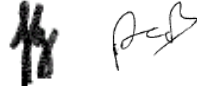


Title: HERITAGE RESOURCES POLICY		Number: 0144
Reference: Public Services Committee July 14, 2009	Adopted by City Council: July 20, 2009 	Supersedes:
Prepared by: ARTS AND HERITAGE ADVISORY BOARD / CULTURAL DEVELOPMENT		

STATEMENT

The City of Medicine Hat recognizes that it is rich in heritage resources – both public and private – the value of which should be preserved for future generations. To preserve and build upon Medicine Hat's historical integrity, these resources are to be identified and evaluated. The adoption of a Heritage Resources Policy and a Heritage Resources Action Plan is necessary to encourage protection, retention, restoration and awareness of these resources.

PURPOSE

The Policy provides a framework of principles, goals and a structure by which identification, protection and preservation related to heritage resources may be delivered. The purpose is based on the following principles.

The following principles shall guide the application of the Policy, which follows the Province of Alberta's *Historical Resources Act – R.S.A.2000* and any subsequent actions that pertain to Medicine Hat's heritage. The City of Medicine Hat recognizes that it has a role in the protection of heritage resources for future generations and that:

1. It should encourage protection of heritage resources that are representative of Medicine Hat's history.
2. It should preserve and make available information about existing and lost heritage resources.
3. It has a role in increasing public awareness about heritage resources and encouraging public participation in the preservation of these resources.
4. It has a role in networking with other agencies that are involved in the preservation of and the education about heritage resources.
5. Heritage resources include: built structures, streetscapes, historical and archeological sites, cultural objects and landscapes, archeological specimens and natural features of heritage significance.

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1. DEFINITIONS

- 1.01 Archaeological Site – refers to physical evidence of past human activity found in a specific location on or below the ground, or under water. It is comprised of features, structures and objects, including artefacts, soil, botanical samples, animal bones, pollen, or any specimen of archaeological interest.
- 1.02 Conservation – encompasses all actions aimed at the safeguarding of heritage resources for the future. Its purpose is to study, retain and restore the culturally significant qualities of the resource with the least possible intervention.
- 1.03 Cultural Landscape – is any geographical area that has been modified or influenced by human activity, including natural landscapes used and/or altered by native peoples; designed landscapes which derive value from their aesthetic qualities; vernacular landscapes associated with the region’s demographic, social and economic development; heritage landscapes, (including heritage routes and trails), which are valued primarily for their historical associations; and such specific landscape types as cemeteries, canals and fortification earthworks.
- 1.04 Historical Integrity – conveys the sense of remaining true to the original and is the ability of a property to clearly and visibly convey its significance with reference to location, design, setting, materials, workmanship, sense of place and:
- Association with events that have made significant contribution to the broad patterns of our history; or
 - Embodiment of a type, period, or method of construction, or representation of the work of a master, or possession of high artistic values, or representation of a significant and distinguishable entity whose individual components may lack individual distinction; or
 - Representation of information important in Canada’s prehistory or history.
- 1.05 Heritage Place – is a structure, building, group of buildings, district, landscape, archaeological site or other place in Canada that has been formally recognized for its heritage value.
- 1.06 Heritage Resource(s) – refers to a structure, site, object, cultural or natural feature, in or above the ground, or related cluster of structures, sites, objects, cultural or natural features that are deemed to be significant by virtue of their design, construction, association with an heritage event, trend, person, place or social movement, or by virtue of the importance of the research or knowledge content which the resources may possess.
- 1.07 *Alberta Historical Resources Act* – R.S.A. 2000 – includes and follows the Government of Canada Standards and Guidelines for the Conservation of Historic Places in Canada, Parks Canada 2003, Queen’s Printer, Alberta Government, *Historical Resources Act*.
- 1.08 Heritage Structure – refers to any building, work, or structure or the remains of same, on or above the surface of the earth, forty (40) years of age or older, that is deemed to be of historical or architectural interest by virtue of its design, construction, architect/designer or builder, its association with a person, place, event, or social movement also deemed to be of historical or heritage architectural interest. The environmental and contextual significance of a heritage property is also noted.

This policy is subject to any specific provision of *The Municipal Government Act* or other relevant legislation or union agreement.

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- 1.09 Municipal Heritage Resource Designation – is a form of local government regulation that identifies heritage resources. Heritage designation is applied to a property when the long-term protection of the resource is desired, (otherwise known as “designation”).
- 1.10 Natural Features – are features (not intentionally manmade) located in the City of Medicine Hat that are significant to the community. These features include, but are not limited to the following; sand dunes, old growth vegetation, view corridors, wetlands, pathways and waterways.
- 1.11 Preservation – is the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of a heritage place or of an individual component, while protecting its heritage value. Preservation can include both short-term and interim measures to protect or stabilize the place, as well as long-term actions to retard deterioration or prevent damage so that the place can be kept serviceable through routine maintenance and minimal repair, rather than extensive replacement and new construction.
- 1.12 Registry – is a list of properties and sites with qualities or characteristics that are recognized or significant and contribute to the City’s heritage. (Placement on the registry entails a thorough evaluation of the building or site along with any other photographs or documentation, and archival research.
- 1.13 Rehabilitation – is the action or process of making possible a continuing or compatible contemporary use of a heritage place or an individual component, through repair, alterations, and/or additions, while protecting its heritage value. Rehabilitation can include replacing missing heritage features. The replacement may be an accurate replica of the missing feature, or it may be a new design that is compatible with the style, era and character of the heritage place.
- 1.14 Restoration – refers to the action or process of accurately revealing, recovering, or representing the state of the heritage place or of an individual component, as it appeared at a particular period in its history, while protecting the heritage value.
- 1.15 Streetscape – means a collection of street properties that collectively form an integral portion of the community’s heritage integrity (not precluding the potential individual significance of each resource.)

2. RESPONSIBILITIES

2.01 Administrative Committee

- (a) Makes recommendations to City Council, from time to time, regarding any amendments to this Policy proposed by the Heritage Resources Committee.
- (b) Receives and adopts the Procedures developed for the implementation of the Policy and any amendments thereto, taking into regard any amendments to the Procedures proposed by the Heritage Resources Committee.

2.02 City Council

- (a) Approves the Heritage Resources Action Plan
- (b) Appoints members to the Heritage Resources Committee - One member of City Council will be appointed to serve on the Heritage Resources Committee.

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- (c) Designation of properties in accordance with the *Alberta Historic Resources Act* (R.S.A. 2000).
 - (d) The City will, through the Heritage Resources Committee, establish, enact and maintain a Heritage Resources Action Plan in consultation with the community.
- 2.03 Public Services Committee
- (a) Reviews and recommends to Council the Heritage Resources Policy and the initial Heritage Resources Action Plan.
 - (b) Has no further responsibility once the Policy and the Plan are approved by City Council.
- 2.04 Arts and Heritage Advisory Board
- (a) Develops the Heritage Resources Policy and the initial Heritage Resources Action Plan.
 - (b) Has no further responsibility when the policy and action plan is approved by Council.
- 2.05 Cultural Development
- (a) Makes information available to the community through the Esplanade Archives on matters that relate to heritage resource preservation.
- 2.06 Heritage Resources Committee
- (a) Advises City Council on all matters relating to Heritage Resources in the City of Medicine Hat.
 - (b) Establishes the criteria for the Committee to use for recommendations on Municipal Heritage Resource Designation to Council.
 - (c) Establishes and maintains a Registry of heritage resources that should be considered for designation.
 - (d) Receives requests for designation.
 - (e) Evaluates the requests for designation of sites/resources and recommends designation to City Council.
 - (f) Reviews development and demolition applications that may affect designated and potential heritage buildings, and makes recommendations to Planning, Building and Development Services.
 - (g) Update and recommend to Council the Heritage Resources Action Plan.
 - (h) Monitors the effectiveness of legislation which affects the City's heritage conservation objectives and proposes appropriate amendments.
- 2.07 Planning, Building and Development Services
- (a) Administers the Heritage Resources Policy and the Heritage Resources Action Plan.
 - (b) Circulates for comment all development or demolition applications for property listed on the Registry to the Heritage Resources Committee.
 - (c) Reviews, approves, or recommends to the Municipal Planning Commission development or demolition applications following review of the Registry.
 - (d) Provides advice to the Heritage Resources Committee on matters that relate to heritage resource preservation.
 - (e) Ensures that building plans, pertinent to designated Heritage Resources, satisfy conditions set out by Planning, Building and Development Services.

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2.08 Municipal Planning Commission

- (a) Recommends or approves development or demolition applications.
- (b) Receives recommendations from the Heritage Resources Committee.

3. PROCEDURES

- 3.01 The City will establish a Heritage Resources Committee which will make recommendations to Council regarding: the designation of heritage resources and the demolition, preservation or rehabilitation of these resources.
- 3.02 The City will provide, through Planning Services, advice to the community on matters relating to heritage resources preservation.
- 3.03 The City will provide, through the Cultural Development Department, community access to information relating to local heritage resources.

4. ATTACHMENTS

- 4.01 Heritage Resource Policy Action Plan

Heritage Resources Action Plan

1) Heritage Resources Committee

The City will establish a Heritage Resources Committee which will make recommendations to Council regarding the designation of heritage resources and the demolition, preservation or rehabilitation of these resources.

1.1 Purpose

To make recommendations directly to City Council regarding designation of sites, and to promote public awareness and appreciation of heritage resources while simultaneously encouraging appropriate development and make provision for technical and professional advice to the community.

1.2 Membership

The Committee shall consist of the following:

- One member of the Arts & Heritage Advisory Board
- One member of the City Planning, Building & Development Dept. – non voting adviser.
- City of Medicine Hat Curator of Cultural History or Archivist – non voting, and
- One Alderman
- Five members from the community at large with expertise in heritage resources (e.g. such as, but not exclusive to architects, builders, the Historical Society, the aboriginal and/or Métis community).

1.3 Authority

The mandate of the Heritage Resources Committee shall be subject to the City of Medicine Hat Heritage Resources Policy. The Chair of the Heritage Resources Committee shall be elected by the Heritage Resources Committee.

1.4 Reporting Process

The Chair of Heritage Resources Committee will report to City Council quarterly.

2) The Heritage Resources Committee will develop and recommend to Council for adoption, the Heritage Resources Action Plan.

The Action Plan will include:

2.1 Documentation, Interpretation & Promotion

In order to document Medicine Hat's heritage resources, it is recommended that the City of Medicine Hat:

2.1.1 Documentation

- Establish an ongoing inventory and registry. An inventory is a filtered list of a municipality's significant historic places. This is prepared by evaluating the surveyed places using specific criteria to evaluate their significance and integrity. Resources that meet the criteria graduate to an inventory of historic places.
- Review and consider designation of significant properties/structures as municipal heritage sites in Medicine Hat.

2.1.2 Interpretation

In order to enhance the public's awareness and understanding of and participation in heritage resources conservation, it is recommended that the City of Medicine Hat distribute communication materials such as:

- The History of the City of Medicine Hat
- Historical and architectural walking tour opportunities
- The City of Medicine Hat Heritage Resources Policy

2.1.3 Promotion

It is recommended that in order to enhance the public's support and awareness for and participation in heritage resources conservation that the City of Medicine Hat considers:

- Programs and awards to recognize historically significant sites in Medicine Hat
- Awards to recognize citizens who make significant contributions to heritage resource conservation.
- Making available communication materials related to heritage resources preservation strategies, as appropriate.

2.1.4 Incentives

Subject to provincial and/or municipal bylaws, the city may develop a program of incentives to encourage heritage preservation and rehabilitation of heritage resources.

2.1.5 Collaborative Relationships

The City of Medicine Hat will develop collaborative relationships for the preservation of the City's identified heritage resources.

2.1.7 Funding

It is suggested that the City establish a funding process for the Heritage Resources Action Plan.

- 3) The City will, through Planning, Building and Development Services, advise the community on matters relating to heritage resources preservation.**
- 4) The City will provide access, through the Cultural Development Department, to information relating to local heritage resources.**