

City Policy

Approved By City Council: 2019/03/25	Policy Number: XXX-XXX-XX <i>Future process: Clerk's Office maintains list and distributes the appropriate #</i>
Council Report: CR (19-##)	
Effective Date: 2019/04/01	Recommended by: Priorities & Planning Committee 2019/02/20
Next Review: 2021/06/01	
Policy Owner: Director, Planning & Development Services <i>Indicating a specific name will require taking to Council for approval each time the person in the role changes.</i>	
Title: Policy to administer an Inventory of Heritage Property in Regina ('Heritage Inventory Policy') <i>This title will be used as the listing in the policy inventory and on regina.ca</i>	

1.0 Policy Statement

Historic places are integral in providing a sense of identity and place both for tourists and, more importantly, for local citizens. Historic buildings, structures and landscapes in Regina provide a tangible connection to the past and serve as a testament to the passage of time, reminding us of our collective history. This policy provides direction for the identification of historic places to enhance the quality of Regina's environment for the benefit of present and future generations.

2.0 Purpose

The purpose of this policy is to ensure that properties with heritage value are identified on the Inventory of Heritage Properties in Regina (Heritage Inventory), which is organized according to a framework of themes for the City of Regina entitled "Thematic Framework & Historic Context Statement". The policy directs the Administration to add properties to the Heritage Inventory in order to ensure that significant historic places are identified, and all themes are represented. Administration is not directed to remove properties from the Heritage Inventory unless City Council approves their removal. The Administration will use the "City of Regina Heritage Inventory Evaluation Form" to determine the significance of properties and whether they should be listed the Heritage Inventory. Listing on the Heritage Inventory does not offer legal protection (e.g. designation as a Municipal Heritage Property).

This policy provides further direction on policies 10.3, 10.5 and 10.6 of *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) and the goals and objectives of the Regina Cultural Plan.

3.0 Definitions

Executive Director

The Executive Director of City Planning and Community Development, or his or her designate.

Heritage Value

Source: *Standards and Guidelines for the Conservation of Historic Places in Canada*

The aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations. The heritage value of a historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.

Historic Place

Source: *Standards and Guidelines for the Conservation of Historic Places in Canada*

A structure, building, group of buildings, district, landscape, and/or an archaeological site that has been formally recognized by the appropriate jurisdiction (e.g. City Council, the Provincial Minister responsible for heritage, or the appropriate Federal jurisdiction) for its heritage value.

Integrity

Refers to the degree to which the heritage values of the place are still evident and authentic, and can be understood and appreciated (for example, the degree to which the original design or use of a place can still be discerned).

Inventory of Heritage Properties in Regina ('Heritage Inventory')

Source: City of Regina "Thematic Framework & Historic Context Statement"

An inventory of non-designated properties located within the corporate boundaries of the City of Regina that have been identified as having Heritage Value in accordance with the Thematic Framework.

Municipal Heritage Property

Source: *The Heritage Property Act*

Any real property designated as a Municipal Heritage Property by council bylaw pursuant to *The Heritage Property Act*.

Municipal Heritage Conservation District

Source: *The Heritage Property Act*

A municipality or any area of a municipality designated by council bylaw pursuant to *The Heritage Property Act*.

Register

Source: *The Heritage Property Act*

A register of all designated property in the municipality, kept by the municipal official.

Thematic Framework

Source: City of Regina “Thematic Framework & Historic Context Statement”

A structure for the Heritage Inventory that uses themes to help conceptualize past events and to place sites, places and events within their historical contexts.

4.0 **Legislative Authority**

The authority for adoption of this policy is *The Heritage Property Act* of Saskatchewan, specifically Section 28, which reads “By general or specific bylaw or by resolution, a council may: ... (c) make rules with respect to the criteria and procedures for designation of property that are not otherwise provided for in this Act; ... [and] (e) deny any permit for alteration or demolition of property, for not more than 60 days, where the council considers that the property is property that the council may wish to designate as a Municipal Heritage Property or include in a Municipal Heritage Conservation District.”

Administration of the Heritage Inventory Policy

- (a) The Heritage Inventory will be comprised of the list of properties contained within former Schedule ‘A’ of Bylaw No. 8912.
- (b) The City shall add properties to the Inventory of Heritage Properties in Regina. The City shall not remove properties unless the removal is approved by City Council.
- (c) The City shall establish and maintain a Heritage Inventory Evaluation Form, in a form approved by the Executive Director, detailing the criteria for evaluating the Heritage Value and significance of properties in Regina.
- (d) The City shall establish the City of Regina’s “Thematic Framework & Historic Context Statement” document as a Thematic Framework that will provide a structure for the Heritage Inventory using themes.
- (e) The City will conduct an annual review of the total number of properties on the Register and Heritage Inventory to determine alignment with all themes of the Thematic Framework.
- (f) The City will communicate, on an annual basis, with the owners of designated properties and properties list on the inventory. The information will ensure property owners are aware that their property is on the Heritage Inventory, encourage designation of their property, provide information on financial incentives available for designated properties, and

advise owners that their property may be subject to review through the demolition and building permit process.

- (g) Any property that is designated as a Municipal Heritage Property shall also be removed from the Heritage Inventory.

5.0 Related Policies or Bylaws

This policy provides further direction on policies 10.3, 10.5 and 10.6 of *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) and the goals and objectives of the Regina Cultural Plan.

6.0 Reviews

Date of Policy Owner's Review	High Grade Description
2019/02/20	Initial Release. Reviewed Bylaw No. 8912. Schedule 'A' to Bylaw No. 8912 was repealed by Council on 2019/03/25 and replaced by current policy.
2021/06/01	

7.0 Amendments (mandatory)

These are generally housekeeping or small changes to the policy where a full review would cover more significant changes

Date of Council Decision	Council Report #	Main Committee	Date of Main Committee Review	Description
2019/03/25	CR19-##	Priorities & Planning Committee	2019/02/20	Policy adopted

10.0 Policy Monitoring

The Heritage Inventory Policy will be monitored through an annual report to Council using indicators and metrics from the Regina Cultural Plan.