

City Of Kingston
Report to Heritage Kingston

To: Heritage Kingston
From: Peter Gower, Chair
Date Of Meeting: June 19, 2019
Subject: 2018 Heritage Kingston Report Card

Summary of the Discussion Item:

Heritage Kingston is a committee of Council which serves in both an advisory and consultative role. In addition, the committee is involved in educating and informing the community related to Kingston's cultural heritage; tangible, intangible, and natural. The membership of Heritage Kingston is composed of two members of council and nine members of the public. Heritage Kingston reports directly to Council. Furthermore, three working groups report to Heritage Kingston. The working groups are composed of representatives from the committee as well as the community. The working groups examine the following issues; heritage properties, cultural heritage and heritage assets.

The mandate of Heritage Kingston addresses both the stewardship of Kingston's cultural heritage resources and works within the framework of the Ontario Heritage Act regarding the conservation of properties of cultural heritage value or interest.

In accordance with Section 2.5 of the Committee By-Law, Heritage Kingston is required to provide Council with a report summarizing the activities undertaken by Heritage Kingston during 2018.

Recommendation:

That the 2018 Heritage Kingston Report Card be approved as a summary of the work accomplished by the committee.

Discussion:

Heritage Kingston met on 11 occasions during 2018. Staff brought a total of fifty-six reports before Heritage Kingston. The contents of the reports are categorized as follows:

- The committee provided recommendations related to reports associated with statutory aspects of the Ontario Heritage Act which included consideration of 25 Part IV heritage permit applications and the designation or listing of 11 properties; and

- The committee received and approved a report regarding updates to the Heritage Grant By-Law;
- The committee provided consultation regarding 40 reports related to applications for heritage permits under Part V of the Ontario Heritage Act;
- The committee received four reports related to the cultural heritage aspects of their mandate - specifically the committee's role to act as the City's museum and collections advisory committee;
- The committee received 8 sets of meeting notes from the Cultural Heritage Working Group, 2 sets of notes from the Heritage Assets Working Group, and 10 sets of notes from the Heritage Properties Working Group, updating the committee on working group initiatives;
- The committee received five reports related to pre-consultations for applications for heritage permits under the Ontario Heritage Act; and
- The committee recommended to council that six objects be accepted into the City of Kingston Civic Artifact Collection.

Heritage Kingston members attended numerous site visits with the City's heritage planners over the course of 2018. The visits provided an informal opportunity for applicants to discuss their proposals with Heritage Kingston members and for staff to share with Committee members their understanding of important heritage conservation considerations. The visits contributed to mutually beneficial opportunities for knowledge building and were considered an asset in serving the public interest.

In 2018 ten heritage property grants were awarded, representing a total investment of \$ 50,000 in heritage conservation.

In 2018 ten grants were awarded through the City of Kingston Cultural Heritage Fund, representing a total investment of \$282,763.30 in community museums, heritage projects, cultural groups and historical societies.

Working Groups

Heritage Properties Working Group

The Heritage Properties Working Group is responsible for researching and reviewing information to support the conservation of built heritage resources throughout the City. This includes work on individual designating by-laws and listing reports and the review of draft heritage conservation policy with broader implications. The Working Group also reviews and prepares educational information to support owners of heritage properties. Ryan Leary, Senior Heritage Planner, acts as the staff resource person supporting this working group. Its membership includes two Heritage Kingston representatives and three public members. Heritage Kingston's Council representatives regularly attend Heritage Properties Working Group meetings also.

In 2018, the Heritage Properties Working Group met ten times. They reviewed and discussed details regarding the cultural heritage value and interest of nine individual properties, including six properties that currently had no status under the *Ontario Heritage Act*. Some noteworthy

examples of heritage properties reviewed by the Group include Kingston Penitentiary, the Memorial Centre, the Burrows House (Kingston Mills Road) and 131 Johnson Street.

The Working Group also worked on a draft booklet that, when completed, will outline best practices and recommendations on exterior cladding changes and maintenance of roofing, walls, etc. for heritage buildings.

They reviewed a number of new statements of significance for additional university owned properties to be added to the Queen's University Heritage Easement Agreement.

The Working Group also reviewed staff's scoring and allocations of the 2018 Heritage Property Grant program. The Heritage Properties Working Group continues to meet monthly and takes an active role in assisting staff in conserving Kingston's built heritage resources.

Cultural Heritage Working Group

The Cultural Heritage Working Group is primarily responsible for promoting the City's intangible heritage resources, with a focus on initiatives that align with and support policy documents such as the Kingston Culture Plan and related strategies. Jennifer Campbell, Manager, Cultural Heritage, currently acts as the staff resource person supporting this working group and its mandate calls upon its membership to research and make recommendations to Heritage Kingston respecting the following matters (among others):

- champion all aspects of Kingston's cultural heritage - including natural, tangible and intangible elements – with a particular emphasis on intangible elements;
- promote Kingston's cultural heritage through initiatives that align with the City's strategic priorities and the Official Plan as well as the recommendations of the Kingston Culture Plan and the Integrated Cultural Heritage and Cultural Tourism Strategy;
- support the implementation of other relevant policies such as the Kingston Commemoration Policy;
- develop educational materials and contribute to the development of new content/display materials for the Heritage Resource Centre to support community awareness and appreciation of Kingston's cultural heritage; and
- provide input related to the City of Kingston Heritage Fund.

Though the working group is not a decision making body, it is a valuable resource and space where community members can lend their voice and expertise on projects and initiatives relevant to Heritage Kingston and to the Cultural Heritage sector. This feeds back to Heritage Kingston and on to Council through staff reports and information sharing; with Heritage Kingston acting as a consultative committee. The working group over 2018 offered input and consultation on several major staff led projects. This input translated into scope documents and action plans for work completion, many of which will continue in 2019:

- Input incorporated into the City Hall Cultural Heritage and interpretation plan including input on the function of the Heritage Resource Centre, its service delivery and community programming.

-
- Offered feedback for toward a cultural heritage interpretation strategy of the Kingston Penitentiary site as part of the heritage designation review and proposed update.
 - Assisted in planning for the Your Stories, Our Histories Community Consultation to build a Cultural Heritage Strategy for the City of Kingston
 - determined level of consultation,
 - generated stakeholder lists and identified target audiences
 - reviewed past themes and discussed possible future themes
 - Feedback has assisted in the refinement of engagement events – speakers' series, workshops, community events, and online engagement efforts.
 - Input and discussion regarding Council's motion directing staff to consider what a civic recognition program might look like in Kingston.
 - This work is ongoing as the working group is set to review similar programs offered in other municipalities. This will lead to a staff report back to council on whether this is a needed initiative and how it might operate.
 - Ongoing information sharing with Heritage Kingston about community initiatives and concerns. This is part of the committee's mandate to bring attention to developments within the cultural heritage sector and share opportunities for community education.

Heritage Assets Working Group

The Heritage Assets Working Group (HAWG) is primarily responsible for promoting the City's tangible heritage, namely the incredibly diverse range of objects, works of art and documents found within the City of Kingston's Civic Collection of nearly 21,000 items, ranging from woodworking tools and mayor's portraits to the 1095 locomotive and the *Time* sculpture. Paul Robertson, City Curator, currently acts as the staff resource person supporting this working group and calls upon its membership to make recommendations to Heritage Kingston respecting the following matters:

- Address issues that impact the City-owned museums, including the fulfillment of museum standards for the purposes of Community Museums Operating Grants (CMOG);
- Support the development and implementation of comprehensive Collections Management and Collections Development Plans for the civic collection as a whole housed, in part, within the Pump House Steam Museum (PumpHouse), MacLachlan Woodworking Museum and City Hall National Historic Site, including recommendations for acquisitions or de-accessions;
- Enhance the role of Kingston's museums and other heritage assets within the community.

The working group is tasked with several focus areas:

- Museum operations, including operational reviews;
- Kingston City Hall Cultural Heritage Management Plan;
- Civic Collection preservation and maintenance;
- Collections development, including acquisitions and de-accessions and collections policies; and
- Archaeological resources and Archaeology Master Plan.

Artifacts offered to the City's civic collection are received and reviewed by Cultural Heritage staff. Objects that are not already duplicated in the collection, meet the collection mandate, current collection development plans, and physical condition and storage requirements are presented to the HAWG for members' input. If deemed acceptable, the HAWG makes a recommendation to Heritage Kingston to collect the items. City Council has final authority to approve all acquisitions and de-accessions from the civic collection.

The HAWG met once in 2018 to consider six items. Four of these were recommended for acquisition for the civic collection and one item was recommended for acquisition as a heritage asset. These recommendations were supported by the Heritage Kingston Committee and we ultimately approved by City Council.

In 2018, Cultural Heritage staff implemented a multi-year collections inventory and review project expected to take several years to complete. Project phases include the integration of a new collections database, Proficio, an integrated cloud-based collections management software for the Civic Collection and a review the of the current collections management plan. Members of the HAWG will be asked to support this work as it rolls out.

Annual Report Requirement:

Heritage Kingston must submit an Annual Report to Council, on or before May 31 each year, with respect to the matters outlined in Section 2.5 of the Committee By-law.