

# MAKE HISTORY.



Preserve Manitoba's Past.

## PART 5: FORMS



SAMPLE

*The Heritage Resources Act* (Section 26)

**MUNICIPAL NOTICE OF INTENT**

Form 12

TAKE NOTICE that on January 27, 2000,  
(month, day, year)

the council of the Rural Municipality of Bison gave first reading to bylaw 14/00  
(name of municipality) (number)

to designate as a municipal heritage site under *The Heritage Resources Act*, the lands and premises commonly known as

Crocus School, 96 - 3<sup>rd</sup> Street  
(name or address, or both name and address)

in the Village of Crocus.  
(city, town, rural municipality) (name)

The land is described in Certificate of Title No. 12345 as follows:  
(number)

In the Village of Crocus, in the Province of Manitoba, being Lot Twelve (12), in block Nine (9), which lot is shown on a Plan of Survey of Lots Eight (8) to Fifteen (15) of the Parish of Snowfall, registered in the Bison Land Titles Office as Plan No. 325.

a) A copy of the proposed bylaw is attached.  
(**Note:** to appear in a notice that is to be served or filed.)  
**or**

b) A copy of the proposed bylaw can be inspected at  
the Bison Municipal Office, in Bison, 9:00 a.m. to 5: 00 p.m., Monday through Friday.  
(**Note:** to appear in a notice that is to be published.)

A public hearing will be held at the Bison Municipal Office, 7:00 p.m., February 3, 2000  
(time, month, day, year, location)

At that time, any person may submit an objection or other representation on the proposal.  
If there is no objection, council may resolve to adopt the proposed bylaw, or not to proceed with it.

Dated at Bison, on January 29, 2000.

\_\_\_\_\_  
Clerk

MG-13520 (English) (Rev.1993)



SAMPLE

*The Heritage Resources Act* (Subsection 33(2))

**MUNICIPAL HERITAGE NOTICE** (MUNICIPALITY OF       BISON      ) FORM 14

TAKE NOTICE THAT:  
The site described as follows:

The lands and premises commonly known as   The Crocus School, 96 - 34d Street  ,  
in the       Village       of       Crocus      ,  
Province of Manitoba, and legally described in Certificate of Title No. 123345 as:

In the Village of Crocus, in the Province of Manitoba, being Lot Twelve (12), in Block Nine (9), which  
lot is shown on a Plan of Survey of Lots Eight (8) to Fifteen (15) of the Parish of Snowfall, registered  
in the Bison Land Titles Offices as Plan No. 325.

Of which the records of the       Bison       Land Titles Office show as owner:

John Jones, Manager, and Judy Jones, Doctor, both of the Village of Crocus in the  
Province of Manitoba, as joint tenants and not tenants in common.

and all the lands and buildings thereon, have been designated as a municipal heritage  
site to be protected under the authority of *The Heritage Resources Act* by municipal bylaw  
No.   14/00   of the Municipality of  
  Bison  , adopted on the   3<sup>rd</sup>   day of   July   2000.

**AND FURTHER TAKE NOTICE THAT:**

A copy of this Municipal Heritage Notice shall be filed in the appropriate land titles office or  
registry office, in accordance with the provisions of *The Heritage Resources Act*.

Dated at       Bison      , this   4<sup>th</sup>   day of   July   2000.

\_\_\_\_\_  
Clerk of the Municipality of  
  
Bison  
\_\_\_\_\_

MG-13522 (English)

**MUNICIPAL NOTICE OF APPEAL**

**APPELLANT INFORMATION**

- 1. Name Smith Developers Inc.
- 2. Address 456 - 2<sup>nd</sup> Street, Crocus, Manitoba
- 3. Postal Code ROC 0C0 4. Telephone 123-4567
- 5. Status: Legal Owner \_\_\_\_\_ Lessee \_\_\_\_\_  
 Affected Individual X Affected Organization \_\_\_\_\_  
 Interested Individual \_\_\_\_\_ Interested Organization \_\_\_\_\_

**SITE LOCATION**

- 6. Street and Number 96 - 3<sup>rd</sup> Street  
 Town Crocus, Manitoba ROC 0C0  
 Or River Lot No. \_\_\_\_\_ Parish of \_\_\_\_\_  
 Or 1/4 Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_
- 7. Legal Description of Site (as noted in Municipal Notice of Intent or at Land Titles Office

In the Village of Crocus in the Province of Manitoba, being Lot Twelve (12) in Block Nine (9), Which Lot is shown on a Plan of Survey of Lots Eight (8) to Fifteen (15) of the Parish of Snowfall registered in the Land Titles Office of Bison as Plan No. 325.

**REASONS FOR APPEAL**

- 8. We hereby appeal bylaw No. 14/00, dated July 3, 2000 of the Municipality of Bison, in accordance with Sub-section 30 (1) of *The Heritage Resources Act*, for the following reasons:  
Smith Developers Inc. would like to purchase the property in question to develop a \$500,000 commercial mall on the site. For the proposed project to be possible the Crocus School would have to be demolished.  
Smith Developers, Inc.
- 9. Per: \_\_\_\_\_ 10. October 10, 2000  
 (Signature) President (Date)
- 11. If the appeal is by an organization or a corporation, please complete the following declaration:  
 I, Lorraine Smith, holding the position of President  
 Hereby declare that I have the authority to sign this MUNICIPAL NOTICE OF APPEAL on behalf of Developers, Inc. by reason of the general bylaws of the company which empower the President to execute documents for the company
- 12. \_\_\_\_\_ 13. \_\_\_\_\_  
 (Signature) (Date)
- 14. Name(s) and Address(es) of Co-appellants (if applicable)  
 \_\_\_\_\_  
 \_\_\_\_\_





## SUGGESTED FORMAT

*The Heritage Resources Act* (Subsection 341[1])

**SAMPLE HERITAGE BYLAW** THE MUNICIPALITY OF \_\_\_\_\_  
BYLAW NO. \_\_\_\_\_

BEING A BYLAW of The Municipality of \_\_\_\_\_ to provide for the conservation and preservation of buildings, structures, and lands of a local architectural, historical, and cultural and natural interest within the municipality.

WHEREAS the council of the municipality may, pursuant to *The Heritage Resources Act of Manitoba*, designate as a heritage site a municipal site that represents an important historical development of the locality, of its natural history, or of its people and their culture;

AND WHEREAS the council of a municipality may through the enactment of a By-law, pursuant to the provisions of *The Act*, provide for:

- (a) The protection of any municipal heritage site, designated or proposed to be designated under the act by prohibiting the alteration, repair, demolition, removal of any building, structure, or land upon or within such designated sites, or by such other means as the municipality deems advisable;
- (b) The issue, suspension and cancellation of Municipal Heritage Permits granted by the municipality to ensure that work and improvements to designated or proposed municipal heritage sites are sympathetic to the nature of the site of buildings; and
- (c) The maintenance of any municipal heritage site by the owner with the financial or other assistance and advice of the municipality or otherwise, and may enter into an agreement with the owner or lessee of *the municipal heritage site for these purposes*;
- (d) the establishment of a municipal heritage committee to advise the municipality on any matter relating to the act;

AND WHEREAS it is deemed desirable and in the best interest of the Municipality of \_\_\_\_\_ to provide for the protection of proposed and designated municipal heritage sites;

NOW THEREFORE the council of the Municipality of \_\_\_\_\_, in regular session assembled, enacts as follows:



## **SECTION 1                      TITLE**

1.1 This bylaw shall be known as the Municipal Heritage Bylaw

## **SECTION 2                      DEFINITIONS**

- 2.1 For definition of words used in the bylaw that are not included in this section reference should be made to *The Heritage Resources Act* or if not therein contained, to a standard dictionary.
- 2.2 The words and terms used in this bylaw have the following meanings:
- “administrator” – means the administrator of the Rural Municipality of \_\_\_\_\_.
  - “council” – means the council of the Rural Municipality of \_\_\_\_\_.
  - “municipal heritage notice” – means a notice to advise that a site has been designated as a municipal heritage site, and is a statutory form.
  - “municipal heritage permit” – means a permit issued by the rural municipality’s council authorizing the carrying out of any work, activity, development, or project, upon or within a site that is subject to a subsisting notice of intent or that is a municipal heritage site.
  - “municipal heritage site” – means a municipal site within the rural municipality of \_\_\_\_\_ that represents an important historical development of the locality, of its natural history, or its people and their culture and has been designated as such by a bylaw of the Rural Municipality of \_\_\_\_\_.
  - “municipal notice of intent” – means a formal notice given by rural municipality’s council of its intention to designate a municipal site within The Rural Municipality of \_\_\_\_\_, using the statutory form.
  - “municipal site” – means as the case may require, an area or a place, parcel of land, building or structure, exterior or interior portion or segment of a building or structure, within the Rural Municipality of \_\_\_\_\_, whether it is privately owned or owned by the Rural Municipality of \_\_\_\_\_.

## **SECTION 3                      ESTABLISHMENT OF MUNICIPAL HERITAGE ADVISORY COMMITTEE**

- 3.1 A committee to be known as the Municipal Heritage Advisory Committee (hereinafter referred to as “the committee”) is hereby established pursuant to Section 34(1) of *The Heritage Resources Act*.
- 3.1.1 The committee shall consist of not fewer than five members, to be appointed at any regular meeting of council.
- 3.1.2 Council may refer to the committee for its consideration and advice, and the committee may on its own initiative consider and advise the council on any matter relating to the powers afforded to Council under the terms of *The Heritage Resources Act* and,



in particular, the Committee may make recommendations to council respecting the designation of heritage buildings, structures, and lands as municipal heritage sites, the issuance of Municipal Heritage Permits and the demolition, preservation, alteration, or renovation of those buildings, structures and lands.

- 3.1.3 Council shall appoint one of the members of the committee as the presiding member and another as the deputy presiding member.
- 3.1.4 The committee may make rules governing its procedure.
- 3.1.5 A majority of the members of the committee shall constitute a quorum.
- 3.1.6 All questions before any meeting of the committee shall be decided by a majority of the members present including the presiding member and the presiding member shall have a deciding vote in the event of equality of vote.
- 3.1.7 The presiding member shall cause minutes of all meetings and proceedings of the committee to be recorded in a book kept for the purpose and shall forthwith after the adoption of the committee of such minutes sign and deliver the same to the Administrator of the Rural Municipality of \_\_\_\_\_.

#### **SECTION 4                      DESIGNATION OF MUNICIPAL HERITAGE SITES**

- 4.1 Council may refer the matter of designation of municipal heritage sites to the Municipal Heritage Advisory Committee for review and recommendation prior to the designation. In no event shall the rural municipality's council be required to act upon the recommendations received.
- 4.2 Council may, by Bylaw, enact in accordance with *The Heritage Resources Act*, and subject to giving municipal notices, as prescribed in *The Heritage Resources Act*, designate as a municipal heritage site any municipal site within the borders of the municipality that in the opinion of council:
  - a) represents an important development of the locality;
  - b) of its natural history
  - c) of its people and their culture
  - d) land adjacent to a municipal heritage site, although not containing heritage resources
- 4.3 Where it is deemed desirable to designate a municipal site or a heritage site, council shall cause to be prepared a bylaw to this effect and proceed forthwith with its adoption pursuant to the provisions and procedures set out in the said act.
- 4.4 Rural municipality's council deems it necessary that the designated site's title be kept



current, as per the current board or trustees involved, and a copy be provided to the municipal office at the time of change.

- 4.5 Council (or the planning board) may, by bylaw, in accordance with *The Planning Act*, adopt a secondary plan to deal with objectives and issues within its scope of authority in a part of the planning district or municipality respecting enhancement or special protection of heritage resources or sensitive lands.
- 4.6 Council (or the planning board) may include provisions regulating the protection of scenic areas, heritage resources and sensitive land as part of a zoning bylaw, in accordance with *The Planning Act*.

## **SECTION 5 PROTECTION OF PROPOSED AND DESIGNATED MUNICIPAL SITES**

- 5.1 Notwithstanding the provisions of the municipality's building bylaw, any person proposing to:
  - a) Excavate, repair, alter, renovate, enlarge, construct an addition to, demolish, remove, destroy or damage
  - b) Erect, build or construct any erection, building or structure upon within
  - c) Carry out any development project including any commercial, industrial, agricultural, residential, construction or other similar activity, development or project, upon or within any municipal site that is subject to a subsisting Municipal Notice of Intent, or that is a municipal heritage site, shall before commencing the proposed work, activity, development or project described in Clause (a), (b), or (c) submit to council an application outlining proposed work and requesting a municipal heritage permit authorizing the proposed work, activity, development or project.
- 5.2 Any application for a Municipal Heritage Permit required under this section shall be in such form and shall contain such information as council may prescribe. The rural municipality's council may forward the application to the Municipal Heritage Advisory Committee for review and recommendation.
- 5.3 After considering the application and the recommendation submitted by the Municipal Heritage Advisory Committee, council may approve the work, activity, development or project in the form in which it is proposed or with such variations as Council deems necessary for the protection of the site.
- 5.4 No person shall carry out any work, activity, development or project described in Subsection 4.1 upon or within a site that is subject to a subsisting Municipal Notice of Intent or that is a designated municipal heritage site, unless and until council has





issued a Municipal Heritage Permit under Section. 4.3 authorizing the work activity, development or project and unless the work, activity, development or project is carried out in accordance with such terms and conditions as council may impose and as may be set out in or attached to the Municipal Heritage Permit.

- 5.5 A Municipal Heritage Permit shall be in such form and contain such information and particulars as council may prescribe.
- 5.6 Council may require the owner or lessee of a municipal heritage site to undertake such measures as council may prescribe for the basic maintenance of such site; and may provide financial or other assistance and advice of the municipality or otherwise, and may enter into agreement with the owner or lessee of the municipal heritage site for those purposes.
- 5.7 The building inspector, or his designate, is hereby appointed as an inspector for the purposes of this section and, in accordance with the provisions of *The Heritage Resources Act*, shall enforce the provisions of this bylaw.

## **SECTION 6 REGISTER OF MUNICIPAL HERITAGE SITES**

- 6.1 There shall be maintained a register of all municipal heritage sites within the Rural Municipality of \_\_\_\_\_ showing:
  - a) The location of each municipal heritage site and a description sufficient to identify the boundaries thereof;
  - b) Particulars sufficient to explain the heritage significance of each such site
  - c) The date of the designation of each site
  - d) The names and residence addresses of the owner and any lessee of each such site; and
  - e) Such other particulars and information with respect to each site as the rural municipality's council deems advisable
- 6.2 A register maintained under Subsection 5.1 shall be available for public inspection in the office of the Rural Municipality of \_\_\_\_\_ administration during normal office hours.



**SECTION 7                      RECEIPT OF GIFTS, ETC.**

7.1 Council may receive, from person or source, money by way of gift or bequest, and any real personal property by way of gift, devise, bequest, loan, lease or otherwise, for the purpose of conservation and preservation of buildings, structures or lands of a local architectural and historical interest, and shall use any money or property so received in such manner, subject to any directions, terms and conditions imposed by the donor, loaner or lessor, as council deems best.

**SECTION 8                      ENACTMENT**

8.1 This bylaw shall take force and be effective on the date of final passage thereof by the council of the Rural Municipality of \_\_\_\_\_.

DONE AND PASSED IN SESSION ASSEMBLED this \_\_\_\_<sup>th</sup>, day of \_\_\_\_\_, \_\_\_\_.

Read a First time this \_\_\_\_\_ day of \_\_\_\_\_

Read a Second time this \_\_\_\_\_ day of \_\_\_\_\_

Read a Third time this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Reeve:

\_\_\_\_\_  
Chief Administrative Officer:

For:\_\_\_\_\_ Against:\_\_\_\_\_ Abstained:\_\_\_\_\_ Absent\_\_\_\_\_



## **SAMPLE BYLAW DESIGNATING A MUNICIPAL HERITAGE SITE**

Rural Municipality of \_\_\_\_\_  
Bylaw # \_\_\_\_/\_\_\_\_

Being a Bylaw of the Municipality to designate the property commonly known as \_\_\_\_\_  
\_\_\_\_\_, situated in the Rural Municipality of \_\_\_\_\_, Manitoba as being a  
site of architectural or historic value.

WHEREAS Section 25 of *The Heritage Resources Act* authorizes the council of a municipality to  
enact bylaws to designate a municipal site as a municipal heritage site;

AND WHEREAS Section 34(1) of *The Heritage Resources Act* provides in part as follows:

A municipality may, by bylaw, provide for:

- (a) the protection of any municipal heritage site designated or proposed to be designated  
under this Part, by prohibiting any or all of the things set out in clauses 12(1)(a), (b) and  
(c), except pursuant to a municipal heritage permit issued by the municipality or by such  
other means as the municipality deems advisable;
- (b) the issue, suspension and cancellation of municipal heritage permits for the purposes of  
clause (a);

AND WHEREAS the council of the Rural Municipality of \_\_\_\_\_ is satisfied that the  
building located on this property is of sufficient architectural, heritage or natural value or interest;

AND WHEREAS the council of the Rural Municipality of \_\_\_\_\_ has caused to  
be served upon the minister of Culture, Heritage and Tourism, c/o Heritage Designation Officer,  
Historic Resources Branch, Main Floor, 213 Notre Dame Avenue, Winnipeg, Manitoba, R3B 1N3,  
and upon the owners and lessees of the lands and premises commonly known as \_\_\_\_\_  
\_\_\_\_\_, located at \_\_\_\_\_, a Municipal Notice of Intent to so designate the aforesaid  
municipal site and has caused such Notice of Intent, stating the date, time and place for a  
hearing, not earlier than twenty-one (21) days after the last date of the service so prescribed in  
the act was made, to be held by the municipality to receive objections and other representations  
with respect to the proposed bylaw, and has caused such Notice of Intent to be published in at  
least two (2) issues of a newspaper having general circulation in the municipality and having filed  
a copy of the Notice of Intent in the proper Land Titles or Registry Office.

AND WHEREAS no objection to the proposed designation has been served on the clerk of the  
Municipality.

THEREFORE, the Council of the Rural Municipality of \_\_\_\_\_ enacts as follows:



1. The municipal site, commonly known as \_\_\_\_\_ and legally described as: \_\_\_\_\_, (in the name of \_\_\_\_\_), is hereby designated as a Municipal Heritage Site pursuant to *The Heritage Resources Act* of Manitoba;
2. The chief administrative officer is hereby authorized to cause a copy of the Manitoba Heritage Notice in respect hereto to be served upon the minister of Culture, Heritage and Tourism, in c/o Heritage Designation Officer, and upon the owners and lessees of the said municipal site, and to cause a copy of the Municipal Heritage Notice in respect hereto to be published in at least one (1) issue of a newspaper having general circulation in the municipality.
3. The municipal site, commonly known as \_\_\_\_\_, is hereby protected by prohibiting any or all of the things set out in clauses 12(1)(1), (b) and (c) of *The Heritage Resources Act* except pursuant to a municipal heritage permit issued by the municipality.
4. The chief administrative officer is hereby authorized to cause a copy of this bylaw to be registered against the property described in Schedule A hereto in the proper land registry office.

DONE AND PASSED in open council assembled at the municipal office at \_\_\_\_\_ in the Province of Manitoba this \_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

Read a First time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_  
 Read a Second time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_  
 Read a Third time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_

Certified a true and correct copy of bylaw No. \_\_\_/\_\_\_\_\_  
 of the Rural Municipality of \_\_\_\_\_.

\_\_\_\_\_  
Chief Administrative Officer



# NOTICE OF OBJECTION

## INDIVIDUAL OR ORGANIZATION OBJECTING

1. Name Smith Developers Inc.
2. Address 456 - 2<sup>nd</sup> Street, Crocus, Manitoba
3. Postal Code ROC 0C0 4. Telephone 123-4567
5. Status: Legal Owner \_\_\_\_\_ Lessee \_\_\_\_\_  
 Affected Individual X Affected Organization \_\_\_\_\_  
 Interested Individual \_\_\_\_\_ Interested Organization \_\_\_\_\_  
 Other \_\_\_\_\_

## SITE LOCATION

6. Street and Number 96 - 3<sup>rd</sup> Street  
 Town Crocus, Manitoba ROC 0C0  
 Or River Lot No. \_\_\_\_\_ Parish of \_\_\_\_\_  
 Or 1/4 Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_
7. Legal Description of Site (as noted in Municipal Notice of Intent or at Land Titles Office)

In the Village of Crocus in the Province of Manitoba, being Lot Twelve (12) in Block Nine (9), Which Lot is shown on a Plan of Survey of Lots Eight (8) to Fifteen (15) of the Parish of Snowfall registered in the Land Titles Office of Bison as Plan No. 325.

## NOTICE AND DESIGNATION DATES

8. Notice of Intent Served or published on 10<sup>th</sup> day of June 2000.  
 9. Intended designation date 3<sup>rd</sup> day of July 2000.

## REASONS FOR OBJECTION

10. I/We hereby object to the proposed designation of the above described site as a heritage site to be protected under the authority of The Heritage Resources Act, for the following reasons: Smith Developers Inc. would like to purchase the property in question to develop a \$500,000 commercial mall on the site. For the proposed project to be possible The Crocus School would have to be demolished.

11. \_\_\_\_\_ 12. June 12, 2000  
 (Signature) (Date)

13. If the appeal is by an organization or a corporation, please complete the following declaration:  
 I, Lorraine Smith, holding the position of President  
 Hereby declare that I have the authority to sign this MUNICIPAL NOTICE OF APPEAL on behalf of Developers, Inc. by reason of the general bylaws of the company which empower the President to execute documents for the company

14. \_\_\_\_\_ 15. June 12, 2000  
 (Signature) (Date)

16. Name(s) and Address(es) of Co-appellants (if applicable) Not Applicable



SAMPLE REGISTER PAGE



**Former Northfield School**

Wawanesa area, SW 22-7-16W

Designation Date: June 13, 1995

Designation Authority: The Rural Municipality of South Cypress

Present Owner: Privately Owned

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Settlers in the area just east of Wawanesa established a school district in the spring of 1882 and by June a one-room school had been erected. Like many others throughout the province, the building was of modest size and architectural appointments. Indeed, it is only the band of windows along one side – used to reduce glare inside – that distinguishes the building as a school. An early student here was Nellie McClung, the famous suffragette, author and politician. She also taught at the school briefly, in 1896.

The first Northfield School was destroyed by fire in 1933, but was rebuilt according to the original design, this time with a basement. The school was sold to the Town of Wawanesa after it closed in 1960. The building is now owned by the Northfield Community Club and is used for a variety of social functions.

---

R.M. OF SOUTH CYPRESS MUNICIPAL HERITAGE SITE



Rural Municipality of \_\_\_\_\_

SAMPLE

### **MUNICIPAL HERITAGE PERMIT APPLICATION**

Please complete the following form. It will be referred to the Municipal Heritage Advisory Committee for consideration, and a decision made by municipal council. Permit approval notification will be mailed to you.

Date: \_\_\_\_\_

Applicant's name: \_\_\_\_\_

Applicant's mailing address: \_\_\_\_\_

Applicant's phone number(s): \_\_\_\_\_

Permit requested for site known as: \_\_\_\_\_

Site address (if different from above): \_\_\_\_\_

Brief description of work to be done: \_\_\_\_\_

Reason for work: \_\_\_\_\_

Date work proposed to begin: \_\_\_\_\_

Date work proposed to end: \_\_\_\_\_

Name(s) of parties completing work (if unknown at present, please indicate "unknown"):

Which character defining elements (as specified in the site's Statement of Significance) will be affected by the work? (This section may be completed with the help of someone on Municipal Heritage Advisory Committee or the staff at Manitoba Historic Resources Branch):

Character Defining Element 1: \_\_\_\_\_

Describe Impact:  
\_\_\_\_\_  
\_\_\_\_\_

Character Defining Element 2: \_\_\_\_\_

Describe Impact:  
\_\_\_\_\_  
\_\_\_\_\_

Attach additional sheets if necessary

Will plans or working drawings be created for this project? \_\_\_\_\_

Are building permits required for this project? \_\_\_\_\_



# MUNICIPAL HERITAGE PERMIT NO. 1/00

SAMPLE

PURSUANT to Subsection 34 (1) of *The Heritage Resources Act*:

Name: John Jones and Judy Jones  
Address: 10 - 7<sup>th</sup> Street  
Crocus, Manitoba ROC OCO  
(hereinafter referred to as the permittee),

is hereby granted permission to: 1) convert interior of The Crocus School for use as a day care facility; remove non-load bearing walls; add new partitions; insulate walls; install kitchen and washrooms. 2) reshingle roof using wood shingles.

during the period: July 31 to October 31, 2006

This permit is issued subject to the following conditions:

- (1) That the information provided in the application for this permit dated the 24<sup>th</sup> day of July, 2000, is true in substance and in fact;
- (2) That the permittee shall comply with all the provisions of *The Heritage Resources Act* and any regulations or orders thereunder;
- (3) That the permittee shall provide to the municipality a written report or reports about the permittee's activities pursuant to this permit, the form and content of which shall be satisfactory to the municipality and which shall be provided on the following dates:  
November 30, 2006
- (4) That this permit is not transferable;
- (5) This permit may be revoked by the municipality where, in the opinion of the municipality, there has been a breach of any of the terms or conditions herein or of any provision of *The Heritage Resources Act* or any regulations thereunder.
- (6) **Special Conditions:** A. If any change is proposed to the work as outlined above, the permittee must first give notice to the Crocus Municipal Heritage Committee which will determine that the change either (1.) affects the nature of specifications of the proposed work, thus requiring a new heritage permit or (2.) is minor in nature and will be considered by the committee. B. In particular, for this project: (1.) the pressed metal ceiling and existing wood doors and trim be retained and reused on any interior development; (2.) the exterior not be altered other than to replace shingling (3.) the shingles be installed to match pattern shown in archival photographs from 1905 to 1910 period.

Dated at Crocus, this 24<sup>th</sup> day of July, 2000.

\_\_\_\_\_  
Clerk of the Rural Municipality of:

Bison