

Delegation of Approvals for Grant Incentives Under the Heritage Conservation Program

Recommendation

That a report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That approval of grant incentives over \$10,000 be delegated to the Standing, Policy Committee on Planning, Development and Community Services;
2. That approval of grant incentives less than, or equal to, \$10,000 be delegated to the General Manager, Community Services Department;
3. That the proposed amendments to Policy No. C10-020, Civic Heritage Policy, as outlined in this report, be approved; and
4. That the City Solicitor be requested to prepare the necessary amendments to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014.

Topic and Purpose

The purpose of this report is to outline a revised process for grant approvals which necessitates amendments to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014, and Policy No. C10-020, Civic Heritage Policy.

Report Highlights

1. Under the current process, City Council approves all grant incentives under the Heritage Conservation Program as contained in Policy No. C10-020, Civic Heritage Policy (Policy). A revised process that delegates approval of heritage grants to the Standing Policy Committee on Planning, Development and Community Services (Committee) will provide a more efficient, streamlined approach in the administration of the City of Saskatoon's (City) Heritage Conservation Program.
2. Delegation of grant approval for amounts less than, or equal to, \$10,000 to the General Manager, Community Services Department, will lead to further efficiencies.

Strategic Goal

This report supports the City's Strategic Goal of Continuous Improvement by looking for ways to streamline and improve processes within Saskatoon's civic government.

Background

At its October 23, 2017 meeting, City Council resolved, in part:

- "4. That the Administration provide a report to the Committee regarding possible policy changes for the delegation of authority on funding approvals for applications under the Heritage Conservation Program."

The City's 2012 Heritage Policy and Program Review also indicated that the City must cut "red tape" by simplifying and streamlining its procedures.

Report

Grant Approval Process

Currently, City Council approves all financial incentives under the Policy, which includes both grants and tax abatements. Grants and abatements under the Policy are only offered to those properties which have already been designated as Municipal Heritage Property.

Delegating grant approval to the Committee would streamline the approval process for time-sensitive projects under the Heritage Conservation Program. All tax abatements would continue to be approved at the discretion of City Council, as per *The Cities Act*. In addition, the Policy provides for additional funding in excess of \$150,000, approved at the discretion of City Council. The Administration is recommending that this provision continue to be approved by City Council.

Should City Council agree to delegate grant approval to the Committee as identified, an amendment will be required to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014.

Grants of \$10,000 and Under

Over the past six years, there have been 28 applications for funding approved under the Heritage Conservation Program. As shown in the table below, a total of 19 applications over the past six years were for funding under \$10,000.

Year	Number of Applications	
	\$10,000 or Less	Over \$10,000
2012*	4	0
2013*	1	1
2014*	1	2
2015*	0	2
2016	3	1
2017	10	3
Total	19	9
* includes property tax abatements that would be approved as grants under the current Policy		

To provide for even greater efficiency in the administration of grants under the Heritage Conservation Program, the Administration is proposing that approval of grants less than, or equal to, \$10,000 be delegated to the General Manager, Community Services Department.

The Administration will continue to consult with the Municipal Heritage Advisory Committee with regard to approval of the conservation project associated with the grant to determine if it is a suitable request and meets with the requirements of the Policy.

The proposed amendments to the Policy are outlined in Attachment 1, with additions identified using highlighted bold font and deletions identified using highlighted strikethroughs.

Options to the Recommendation

Committee/City Council has the option of not approving proposed amendments to the Policy. Further direction from Committee/City Council would then be required.

Public and/or Stakeholder Involvement

Public and/or stakeholder consultations are not required at this time, as stakeholder feedback contributed to the development of the proposed policy refinement.

Policy Implications

If City Council approves the recommendation of this report, the Policy will be amended, as outlined in Attachment 1 of this report.

Other Considerations/Implications

There are no financial, environmental, privacy, or CPTED implications; a communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

Upon City Council's approval of the recommendation in this report, policy revisions will be completed and the amendment to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014 will be brought forward by the City Solicitor.

Public Notice

Public notice, pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Proposed Amendments to Civic Heritage Policy

Report Approval

Written by: Catherine Kambeitz, Heritage and Design Coordinator, Planning and Development

Reviewed by: Lesley Anderson, Director of Planning and Development

Approved by: Randy Grauer, General Manager, Community Services Department

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