



## CITY OF ST. ALBERT ADMINISTRATIVE BACKGROUNDER

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### TITLE: HERITAGE ADVISORY COMMITTEE

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#### PURPOSE OF REPORT

On February 3, 2020 Mayor Heron provided notice in accordance with Section 23 of Procedure Bylaw 3/2018 of her intention to make the proposed motion below.

*In order for Council to debate the motion, it must be formally moved.*

#### PROPOSED MOTION(S):

That Administration initiate a conversation with the Arts and Heritage Foundation to explore the possibility of transferring the City's civic committee called the Heritage Advisory Committee to the jurisdiction of the Arts and Heritage Foundation.

#### ALIGNMENT TO PRIORITIES IN COUNCIL'S STRATEGIC PLAN

N/A

#### ALIGNMENT TO LEVELS OF SERVICE DELIVERY

**Service Name:** Management of the Partnerships for the Delivery of Heritage Programming

**Service Definition:** Provision of grants, funding and other supports to deliver heritage services, programming in the community and the heritage conservation program

**Service Component: Heritage Conservation Program**

An incentive program is in place to assist property owners in preserving and maintaining privately-owned, municipally-designated Heritage resources. Eligible rehabilitation work must conform to the Standards and Guidelines for the Conservation of Historic Places in Canada.

#### ALIGNMENT TO COUNCIL DIRECTION OR MANDATORY STATUTORY PROVISION

The Heritage Advisory Committee was established by Bylaw 43-2017 on the date of September 11, 2017.

## BACKGROUND:

The Heritage Advisory Committee was formed in 2017 to address the preservation of historical properties within the boundaries of St. Albert. The committee actively engages and educates the community about the importance of heritage preservation and is in the process of updating the St. Albert Heritage Inventory and Heritage Places of Interest lists. The Committee is comprised of members of the community with an interest in heritage and are appointed annually by Council. Committee Members are appointed for one or two-year terms with a maximum of six years of continuous service.

As outlined in Bylaw 43/2017, the committee's responsibilities are to:

- provide recommendations to Council on the maintenance and growth of the community's Places of Interest List and Heritage Inventory;
- regularly review the City's Municipal Historic Conservation Program and provide recommended updates and alterations to the program to administration;
- make recommendations to Council on all applications for Designation as a Municipal Historic Resource;
- review any application by a Municipal Heritage Resource owner to alter, disturb, or destroy the Historic Place and provide comments to Administration;
- evaluate all financial and non-financial applications from heritage resource owners and make recommendations about them to Council;
- develop materials and communications to educate the public about the benefits that heritage conservation and Designation brings to the community as well as to owners; and
- report to Council at least once per year regarding:
  - the Committee's progress in reference to its mandate;
  - issues of significance to the Heritage Advisory Committee, and the Committee's annual priorities and goals.

Administration's role to date has been to attend meetings, take minutes and provide a reference point for administrative procedures such as the development of an ITT for a Heritage Sites Inventory Consultant and the development of a process for applying for designation. Administration has also been the first point of contact for members of the community who are interested in designating their property.

The City currently has a Partnership Agreement with the Arts and Heritage Foundation to provide services on behalf of the City, including the day to day operation of the Museum, Gallery and Heritage sites. Part of the services already being provided by the AHF include the provision of interpretive heritage programming, education and awareness programming for the community.

Administration can initiate a conversation with the Arts and Heritage Foundation to explore the possibility of delegating the functions of the City's civic committee called the Heritage Advisory Committee to the AHF. It is anticipated that the timelines for these conversations would be prior to the end of Q2 2020. Should AHF be agreeable, and Council wishes to proceed with delegating the functions of the

Heritage Advisory Committee to the AHF, specific operational processes and guidelines would need to be developed to facilitate this service delivery. This would likely necessitate an amendment to the Partnership Agreement, and a corresponding potential adjustment to the AHF annual operating budget. Another alternative for consideration is supporting this service and function from the annual per capita funding allotment for Heritage Conservation.

Report Date: March 2, 2020

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