

Report to Council



Date: February 26, 2018
File: 0710-20
To: City Manager
From: Melanie Steppuhn, Planner II, Policy and Planning
Subject: City of Kelowna Heritage Grants Program

Recommendation:

THAT Council authorizes the City to enter into a Grant Administration Agreement for the Heritage Grants Program with the Central Okanagan Heritage Society in the form attached to the Report from the Planner II dated February 26, 2018;

AND THAT Council authorizes the Mayor and City Clerk to execute all documents associated with this Agreement.

Purpose:

To consider executing a Grant Agreement with the Central Okanagan Heritage Society to administer and adjudicate the 2018 Heritage Grant Program on behalf of the City of Kelowna.

Background:

The City of Kelowna recognizes the importance of protecting the community's heritage resources. The City is also aware that the cost to maintain and restore heritage properties (both publicly and under private ownership) can be significant. In recognition of these costs, the City of Kelowna Heritage Grants Program (CoKHGP) was created in 1991 to support heritage conservation efforts.

The program promotes the conservation of residential, commercial, industrial, institutional and agricultural heritage buildings by assisting owners with grants for a portion of the costs incurred in conservation work. Any property listed on the Kelowna Heritage Register is eligible for this grant program, and residential and Heritage Designated properties are given first priority.

Since 2008, the CoKHGP has been administered by the Central Okanagan Heritage Society (COHS). The annual funds available for the CoKHGP is \$35,000. The maximum grant per property per year is \$7,500, to be allocated to a maximum of 50% of the project cost. The contract to administer the program is

\$9,500.

COHS prepares an annual report summarizing the program activities over the past year. Staff reviewed the 2018 City of Kelowna Heritage Grants Program Annual Report and recommend continuing the partnership with COHS to administer the CoKHGP. The knowledge and skills offered by COHS staff add value to the program administration.

The attached 2018 Grant Administration Agreement itemizes roles and responsibilities of both the COHS and the City of Kelowna to ensure the highest value is delivered back to the community with the grant funding of the CoKHGP. The term of this Agreement is for one year.

Staff notes that the terms and conditions of appointing committee members is due to be reviewed through the 2018 calendar year.

Existing Policy:

Official Community Plan – 2030

Objective 9.2, Policy 3 Financial Support. Continue to support the conservation, rehabilitation, interpretation, operation and maintenance of heritage assets through grants, incentives and other means.

Heritage Strategy 2007, Updated July 2015

Policy 1.3. Continue to develop revenue sources to assist with funding the conservation of heritage resources.

Financial/Budgetary Considerations:

\$35,000 plus \$9,500 for grant administration (within an existing approved budget).

Submitted by:

M. Steppuhn, Planner II, Policy and Planning

Approved for inclusion:



James Moore, Long Range Policy Planning Manager

Attachments:

- Heritage Grants Program Administration Agreement (2018)
- Heritage Grants Program Terms of Reference (2018)
- Central Okanagan Heritage Society – Policy Statement
- Heritage Grants Program – Grant Application Evaluation Matrix

cc:

Cultural Services Manager