

MUNICIPAL DISTRICT OF BIGHORN NO. 8

HERITAGE RESOURCES COMMITTEE MEETING

HELD FEBRUARY 1, 2010 AT THE MUNICIPAL OFFICE IN EXSHAW

PRESENT:	PAUL ADAMS	MEMBER (Council)
	DENNIS APEDAILE	MEMBER (Public)
	MARIA DUNKI	MEMBER (Council)
	BERT DYCK	MEMBER (Public)
	LYNDA GRISCHKAT	MEMBER (Public)
	PAUL RYAN	CHAIRMAN (Council)
STAFF:	GREG BIRCH	ASSISTANT MUNICIPAL MANAGER
	ULRIKA GILLESPIE	MANAGEMENT ASSISTANT

I. CALL TO ORDER

The Chairman called the meeting to order at 9:15 am.

II. APPROVAL OF AGENDA

No additional agenda items were proposed by the Heritage Resources Committee members or staff.

MOTION 01.02.10 DUNKI THAT

the Heritage Resources Committee approve the agenda as presented.

CARRIED UNANIMOUSLY

III. APPROVAL OF MINUTES

The Chairman noted that there were no minutes to approve. Mr. Birch said that the minutes from the last meeting, January 18, 2010, were not prepared yet. The Committee members agreed that discussion of those minutes be deferred until the March meeting.

IV. BUSINESS ARISING FROM MINUTES

A. Standards and Guidelines for the Conservation of Historic Places in Canada

Ms. Gillespie distributed copies of the Standards and Guidelines, and said that when Brenda Manweiler from the Municipal Heritage Partnership Program (MHPP) was here at the last meeting, she said she would send copies of the Standards and Guidelines to the Committee members. Ms. Gillespie said that it is something the Committee members will refer to while working on the inventory. The Chairman asked that staff send thanks to Ms. Manweiler and the Committee accepted the item as information.



B. Gift Agreement Form

Mr. Birch said that the Committee had requested that staff prepare a gift agreement form so that it would be possible to accept donations if the HRC decided to. Mr. Birch said that staff had looked at numerous gift agreements from various archives and taken ideas from them and prepared the draft contained in the agenda package. He said the form could be more flexible so donors could add conditions and he said the Committee may also want to talk about a collections policy that would supplement the form. He asked the Committee for their comments on the draft form.

The Committee talked about copyright and that copyright does not normally apply to a physical object that one did not create but just has as a possession. The Committee then agreed to strike "(e.g. a physical item such as a trophy or tool)" from the form.

Councillor Adams suggested adding a section to the form for conditions to allow the flexibility previously discussed. The other members agreed.

There was a discussion around policy. Councillor Dunki said that because of a lack of experience, it might be too early to write a policy on collections but it should be put on the tracking form so that it is addressed in the future.

Mr. Apedaile suggested that the value of the donation be included on the form and said that he felt guidelines would be useful to both donors and the MD.

The Committee members discussed the issue of items provided to the MD on loan as opposed to donated items. They agreed that the two were very different and should be addressed on separate forms.

The Committee suggested a few other small changes and asked staff to bring the form back to the Committee for review at its next meeting, in March.

V. UNFINISHED BUSINESS

A. Tracking Form

Mr. Birch said that a few details were changed on the tracking form, including completion dates and status changes. The Chair asked where the inventory project was and what its status is. Mr. Birch replied that the consultants, Heritage Collaborative Inc. (HCI), were working on completing the municipal historical survey review forms (MHSRF) for 40 sites on the Places of Interest List. He said out of the 40, HCI has 20 they would recommend to be evaluated for the inventory, 10 they would remove and another 10 they were not sure about. HCI had noted that the decision was for the Committee to make but hoped their initial categorization would help with the Committee's discussion scheduled for the March meeting.

Mr. Apedaile said, referring the oral history project, that he did not agree with the status of "needs significant budget". He said we cannot afford time to pass and that an effort should be made to go forward with the project with volunteers and not wait for significant funding. Chairman Ryan said that this project needs to be addressed in a strategic planning

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session and asked Mr. Birch if a strategic planning session was planned for April. Mr. Birch replied that it was dependant on the needs of HCI. He said that the priority should be on the inventory and that HCI may need the Committee's time at the April meeting as well as at the March meeting. Chairman Ryan suggested that HCI could have some time at the start of the planning day.

Councillor Dunki said that Andy Marshall from the Cochrane Eagle and Don Hepburn from the Stockman's Memorial Foundation would be good contacts for the Committee as they both have experience in capturing oral histories. Bert Dyck and Councillor Adams described "Vignettes of History" that was produced by Calgary Power and said that it may be something to look into as an example of how these types of stories can be documented and told.

The Committee talked about volunteer photographers and Councillor Dunki suggested that an article be put in the newsletter again seeking volunteers. She also suggested that she would be interested in volunteering once she is off of Council.

The Committee then discussed the date for the strategic planning day and it was noted that the first Monday of April is a holiday. The Committee agreed to meet Wednesday, April 7th at a location to be arranged by staff as Council Chambers was already booked for that day.

B. Archive Society of Alberta

1. Archivist Toolkit

Ms. Gillespie said Michael Gourlie from the Archive Society of Alberta had said when he was here that he would forward information about archive policies, budgets and gift agreements. She said that he had provided a website link, referring to the email in the information package listed as the "Archivists Toolkit". She said this is for information and that if an archive is planned, this would be a useful website.

2. Archive Budgets

Ms. Gillespie said Mr. Gourlie provided information about archive budgets and it was presented in the table in item VB2 of the agenda package. She said this was for information purposes only.

MOTION 02.02.10 GRISCHKAT THAT

the Heritage Resources Committee accept items VB.1 Archivist Toolkit and VB2 Archive Budgets as information.

CARRIED UNANIMOUSLY

C. Recordable Events

1. Olympic Torch Relay

Ms. Gillespie said that a disc of 150 photographs had been received and they were then displayed on the projector screen for the Committee. There was a long discussion about the photographs and what should be made available to the public and if they should be available to be purchased at the office. The Committee discussed the costs of having it on

the website and that, if there was a request for a photo, any cost should be recovered. The Committee agreed that the photos could be displayed for a limited time and then removed. They suggested that a simple selection of the best photos be posted on the MD's website and that they should be at low resolution.

Councillor Dunki suggested that the photos should be kept in two formats and Ms. Gillespie said that the photos are in two places, on a disc and on the server which is backed up on a regular basis.

VI. NEW BUSINESS

B. Grier House update

Mr. Birch said that he had spoken with the land owner and that discussions were ongoing between the land owner and Alberta Transportation (AT). He reminded the Committee where the property is and that the MD Council has said that if an agreement is reached between the owner and AT and the site is kept out of the realignment, that the MD would maintain the site and participate in some kind of recognition of the site, such as through an interpretive plaque. Access would also have to be provided. Mr. Birch said that the site had been surveyed by HCI, and Ms. Gillespie said that HCI had it listed on the Places of Interest List.

MOTION 03.02.10 APEDAILE THAT
the Committee go in camera at 11:28 a.m.

CARRIED UNANIMOUSLY

MOTION 04.02.10 APEDAILE THAT
the Committee come out of camera at 11:40 a.m.

CARRIED UNANIMOUSLY

The Committee accepted the verbal update as information.

C. MHPP – Alberta Historical Resources Foundation

Ms. Gillespie said that MHPP had previously been funded by federal sources but that was no longer the case. She said that it will now be funded by the Alberta Historical Resources Foundation and that everything stays the same about the program but the funds would now be paid out at the end of the project. Also, future MHPP funding would be decided upon by the Foundation, not by civil servants.

Mr. Birch explained that the funding for the MD's inventory was on the old system and that some of the funding has already been received, so this change does not affect the inventory.

Councillor Adams noted this change would have financial implications on a large project and Mr. Apedaile asked if there were plans to apply for anything else. Mr. Birch replied that there were no applications for funding right now and the next application would likely be for funding of a historical management plan.

MOTION 05.02.10 ADAMS THAT

the Heritage Resources Committee accept the information about MHPP Alberta Historical Resources Foundation as information.

CARRIED UNANIMOUSLY

VIII. EDUCATIONAL/INFORMATIONAL ITEMS

A. Calgary Heritage Calendar

Mr. Birch explained that he had received the calendar in the Calgary Herald newspaper and thought it was an interesting idea for promotion of municipal heritage.

Councillor Dunki noted that it was expensive to produce calendars and she had received negative comments regarding a weed identification calendar that the MD had been involved with earlier.

MOTION 06.02.10 ADAMS THAT

the Heritage Resources Committee accept the Calgary Heritage Calendar as information.

CARRIED UNANIMOUSLY

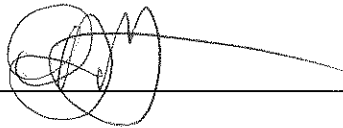
X. NEXT MEETING DATE

The Committee confirmed the next meeting date as March 1st, 2010 at the Municipal Office in Exshaw.

XI. ADJOURNMENT

MOTION 07.02.10 ADAMS THAT

the Heritage Resources Committee meeting be adjourned at 11:50 a.m.



CHAIR



DESIGNATED
OFFICER