

Report to Council

Report Title:	Brockton Heritage Committee Donation Policy		
Prepared By:	Fiona Hamilton, Clerk and Sarah Johnson, Corporate Records, Licensing and Communications Assistant		
Department:	Clerk's		
Date:	January 14, 2020		
Report Number:	CLK2020-01	File Number:	C11CL, R01, F01
Attachments:	Draft Brockton Heritage Committee Donation Policy Brockton Heritage Committee Donation Brochure		

Recommendation:

That the Council of the Municipality of Brockton hereby accepts Report Number CLK2020-01 - Brockton Heritage Committee Donation Policy, prepared by Fiona Hamilton, Clerk and Sarah Johnson, Corporate Records, Licensing and Communications Assistant, and in doing so approves a By-Law coming forward to adopt a Brockton Heritage Committee Donation Policy.

Report:

Background:

The Brockton Heritage Committee have received inquiries from the public about donating historic artifacts, and memorabilia pertaining to the historic significance of the Municipality of Brockton. The Brockton Heritage Committee Archives are stored in a designated room at the Walkerton Fire Hall (510 Napier Street).

The Brockton Heritage Committee are interested in assisting the public with proper storage of Brockton historic artifacts to retain Brockton's significance in association with their mandate to coordinate and convey community heritage concerns, help ensure that plans for change and progress are developed in a manner that recognizes the historical continuity of the community, and to support and promote the Brockton Archives.

The Brockton Heritage Committee have also voiced interest in advertising their services to the public through the use of a Donation Brochure. The brochure is still being drafted by the committee, but has been attached to this report for Council's information.

Analysis:

Staff recommended that the Brockton Heritage Committee create a Donation Policy to appropriately accept and store historic artifacts of Brockton significance that are received from members of the public. The policy

includes the type of donation(s) that will be accepted by the Heritage Committee, the procedure for accepting and storing the donation(s), the procedure for returning or disposing of the unaccepted donation(s), and the Transfer of Ownership Agreement attached as Appendix A to this policy.

The Brockton Heritage Committee have drafted a Brockton Heritage Committee Donation Policy which has been attached to this report for Council’s review. Staff recommend that the Brockton Heritage Committee Donation Policy be adopted by By-Law should Council concur.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? Yes
- Do the recommendations contribute to achieving Cultural Vibrancy? Yes
- Do the recommendations contribute to achieving Economic Prosperity? N/A
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? Yes

Financial Impacts/Source of Funding:


- Do the recommendations represent a sound financial investment from a sustainability perspective? N/A

Reviewed By:


Trish Serratore, Chief Financial Officer

Respectfully Submitted by:


Fiona Hamilton, Clerk


Sarah Johnson, Corporate Records, Licensing and Communications Assistant

Reviewed By:


Sonya Watson, Chief Administrative Officer