

MUNICIPAL DISTRICT OF BIGHORN NO. 8

HERITAGE RESOURCES COMMITTEE MEETING

HELD MAY 3, 2010 AT THE MUNICIPAL OFFICE IN EXSHAW

PRESENT: PAUL ADAMS MEMBER (Council)  
DENNIS APEDAILE MEMBER (Public)  
BERT DYCK MEMBER (Public)  
PAUL RYAN CHAIRMAN (Council)

STAFF: GREG BIRCH ASSISTANT MUNICIPAL MANAGER  
ULRIKA GILLESPIE MANAGEMENT ASSISTANT

REGRETS: MARIA DUNKI MEMBER (Council)  
LYNDA GRISCHKAT MEMBER (Public)

GUESTS: ROBERT BUCKLE AND ERYN BUCKLE, HERITAGE  
COLLABORATIVE INC. were present for part of the meeting.

**I. CALL TO ORDER**

The Chairman called the meeting to order at 9:07 a.m.

Ms. Gillespie said that Councillor Dunki and Ms. Grischkat were unable to attend.

**II. APPROVAL OF AGENDA**

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

**MOTION 01.05.10 APEDAILE THAT**

the Heritage Resources Committee approve the agenda as presented.

CARRIED UNANIMOUSLY

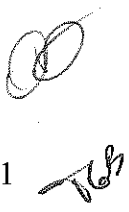
**III. APPROVAL OF MINUTES**

A. The Chairman asked if there were any changes proposed to the April 7, 2010 minutes. There were no changes noted by staff or members.

**MOTION 02.05.10 ADAMS THAT**

the Heritage Resources Committee approve the minutes of the April 7, 2010 Heritage Resources Committee meeting as presented.

CARRIED UNANIMOUSLY



#### **IV. BUSINESS ARISING FROM MINUTES**

##### **A. Gift Agreement Form**

Mr. Birch said that he was asking for the HRC's approval or any changes, and then staff could send the form for legal review. A few changes were suggested by the Committee members to improve the form, including requiring the initialing of each page and moving the Special Conditions section to follow the General Conditions of Donation section.

There was a discussion around having the value of the donation included on the form and if it was possible for the MD to provide a receipt as a charitable donation. Mr. Birch clarified that the MD would have to apply for the ability to issue charitable donation receipts.

Chairman Ryan reminded the Committee that they likely only wanted to lay the foundation for collecting items and starting an archive, and then allow for some other group to develop the idea further. The members discussed the risk of owning items and the possibility of a future Council disposing of the assets to generate cash for the MD. After further debate, the Committee members agreed that there is likely more safety in having the MD retain ownership of valuable items rather than the board of an independent group because council members are always accountable to the electorate.

Mr. Dyck said that there is contradiction between the General Conditions section and the Gift Return or Disposal section. Mr. Birch offered alternate wording in the General Conditions to address this by adding "except as may be limited in the Gift Return or Disposal section below". The Committee agreed with this suggestion.

The Committee agreed that it was difficult to assign value to items such as personal photographs and whether or not a value should be stated. Mr. Birch offered alternate wording to the Gift Form to address this concern. Chairman Ryan asked that the lawyers be asked if the donation value should be on the form. He also asked that Ms. Reid make some enquiries as to what other historical groups recommend.

Mr. Birch asked the Chairman to clarify whether the Committee wished to see the form again before sending it to the lawyers and the Chairman confirmed that the HRC would like to see it before the legal review.

##### **MOTION 03.05.10 APEDAILE THAT**

Staff make the suggested changes to the draft Gift Agreement Form, using the Heritage Assistant, to investigate the donation value issue, and then provide the draft for the HRC's consideration before passing along to the MD's lawyer for final review.

CARRIED UNANIMOUSLY

##### **B. Strategic Planning**

###### **1. Title/Job Description for Consultant**

Mr. Birch said that the title for the consultant hired to help the HRC with projects is "Heritage Assistant" and the email address is [heritage@mdbighorn.ca](mailto:heritage@mdbighorn.ca).



**MOTION 04.05.10 DYCK THAT**

the HRC approve the creation of the Heritage Assistant consulting position.

CARRIED UNANIMOUSLY

2. Cemeteries Act – Maintenance

Mr. Birch reminded the Committee that, at the last meeting, members and staff were not clear on the section in the Cemeteries Act that dealt with cemetery maintenance and that staff had provided the information here again as a reminder. It was noted that the cemetery on the Lafarge lands is still a cemetery even though it has been many years since the last burial, and Mr. Birch said that his interpretation of the situation is that Lafarge is responsible its maintenance. He said that if Lafarge ever leaves the site, that the responsibility would be with the landowner, the Crown.

3. Copy of letter sent to Lafarge re graveyard

Mr. Birch said that a copy of a letter sent to Lafarge back in September of 2009 was included in the agenda package for information. He said the letter from staff to Lafarge had asked if Lafarge would be able to provide a copy of the layout of the cemetery and also, addressed the Committee's concern that the cemetery might not be receiving enough maintenance as to prevent the deterioration of grave markers. The Committee members accepted items IV.B.3 as information. They then discussed how best to again ask Lafarge for the cemetery information.

**MOTION 05.05.10 APEDAILE THAT**

that a letter be sent to Lafarge introducing the new Heritage Assistant, Rose Reid, and asking that Lafarge assist Mrs. Reid in her efforts to improve the MD's knowledge about the cemetery layout and who might be interred in the cemetery.

CARRIED UNANIMOUSLY

The Chairman called for a recess at 10:12 a.m.

The Chairman called the meeting back at 10:25 a.m.

**V. UNFINISHED BUSINESS**

**A. Tracking Form**

The Committee accepted the Tracking Form as presented.

**B. HCI Inventory Delegation at 10:00a.m.**

Robert and Eryn Buckle from Heritage Collaborative Inc. (HCI) joined the members at the table. Chairman Ryan invited Mr. Buckle to proceed with their presentation.

Mr. Buckle said that the purpose of meeting was to make sure that HCI has captured the heritage values accurately on the 20 Statements of Significance (SoS) and for the members to review the content of the SoSs. He said HCI would then revise the drafts taking into account the members' comments and more research, and then have the Committee review

the Statements one last time. He said that the SoSs stay in 'draft' form unless a site is designated as a historical resource by Bylaw. He said the final product will consist of the final draft SoSs, the Municipal Heritage Survey Review Forms, a Context Paper and a Final Report.

There was a discussion about many of the sites being on Crown land and the fact that they are important to the MD but not eligible for designation. Mr. Apedaile said that there may be other sites that are important to the history of the MD and not on private land. Mr. Birch said that the terms of reference limits the geographic area and any change to it would have to go to Council. Mr. Apedaile asked that this issue be put on a future HRC agenda as there may be sites that are important but not on provincial or private land. The other Committee members agreed that this is an issue to discuss at a later date.

Mr. Buckle reminded the HRC that a site must have both significance and integrity, and said that some places like the City of Edmonton, accept "reverse integrity" which would allow for the return of integrity. He said he is mentioning this as the MD has some house with vinyl siding and that if the vinyl siding were replaced with wood siding, that the integrity would be returned. However, it would otherwise be difficult to designate a building as a heritage resource as the siding now would take away from the integrity.

Mr. Buckle said that HCI will make the changes to the SoSs and then suggested that there be public engagement where the 20 property owners are invited to a group meeting where they can learn about what it means to be on the inventory, such as there being no obligations at all for being listed on the inventory and what the benefits are for being on the inventory. After a group meeting, he said, typically there are meetings for the individual owners. Mr. Birch suggested that HCI and the Committee members should also think about how the results of the inventory process might be communicated to the public at large. The members agreed to discuss this at a future meeting.

Eryn Buckle explained that the draft SoSs being presented today have more detail on them than would be included in a final draft, but that she included more detail for discussion purposes.

The Chairman call for a lunch break at 12:00p.m.  
The Chairman called the meeting back at 12:42 p.m

For each of the 20 SoSs, Mr. Buckle provided a brief description and asked the HRC members for their comments. The Committee members provided comments and Ms. Buckle recorded their comments and whether or not more research was required by HCI.

Following review of the 20 SoSs, Mr. Buckle said that they will do more research and make the appropriate changes to the SoSs and have the HRC review them again.

## **VII CORRESPONDENCE.**

### **A. Letter from Historic Resources Management Branch**

The Committee members briefly discussed this thank you letter regarding the naming of Bill Griffiths Creek.



**MOTION 06.05.10 ADAMS THAT**  
the Committee accept this letter as information.

CARRIED UNANIMOUSLY

**X. NEXT MEETING DATE**

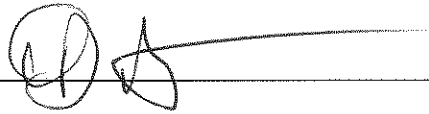
There was a discussion about one of the next steps in the inventory process being to draft letters that would be sent to the land owners of the 20 sites. Mr. Buckle said that HCI has some examples of letters that have been used in other projects.

The Committee confirmed the next meeting date as June 7, 2010 at the Municipal Office in Exshaw, and HCI acknowledged that they will be able to attend.


**XI. ADJOURNMENT**

**MOTION 07.05.10 ADAMS THAT**  
the Heritage Resources Committee meeting be adjourned at 2:22 p.m.

CARRIED UNANIMOUSLY



CHAIR



DESIGNATED  
OFFICER