

Hornby Community Heritage Register - Charter v2.0

Hornby Island Local Trust Committee

LTC Endorsement Date: April 26, 2024

Purpose: To develop and establish a preliminary Community Heritage Register (CHR) for Hornby Island and add Statements of Significance for three existing buildings: the Community Hall; the Old Schoolhouse; and the Room to Grow building.

Background: At the Dec. 10, 2021 LTC meeting, the Hornby Island Residents and Ratepayers Association Community Hall Committee (HIRRA CHC) requested the LTC establish a Community Heritage Register (CHR) for Hornby Island, in order to secure funding through the Comox Valley Regional District's (CVRD's) Hornby Island Heritage Conservation Service Establishment Bylaw No. 317, 2014. A CHR is a cornerstone to a local government's community heritage program. It should be implemented as part of a carefully planned heritage program to achieve clearly stated community goals. At the June 16, 2023 LTC meeting, the LTC requested staff to prepare a Project Charter for a CHR. This project will achieve the basic steps in developing a CHR for the Island and establish a preliminary Community Heritage Register with Eligibility Criteria.

Deliverables

Establish a preliminary Community Heritage Register for Hornby Island containing three Statements of Significance for settler sites:
 -Community Hall
 -Old Schoolhouse
 -Room to Grow

In Scope

-Research and identify community heritage resources, process, issues, and needs
 -Inform affected owners and tenants
 -Staff workshop with HIRRA
 -One referral to APC
 -Draft Register with Eligibility Criteria & Statements of Significance

Out of Scope

-Review or amendment of OCP and LUB policies and regulations
 -Community engagement
 -First Nations engagement
 -Designation of Heritage Conservation Areas
 -Heritage Designation Protection Bylaw

IAP2 Engagement Level:

- Inform
- Consult
- Involve
- Collaborate

Workplan Overview

Deliverable/Milestone	Target Date
Draft Project Charter to LTC for consideration	December 13, 2023
Staff to research community heritage issues, needs, and resources and process	February 2024
Share project and site information with owners and tenants of affected sites	Spring 2024
Staff workshop with HIRRA regarding Eligibility Criteria and Draft Register	Spring 2024
Staff Report to present draft Heritage Register to LTC for review	Spring 2024
One APC referral/meeting	Summer 2024
Staff Report to present Heritage Register to LTC to establish by resolution	Summer 2024
Staff to provide notice to the <i>Heritage Branch</i> for Inclusion on the BC Register of Historic Places	Fall 2024

Project Team

Planner 2	Project Manager
RPM	Project Sponsor
IT Administration Staff	Administrative Support
IT Mapping Department	Mapping Support
IT Communications Staff	Media/Webpage Support

Budget

Fiscal	Item	Cost

RPM Approval: Renée Jamurat Date: April, 18, 2024	LTC Endorsement: Resolution #: HO-2024-009 Date: April 26, 2024			\$0
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