

MUNICIPAL DISTRICT OF BIGHORN NO. 8

HERITAGE RESOURCES COMMITTEE MEETING

HELD AUGUST 15, 2011 AT THE MUNICIPAL OFFICE IN EXSHAW

PRESENT:	DENNIS APEDAILE	CHAIRMAN (Public)
	KAREN CLARK	MEMBER (Public)
	BERT DYCK	MEMBER (Public)
	LYNDA GRISCHKAT	MEMBER (Public)
	CAROLYN MONTGOMERY	MEMBER (Council)
STAFF:	GREG BIRCH	ASSISTANT MUNICIPAL MANAGER
	ULRIKA GILLESPIE	MANAGEMENT ASSISTANT

GUEST: TRACY WOITENKO, BIGHORN'S COMMUNITY PLANNER

I. CALL TO ORDER

Chairman Apedaile called the meeting to order at 9:00 a.m.

II. APPROVAL OF AGENDA

No changes were proposed to the agenda by the Heritage Resources Committee members or staff.

MOTION 01.08.11 CLARK THAT

the Heritage Resources Committee approve the agenda as presented.

CARRIED UNANIMOUSLY

III. APPROVAL OF MINUTES

A. Chairman Apedaile asked if there were any changes proposed to the June 23, 2011 meeting minutes. There were no requests by the Committee for any changes to the minutes.

MOTION 02.08.11 DYCK THAT

the Heritage Resources Committee approve the minutes of the June 23, 2011 Heritage Resources Committee meeting as presented.

CARRIED UNANIMOUSLY

IV. BUSINESS ARISING FROM MINUTES

A. Stockmen's Memorial Foundation (SMF) – Meeting Notes

Mr. Birch said these summary notes were provided as information because not all of the HRC members were able to attend the meeting last month.

Chairman Apedaile said that the meeting had been very interesting and while there, the HRC had seen that the Library had historical resource surveys and inventories from other areas. He asked if a copy of Bighorn's survey and inventory had been sent to them. Mrs. Gillespie said that this had been done.

Mrs. Clark said that she found the video of an interview of John Ware's daughter very interesting and wished that the conversation had covered more about being John Ware's daughter and being a young African American growing up in rural Alberta.

Mrs. Grischkat said she appreciated reading the notes and noted that the Cochrane RancheHouse was a historic site on Provincial land. She said perhaps we can learn from their experience because we have sites on Provincial land.

Bert Dyck said that it was great to meet Mack Elder and that he was a very interesting person to listen to.

Chairman Apedaile said that we should make an effort to be good friends with them and asked the HRC who they should reach out to next. Mrs. Clark said they could learn how to do things really well from the Archives of the Canadian Rockies. Chairman Apedaile said that the problem is we don't have a facility but could perhaps learn things from the Canmore museum as well. Lynda Grischkat said she like the idea of visiting both and suggested visiting a smaller museum, preferably not too far away.

MOTION 03.08.11 MONTGOMERY THAT

the Heritage Resources Committee accept the Stockmen's Memorial Foundation – Meeting Notes as information.

CARRIED UNANIMOUSLY

The HRC directed staff to make arrangements to visit the Canmore Museum and the Whyte Museum of the Canadian Rockies in the future. Chairman Apedaile said that HRC members can visits these museums anytime but that any visit by the Committee would need to be very informative in regards to how these museums function. Mr. Birch said staff can make the arrangements.

B. Oral Histories – Next Steps

Mr. Birch said that in the past staff have recommended that the HRC come up with a plan and request a budget from Council. He asked the HRC members to discuss this again, after reading information in the agenda package, and then provide direction to staff.

Chairman Apedaile said that he preferred not to delay and would rather have a valuable interview today done half well than wait and have everything perfect and not get the interview at all. The Committee members reviewed the list of where things stood. They agreed that they have access to equipment and that a set of questions has been developed. They discussed putting together a list of potential interviewees and Chairman Apedaile asked Mrs. Grischkat if she could do that and that the other members provide names to her.



Mr. Birch reminded the members that it had been suggested previously to do two interviews from each ward.

Chairman Apedaile said we need someone to do the interviews. Mrs. Clark suggested that they do one or two interviews and then they will see how difficult it is. The Committee members agreed to do one themselves Chairman Apedaile said that Councillor Montgomery may be too busy to do that. Councillor Montgomery offered to help with names. Chairman Apedaile asked if Mrs. Gillespie could operate the equipment and she said she could.

Chairman Apedaile said that expenses should be minimal at this point and that they should be able to keep it sufficiently low.

Chairman Apedaile said a waiver will be needed. Mr. Birch said that we have a copy from the SMF that we can use as a base and modify it to suit Bighorn. He said staff can work on it and that this type of thing should be reviewed by the MD's lawyer as well.

The HRC members agreed to ask Council for money in 2012.

MOTION 04.08.11 GRISCHKAT THAT

the Heritage Resources Committee members conduct some interviews in the short term and approach Council for funding in the future.

CARRIED UNANIMOUSLY

C. Stockmen's Memorial Foundation Library – Survey and Inventory, Interview Release Form.

Mr. Birch said that, as stated earlier, a copy of Bighorn's Survey and Inventory have been provided to the SMF and that the SMF had a provided a copy of their Interview Release Form to Bighorn.

D. Bylaw 11/11

Mr. Birch said that Council did consider the HRC's suggestion to allow them to have up to seven members and to allow them to work on oral histories. Mrs. Grischkat noted that three members present is a quorum and that Mr. Dyck noted that Council cannot determine that a member should vacate a position without cause. The Committee agreed that Bylaw 11/11 was well done.

V. UNFINISHED BUSINESS

A. Tracking Form

Lynda Grischkat said that No. 16 could be moved now that Bylaw 11/11 was passed. She said she was disappointed the website page was not promoted more in the June Newsletter. Mr. Birch said that the newsletter is more under Council's direction and that something is included in the Community Bulletin that is coming out shortly. Chairman Apedaile asked that one site be included in each Bulletin.

C. Reddy Kilo Watt floor inlay

Mr. Birch said that the piece of floor inlay is being repaired by TransAlta and that they are using it in their 100th anniversary celebrations. He said they will be giving it to us when they are finished using it.

Chairman Apedaile asked if Bighorn could have copies of TransAlta's celebration material. Mr. Birch said that he has asked TransAlta for that.

Ms. Grischkat asked if we had a gift form for the floor and Mr. Birch said not yet but one could be done in the future. Mrs. Grischkat asked if one had been received for the church gates and staff answered no. Mrs. Gillespie said she was waiting for the opportunity to speak with someone from Christ the Redeemer School District when they came around but they had not.

D. Exshaw Cemetery Correspondence

Mr. Birch reminded the HRC members that Exshaw was in the Rocky Mountain Park at the time of these letters written in the 1920's. The HRC members said they enjoyed reading the correspondence and agreed that it was very interesting. Chairman Apedaile asked staff to thank Deb Grady for finding the material.

VI. NEW BUSINESS

A. Heritage Management Plan Funding Approval and Request For Proposals (RFP)

Mr. Birch said administration would like discussion on two things from the HRC members: would they like to sole source the RFP; and do they have any comments in regards to the draft RFP? Mr. Birch said that the HRC can ask Council to go against its purchasing policy if there are good reasons to sole source a purchase.

The HRC were generally pleased with the work done by Heritage Collaborative Inc. (HCI) and agreed that being so familiar with Bighorn's sites would be an obvious benefit to having them do the Management Plan as well. Mrs. Clark provided detailed information about the William Grier Site, a site in the Inventory prepared by HCI, as an example of how the Inventory could be expanded or how a management plan might address some of the history and stories associated with such properties. Chairman Apedaile agreed that the information, which included information about William Grier's wife Priscilla Chandler, was important and needed capturing somewhere but that it was not really related to the current RFP discussion. The HRC discussed the advantages and disadvantages of sole sourcing for a consultant and in the end decided not to sole source, preferring to follow Council's purchasing policy and send out an RFP.

MOTION 05.08.11 DYCK THAT

the Heritage Resources Committee directs staff to send out a Request For Proposals to hire a consultant for the preparation of a Heritage Resources Management Plan, with the circulation list for the request provided by Alberta Culture and Community Spirit.

CARRIED UNANIMOUSLY

A large handwritten circle containing the number '1' and the initials 'AGS' written below it.

The Chair called for a short break at 10:40 a.m.
The meeting resumed at 10:48 a.m.

The HRC members then discussed the draft RFP and made suggestions to improve it. Referring to D, Scope of Work, Chairman Apedaile said the management plan must provide a framework of how to proceed into the future. Mr. Birch said that changes can be made so that the prescribed scope of work is more specific. The Committee members suggested that a change could be made to the preamble for this section, as an option.

The HRC members and staff discussed the timing of sending out the RFP and making a decision. The Committee agreed that the timing should be arranged so that the decision could be made at the October meeting. The HRC would decide on any received proposals then.

The HRC provided Mr. Birch with comments in regards to the grading of proposals for selection purposes with the emphasis being on the ability to develop clear management framework.

B. Municipal Development Plan Review and Heritage

Tracy Woitenko, Bighorn's Community Planner, presented a summary of what the Municipal Development Plan (MDP) is and where the Steering Committee is at in the current MDP review. She said that one of the things that came out of the public sessions was the importance of heritage. She asked if the HRC could submit ideas for goals and policies for the MDP Steering Committee to consider. The HRC members were pleased that heritage had come up as a topic in the review. There was a brief discussion and it was agreed that the HRC would have a meeting September 6, 2011. They agreed that the only item on the agenda would be for a facilitated discussion around the vision statement and goals and policies. Ms. Woitenko asked if they could have something ready by the end of October and Mr. Birch said that they could do that.

EDUCATIONAL/INFORMATIONAL ITEMS

- A. Chinook Country Historical Society Newsletter and Heritage Week
- B. Historical Society of Alberta Newsletter and Summer Publication
- C. Municipal Heritage Forum

The HRC members discussed circulating the publications sent from the Historical Society of Alberta amongst them. They agreed that they could do this and they would start with Lynda Grischkat.

IX. NEXT MEETING DATE

The Committee members discussed the next meeting date. As the first Monday of September is a holiday, they agreed to change the meeting.

MOTION 06.08.11 CLARK THAT

the next meeting of the Heritage Resources Committee be rescheduled to September 6, 2011 at 9:00 a.m. at the municipal office in Exshaw.

CARRIED UNANIMOUSLY


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X. ADJOURNMENT


MOTION 07.08.11 CLARK THAT

the Heritage Resources Committee meeting be adjourned at 12:17 p.m.

CARRIED UNANIMOUSLY



CHAIR



DESIGNATED OFFICER