

Municipal Historic Resources Policy

Authority: Council

Effective Date: May 13, 2024

Date Approved by Council: May 13, 2024

Resolution No.: 78/05/24/SP

Future Review Date: 2028

Responsibility: Culture and Tourism

References: *Historical Resources Act*, RSA 2000, c. H-9, Standards and Guidelines for the Conservation of Historic Places in Canada, Alberta Government - Historic Resources Management Branch: Evaluation Process

Replaces: Municipal Historic Designation Policy 415/10/08/SP (2008)

1. **Purpose:** To encourage the designation and conservation of Historic Resources in the Town of Stony Plain.
2. **Scope:** This policy is applicable to each Historic Resource being considered for Municipal Historic Resource Designation within the Town of Stony Plain.
3. **Definitions:**
 - 3.1 **Historic Resource:** means any built structure, object, cultural space, or land in Stony Plain that is primarily of value for its local history, architecture, urban context and integrity.
 - 3.2 **Incentive:** means an annual matching grant, to a maximum of \$5,000, which may be available to the owner of a Municipal Designated Historic Resource annually for up to four years from the date of designation.
 - 3.3 **Municipal Designated Historic Resource/Municipal Historic Resource Designation:** means the designation by bylaw of an Historic Resource and land upon which it sits, by Town of Stony Plain Council pursuant to Section 26 of the *Historical Resources Act*, RSA 2000, c. H-9.
 - 3.4 **Statement of Significance:** means a summary of the description, local heritage importance and character-defining elements of a Municipal Designated Historic Resource and how/why that is of value and importance.
 - 3.5 **The Register of Municipal Designated Historic Resources (The Register):** means a list of Municipal Designated Historic Resources, which have been designated by bylaw as having historical and/or architectural significance and are located within the Town of Stony Plain.

- 4. Statement:** The Town of Stony Plain believes Historic Resources are integral in providing a sense of identity and place both for visitors and more importantly, for local citizens. Historic buildings, streetscapes and greenspace in the Town of Stony Plain provide a tangible connection to the past and serve as a testament to the passage of time, reminding us of our collective history.

5. Standards:

Designation and The Register of Historic Resources

- 5.1 It is the responsibility of the owner of an Historic Resource, to pursue a Municipal Historic Resource Designation including the initial research required to prepare the Statement of Significance.
- 5.2 The Town of Stony Plain will maintain, update, and review The Register to ensure that Municipal Designated Historic Resources are recorded.
- 5.3 An Historic Resource may only receive Municipal Historic Resource Designation through a designating bylaw passed by Stony Plain Town Council.
- 5.4 Applications for Municipal Historic Resource Designation will be evaluated utilizing the criteria set forth by the Government of Alberta.
- 5.5 Once an Historic Resource receives a Municipal Historic Resource Designation, it will be reclassified as a Municipal Designated Historic Resource and will be listed in The Register.
- 5.6 A Municipal Historic Resource Designation may only be removed by the repeal of the designating bylaw by Stony Plain Town Council.

Incentive Program

- 5.7 The owner of a Municipal Designated Historic Resource may be eligible for an Incentive in the form of an annual matching grant, to a maximum of \$5000 per year, for up to four years commencing January 1 of the year following the designating bylaw being passed by Stony Plain Town Council.
- 5.8 An Incentive for an eligible Municipal Designated Historic Resource may be granted for those portions of the building/land which have been identified as having architectural and/or historical significance as identified in their designating bylaw.
- 5.9 The Incentive must be utilized towards restoration/maintenance of the building(s)/land which are Municipal Designated Historic Resources.

- 5.10 Incentives are valid in accordance with the terms and conditions of the Incentive agreement entered into with the Town of Stony Plain.

Application

- 5.11 An application for Municipal Historic Resource Designation is to be prepared in accordance with the format established by Administration and must be submitted on or before March 1 of each calendar year.
- 5.12 An application for Incentive is subject to the requirements outlined on the Incentive application. Applications will be accepted starting January 1 of each calendar year and will be awarded subject to budget limitations.

Incentive Parameters

- 5.13 The Town of Stony Plain shall be protected in the granting of a Municipal Historic Resource Designation Incentive(s) through a variety of mechanisms including:
- 5.13.1 Historic Resources located within the Town of Stony Plain must be designated through a bylaw passed by Stony Plain Town Council before an Incentive will be granted;
 - 5.13.2 All taxes, levies, and local improvement charges owed by the Municipal Designated Historic Resource owner must be paid in full prior to the submission of an Incentive application;
 - 5.13.3 Municipal Designated Historic Resource owners who enter into an Incentive agreement with the Town must fulfill reporting requirements to the Town of Stony Plain as indicated in their Incentive agreement;
 - 5.13.4 Periodic inspection of the Municipal Designated Historic Resource by municipal officers may be conducted during the restoration or maintenance project to ensure work meets the standards and guidelines for the Conservation of Historic Places in Canada; and
 - 5.13.5 Any Incentive(s) received by the current owner of a Municipal Designated Historic Resource must be repaid to the Town of Stony Plain if the Municipal Designated Historic Resource is purposely destroyed or if the designating bylaw is repealed by Stony Plain Town Council at the request of the current owner, pursuant to any agreements in place.

Roles and Responsibilities

- 5.14 Town Council:
- 5.14.1 Consider the allocation of resources for successful implementation of this policy.
 - 5.14.2 Consider each designation bylaw brought forward for approval or repeal.
- 5.15 Chief Administrative Officer:
- 5.15.1 Ensure organizational compliance with the Municipal Historic Resources Policy.

5.16 Culture and Tourism Development:

5.16.1 Management and implementation of the Municipal Historic Resources Policy.

5.16.2 Management of the incentive program

5.16.3 Prepare and present recommended Municipal Historic Resource Designation requests or bylaw repeals to Town Council

5.17 Planning and Infrastructure:

5.17.1 Have regard for the Municipal Historic Resources Policy and The Register when considering permitting development or demolition of Historic Resources.

5.17.2 Act as the municipal officers to undertake relevant property inspections as they relate to the incentive program.

6.0 Policy Review: This Council policy shall be reviewed by Administration within four years of being implemented, with any changes being submitted to Council for approval.