



**TO:** Community Planning, Regulation and Mobility Committee

**FROM:** Michele Camacho, Chair, Heritage Burlington

**SUBJECT:** 2020 Annual Report for Heritage Burlington Advisory Committee and 2021 Work Plan/Budget

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## **Purpose**

This report is to update City Council on the activities and achievements of Heritage Burlington during 2020; provide an update on the implementation of “A New Approach to Conserving Burlington’s Heritage” (The New Approach) approved by Council in 2012; and provide the Committee’s work plan for 2021.

## **Background**

The Heritage Burlington Advisory Committee was established by the City to advise City Council on issues related to the preservation of Burlington’s built heritage including the designation of properties of heritage interest. The Committee also has a mandate to promote all aspects of Burlington’s heritage to its residents and visitors alike.

## **2020 Highlights**

The following summarizes the Committee’s activities and achievements during 2020. With the beginning of the pandemic in March of 2020, Heritage Burlington meetings were discontinued from April to August. Virtual meetings commenced in September via Zoom.

- Heritage Month held in February 2020
- Nine new members added to the Committee.
- Provided comments on the Official Plan “Taking a Closer Look at the Downtown” project, including review of the Cultural Heritage Resource Assessment for the Downtown Mobility Hub Study Area prepared by ASI in 2019 which was one of the technical inputs to the project.
- Provided comments on development applications involving cultural heritage resources.



- Examined and commented on the proposed new amendments to the Ontario Heritage Act slated to come into effect January 2021.
- Commented on the expansion of the Heritage Property Tax Rebate Program incentive program eligibility to include designated commercial heritage properties.
- Recommended change of Heritage Month activities from February to one week of activities in August beginning with Joseph Brant Day.

### **Update to “A New Approach to Heritage in Burlington”**

“The New Approach”, approved by Council in October 2012, contained numerous recommendations, reflective of various positions on heritage and the management of heritage properties in Burlington. A list of these recommendations are attached as Appendix B for your information.

### **2021 Work Plan**

Heritage Burlington’s 2021 Work Plan is attached as Appendix A and highlights the Committee’s priorities and identified budget to accomplish their goals.

The volunteer members of Heritage Burlington are committed, engaged and passionate about carrying out the role Council has given to them and I would like to thank each member for their dedication to the committee. In addition, I would like to thank Jo-Anne Rudy and Danika Guppy for their support and willingness to assist with the committee’s objectives. Also, thanks to Councillor Nisan for his continued support and passion for preserving Burlington’s heritage.

Respectfully Submitted,

Michele Camacho, Chair  
Heritage Burlington

## 2021 Heritage Burlington Work Plan

Item	Details	Budget
Municipal Register	<ul style="list-style-type: none"> <li>Establish a new Heritage Evaluation Process specifically for adding non-designated properties to the Heritage Register.               <ul style="list-style-type: none"> <li>Through the establishment of a working group made up of Heritage Burlington Committee members, evaluate all B, C &amp; D properties on the former inventory and properties over 100 years old.</li> <li>Recommend properties to be added to the Register</li> <li>Work with City staff on the City's Communication Plan to homeowners regarding new properties added to the Register.</li> </ul> </li> <li>Establish a one-year pilot project to provide financial assistance to homeowners wishing to designate their properties.</li> </ul>	<p>\$200 for miscellaneous expenses during evaluations (i.e. parking)</p> <p>\$500 for printing and mailing out letters to property owners</p> <p>\$20,000 (from Reserve fund)**</p>
Plaques/Markers Guidelines & List of Monuments	<ul style="list-style-type: none"> <li>Review Plaques &amp; Markers Guidelines including design specs (requires Council approval).</li> <li>Identification of monuments located on City-owned land for on-going maintenance.</li> </ul>	
Heritage Trees	<ul style="list-style-type: none"> <li>Provide comments to Forestry staff to determine potential ways to identify and protect trees of significant heritage value in the city.</li> </ul>	

Public Engagement	<ul style="list-style-type: none"> <li>• Ongoing communication with heritage homeowners as required.</li> <li>• Collect and provide content to the City to support public engagement through social and other media.</li> <li>• Work collaboratively with other local and regional stakeholders, and organizations such as the Burlington Historical Society, Burlington Museums, Burlington Public Library, Tourism Burlington and the Burlington Performing Arts Centre, etc., on the common goals of preserving, showcasing, and promoting Burlington's heritage. (i.e. Heritage Week celebrations)</li> <li>• Provide financial assistance on initiatives that inform and stimulate interest of the public in historical, architectural, archaeological and other cultural heritage matters.</li> </ul>	<p>\$1,500 for maintenance of HB website (hosting, domain, updates)</p> <p>\$2,000 for Heritage Week events (printing, prizes, videos, honorariums, etc.)</p> <p>\$7,500 for videos, interpretive panels, signage, heritage tours)</p>
Other Initiatives	<ul style="list-style-type: none"> <li>• Address any outstanding 2012 New Approach recommendations not mentioned in the foregoing.</li> </ul>	
<b>Total Budget</b>	<b>From Advisory Committee Budget</b>	<b>\$11,700</b>
	<b>From Reserve Fund</b>	<b>\$20,000</b>

\*\*Reserve Fund - previously allocated funding approved through business cases in 2013, 2014 and 2015 to educate, inform and engage the community on all things "heritage".

New Approach Report 2012 recommendations	Status 2020
1. Significance of Heritage for Burlington	
1.1) Instruct HB to establish a task force, in partnership with the Burlington Historical Society, the Heritage Umbrella Group, the museums, and the library to meet monthly over the next several months to explore the various ways, including but not limited to DVDs, blogs, billboards, signage, newspaper articles, that the past history of Burlington can be told, promoted, and celebrated;	Staff recommends abandon/revisit
2. Transition Plans and the Register	
2.1) Approve the 61 designated properties to remain on the Municipal Register	Completed
2.2) Continue the listing of all non-designated properties pre-classified as “A” under the Kalman system on the Municipal Register	Completed
2.3) Approve removal of all properties pre-classified as “B” under the Kalman system from the Municipal Register	Completed
2.4) Instruct Planning staff to divide the current Directory of Heritage Properties online searchable database into two searchable lists: A) the Municipal Register... B) the Heritage Properties List (Historic list of Heritage Properties), containing those properties pre-classified as B, C, and D under the Kalman system to be maintained as a working list to be used only for the purposes of tracking properties of cultural heritage value and having no legal status whatever.	No longer relevant
2.5) a) Discontinue the current Heritage Clearance system and b) Develop a new service supported by the Community Planning Department and Heritage Burlington entitled “Heritage Design and Advisory Services” which will be available to all property owners on either the Municipal Register or the Heritage Inventory.	a) Completed b) Abandon/revisit

New Approach Report 2012 recommendations	Status 2020
2.6) Continue the current policy, as approved by Council on July 15, 2010, for removal from the Municipal Register not related to demolition, and recommend, with the concurrence of the Planning Department, an amendment to the policy specifying a time frame for Council action (e.g.: 60, 90, 120 days)	Ongoing
2.7) Develop, in conjunction with the Official Plan review process and the development of the heritage conservation policy and program, a policy framework and guidelines for resolving conflicts between heritage conservation projects and other planning considerations such as the Official Plan and Zoning By-laws. For example, to resolve discrepancies between properties that are designated under the Ontario Heritage Act or other properties listed on the Municipal Register which have been zoned for medium density residential uses.	In progress  Bulk of work completed through OP review
2.8) a) Approve Heritage Burlington working collaboratively with Hamilton Municipal Heritage Committee (HMHC) to develop an accredited continuing education course for realtors; b) Instruct the Planning and Building Department to apprise the Hamilton Real Estate Board of changes to the Burlington Municipal Register in a timely manner c) Communicate to lawyers in Burlington the location and use of the online Municipal Register	a) Not completed  b) Completed  c) No longer relevant
3. Evaluation	
3.1) Instruct Heritage Burlington to develop draft guidelines including evaluation criteria by the end of 2012 using Regulation 9/06 criteria to evaluate properties of cultural heritage value	In progress
3.2) Instruct Heritage Burlington and the Community Planning Department to work collaboratively to revise the process to implement the draft guidelines after they are proposed.	In progress
3.3) Authorize Heritage Burlington to invite public input once the draft guidelines and renewed processes have been revised, to inform the final recommendations to Council.	Incomplete

New Approach Report 2012 recommendations	Status 2020
3.4) Endorse Heritage Burlington's promotion of the revised guidelines and processes to the public at large.	Incomplete
3.5) Endorse members of Heritage Burlington to establish and provide training workshops for Heritage Burlington members and other interested persons on how to use the guidelines in the evaluation process	Incomplete
3.6) Approve Heritage Burlington, with the cooperation of the Community Planning Department, to undertake the re-evaluation of the following classes of properties according to the following schedule: All "A" and "D" properties by the end of 2013; All "B" properties by the end of 2014; All "C" properties by the end of 2015; All uncategorized, and designated properties by the end of 2016; And will discuss the re-evaluation with each property owner.	Incomplete
4. Incentives	
4.1) Approve immediately a tax rebate program to assist owners of designated properties with the maintenance of their properties... to a maximum of 40% in 5 years	Completed
4.2) Investigate a similar program for commercial properties	Completed
4.3) Instruct the Community Planning Department to conduct a review of the effectiveness of the Community Heritage Fund with consideration being given to directing portions of the funds to offset any non-construction costs, e.g.: heritage consultants, design costs, compatibility studies, etc.	In progress
4.4) Establish a Burlington Heritage Trust with the likely co-operation of the Burlington Community Foundation to fund renovation projects for both designated and non-designated properties on the Register.	Has been revisited; a successor project is in progress

New Approach Report 2012 recommendations	Status 2020
<p>4.5) Establish a member benefits program by the end of the first quarter of 2013 that would include, but not be limited to:</p> <ul style="list-style-type: none"> <li>- “Heritage Design and Advisory Services” (see 2.5)</li> <li>- Allow access to a list of trades and suppliers involved in the maintenance and restoration of historic buildings.</li> <li>- Create a community portal to build a sense of community amongst heritage property owners and to facilitate the efficient management of the heritage conservation portfolio</li> </ul>	<p>Trades listing implemented</p> <p>Website Completed</p>
<p>4.6) Reinstate the program of recognition of conservation by owners by Heritage Burlington for February 2013</p>	<p>Completed</p>
<p>4.7) Rare occasions may occur where a property is considered to be of such significant cultural value or interest to the history of the city that a designation against the property owner’s wishes may have to be contemplated. While Heritage Burlington will not as a rule endorse ‘forced’ designations, we realize that the City Council and Heritage Burlington are governed by the applicable legislation. Heritage Burlington would recommend these types of designations would be accompanied by some kind of negotiated financial settlement between the owner and the City.</p>	<p>Not implementable. Spin-off project in progress.</p>
<p>5. Next Steps</p>	
<p>5.1) Approve allocation of a total \$125,000 in the fiscal year 2013 for set up costs for the following components of a Heritage Conservation Program:</p> <ul style="list-style-type: none"> <li>- website \$24,000</li> <li>- communications \$10,000</li> <li>- city staff support \$30,000</li> <li>- heritage property tax relief program \$25,000</li> <li>- heritage trust (Burlington Community Foundation) set up costs: \$25,000</li> <li>- loans: \$5,000</li> <li>- excess: \$1,000</li> </ul>	<p>Completed</p>



New Approach Report 2012 recommendations	Status 2020
5.2) Authorize Heritage Burlington to prepare for Council's approval a draft five-year (2014-2018) forecast for a Heritage Conservation Program, as part of the regular City budgeting process for 2014	No longer relevant
6. General	
6.1) Keep Council informed of progress in implementing recommendations	Ongoing
6.2) Communicate with the public regarding changes to the heritage conservation program	Ongoing