



## **The Municipal Heritage Recognition Awards Policy**

### **Policy Statement**

The purpose of the Municipal Heritage Recognition for Preservation of Architecture and/or Natural History Awards Program is to recognize and honour individuals or businesses that have made changes in their home or business which are in keeping with and sympathetic to the historic integrity of the structure, site or landscape. The Award also seeks to educate and inspire others in the Community to do the same.

### **Awards**

1. The Municipal Heritage Recognition Award is for individuals or organizations who have made changes or updates to their homes or business' which are in keeping with, and sympathetic to, the historic integrity of the building, site or landscape of the property.
2. Municipal Heritage Recognition Award for Heritage Preservation is for individuals or organizations who have made significant contributions to the preservation and/or awareness of the natural, architectural, narrative or archival history of the Township.

### **Criteria**

Each year Municipal Heritage Recognition Awards will be presented to individuals or organizations who have made changes or updates to their homes or business which are in keeping with and sympathetic to the historic integrity of the building, the site or the landscape.

In order to be eligible, projects;

- Must be located within the Township of Cavan Monaghan;
- Must be inspected by the Building Inspector of the Township of Cavan Monaghan to ensure compliance with Municipal by-laws and Building and Fire Codes;
- Nominations must be accompanied by a completed entry form and a written commentary outlining the project and describing the work undertaken. A before and after digital photo is preferred by not mandatory;
- New infill projects are eligible;

- Projects can be either interior or exterior or both;
- Deadline for submissions is January 15<sup>th</sup>, 2018 and will be presented during Heritage Week (February 19-28/2018);
- Preference will not be given to already designated properties;
- All property uses (i.e residential, commercial etc.) are eligible;
- Members of the Municipal Revitalization and Heritage Advisory (MRHA) Committee are eligible for nomination.

## **Procedure**

1. Nominations will be invited from the Community through a notice in the paper and/or other means such as the Historical Society, Township newsletters and/or Township website. Nomination forms will be available on the Township of Cavan Monaghan website [www.cavanmonaghan.net](http://www.cavanmonaghan.net) or available for pick up at the Township Office through the Planning Department.
2. A Municipal Heritage Recognition Award Nomination Form must be completed and submitted with any supporting documents to the Economic & Community Development Co-ordinator by e-mail [bayotte@cavanmonaghan.net](mailto:bayotte@cavanmonaghan.net) or dropped off in person to the Township Office 988 County Road 10 Millbrook ON L0A 1G0.
3. A jury of the MRHA Committee and one guest member of the Historical Society Board will review nominations. Recipients will be selected by this Committee.
4. A notice will be posted on the Township website with a list of the winners each with a short personalized notice of their achievement. Awards presentations will be made either at a Regular Council Meeting or at a location/function at the discretion of the MRHA Committee.