

MUNICIPAL DISTRICT OF BIGHORN NO. 8

HERITAGE RESOURCES COMMITTEE MEETING

HELD AUGUST 24, 2009 AT THE MUNICIPAL OFFICE IN EXSHAW

PRESENT: PAUL ADAMS MEMBER (Council)
 DENNIS APEDAILE MEMBER (Public)
 MARIA DUNKI MEMBER (Council)
 LYNDA GRISCHKAT MEMBER (Public)
 PAUL RYAN CHAIRMAN (Council)

STAFF: GREG BIRCH ASSISTANT MUNICIPAL MANAGER
 ULRIKA GILLESPIE MANAGEMENT ASSISTANT

REGRETS: BERT DYCK MEMBER (Public)

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

The Chairman asked if there were any additions or deletions to the agenda. Mr. Birch said that Matthew Francis from the Municipal Heritage Partnership Program (MHPP) was unable to be in attendance this morning due to personal reasons. No other changes were proposed by the Heritage Resources Committee (HRC) members.

MOTION 01.08.09 DUNKI THAT

the Heritage Resources Committee approve the agenda with the deletion of Matthew Francis, Municipal Heritage Partnership Program, attending at 9:00 a.m.

CARRIED UNANIMOUSLY

III. APPROVAL OF MINUTES

The Chairman asked if there were any changes proposed to the July 6, 2009 minutes. None were noted.

MOTION 02.08.09 ADAMS THAT

the Heritage Resources Committee approve the minutes of the July 6, 2009 Heritage Resources Committee meeting as presented.

CARRIED UNANIMOUSLY



IV. BUSINESS ARISING FROM MINUTES

A. Promotion

The Committee briefly discussed heritage promotion and Ms. Dunki said, related to promotion, the Municipal Excellence Committee is recommending to Council, the purchase of an Olympic flag in celebration of the Olympic torch passing through the municipality. Mr. Ryan suggested that the Promotions agenda item be moved down the agenda as a standing item under New Business. Staff agreed to make this change on the September agenda.

B. St. Bernard's Catholic Church – Plot Plan

Mr. Birch said that at the July meeting the Committee had asked that a plot plan be added to the Site Visit Report. He explained that the aerial photograph included in the agenda package shows the church to be located on a property line, and that the two properties are actually different types of leases held by Lafarge. Staff said that the aerial photographs will be filed with the St. Bernard's Church Site Visit Report.

C. St. Bernard's Catholic Church – Preservation

Mr. Ryan said that the Committee should postpone discussing this until the Committee is able to speak with Matthew Francis from the Province's Municipal Heritage Partnership Program.

MOTION 03.08.09 APEDAILE THAT
the Committee go in camera at 9:12 am

CARRIED UNANIMOUSLY

MOTION 04.08.09 DUNKI THAT
the Committee come out of camera at 10:03 am

CARRIED UNANIMOUSLY

D. Archives Society of Alberta – Michael Gourlie

Ms. Gillespie said that she had been in contact with Mr. Gourlie and that he would be able to meet with the Committee. The Committee agreed to invite Mr. Gourlie to a meeting in October or November, at a time when he is available.

E. Information Release Form

Mr. Birch said that staff had started to develop a form and examples obtained by Ulrika Gillespie from various institutions were included in the agenda package as examples. Ms. Dunki asked that staff continue with this as any copyright issues will need to be handled before anyone is hired or a volunteer is obtained to photograph events such as ground breaking of the Exshaw water system or the Olympic torch relay passing through the municipality.

Dennis Apedaile suggested keeping the form simple. He also suggested that administration start to create an information or resource binder to keep items such as provided in the



package for future use. He said they are good pieces of information and would be useful resources in the future.

Ms. Dunki suggested that staff contact the stockman's memorial foundation as they may have some good advice.

Staff said that they will work on the form and bring it back to the Committee in the future. The members then accepted the examples of donation or gift forms from the Canmore Museum, Whyte Museum and La Trobe University Archives as information.

G. Site Visit Form Revision

Greg Birch said that staff will review the form and strengthen the section addressing the reason for the visit.

The Committee agreed to move to item J on the agenda as the Representatives from Heritage Collaborative Inc., item H on the agenda, were not expected at until 11:00 a.m.

J. Staff Time and Resources

Greg Birch said that the Committee was relatively new and that they had a lot of good ideas regarding heritage identification and preservation. However, when the Committee was created, no additional staff had been hired so that any work related to it was on top of existing work. He said that staff use 20 to 30 hours per month to accomplish the administrative tasks related to the Committee and extra work like the survey or research, but that any other tasks strain staff resources. He said that the Committee has some projects they would like to see get off the ground but that under the current situation, it would not be possible. He said that the Committee should consider this because Council will soon begin discussing the 2010 budget. He noted that the next project to be undertaken is the inventory and that his would generally take up available staff resources. He also noted that the Committee may want to seek out interested volunteers to lead some of the initiatives.

There was a discussion about how to accomplish this and the Committee agreed that they would like to have a budget amount for Council to consider. They agreed that there needed to be a modest increase, suggesting that perhaps some part time staff could be hired. Ms. Grischkat said that she would like to see some details of project costs to help decide a figure for budgeting. Mr. Birch said that staff could do that.

MOTION 05.08.09 GRISCHKAT THAT

the Heritage Resources Committee agree to discuss, at its September 2009 meeting, its priorities for the coming year and any likely budget implications on the basis of information to be prepared by staff.

CARRIED UNANIMOUSLY

H. HCI Presentation

Robert and Eryn Buckle from Heritage Collaborative Inc. (HCI) joined the meeting at 11:13 a.m. Mr. Buckle went through a short PowerPoint overview of the survey saying a total of 93 sites had been surveyed. He said that they had surveyed 73 up to the end of March, Phase I, and were able to survey an additional 20 sites after that, Phase II. He said



that they will be revising the Places of Interest List as a result of the Phase II. He explained that details about each site are recorded on the survey forms provided in the binder. In response to a question, he noted that no personal information is included on the survey forms. Mr. Buckle said that HCI will provide a list of sites that they were unable to survey for various reasons and noted that the list will change over time as new information becomes available to the MD of Bighorn and interest from land owners changes. He said that the next step the MD will want to take is to proceed with is a heritage inventory and he described what HCI typically does in an inventory.

There was a discussion around the fact that some sites had not being surveyed. Mr. Birch said that letters had been sent to those landowners and there had also been verbal communication with some, but that there had been no invitation that actually allowed HCI to visit the properties. He said that if land owners did not want to participate in the survey that not much could be done about that and the MD needed to conclude the survey and move onto the inventory.

MOTION 06.08.09 ADAMS THAT
the Committee go in camera at 11:50 a.m.

CARRIED UNANIMOUSLY

MOTION 07.08.09 DUNKI THAT
the Committee come out of camera at 12:24p.m.

CARRIED UNANIMOUSLY

Staff said that they will be in touch with HCI to make arrangements for an open house to be held in the near future in the east part of the MD, and HCI then left the meeting.

MOTION 08.08.09 GRISCHKAT THAT
the Committee accept the report as presented.

CARRIED UNANIMOUSLY

MOTION 09.08.09 DUNKI THAT
arrangements be made for an open house to be held in the eastern part of the municipality with details to be confirmed later and also that a summary list of survey sites be prepared and available to the public.

CARRIED UNANIMOUSLY

I. McDougall Church Site Visit Report

Ms. Gillespie said that at the July meeting it was noted that Paul Adams name should be removed from those who had attended. Also, Mr. Apedaile had said that he would provide the name of the booklet that Ms. Reeves had provided to him to add to the reference section. She said that these two changes had been made.

The Committee agreed to postpone discussing item IV.K until the next meeting as this meeting was running later than expected. Mr. Birch said that they can quickly address item VI.A



VI. NEW BUSINESS

A. Heritage Inventory

Mr. Birch said that the MD had been approved for cost-shared funding to conduct a heritage resources inventory, and a letter from Alberta Culture and Community Spirit was in the agenda package. He said that staff would contact Matthew Francis from the MHPP to reschedule a meeting with him.

X. NEXT MEETING DATE

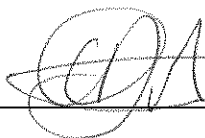
The next meeting date was discussed and the Committee agreed to schedule the September meeting as Wednesday, September 23rd, at 9:00 am in the Council Chamber with the hopes that Matthew Francis from MHPP would be able to attend.

XI. ADJOURNMENT

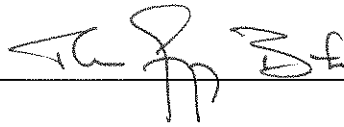
MOTION 10.08.09 GRISCHKAT THAT

the Heritage Resources Committee meeting be adjourned at 12:32 p.m.

CARRIED UNANIMOUSLY



CHAIR



DESIGNATED
OFFICER