

Item 9.2

HALIFAX

Heritage Advisory Committee

**Possible Amendments to Administrative Order
2014-002-ADM Respecting the Heritage
Incentives Program**

May 23rd 2018

Heritage Incentive Program

- Principal aim of the program is to facilitate ongoing maintenance, restoration and rehabilitation of heritage properties
- Applications are accepted annually
- Matching grants of up to \$10,000 for exterior conservation work
- Admin Order 2014-002-ADM adopted by Council in April, 2014



HALIFAX

Report Origin

January 12, 2016 motion of Councilor Watts: **THAT** Halifax Regional Council request a staff report that discusses the implications of potential amendments to Administrative Order 2014-002-ADM, including:

- Change the intake period for applications from January 1st until March 1st for the following fiscal year to October 1st and December 31 for the upcoming fiscal year;
- that the evaluation and recommendation report for a HAC recommendation be prepared and the HAC should consider the matter by March 31 so that it can be debated by Regional Council in April of each year once the budget has been passed; and
- Change when projects must be completed from March 31st of the same fiscal year as the approval to October 31 of the year following approval which will enable work to be done over 2 summers, and include any financial concerns around the creation of a reserve if this change is made; and
- Whether the grants need to be approved by Regional Council or whether Regional Council may delegate the approval and sign-off of the grants to the CAO, or her/his delegate, with a requirement that an information report be provided to Regional Council at least once a year listing the grants that were awarded.

Report Origin (Continued)

It was thought that these changes would result in:

- A longer time during which approved work could be undertaken and completed;
- Less administrative burden on staff and quicker approvals;
- More flexibility to draw out work when unforeseen circumstances arise.

1. Change the Intake Period for Grant Applications

Current Requirements:

Fiscal Year End
(Budget Approved)



Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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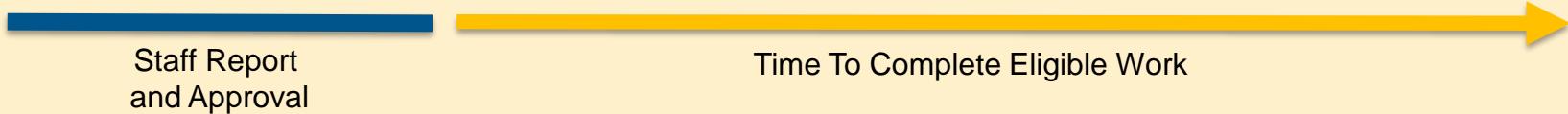


Proposed Requirements:

Fiscal Year End
(Budget Approved)



Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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2. Deadline for Staff Report to the Heritage Advisory Committee

Current Requirements:

Fiscal Year End
(Budget Approved)



Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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Staff Report

Likely Approval

Proposed Requirements:

Fiscal Year End
(Budget Approved)



Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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Staff Report

Likely Approval

3. Removing fiscal year limitations

Implications:

- Stretching out the time during which work can be completed may encourage delays in completion;
- Creating a reserve which could be carried over to future years would be an administrative burden;
- Prioritizing applicants from previous years who were unable to complete their work (so long as they notify staff by July 1st) would provide the ability to deal with unforeseen circumstances.

4. Delegation of authority to approve financial assistance

Implications:

- According to Bylaw H-200, HAC would still have to consider applications for heritage incentives;
- Providing approval power to the CAO would not decrease the approvals timelines significantly;
- Changing the application and approvals timelines as discussed under options 1 and 2 will effectively accomplish the same outcome.

Recommendation

1. It is recommended that the Heritage Advisory Committee recommend that Halifax Regional Council initiate amendments to Administrative Order 2014-002-ADM as outlined in Attachment 2:
 - a. Change the intake period for applications under the Heritage Incentives Program from the current intake period of January 1st through March 31st to September 1st through December 1st of each year;
 - b. Change the deadline for staff to provide a recommendation to the Heritage Advisory Committee on eligible grant applications from June 30th to March 1st of each year in order to better align approval of funding with the start of the fiscal year.
 - c. Prioritize applicants in future years if they were previously approved for funding and were unable to commence their approved work during that year so long as they notify the municipality in writing by July 1st of the year they were initially approved for funding.
2. It is recommended that the Heritage Advisory Committee recommend that Halifax Regional Council retain the current approval process for the Heritage Incentives Program which is referred to Regional Council for ultimate approval under Administrative Order 2014-002-ADM.