



## City of Richmond

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March 1st, 2001  
File: 0100-20-HCOM1-01

Mr. Mark Bostwick, Chair  
Heritage Commission  
11080 King Road  
Richmond, BC V7A 3B4

Dear Mr. Bostwick:

Re: Presentation of 2000 Annual Report

In response to your correspondence dated March 1, 2001, this is to confirm that arrangements have been made for you to appear as a delegation on the above matter at the open Council Meeting scheduled for 7:00 p.m., Monday, March 12th, 2001 in the Council Chambers, Richmond City Hall. It is noted that your presentation will be placed at the beginning of the Council Agenda, and your delegation should be in attendance at that time to make the presentation.

Yours truly,

J. Richard McKenna  
*City Clerk*

March 1, 2001

File: 0100-20-HCOM1-01

Mr. R. McKenna, City Clerk  
City Clerk's Office  
City Hall  
Richmond, B.C.

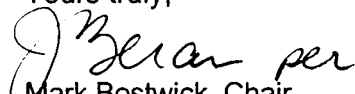
Dear Mr. McKenna:

**Re: Delegation Request – March 12, 2001**

We would like to request to attend as a delegation to Council on March 12, 2001 in order to present the 2000 Annual Report for the Heritage Commission.

Please notify us as soon as possible with regard to time for this presentation.

Yours truly,

  
Mark Bostwick, Chair  
Heritage Commission

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**CITY OF RICHMOND**  
URBAN DEVELOPMENT DIVISION

MEMORANDUM

**TO:** See Distribution List  
**FROM:** Mark Bostwick  
Chair, Heritage Commission  
**DATE:** March 5, 2001  
**FILE:**

**RE: Heritage Commission 2000 Annual Report and Financial Statement  
and 2001 Work Program and Budget**

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The past year was a busy one for the Heritage Commission. Efforts were made to expand activities, reach more widely into the community and provide Council with appropriate advice. The Heritage Commission's work was greatly facilitated by strong staff support, assistance of the Archivist, and the City's graphics department on a number of tasks. The following is a report on last year's activities and financial statements as well as the Workplan and Budget for 2001.

**2000 Annual Report**

1. *Heritage Inventory Update*  
This was a major initiative managed by staff and the Heritage Commission which involved community input and two consultants (Julie MacDonald and Denise Cook). The project began by reviewing the criteria used to assess heritage resources to focus more on community value and less on architectural merit. Additionally, the types of heritage resources included on the inventory were expanded to include landscapes, artifacts, heritage areas as well as more recent buildings. The major focus of the work in 2000 was to bring the 1989 Inventory up to date as well as to add 18 new resources. The Commission plans to slowly add to the Inventory on a yearly basis by focusing on various aspects of Richmond's history, for example, religious, aeronautical or suburban heritage.
2. *Heritage Inventory Online*  
In conjunction with the work of updating the Heritage Inventory, staff and the Commission created an online searchable web page for the Heritage Inventory. This web page is the first of its kind and includes search features by map as well as an online nomination form and guestbook. A copy of the Summary Heritage Inventory document that is available from the web page is attached to this report.
3. *Recognition Program*  
The Commission formalized a recognition program to encourage the conservation, preservation, interpretation and promotion of the City of Richmond's heritage resources under the categories of Heritage Advocacy, Building Conservation, Heritage Landscape Preservation and Compatible Design. Awards will be handed out yearly during Heritage Week to individuals, organizations and businesses making a contribution to heritage in Richmond.
4. *Heritage Newsletter*  
The Heritage Commission broadened its efforts to reach the wider public and promote the value of heritage conservation to the community. With staff's assistance, the Heritage

Commission produced three newsletters ("Mouth of the Fraser") with information on the activities of the Commission and community organizations.

5. *Branscome House*  
The Commission and staff worked to prepare and assess the proposal call leading to the preservation and planned relocation of the Branscombe House.
6. *Oral History Video Documentation*  
Two members of the Heritage Commission (Bob Ransford, Graham Turnbull) utilized the opportunity offered by the "Community Building" festivities around the opening of the new City Hall. They conducted video tape interviews with a number of Richmond pioneers. This documentation will assist future Commissions with Inventory work and provide the City Archives with valuable oral history.
7. *BC Packers*  
The Heritage Commission continued to provide critique and assistance to Don Luxton as he prepared the extensive documentation for the BC Packers Heritage Interpretive Plan (which the Heritage Commission considers to be one of the more significant documentation projects undertaken in Richmond).
8. *Heritage Week*  
The Commission, along with a number of other heritage organizations in Richmond, organized and participated in the yearly Heritage Week display in Richmond Centre Mall.


**2000 Financial Statement**

In addition to the base budget of \$5,000, Council approved an additional \$6,500 to facilitate work on updating the Heritage Inventory. The following table shows the detailed expenditures for the Commission for 2000.

Meeting Expenses	\$50
Memberships	\$50
Courses	\$600
Oral History Video Documentation	\$507
Heritage Inventory Update - Consultants	\$10,182
- Advertising	\$114
<b>Total</b>	<b>\$11,503</b>

**2001 Work Program and Budget**

The Richmond Heritage Commission hopes to continue its work with Council support for the coming year. Attached find the workplan and budget for 2001. Once again a major focus of work will be the continuing update of the Heritage Inventory and reaching out to the wider public.

  
Mark Bostwick  
Chair, Heritage Commission

Mayor G. Halsey-Brandt	Councillor K. Kumagai
Councillor M. Brodie	Councillor B. McNulty
Councillor D. Dang	Councillor L. Barnes
Councillor L. Greenhill	Councillor H. Steves
Councillor K. Johnston	

