

Heritage Resources Committee

February 9, 2010

5:00 pm

Cutbanks Room, the Esplanade

PRESENT:

Dennis Baresco
Earl Morris
Malcolm Sissons, elected Chair
George Webb, elected Vice-Chair
Barry Finkelman, Arts & Heritage Advisory Board Representative
Alderman Ty Schneider, Aldermanic Representative
Philip Pype, Archivist
Carol Beatty, Manager of Cultural Development
Jeanie Gartly, Superintendent of Planning Services
Debbie Goehring, Administrative Services Supervisor, Cultural Development
(Recording Secretary)

REGRETS: Mark Dumanowski

1.0 WELCOME TO NEW MEMBERS

Carol Beatty provided a brief introduction of the Heritage Resources Policy and the establishment of the Heritage Resources Committee. All members introduced themselves and Mr. Dumanowski had sent his regrets. Each member will be serving a three-year term. Barry Finkelman, Arts & Heritage Advisory Board representative provided further details relating to the development of the Policy and welcomed members to undertake this important role.

2.0 ELECTION OF CHAIR/VICE CHAIR

Carol Beatty conducted the nomination process for the Chair. Malcolm Sissons was elected as the Chair for 2010. She then conducted the nomination process for the Vice-Chair and George Webb was elected as Vice-Chair. The meeting was then handed over to the Chair, Malcolm Sissons.

3.0 DETERMINATION OF MEETING DATES AND TIMES

The Committee discussed meeting dates and times that would be suitable for all. Meetings will be held the first Tuesday of each month, at 5:00 p.m. in the Esplanade Cutbanks Room. There was further discussion about the need to meet more often to begin development of the process and criteria required for a Municipal Designation Bylaw and Action Plan items. All members were in agreement that additional meetings should be conducted until these items are complete.

4.0 PURPOSE OF THE COMMITTEE

Carol Beatty reviewed the Heritage Resources Policy, and the history leading up to its development. Barry Finkelman provided details on the formation of the Policy up to and including adoption by City Council. He noted that in early discussions and formation of the Policy, there was a larger document then titled the Management Policy that explained several details of the Policy. **Carol Beatty** will forward this document to all members.

Malcolm Sissons noted that the Historical Society had undertaken an historical survey of properties built before 1960 and indicated that there was a group that Jim Marshall was involved in that may have begun the process of identifying buildings with historical significance. Carol Beatty thought this group may have evolved through the museum and archives as the Heritage Alliance.

Archivist **Philip Pype** noted that the Archives has binders of the historical survey and other works such as Board minutes that can be reviewed as a source of information for the former Heritage Alliance committee. He will review and advise what is available.

Jeanie Gartly discussed the accomplishments that have occurred to date, the value of heritage in the community, and the need for the Heritage Resources Committee to continue this work. The Committee will be entrusted to establish inventories and municipal designation for properties in the city. She outlined the steps for development of the Statements of Significance that she presented. She noted that the first step is the survey, which is a listing, then an evaluation of the properties (known as a Statement of Significance, which describes the important features or elements of the property). Jeanie also outlined the importance for Municipal Designation, and the funding that may be available from the province to those that achieve Designation. She noted that the Committee should establish what is important to preserve. This would require development of a document outlining the criteria and the processes required for evaluation of the properties.

There was considerable discussion about the process, the criteria and what is necessary to take forward requests for Statements of Significance and municipal designation. Jeanie noted that the *Historic Resources Act* requires that a Bylaw be prepared for Designation. Barry Finkelman noted that certain requirements and Municipal Designation must be received before any provincial funding can be accessed. He noted that some documents were available for the Committee to review to better understand some of the requirements. They are the Standards and Guidelines for Historic Places in Alberta, and the Heritage Canada Quarterly magazine.

Alderman Ty Schneider noted that there is likely a need for a budget in order to fulfill the duties of this Committee. For example, all members should be receiving this magazine. He noted that any information pertaining to historic places and heritage buildings should be digitized and placed on the website for access for all members. This too will entail costs. There was discussion about the timelines for applications for provincial funding (February 1st and September 1st), and the need to research what other cities that participate in heritage resource planning have in place. There was also discussion regarding visiting speakers such as Matthew Francis, Head, Municipal Heritage Services, Heritage Partnership Program and Ann Weisgerber and Royce Pettijohn of Parks Canada (Ft. Walsh) who gave an excellent presentation on their effort to declare downtown Maple Creek a heritage district to the Historical Society.

There was also discussion about the City of Medicine Hat Property Tax Incentive and the need to review this. Barry Finkelman noted that certain areas could be 'red-circled', and the city could control that area. Jeanie Gartly confirmed that the Planning Department has a process in place to flag those properties that have been provincially and federally designated.

5.0 NEW BUSINESS:

5.1 Request for Municipal Designation

Jeanie Gartly advised that there has been a request brought forward for Municipal Designation. George Webb noted that heritage buildings are disappearing, either by fire or by demolition, and not just in the downtown core. He stressed the urgency to move quickly to undertake the requirements to evaluate this request. Barry Finkelman advised that a bylaw needs to be developed in order to properly evaluate the request. There was discussion about the process required to access grant funding, and Barry clarified that in order for any request to be considered for September 1st, the Bylaw should be in place by June, allowing for approximately one month to prepare the grant application. He also noted there is a need to show matching funding.

Jeanie Gartly advised that Lorne Simpson has developed a draft bylaw for discussion and review by the City Solicitor Department. She felt it would be appropriate to invite the City Solicitor to the next meeting, review the draft bylaw as a starting point, and revise it as necessary with input from the Committee.

Malcolm Sissons expressed the need for further discussion and decision on the merits of a particular site, whether to recommend it or not, as well as the mechanics for development of the bylaw. **Alderman Schneider** noted that he will undertake discussions with the Solicitor and request attendance his at the next meeting.

There was also discussion about the ten Statements of Significance that have been developed. It was noted that property owners are responsible to bring forward requests for Municipal Designation. Malcolm Sissons questioned whether the provincially-designated sites could be used as a dry-run of the process that is developed for municipal designation, and this will be discussed further at the next meeting when the Solicitor is present. **Jeanie Gartly** will provide digital copies of the ten Statements of Significance that are on file.

6.0 ADDITIONAL ITEMS

6.1 Budget Request

There was discussion about the need and process to present a budget request to City Council for requirements for the Heritage Resources Committee. Alderman Schneider outlined a process that he would take forward to City Council. He noted that there is a need to access City of Medicine Hat operational funds to support the work of the Committee. One person should be designated to prepare a budget. **Earl Morris** volunteered to undertake this role, which will be identified as the Treasurer for the Heritage Resources Committee. **Chair Malcolm Sissons** will draft a letter for review by the Corporate Services Committee, requesting a budget for the Committee.

6.2 Arts & Heritage Advisory Board Representation

Barry Finkelman advised that as Chair of the Arts & Heritage Advisory Board, there was a need for the Board to appoint a representative to the Heritage Resources Committee. As Chair he cannot perform that role. Committee members expressed disappointment as Barry has excellent knowledge and background for heritage resource planning. Barry noted that he would be willing to attend meetings as requested on a non-voting member status. All members agreed that Barry Finkelman should be invited to attend the Heritage Resource Committee meetings until further notice.

7.0 ITEMS FOR FUTURE MEETINGS

7.1 Goal Setting (development of the bylaw and procedure/process for Municipal Designation) - **City Solicitor** to attend next meeting for review and discussion of proposed bylaw

7.2 Invite Matthew Francis, Head, Municipal Heritage Services, Province of Alberta to discuss municipal heritage planning and process. It was decided that the Committee would like to have Matthew Francis at the first possible meeting to work with the Committee on process and further heritage understanding.

7.3 Review budget and costs associated with digitization and website establishment (**Earl Morris / Philip Pype / Jeanie Gartly**)

8.0 NEXT MEETING

The next meeting is scheduled to take place at **5:00 p.m. Tuesday, February 23, 2010** in the Esplanade Ewart Duggan House.

9.0 ADJOURNMENT

Meeting Adjourned at 7:00 p.m.