

# Report to Council



**Date:** February 20, 2017  
**File:** 0710-20  
**To:** City Manager  
**From:** Lauren Sanbrooks, Planner II, Policy and Planning  
**Subject:** City of Kelowna Heritage Grants Program

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## **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 20, 2017;

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

AND THAT Council authorizes an increase of \$2,500 to the maximum grant amount for buildings with Heritage Designations, for a maximum of \$12,500 per 3 year period;

AND FURTHER THAT Council authorizes an increase of \$2,500 to the maximum grant amount for buildings listed on the Kelowna Heritage Register, for a maximum of \$7,500 per 3 year period.

## **Purpose:**

To consider executing a Grant Agreement with the Central Okanagan Heritage Society to administer and adjudicate the 2017 Heritage Grant Program on behalf of the City of Kelowna. To consider increasing the grant amounts for buildings with Heritage Designations and buildings listed on the Kelowna Heritage Register.

## **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 publically 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.

As a change for the 2017 grant year, Staff recommend that an increase of \$2,500 be made to the maximum grant amount, both for buildings with a Heritage Designations as well as buildings listed on the Kelowna Heritage Register. The maximum grant amount has remained the same since the program's predecessor (Kelowna Heritage Foundation) was created in 1991. This recommended change reflects the increased costs of conserving and maintaining heritage properties. Buildings with a Heritage Designation are currently eligible for grants to a maximum of \$10,000 per 3 year period. Staff recommend that this amount be increased to \$12,500. Similarly, buildings listed on the Kelowna Heritage Register are currently eligible for grants to a maximum of \$5,000 per 3 year period. Staff recommend that this amount be increased to \$7,500. It is important to note that staff are not recommending any change to the annual allotment of \$35,000 available for the CoKHGP.

It is important to note that staff are not recommending any change to the annual allotment of \$35,000 available for the CoKHGP. Staff recommend monitoring the uptake in the increased eligible grant amounts for the 2017 granting year, in order to determine if the demand warrants an increase to the allotment for the 2018 granting year.

Since 2008, the CoKHGP has been administered by the Central Okanagan Heritage Society (COHS). The annual funds available for the CoKHGP is \$35,000 and 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 City of Kelowna Heritage Grants Program Annual Report 2016 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 2017 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.

A public process may be undertaken to identify a contractor for the 2018 Grant Administration.

**Internal Circulation:**

Cultural Services Manager

**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:**

\$ 9,500 for grant administration is within an existing approved budget.

**Considerations not applicable to this report:**

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

L. Sanbrooks, Planner II, Policy and Planning

**Approved for inclusion:**



James Moore, Long Range Policy Planning Manager

Attachments:

Grant Administration Agreement

cc:

Cultural Services Manager