

DATE: December 14, 2023

TO: MAYOR AND COUNCIL

NAME AND TITLE: George Davison, Chair, Prince George Heritage Commission

SUBJECT: Prince George Heritage Commission 2023 Annual Report

ATTACHMENT(S): Prince George Heritage Commission 2023 Work Plan
Prince George Heritage Commission 2024 Work Plan
City of Prince George Heritage Commission Bylaw No. 8133, 2008

RECOMMENDATIONS:

That Council APPROVES the Prince George Heritage Commission 2024 Work Plan as attached to the report dated December 14, 2023 from the Chair of the Prince George Heritage Commission titled “Prince George Heritage Commission 2023 Annual Report.”

PURPOSE

The purpose of this report is to provide an update to Mayor and Council on the progress of the Prince George Heritage Commission for the year 2023.

The Prince George Heritage Commission advises in matters regarding the protection, conservation, and interpretation of heritage resources and buildings within the Community. The committee consists of six (6) volunteer citizens appointed by Council, with terms of reference for the Commission guided by the City of Prince George Heritage Commission Bylaw No. 8133, 2008 (attached).

WORK OF THE HERITAGE COMMISSION IN 2023

Over the course of the year, the Commission experienced a turnover of volunteer members due to a variety of circumstances, including members relocating and member capacity to support work of the Commission. The resignation of four (4) Heritage Commission members made it increasingly challenging to meet quorum for regularly scheduled meetings. Notwithstanding the cancellation of two meetings, members of the Heritage Commission continued to meet as working groups to discuss projects identified in the 2023 Work Plan.

The Prince George Heritage Commission was able to meet twice in 2023, on

- March 9th, 2023
- December 14th, 2023.

The Heritage Commission working groups met three (3) times throughout the year to make progress on projects identified in the 2023 Work Plan. The Heritage Interpretive Signs Working Group met on April 3rd, 2023 to discuss the process for developing and maintaining heritage signs throughout the City. The Outreach Working Group met with the Communications Department on April 6th, 2023 to discuss the Heritage and Interpretive Sign Revitalization Project and online resources. Following the cancellation of the September 14th, 2023 Heritage Commission meeting, the three remaining members met on September 19th, 2023 to discuss the Heritage and Interpretive Sign Revitalization Project, as well as the recruitment of new members and outreach to stakeholders. The chair sought informal meetings with the Lheidli Teneh First Nation, the Exploration Place and Prince George Public Library, and as of writing has met with the latter two organizations.

GOALS AND WORKPLAN

In 2023, the Heritage Interpretive Sign Working Group created an extensive sign inventory identifying sign location, content, and conditions. The Heritage Commission intends to use this inventory throughout 2024 to identify existing signs in need of maintenance and establish parameters for new additions to the sign inventory through the Heritage and Interpretive Sign Revitalization Project.

Three (3) new members were appointed to the Heritage Commission on December 14th, 2023, bringing the total current membership to six (6) members.

SUMMARY AND CONCLUSION:

The Heritage Commission continues to encourage the protection and conservation of heritage buildings as well as to provide support for heritage resources within the Community.

RESPECTFULLY SUBMITTED:

George Davison, Chair
Prince George Heritage Commission

APPROVED:

Walter Babicz, City Manager

Meeting Date: 2023/03/11

2023 Prince George Heritage Commission Budget/Workplan

1 HERITAGE BUILDINGS/HERITAGE REGISTER								
Item #	Action Items	Details/ Sub-details	Member(s) Responsible	Completion Date	Status	Budget Allocation	Budget Spent	Additional Follow Up (Date)
1a	Recommend up to 2 properties for inclusion on the Prince George Heritage Register	Review heritage inventory for properties of interest and/or received via nomination for inclusion		December 2023		\$ -	\$ -	
1b	Title Searches for Heritage Properties	Establish Original Ownership, succession of owners and possibly date of construction		Ongoing		\$ 160.00	\$ -	\$20/search
1c	After Photos of Heritage Nominations	Prepare after-photos of the heritage property taken from the same angle as original photo		Ongoing		\$ 800.00	\$ -	
1d	Downtown Heritage Properties	Consult w Downtown Prince George re possible Downtown Heritage Properties		Ongoing		\$ -	\$ -	Downtown PG will provide Grant(s) to <i>Approved</i> Heritage Properties
1e	LTN Heritage Buildings	Consult with LTN for Heritage Buildings		Ongoing				
2 HERITAGE INTERPRETIVE SIGNS								
2a	Install up to 2 new Heritage Interpretive Signs	Review existing inventory of Heritage Interpretive Signs and determine list of possible new sign locations for future consideration/installation Include consult with LTN for interpretive signage		December 2022		Under Review	\$ -	

2b	Formalize Processes	Formalized process for determining award of interpretive signs and plaques Bylaw amendments as necessary		June 2023				
3 COMMUNITY OUTREACH AND EDUCATION - PUBLICATIONS AND PROMOTIONAL MATERIALS								
3a	There's Life in These Old Houses	Distribute copies of the booklet to heritage organizations or tourism for distribution to the public.		Ongoing		\$ 800.00		
3b	Communication/ Outreach Plan	Working group to develop a plan for outreach		Ongoing				
3c	Community Outreach	Participation in events and community groups Social media				\$ 1,000.00		
4 NETWORKING AND CAPACITY BUILDING								
4a	Webinar Training	As appropriate		Ongoing		\$ 900.00	\$ -	\$100 per member
4c	Lheidli T'enneh Partnerships and Collaboration	Explore partnership opportunities with LTN. Collaborate with LTN when considering nominations for the registry.				\$ 1,000.00		Budget allocated for facilitating meetings as necessary
4b	Partnership Building	Explore Partnership Opportunities with other heritage-related community organizations/groups		Ongoing		\$ -	\$ -	
							\$ -	
Estimated Expenditures							\$ 4,660.00	\$ -
Total Budget							\$7,000.00	

2024 Prince George Heritage Commission Budget/Workplan

1 HERITAGE BUILDINGS/HERITAGE REGISTER								
Item #	Action Items	Details/ Sub-details	Member(s) Responsible	Completion Date	Status	Budget Allocation	Budget Spent	Notes
1a	Recommend one (1) property for inclusion on the Prince George Heritage Register	Complete a Statement of Significance for a heritage property that has received a nomination for inclusion on the Heritage Register		December 2024		\$ -	\$ -	Knox United Church project is currently under way
1b	After Photos of Heritage Nominations	Prepare after-photos of the heritage property taken from the same angle as original photo		Ongoing		\$ -	\$ -	CPG staff photographer/communications can be consulted on an as-needed basis
1c	Downtown Heritage Properties	Consult w Downtown Prince George re possible Downtown Heritage Properties		Ongoing		\$ -	\$ -	Downtown PG will provide Grant(s) to <i>Approved</i> Heritage Properties
1d	LTN Heritage Buildings	Consult with LTN for Heritage Buildings		Ongoing				
2 HERITAGE INTERPRETIVE SIGNS								
2a	Heritage and Interpretive Sign Revitalization Project	Provide direction to the Parks Department on refurbishment of at least 4 existing signs as part of a multi-year plan to revitalize the Heritage and Interpretive Sign Inventory		December 2024		\$ 3,600.00		Refurbishment cost will be based on quote provided by the CPG Sign Shop. Ex. The replacement of lexan would cost approx. \$450. Zion Lutheran Church, Grand Trunk Bridge, Carrie Jane Gray Park & Hotel Simon Fraser were identified as the 4 worst signs
2b	Formalize Processes	Formalize process for determining award of interpretive signs and plaques. Including consultation with LTN for interpretive signage.		June 2024		\$ -	\$ -	
3 COMMUNITY OUTREACH AND EDUCATION - PUBLICATIONS AND PROMOTIONAL MATERIALS								

2024 Prince George Heritage Commission Budget/Workplan

3a	There's Life in These Old Houses	Distribute copies of the booklet to heritage organizations or tourism for distribution to the public.		Ongoing		\$ -	\$ -	
3b	Social Media Presence	Work with CPG Communications to share Heritage Commission work with the public		Ongoing		\$ -	\$ -	
3c	Community Outreach	Participation in events and community groups Social media		Ongoing		\$ -	\$ -	
4 NETWORKING AND CAPACITY BUILDING								
4a	Webinar Training	As appropriate		Ongoing		\$ -	\$ -	
4c	Lheidli T'enneh Partnerships and Collaboration	Explore partnership opportunities with LTN. Collaborate with LTN when considering nominations for the registry and new sign content		Ongoing		\$ -	\$ -	
4b	Partnership Building	Explore Partnership Opportunities with other heritage-related community organizations/groups		Ongoing		\$ -	\$ -	George met with Exploration Place and the Public Library in December 2023 to discuss 2024 stakeholder meeting(s)
							\$ -	
Estimated Expenditures						\$ 3,600.00	\$ -	
Total Proposed Budget						\$3,600.00		