



CITY OF RICHMOND

REPORT TO COMMITTEE

TO: Planning Committee

DATE: November 9, 1999

FROM: Terry Crowe
Manager, Land Use

FILE: 0100-20-HCOM1-01

**RE: Heritage Commission 1999 Annual Report
Status Report on the 1996 Heritage Strategy ; and
Year 2000 Workplan and Budget Submission**

STAFF RECOMMENDATION

1. That the following report from the Heritage Commission be received for information.
2. That the Heritage Commission budget submission be referred to the appropriate City committee for consideration.

Terry Crowe
Manager, Land Use

Att. 1

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CONCURRENCE OF GENERAL MANAGER

STAFF REPORTORIGIN

The establishment bylaw for the Heritage Commission states that the Commission is to:

- present an annual report to Council, setting out its activities and accomplishments for the previous year, and include any financial statements which Council requires; and
- present to Council for its approval, a work plan and a budget for the following year.

The attached report completes this reporting requirement as well as provides an update on the Heritage Strategy adopted by Council in 1996.

FINDINGS OF FACTMajor Accomplishments for 1999

- Reviewed BC Packers rezoning application;
- Assisted with the relocation of the No. 8 Road heritage school;
- Assisted with locating a use/user for Branscombe House;
- Reviewed merits of a Heritage Register;
- Initiated the process for updating the Heritage Inventory;
- Launched a local heritage newsletter; and
- Established a Heritage Recognition Award.

Financial Statement 1999

The budget allocated to the Commission in 1999 was \$5,000. A total of \$4,890 was spent for a remaining balance of \$110.

Meeting Expenses	\$ 80
Memberships	\$ 70
Courses/Conferences	\$ 430
Heritage Week	\$ 500
Newsletter	\$ 300
Heritage Inventory Update	\$3,210
Awards	\$ 300
Total	\$4,890

Projects and Budget for 2000

- Update Heritage Inventory;
- Prepare Conservation Plan for Mitchell School;
- Prepare Plan for future Restoration Society;
- Facilitate Public/Private Partnership for Branscombe House;
- Support Heritage Week;
- Support Newsletter; and
- Develop Comprehensive Recognition Program.

The major projected expense for 2000 is \$8,000 for the update of the Heritage Inventory. The detailed budget is attached.

Progress Update on Heritage Strategy

The following is the status of the ten projects identified for the Committee in the 1996 Heritage Strategy:

1. Reviewed 1998 City heritage budget & established process for heritage budget consultation during the City's annual budget process;
2. Established Heritage Commission;
3. Reviewed Heritage Fund/Restoration Society. Work will continue in 2000;
4. Initiated Inventory Update which will continue in 2000;
5. Reviewed and rejected concept of Heritage Register;
6. Completed Conservation Plan for Ewen Barn. Conservation Plans for other sites will take place in the future;
7. No role in the construction of the London Farm Barn;
8. Held seminar for collections management and completed Heritage Index;
9. Still to undertake Generational Programs; and
10. Initiated Recognition Program. Work will continue in 2000.

FINANCIAL IMPACT

The Heritage Commission is requesting \$11,500 for the year 2000. The budget request will be reviewed through the annual budget process.

CONCLUSION

1. The Heritage Commission has completed a number of tasks in 1999, many of which were identified in the 1996 Heritage Strategy. The Commission recommends that they continue with the work of updating the Heritage Inventory in the year 2000.
2. The budget for the Commission can be referred to the appropriate City committee for consideration.

Jenny Beran, MCIP
Planner 1

JMB:cam

REPORT TO COUNCIL

TO: Richmond City Council

DATE: October 12, 1999

FROM: Richmond Heritage Commission

RE: **Heritage Commission 1999 Annual Report and Budget
Submission for Year 2000****ORIGINS**

Pursuant to the Commission's mandate and responsibilities as outlined in clause 5.2 of the *Heritage Commission Establishment Bylaw No. 6873*, the Commission is required to present an annual report to Council, setting out its activities and accomplishments for the previous year and present Council for its approval, a work plan and budget for the following year.

As planning for the year 2000 City operating budget has now commenced and staff has asked for input by October 15th, it is appropriate that the Commission submit the annual report and budget at this time.

As well, when Council adopted the Richmond Heritage Strategy and Implementation Program in 1996, certain projects and their associated costs were described for the years 1996 through 1999. It is appropriate that the Commission now update Council on the status of these projects.

ANNUAL REPORT FOR 1999

This past year has been the Commission's inaugural year and membership on the new Commission consisted of some people with previous experience on the Commission's predecessor, the Heritage Advisory Committee, and some new members without this experience. Meanwhile, two resignations occurred during the first year, with the vacancies filled with two new members. Nonetheless, the broad range of talents and experience among members allowed the Commission to proceed with its work without hesitation.

Development Review

The B.C. Packers site proposed rezoning occupied a considerable amount of the Commission's attention at the beginning of the year with a review of the proposed B.C. Packers Heritage Interpretive Plan, the Archaeological Work Plan and other matters related to the rezoning and development permit applications. The Commission's Policy

and Planning Sub-Committee reviewed the relevant materials submitted by the applicant and considered the many issues connected with this application. On the recommendation of its Policy and Planning Sub-Committee, the Commission submitted a number of recommendations to Council for consideration during the review of B.C. Packers' application.

An office development at 5200 Hollybridge Way, proceeding by way of Development Permit, was reviewed by the Commission as the development impacted certain significant trees on the Brighthouse Homestead. The Commission made certain recommendations to staff concerning the preservation of the trees and recognition of the site's historical significance by way of a contribution from the developer and these were incorporated into plans for the site.

The Commission met with representatives of the Vancouver International Airport Authority to establish an interest in heritage resources on Sea Island. The Airport Authority sought the Commission's advice on the removal of a tree under the Arthur Laing Bridge. The Commission was able to secure the replacement of a tree as well as a heritage marker highlighting the Eburne commercial site, which once occupied the site on the northeast corner of Sea Island.

Preservation Efforts

The Commission was instrumental in obtaining the support of the Richmond School District for the relocation of the historically significant Number 8 Road School building. Working with the Commission, the School District advertised for alternate uses for the building off-site. Regrettably, none were found within Richmond, however these efforts resulted in the building being relocated outside Richmond for restoration and preservation.

The Commission also indicated its interest to the School District in being involved in conservation plans for the Mitchell School and it is expected that planning for this matter will be proceeding soon.

The Commission supported the efforts of the Ewen Barn Preservation Society, unfortunately to no avail as the building was largely demolished in a spring wind storm. Efforts continued with the Commission arranging for the salvage of lumber from the building for use at the Britannia Heritage Shipyard.

Council sought the Commission's advice with respect to the re-location of the Chinese Bunkhouse, located at the Phoenix Site, to the Britannia Heritage Shipyard.

Finally, in the area of preservation efforts, the Commission continued the work of the Heritage Advisory Committee in initiating efforts to find an appropriate interested third party to restore, preserve and maintain the Branscombe House at its current location

without cost to the City. Efforts were made to solicit private sector lease proposals and the Commission will be responding to Council's latest direction on this matter.

Policy

The Policy and Planning Sub-Committee undertook a comprehensive analysis of the Inventory in its current form versus the opportunity to establish a Community Heritage Register, pursuant to provincial legislation. Following this review, the Commission decided not to pursue the establishment of a Register and instead supported the maintenance and update of the current Inventory as the primary documentation and flagging system for Richmond's community heritage resources.

The Commission intends to proceed with a comprehensive update of the current Inventory as its major initiative in its 2000 work plan.

The Commission is also represented on the Council Task Force formulating a business plan for the Britannia Heritage Shipyard.

Promotion

The Commission finalized plans to launch a regular local heritage newsletter to support awareness, recognition and understanding of heritage in Richmond. The tone and flavour of the newsletter was set with the Commission's Promotions and Programs Sub-Committee. Acting as the clearing house, editorial agency and publisher of the newsletter, the Commission will work with representatives of other heritage groups in Richmond to produce three issues annually.

The Promotions Sub-Committee also continues its liaison with the Heritage Umbrella Group (HUG) and supports the annual Heritage Week air at Richmond Centre Mall.

The Promotions Sub-Committee has established an annual Heritage Recognition Award, with the first recipient being Curtis Eyestone who is recognized for his significant contribution to local heritage preservation with his re-location and restoration of the McKinney House. Details to develop the full program for these awards will be further refined during 2000.

Finance and Administration

An accounting of the Commission's 1999 expenditures is attached as an exhibit to this report.

The Commission's Finance and Administration Sub-Committee began a review of the functions of the Heritage Restoration Society to determine if any or all of these functions might be better undertaken by the Commission, or alternatively the mandate of the

Society revised to ensure that it is more effective in support heritage restoration efforts in Richmond. Given the Commission's mandate, there may be new opportunities to leverage certain funds allocated to the Society with other third party funds to assist in these efforts. This is something the Commission will continue to study in the upcoming year.

A work plan and budget for the year 2000 is submitted as part of this report.

Annual Report Summary

While 1999 was the Commission's inaugural year, there was little time wasted on getting started dealing with issues which arose as well as pursuing the items set out in its 1999 work plan. Much was accomplished by the Commission during its first year and preparations were put in place for work to continue in the upcoming year.

STATUS OF 1996 HERITAGE STRATEGY AND IMPLEMENTATION PROGRAM PROJECTS

1. ✓ **Budget Review** – completed by Heritage Advisory Committee in 1998 and process in place for ongoing budget consultation during preparation of each annual budget.
2. ✓ **Establishment of Heritage Commission** – established by bylaw in 1998 and inaugural year of operation in 1999.
3. **Heritage Fund/Restoration Society Review** – commenced and will continue during 2000.
4. **Inventory Update and Heritage Data Base** – data base established. Inventory endorsed and update to commence and continue during 2000.
5. ✓ **Heritage Register** – concept of Register analyzed and decision made to alternatively stay with Inventory.
6. ✓ **Develop Ten Conservation Plans** – one conservation plan completed and possibly one to commence for Mitchell School.
7. ✓ **London Farm Barn** – barn constructed
8. ✓ **Collections Management** – seminars held and co-ordination has begun. Heritage Index established.
9. **Generational Programs** – to be done.

10. **Recognition Programs** - first recognition citation made and further awards programming to be worked on in 2000.

Six of the ten projects identified in the 1996 Strategy have been completed and work has commenced on two others, with the remaining two to be commenced during 2000.

YEAR 2000 WORK PLAN AND BUDGET SUBMISSION

Attached is the year 2000 work plan and budget submission.

The most significant program for the year will be the review and update of the City's Heritage Resource Inventory. Given that the Commission is recommending that the Inventory continue to be the primary reference for identification and documentation of Richmond's heritage resources, it is essential that the inventory is accurate and complete and the criteria used to assess those resources included on the inventory reflects the community's values and desires.

When Council adopted the 1996 Heritage Strategy and Implementation Plan in 1996, it was presented with a costing of the implementation strategy and its various elements. Included within that costing was an allocation in the 1998 budget of \$7,500 for technical resources to assist in updating the Inventory. On June 10, 1996, Council approved a Committee of the Whole recommendation endorsing the implementation program, including the \$7,500 allocation. This technical assistance was not commissioned at the time and the allocated funds were not drawn on.

The updating of the Inventory is a four step process that can be outlined as follows:

1. Define standards and identify criteria to be used in evaluating resources
2. Survey the community for potential additional resources/delete lost resources
3. Evaluate resources based on criteria
4. Update current Inventory, including adding to City's GIS

The Commission has provided from its 1999 budget allocation to complete the first step in the four step process.

FINANCIAL IMPACT

A budget allocation of \$8,000 will be required to commission the technical assistance necessary to complete the remaining three steps. This funding requirement is included in

the Year 2000 Work Program and Budget Submission. It is expected that at least 120 hours of volunteer time from Commission members will be dedicated to this task alone.

Also included in the Submission is a request for \$950 to cover the cost of production and distribution of three editions of the community heritage newsletter during 2000.

The Commission's participation in the Heritage Week activities, most notably the displays at the Richmond Centre Mall, cost \$500, which is also included in the submission.

Conferences, education and membership in various provincial/national heritage organizations that provide important resources to the Commission, as well as special projects, will cost the Commission approximately \$1,100 during the upcoming year.

Budget allocations have also been provided for work on developing a recognition program (\$500), which was part of the Heritage Strategy and \$150 for costs associated with the Heritage Restoration Society restructuring.

Finally, meeting expenses amount to \$300. annually.

In total, the Commission is respectfully requesting an annual allocation of \$11,500 for the year 2000.

**RICHMOND HERITAGE COMMISSION
2000 WORK PLAN AND BUDGET**

	J	F	M	A	M	J	J	A	S	O	N	D	RESOURCES	2000 Budget	
COMMITTEES AND PROJECTS															
Planning and Policy Committee															
Updating of Inventory	X	X	X	X	X								outside consultant	8,000	
Develop Conservation Plan for Mitchell School									X	X	X	X			
ONGOING															
review development applications as required															
Finance and Administration Committee															
Develop Plan for Alternative Revenue Sources				X	X	X	X	X							
Prepare Plan for Future of Heritage Restoration Society	X	X	X	X									possible legal/litig costs	150	
Facilitate Public/Private Partnership for Branscombe House	X	X	X	X									liaise with City staff and possible partners		
Liaise with Staff in Preparing 2000 City Operating and Capital Budgets	X												liaison with City staff and heritage groups		
Liaise with Staff in Preparing 2001 City Operating and Capital Budgets									X	X	X				
Develop 2001 workplan and budget									X	X	X				
Britannia Business Plan	X														
ONGOING															
Accounting Oversight															
Programs and Promotion Committee															
Heritage Week			X										grant to assist with costs	500	
Newsletter	X						X					X	staff assistance with production	950	
Develop a Comprehensive Recognition Program			X	X	X	X	X	X	X	X	X	X	awards development costs and promotions	500	
ONGOING															
BC Heritage Trust Awards Applications															
Recruiting New Members and Volunteers															
Regular Meeting Costs														300	
Conferences, Education and Memberships & Special Projects														1,100	
TOTAL COSTS														11,500	

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Submission Draft October 7, 1999

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