

Heritage Foundation of Newfoundland and Labrador

Activity Plan

Fiscal Year 2007-08

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Message from the Chairperson

As Chair of the Heritage Foundation of Newfoundland and Labrador, I am pleased to submit the Activity Plan for the activities of the Board for the fiscal year 2007-2008. This Plan is prepared in compliance with the *Transparency and Accountability Act* pursuant to which the Foundation has been categorized as a category 3 government entity and which requires the Foundation to prepare a performance-based activity plan. To accommodate the transition phase for compliance with the *Transparency and Accountability Act*, this plan is for the fiscal year 2007-2008; subsequent plans will cover three fiscal years. The Board of the Foundation is accountable for the preparation of this plan and for the achievement of its objectives.

In developing this Plan the Foundation has considered the strategic direction of the Minister of Tourism Culture and Recreation.

The Heritage Foundation of Newfoundland and Labrador was established in 1984 under *Part IV of The Historic Resources Act* and enacted by the House of Assembly in legislative session. The Foundation is the pre-eminent organization in the province mandated to preserve one of the most visible dimensions of Newfoundland and Labrador culture - its architectural heritage. The mandate of the Foundation is to preserve this built heritage through: the designation of heritage buildings, structures and districts; the provision of grants to assist with the preservation of designated buildings, and the provision of professional advisory services to individuals and organizations; and through this, to stimulate an understanding and appreciation of the architectural, cultural and historical value of the cultural landscape.

The Board of Directors meet three times a year to review applications for its Registered Heritage Structure and Grant Programs, its Registered Heritage Districts Program and its Fisheries Heritage Preservation Program.

The Foundation also administers the Historic Places Initiative, a multifaceted program aimed at conserving and celebrating Canada's historic places. This program is an initiative under the Government of Canada, and under contract by the provincial government it is being implemented in Newfoundland and Labrador by the Heritage Foundation of Newfoundland and Labrador.



Dr. Robert Mellin
Chairperson

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1.0 Overview

The Heritage Foundation of Newfoundland and Labrador (HFNL) was established in 1984 under *Part IV of The Historic Resources Act* and enacted by the House of Assembly in legislative session. The Foundation is the pre-eminent organization in the province mandated to preserve one of the most visible dimensions of Newfoundland and Labrador culture – its architectural heritage.

The Foundation is composed of a Board of Directors appointed by the Lieutenant-Governor in Council. The Board of Directors is composed of 12 members: Chairperson, Vice-Chairperson, government representative and several Board members (full complement shall consist of not less than 7 nor more than 12 members as per the *Act*).

The *Act* confers on the Foundation the authority to preserve the built heritage through: the designation of heritage buildings, structures and districts; the provision of grants to assist with the preservation of designated buildings, and the provision of professional advisory services to individuals and organizations. Through this, the HFNL stimulates an understanding and appreciation of the architectural, cultural and historical value of the cultural landscape. Changes to the *Act* in 2001 governing the Foundation allowed the Foundation to designate whole areas, districts and communities as Registered Heritage Districts, which will denote the unique heritage values of structures and their association to the landscape.

The Foundation also administers the Historic Places Initiative, a multifaceted program aimed at conserving and celebrating Canada's historic places. This program is an initiative of the Government of Canada and the Foundation, under contract of the provincial government, implements this Program in Newfoundland and Labrador.

The administrative staff of the Foundation comprises of an Executive Director, Financial Manager and a Heritage Preservation Officer. To help administer the HPI Program, the Foundation employs a Public Relations/Event Specialist, an Assistant Registrar, two Outreach Officers and several Training Officers on a contractual basis when necessary.

The annual budget of the Foundation from the provincial government is approximately \$475,000 and the budget from the HPI Program is approximately \$320,000.

2.0 Mandate

The Foundation has a primary mandate to preserve one of the most visible dimensions of Newfoundland and Labrador culture - its architectural heritage. The mandate of the Foundation is to preserve this built heritage through: the designation of heritage buildings, structures and districts; the provision of grants to assist with the preservation of designated buildings, and the provision of professional advisory services to individuals and organizations; and through this, to stimulate an understanding and appreciation of the architectural, cultural and historical value of the cultural landscape.

3.0 Lines of Business

To fulfil its mandate the Foundation delivers the following programs:

1. Designation, funding and plaquing programs for heritage structures

Through the Registered Heritage Structure Designation Program (RHS) and the Registered Heritage Grants Program (RHSG) the Foundation designates structures and provides grants for exterior restoration on these properties. Through the Registered Heritage Structure Plaquing Program the structure receives provincial heritage recognition.

The Registered Heritage Structure Designation Program and the Registered Heritage Structure Granting Program are application driven – applicants can request an application from the Foundation or can download an application from the Foundation's website at www.heritagefoundation.ca. The deadline for the receipt of application for the designation program is March 1st and August 15th.

A structure must be designated as a Registered Heritage Structure before its owner is eligible to apply for a Registered Heritage Structure Grant. The grant, administered on a 50/50 cost-shared basis, can cover up to 50 percent of the cost of preservation measures and/or restoration of exterior features only. The deadline for the granting program is March 1st of each year.

Applications are previewed by the Heritage Preservation Committee consisting of staff and a number of Board of Directors. This Committee makes recommendations to the Board of Directors at the two board meetings held each year to review applications. The Board of Directors will either adopt the recommendations of the Committee and/or make other recommendations. Once an application is voted upon by the Board of Directors, a

letter/contract is sent to the applicant. The applicants whose applications are approved are sent a contract and guidelines for the restoration of their property. The unsuccessful applicant is sent a letter explaining the reason(s) they were unsuccessful and are informed they can reapply at a later date should they have more or new information regarding their application which they think will make a difference to the Committee's outlook.

The benefits of designation include provincial recognition of the structure with the installation of a 5"x10" bronze plaque on the outside of the building to indicate its heritage significance, and listed on the Canadian Register of Historic Places (CRHP).

Designation and plaquing program for heritage districts

Historic districts are geographically defined areas which create a special sense of time and place through buildings, structures and open spaces modified by human use and which are united by past events and use and/or aesthetically, by architecture and plan.

The application process is an open, public process in which interested parties are invited to suggest districts for consideration by the HFNL Board of Directors. Applications can be obtained from the Foundation's office. Information about this program can be viewed at www.heritagefoundation.ca.

The Registered Heritage District Designation is commemorative only and is usually commemorated by means of a bronze plaque. There are no additional restrictions other than what the town may make on its own under the Municipalities Act. The designation does not impose any legal obligations on the owner(s) of structures and properties in the Registered Heritage District.

2. Granting program for fishery related buildings

The Fisheries Heritage Preservation Program (FHPP) is a small-project restoration grant program which provides funding to individuals, municipalities and community or non-profit groups to assist in the preservation and presentation of the Newfoundland and Labrador fisheries heritage i.e. stages, stores, flakes, lofts and other fishery-related buildings of Newfoundland and Labrador.

The FHPP is an application driven program – applications can be obtained from the Foundation's office or downloaded from the Foundation's website at www.heritagefoundation.ca. The applications are reviewed by a Peer Committee who selects the projects which qualify for a cost-shared 50/50 restoration grant.

Information on this program can also be obtained at www.fisheriesheritage.ca.

3. Educational Role/sponsorship role:

The Foundation undertakes a number of "how to" publications to inform the public on the correct procedures when dealing with the restoration of heritage buildings. Some of these

include restoration practices when dealing with wooden shingles, exterior wooden cladding, nails, eaves brackets, municipal designation and municipal designation of cemeteries.

The Foundation sponsors a number of initiatives such as Tidy Towns of Newfoundland and Labrador, Newfoundland Historic Trust Southcott Awards and Doors Open Newfoundland and Labrador. Through its Heritage Day School Poster Contest, HFNL is educating the youth of our province to recognize and respect the heritage in their communities.

4. The Historic Places Initiative Program (HPI)

The Foundation is under contract by the provincial government to administer the HPI Program, an initiative of the federal government. The objectives of this program are to develop an online Provincial Register of Historic Places and to develop and implement programs related to promoting and integrating the Historic Places Initiative at the provincial level in Newfoundland and Labrador.

The program is responsible for the development of two new pan-Canadian conservation tools: the Canadian Register and the Standards and Guidelines. This program lists historic places formally recognized by municipal, provincial, territorial, or federal governments.

The Canadian Register of Historic Places is accessible online at www.historicplaces.ca, and lists designated heritage sites that have been formally recognized across Canada. It identifies, promotes and celebrates historic places and engages Canadians in heritage conservation.

The Standards and Guidelines for the Conservation of Historic Places in Canada is Canada's first nationwide benchmark of conservation principles and practices. The emphasis is on solid, practical advice for heritage conservation for conserving everything from historic residential and industrial buildings to landscape gardens and archaeological sites.

4.0 Values

In order for the Foundation to administer its programs mandated under the Historic Resources Act, it is important that its clients have a high level of trust and confidence in the independence of the Board of Directors, its staff and the quality of its services. To this end, the Board of Directors promote four key values: conservation, independence, professionalism, and respect. The action statements below speak to how these values are reflected in the conduct of the Board of Directors and its administrative staff.

Conservation

It is important that the Board of Directors and staff work to promote a culture of heritage conservation, that being all those actions or processes that are aimed at safeguarding the character-defining elements of the historic places of Newfoundland and Labrador, so as to retain their heritage value and extend their physical life.

Independence

The Board of Directors must maintain and be perceived by its clients to have complete independence in making unbiased decisions with no influence from outside agencies or the provincial government, while fulfilling its mandate as legislated in the *Historic Resources Act*.

Professionalism

The Board of Directors and its staff believe in providing services with high standards by maintaining and enhancing their knowledge base and providing quality services in a timely, responsible, business-like manner.

Respect

The Board of Directors and its staff will continue to exercise good judgement in the treatment of the public and other employees.

5.0 Primary Clients

The Heritage Foundation of Newfoundland and Labrador serves the general public, municipalities, and heritage organizations seeking provincial heritage designation and/or information on various aspects of heritage.

6.0 Vision

The Vision of the Heritage Foundation of Newfoundland and Labrador is of a province which is aware of its unique heritage value and which promotes and benefits from best practices in preserving its historic places.

7.0 Mission 2007-2008

The mission statement of the Heritage Foundation of Newfoundland and Labrador is for the fiscal year (2007-08).

By 2011, the mission of HFNL will be to have preserved, supported and celebrated Newfoundland and Labrador's historic places for the benefit of residents of the province and visitors, and to have encouraged best practices in heritage conservation.

Measure

The Province's historic places are preserved, supported and celebrated.

Indicators

- Preserved historic places by designation as Registered Heritage Structures and Registered Heritage Districts;
- Supported historic places by providing grants to restore the structures to their original status and provided technical advice on proper restoration/conservation practices, and
- Celebrated historic places by plaquing structures/districts and listed these structures on the Provincial Register of Historic Places and the Canadian Register of Historic Places.

Measure

Best practices in heritage conservation are encouraged.

Indicators

- Provided recipients of grants technical support by way of "how to" publications, i.e. *Standards and Guidelines for the Conservation of Historic Places in Canada: Residential Heritage Conservation in St. John's: Conserving our Fisheries Heritage* and *Guide to the Installation of Exterior Wood Cladding*, and
- Provided workshops on Standards and Guidelines and on municipal approaches to heritage conservation.

9.0 Goals

The following goals represent the focus of the Board for the fiscal year 2007-2008.

Goal 1

By 2007/08 the Heritage Foundation of Newfoundland and Labrador (HFNL) will have improved its Registered Heritage Structure and Registered Heritage Structure Grant Programs.

Measure

Improved the Registered Heritage Structure (RHS) and Registered Heritage Structure Grant (RHSG) Programs.

Indicator

- Additional funding to increase the monetary value of the restoration grant per structure was secured.

Goal 2

By 2007/08 the HFNL will have increased its promotional activities to better inform the public about its programs.

Measure

Increased promotional activities to better inform the public about its programs.

Indicators

- Hosted an official plaque unveiling ceremony for the Port Union Registered Heritage District with representation from the ministerial level, municipal level, the general public and representatives from private enterprises;
- Provided information to municipalities about the Registered Heritage District Program and encouraged municipalities to submit applications;
- Hosted a workshop on the use of Standards and Guidelines (Canada's first nationwide benchmark of conservation principles and practices) with an out-of-province speaker;
- Hosted a workshop on "Conserving the Stories of Historic Places" in St. John's with 58 registrants from around the province;
- Participated in the Newfoundland and Labrador Association of Municipal Administrators Convention;
- Increased listings to the Canadian Register of Historic Places by 54 historic places;
- Conducted eight workshops across the province to address the role municipalities can play in heritage conservation;
- Upgraded the Provincial Register of Historic Places database application;
- Restored fishery related buildings in 21 communities of which nine communities were new to the Fisheries Heritage Program, and
- Created online records for all properties restored under the Fisheries Heritage Program.

Goal 3

By 2007/08 the HFNL will have expanded the Doors Open Program province-wide (including Labrador).

Measure

Expanded the Doors Open Program province-wide (including Labrador).

Indicators

- Undertook a Doors Open Program in Labrador;
- Undertook Doors Open Workshops in two communities which had not previously hosted a Doors Open Event, and

- Produced a booklet for communities with information on hosting a Doors Open Event.

Goal 4

By 2007/08 the HFNL will have initiated an inventory of ecclesiastical structures throughout the province.

Measure

Initiated an inventory of ecclesiastical structures throughout the province.

Indicators

- Hired an individual to undertake a survey of churches and church-related buildings in the province;
- Developed a church survey questionnaire and distributed it to church officials;
- Coordinated data collection and started an online database to serve as a record of ecclesiastical structures in the province;
- Added 622 new records of ecclesiastical structures to the Provincial Register of Historic Places