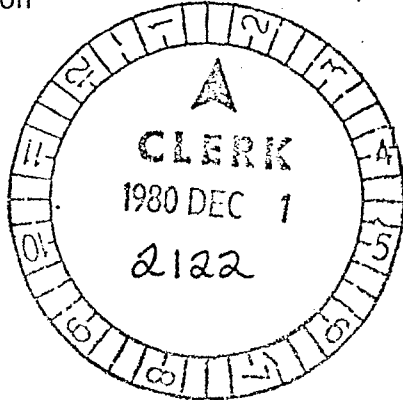


THE CORPORATION  
OF THE DISTRICT OF  
**BURNABY**

4949 Canada Way, Burnaby, B.C. V5G 1M2

Parks and Recreation Commission

Telephone (604) 294-7108



1980 December 01

Mayor and Members  
Burnaby Municipal Council

Madam and Gentlemen:

Re: Heritage Village.

The Parks and Recreation Commission has given careful consideration to the matter of governance for Heritage Village.

You will have received under separate cover, detailed background material providing the scope of the Commission's deliberation. At a Special meeting held on 1980 November 28, the Commission dealt with the attached recommendations (Appendix 1). These were unanimously ratified and as Chairman I was requested to convey these to Council as the preferred model suggested by the Parks and Recreation Commission to establish a long term model of governance for the Village.

We trust that Council will note that the Commission and members of C.P.M.A. have operated Heritage Village for approximately 10 months under the terms of an operating agreement reached last spring and ratified by Council. In reviewing this Agreement and the outstanding differences between the parties Council will note that the only serious area of difference appeared to be with respect to governance, and the Commission feel that the suggestion attached hereto would provide for the desired stability, flexibility and autonomy to ensure the long term viability of the Museum.

We also take this opportunity to remind Council that a final decision on this matter should be reached prior to 1981 February 01, in order to ensure that the new Administration has an opportunity to make decisions with respect to its staff complement, as the temporary nature of the present positions under the Collective Agreement with C.U.P.E. will expire on or about that time. The Commission passes no judgment on the staff at this time, however, it is desirous to enable the new management to effect whatever changes they may deem necessary.

- AGENDA 1980 12 01

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- MANAGER

- PARKS & REC. ADMIN.

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Mayor and Members  
Burnaby Municipal Council

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I have also been requested to advise that the Commission has reviewed the staff report and a number of amendments have been made by the Commission to the summary of recommendations. The recommendations as approved by the Commission are attached as Appendix 2.

We apologize that we were not able to submit the enclosed sooner, however, we trust you will appreciate our concern to provide Council with as much background and research material as possible into the various alternatives which could have been considered. We will be recommending to the new Parks and Recreation Commission that the above recommendations be submitted to Council in accordance with normal procedures and in the meantime trust you will receive this information as the unanimous viewpoint of the present retiring Commission.

Respectfully submitted,

  
J.P. Daem,  
Chairman



Attach.

APPENDIX 1

1980 November 26

TO: MEMBERS OF THE PARKS AND RECREATION COMMISSION

FROM: PARKS AND RECREATION COMMISSION CHAIRMAN

SUBJECT: HERITAGE VILLAGE MUSEUM

At its meeting of 1980 November 19, the Commission instructed that I meet with the Mayor to discuss the Commission's proposed recommendations concerning the management model for Heritage Village Museum.

Mayor Mercier has advised that Council, at its meeting of 1980 November 24, received the Manager's report on The Role of the Volunteer at Heritage Village Museum. Arising out of discussion of this report, Council agreed to refer it to the special meeting which Council plans to have with the Parks and Recreation Commission, the C.P.M.A., and other interested parties. It was thought that such a meeting could not be arranged until the new year. This would mean that a new Parks and Recreation Commission would have to present recommendations to Council on the governance of the Museum.

However, since this Commission has spent many hours considering a management model, it would be advantageous to Council to discuss the recommendations which the present Commission is proposing.

Mayor Mercier has suggested that, if the Commission so desires, he will ask Council at its meeting of 1980 December 01 if Council would find it possible to meet with this Commission before it leaves office.

To facilitate such a meeting, I have prepared the attached recommendations for the Commission's consideration. The recommendations are based on the reports received by the Commission and our subsequent discussions and deal with the specific request of the Mayor that the Commission provide clear recommendations concerning governance of the Museum.

A special Commission meeting to discuss these recommendations will be held on Friday, November 28 at 4:30 p.m. in the Parks and Recreation office.

A report detailing the final recommendations of the Commission will then be forwarded to Council members along with the background reports on Heritage Village Museum so that each member will have the required material prior to the Council meeting of 1980 December 01.

PL:dm  
Attach.

HERITAGE VILLAGE MUSEUM

Recommendations:

1. THAT under section 688 of the Municipal Act, Council create a seven-member board of citizens to govern Heritage Village Museum.
2. THAT the bylaw creating the board clearly set out procedures governing the conduct of the board and its duties and powers as well as the property to be administered.
3. THAT the bylaw ensure both freedom and flexibility to the board and protection to the municipality by including the following provisions:
  - i) all staff will be employees of the board - dismissal of the Museum Manager will require ratification of Council;
  - ii) the board will have the alternative of performing work with its own staff, or contracting out, either to municipal departments or to others.
  - iii) Council will have prior approval of all capital projects.

APPENDIX 2

The Parks and Recreation Commission unanimously resolved on 1980 November 28 to adopt the following recommendations:

1. THAT the decision to develop and support Heritage Village Museum be re-affirmed.
2. a) THAT the following definition of Heritage Village Museum be approved:-

Heritage Village is a non profit Museum designed to have both living and static (Gallery) displays which will illustrate in an authentic documented manner the material history, practices, customs, pursuits, occupations, and atmosphere of the Lower Mainland region of British Columbia with special emphasis on Burnaby.
- b) THAT the living portion of the Museum be based on the atmosphere concept, (that of freezing time) and house both active and static displays.
- c) THAT the living part of the Museum shall use authentic artifacts where such are available and considered disposable but shall otherwise use reconstructed replicas. Environmental control will be achieved wherever necessary.
- d) THAT the static portion of the Museum be housed in galleries and illustrate the history of Burnaby progressively from its earliest years to an unspecified date in the future.
- e) THAT the static gallery portion of the Museum shall be concerned with the preservation of genuine Burnaby artifacts under controlled environmental conditions.
- f) THAT the Museum storage objective shall be that of the ratio of 40% storage space to 60% display space.
3. a) THAT the theme for the Museum be the inter-urban tram system with the Village representing a typical composite tram stop connected to surrounding industries such as logging and agriculture.
- b) THAT the Museum governing body institute an immediate research program that would provide a firm base from which to pursue this theme.
4. a) THAT the interpretive dates for the living portion of the Museum be 1892 - 1925 subject to further review by the governing body and Municipal Council once research has been completed on the theme.
- b) THAT the interpretive dates for the static (Gallery) portion of the Museum be as expressed in the definition of the Museum, i.e. to cover the history of Burnaby progressively from its earliest years to an unspecified date in the future.
5. THAT the Committee Report dated 1980 September 23 outlining the Definition, Aims and Objectives of Heritage Village Museum be approved (Appendix 3 of the Staff Report dated 1980 October 15).
6. a) THAT under Section 688 of the Municipal Act, a 7 member Board be created by by-law to govern Heritage Village Museum.
- b) THAT staff be directed to prepare and submit the required by-law which would set out the procedures governing the conduct of the Board and its duties and powers as well as the property to be administered.
- c) THAT the by-law ensure both freedom and flexibility to the Board and protection to the Municipality by including the following provisions:

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- i) all staff will be employees of the Board - dismissal of the Museum Manager will require ratification of Council;
  - ii) the Board will have the alternative of performing work with its own staff, or contracting out, either to Municipal departments or to others;
  - iii) Council will have prior approval of all capital projects.
7. THAT the Museum Board avail itself of Municipal services where appropriate.
8. THAT C.P.M.A. be invited to act as a Volunteer Association to meet the volunteer needs.
9. THAT the roles of C.P.M.A., Parks and Recreation Commission and Parks and Recreation staff as outlined in the staff report dated 1980 October 15 be approved.
10. THAT Dr. Heath's recommendations Nos. 4, 5, 6, 8, 10, 12, 13 and 14 together with staff comments be referred to the new governing Board for consideration in association with future planning and budgets.