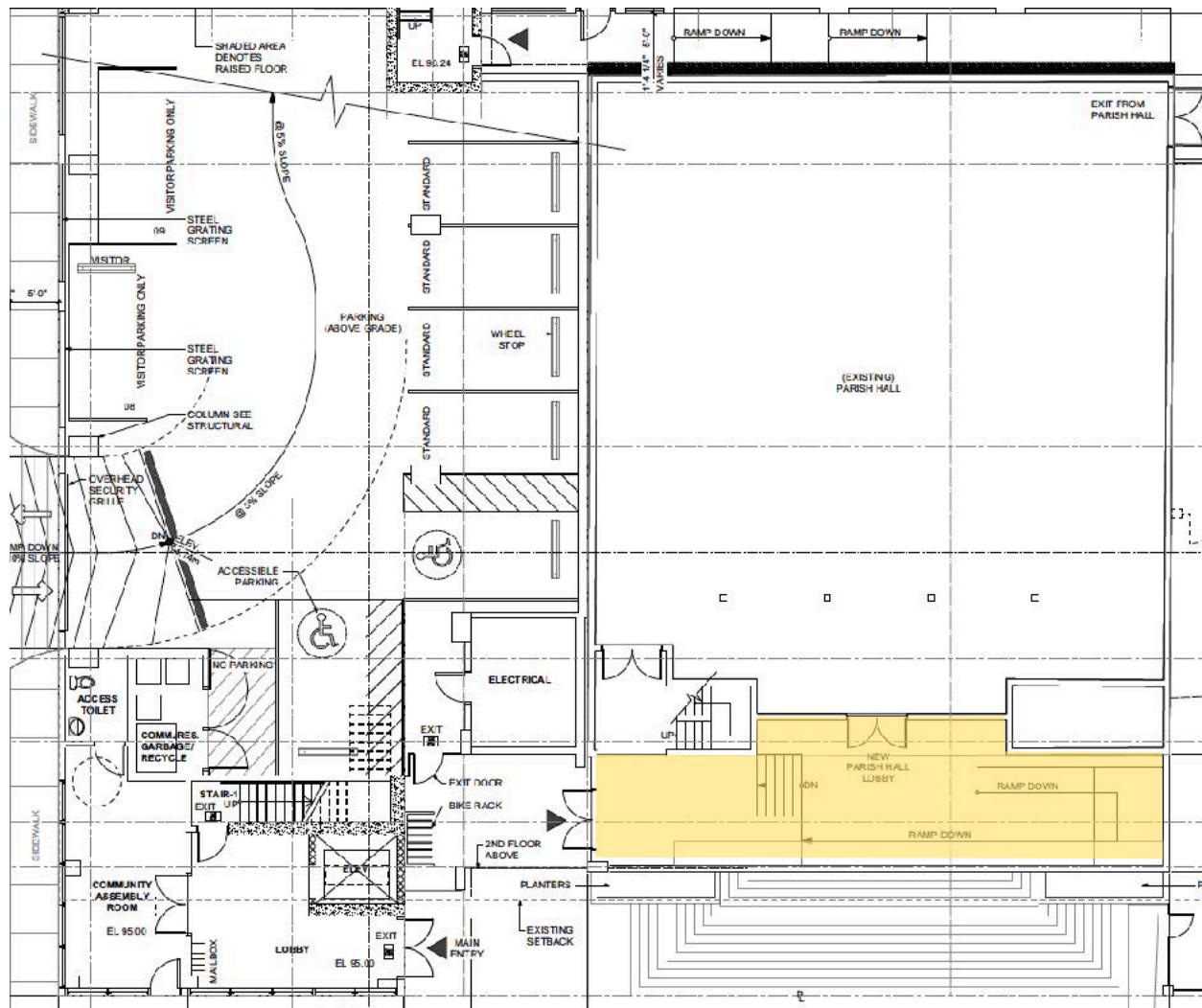
Rebuild the entrance podium and stairs to finally resolve the ongoing challenge of the existing lack of Accessibility to both church and hall, increasing and improving both the religious and secular uses of the historic place. In this new configuration, which will not be perceived as different from the street, the basement level hall will now be Accessible at street level from an entrance below the podium (1) and the church will be Accessible via elevators in the new mixed-use building next door (2) that lead onto the reconstructed entrance podium.



Render of proposed reconstructed and rehabilitated entrance podium and grand stair, and its connection via walkway to the new mixed-use building. Numbered entrances applied by author. Source: Surf Architecture

Reconstruct the podium and grand stair in their current dimensions and 1960s finishes while adapting the interior of the large hollow podium to a finished, useable space (in this case an Accessible entrance and lobby to the church hall). The only proposed change to the stair and podium design would be the elimination of the final three stairs (circled in the existing photo, right) to the church doors, which would eliminate another Accessibility obstacle, making the walkway connecting the new mixed-use building to the now completely level church podium an Accessible route to both buildings. This rebuilding opportunity also eliminates the need to repair the many structural and surface cracks on the existing concrete structure.





Floor plan source: Surf Architecture

Above: Portion of the level 1 floor plan for the proposed development.

The reconstructed entrance stair will have a total of 16 steps, all in the 'grand stair', eliminating the current separate flight of 3 at the main church doors. The currently hollow, unfinished and unused interior of the podium structure will be rebuilt to serve as a new lobby for the parish hall (highlighted in yellow). The parish hall will now be Accessible both from the street and from the underground parking, while the church entrance will now be Accessible from the street or parking area via the elevator in the new building.

Metal railing - Preservation +

Restoration

The metal railings along the podium at the church entrance had a decorative element to them as seen in this archival photograph, right. Only the front corner portion (at 5th Street) of this historic railing survives while the remainder was replaced with a simple rail when installing the ramp from the parking lot. Restore this railing style consistent across the entire front of the podium, ideally using any stored original sections, or if not by replicating the surviving corner section.



NWPL historic photos database # 2624 c.1970s



Render of proposed reconstructed and rehabilitated entrance podium and grand stair, with two sections of decorative metal railing - restored (left) and preserved (right). Source: Surf Architecture

Exterior stucco - Preservation (repair)

Address the sources of damage to the exterior stucco finish (woodpeckers and faulty roof drainage) and spot repair the stucco by matching the specific original texture. Trade hiring and repair supervision to be guided by a heritage professional.

Window glass and operability - Preservation (repair)

The original design of facing upper and lower opening windows in the church was intended to enable passive (natural) ventilation in the church and needs to be used regularly and fully (both upper and lower lights) in the summer months. Replace broken window panes in-kind with

textured blue glass and restore the original opening and closing mechanisms of all opening windows to open fully, lock securely and be sealed properly when closed. All opening transom windows (upper windows) will need to be fitted with removable bird screens (ideally with transparent nylon netting to reduce aesthetic impact) to ensure that birds cannot fly into the church when the windows are open. Trade hiring and repair supervision to be guided by a heritage professional.

Front door assembly - Restoration

Restore a solid carved, unpainted wood door assembly with glazed sidelights to the front entrance, as per the original 1968 design, and based on the earliest colour photographs of the church upon completion. The sidelights can be of textured blue glass or match the blue-toned stained glass sidelights above the door depicting traditional Ukrainian octagonal stars. Final design, intervention plans and construction supervision to be guided by a heritage professional.



Render of proposed restored wood front door and sidelights. Source: Surf Architecture

Roof and rainworks

Assess flat roof drainage, venting, edge coping and cupola downspouts and make adjustments to repair and optimize the shedding of water off the cupola and off the roof in a manner that doesn't allow water pooling on the roof nor dripping down the side elevations.

Improve access to roof hatch so that congregation members can regularly and safely access the roof for periodic inspection (twice a year, before and after winter). Keeping a regular eye on the functionality and condition of the flat roof is crucial. See Maintenance Plan.

Choir loft - Rehabilitation

Rehabilitate the use of the choir loft as a flex-space, to be separable from the rest of the church interior when desired. The choir loft size and layout represent a potential small-scale rental or parish space for both church and community use. Through the simple and reversible introduction of sliding glass windows from the choir balcony up to the ceiling, the space could become sound and temperature isolated from the nave space below allowing for childcare or child-appropriate services to be held simultaneously with church services, and/or for smaller community activities such as classes, courses and meetings to take place if the hall is booked, or too big. If and when desired, the choir loft could still be part of the general church space by opening the sliding windows. The use of a transparent glass barrier means the original church interior and the visibility of the choir loft would not be visually impacted whether the choir loft was being used independently or not. Final design, intervention plans and construction supervision to be guided by a heritage professional.

There are examples throughout Canada and internationally of churches that have adapted their choir lofts for new and flexible uses without negatively impacting the character of the interior. This flexibility is very important for the sustainability of historic sacred buildings that typically have smaller congregations and are more interested in serving diverse community needs than they were originally designed for.

Work with a structural engineer to ensure the projecting choir balcony load capacity can sufficiently sustain the new proposed wall of sliding windows. Plan the design and installation with a heritage professional to ensure minimal design impact and disruption of original elements in the church. Design a configuration that is 100% reversible.

Introduce a discreetly placed heating and cooling unit to serve



Photograph of the rehabilitated choir loft in St. Jude's Church in Kensington, London. The loft is not only closable with sliding glass doors but an extra layer of blinds can be pulled down to give visual separation. Source: Ellis and Moore Consulting Engineers

just the choir loft for when the windows are closed to ensure comfortable temperature at all times. The cooling feature of this unit could also support cooling the larger church space below (in summer) by opening the proposed choir loft windows to the church.

Energy efficiency improvements - Rehabilitation

Alongside the restoration of the original passive ventilation system through the repair and reuse of the opening windows in the church, introduce some new higher-tech technologies and materials to improve the energy efficiency and comforts level in the church, its desirability as a community rental venue and the financial viability of operating it. Intervention plans and construction supervision to be guided by a heritage professional.

Significantly increase and improve the insulation in the attic, including the attic hatch. The attic and hatch have been observed to be significant areas of heat loss in the winter and are likely contributing to heat gain on the interior in the summer. The insulation in the attic is not visible from the interior or exterior of the church and thus an intervention here has no negative impact on the character of the historic place.

Install mini-split ductless air source pumps to discreet locations - one in the sacristy and one in the choir loft, to introduce air conditioning to the church interior in summer months to support natural ventilation through the opening windows. Work with HVAC professional to install the units from the roof so that no impacts will be visible on the exterior.

Assess the seals and weather stripping (if relevant) on all doors and windows and discreetly improve them without changing the materials or character of original Character Defining Elements.

Seismic upgrade assessment

Invest in a seismic assessment of the church building to get a handle on whether any seismic upgrades are required and to begin working with a heritage professional and structural engineer to plan when and how to carry them out in a way that aligns with other planned interventions and upgrades and that follows Standards & Guidelines for Conservation.

Maintenance Plan

Following completion of the conservation works, the owner must maintain the building and land in good repair and in accordance with generally accepted maintenance standards. All work should follow *The Standards and Guidelines for the Conservation of Historic Places in Canada (2nd Edition)*. The local government determines an acceptable level or condition to which the heritage building is maintained through the Heritage Maintenance Bylaw. As with the Heritage Conservation Plan, such maintenance standards apply only to the building exterior.

As general upkeep is frequently overlooked and will lead to deterioration of heritage resources, maintenance standards warrant special attention. Any building should be kept in a reasonable condition so it continues to function properly without incurring major expenses to repair deterioration from neglect. The most frequent source of deterioration problems are from poorly maintained roofs, rainwater works and destructive pests.

Establish a maintenance plan using the information below:

Maintenance Checklist

a. Site

- Ensure site runoff drainage is directed away from buildings.
- It is recommended to maintain min. 2 foot clearance between vegetation and building face and a 12 inch wide gravel strip against the foundation in planted areas.
- Constantly manage vegetation (vines, etc.) that is near or attached to the building.

b. Foundation

- Review exterior, and interior where visible, for signs of undue settlement, deformation or cracking of foundation and if encountered seek advice from Professional Engineer.
- Ensure perimeter drainage piping is functioning satisfactorily.
- Inspect basement interior for signs of moisture migrating through foundation walls in the form of efflorescence (a white powder on concrete) or staining of finishes. A "smell test" for musty air can indicate a moisture problem.

c. Stucco

- Most stucco deterioration is the result of water infiltration, either through the roof, around chimneys, window and door openings, or excessive ground water or moisture penetrating through, or splashing up from the foundation. After the cause of deterioration has been identified, any necessary repairs to the building should be made first before repairing the stucco.
- Look for new or ongoing water stains or trails on the stucco. Investigate and address the origin of the water, likely on the roof, before repairing.
- In the interest of saving or preserving as much as possible of the historic stucco, patching rather than wholesale replacement is preferable.
- Repainting shall be in historic colours as approved in this plan or with a Heritage Alteration Permit (HAP) issued by the Local Authority.

d. Wood Elements

- In the wet coastal climate of British Columbia maintaining integrity of exterior wood elements is critical in preventing water ingress into buildings.
- Annually inspect wood elements for signs of deterioration, identify source of problem and take corrective repair/replacement action:
 - wood in contact with ground or plantings;
 - excessive cupping, loose knots, cracks or splits;
 - open wood-to-wood joints or loose/missing fasteners;
 - attack from biological growth (moss, moulds, etc.) or infestations (carpenter ants, etc.);
 - animal damage or accumulations (chewed holes, nesting, bird/rodent droppings) USE HAZARDOUS MATERIALS PROCEDURES;
 - signs of water ingress (rot, staining, mould, infestation).

e. Windows and Doors

- Replace cracked or broken glass as it occurs.
- Check satisfactory operation of windows and doors.

- Check condition and operation of hardware for rust or breakage. Lubricate hardware annually.
- Inspect weather stripping for excessive wear and integrity.

f. Flat Roofing and Rainwater Works

- Inspect roof condition every 6 months, before and after winter looking for:
 - lifting or damage in torch-on panels
 - excessive moss growth and/or accumulation of debris from adjacent trees;
 - metal coping joints at roof edges
- gently clear leaves, dirt, and anything else on the roof with a broom, ensure drains are clear.
- Annually inspect and clean cupola gutters, flush out downpipes. Ensure gutters positively slope to downpipes, there are no leaks or water splashing onto building.
- Ensure gutter hangers and rainwater system elements intact and secure.
- Plan for roof replacement every 18-22.
- Ensure downpipes inserted into collection piping stub-outs at grade and/or directed away from building onto concrete splash pads.

g. General Cleaning

- Building exterior should be regularly cleaned depending on build up of atmospheric soot, biological growth and/or dirt up-splash from ground.
- Cleaning prevents buildup of deleterious materials which can lead to premature and avoidable maintenance problems.
- Windows, doors and rainwater works should be cleaned annually.
- When cleaning always use gentlest means possible such as soft bristle brush and low-pressure hose. Use mild cleaner if necessary such as diluted TSP or Simple Green©.
- Do not use high-pressure washing as it will lead to excessive damage to finishes, seals, caulking stucco and wood elements, and it will drive water into wall assemblies and lead to bigger problems.

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