

**MINUTES OF THE HERITAGE RESOURCES COMMITTEE MEETING  
HELD ON TUESDAY, MARCH 1, 2011, AT 5:25 P.M.  
IN THE ESPLANADE CUTBANKS ROOM**

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**PRESENT:** Malcolm Sissons, Chair  
George Webb, Vice-Chair  
Dennis Baresco  
Earl Morris  
Mark Dumanowski  
Andrea McIntosh, Arts & Heritage Advisory Board Representative  
Alderman Graham Kelly, Aldermanic Representative

**ALSO PRESENT:**

Carol Beatty, Manager of Cultural Development  
Philip Pype, Archivist  
Jeanie Gartly, Superintendent of Planning Services  
Barry Finkelman, Chair, Arts & Heritage Advisory Board  
Darren Folkersen, Solicitor *[until 6:30 p.m.]*  
Judy Morris, Monarch Theatre Group *[until 5:45 p.m.]*  
Lorraine Dalla-Longa, Monarch Theatre Group *[until 5:45 p.m.]*  
Luc Beriault, Monarch Theatre Group *[until 5:45 p.m.]*  
Kathy Eden, Heritage Assistant (Recording Secretary)

**1. Ewart Duggan House Heritage Garden**

**APPENDIX A**

The Duggan House sub-committee provided the attached document which outlines the design for the Ewart Duggan House Heritage Garden, the important aspects of the garden, and a draft budget. The sub-committee has developed a list of potential targets for fundraising and a draft letter for review. The Heritage Resources Committee requests that City Council consider approval in principle of the design for the Ewart Duggan House Heritage Garden. The approval in principle includes the following:

- a) The design of the heritage garden as presented in the attached document; and
- b) Support in principle for a fundraising project to achieve the construction of the Ewart Duggan House Heritage Garden. The fundraising project may consist of grants, partnerships, fundraising events, donated labour, supplies and materials. City Council should be aware that if the fundraising project is unable to achieve its funding goals the Heritage Resources Committee may request funding from the City of Medicine Hat.

INFORMATION

2. **Monarch Theatre Statement of Significance Update**

Committee members were provided with the background for the designation and amendment of the Statement of Significance for the Monarch Theatre. Three options were discussed: the first option recommended designation for the exterior of the Monarch Theatre only; option two recommended review of the interior character defining elements (this would require additional funding); and option three recommended designation of the exterior and interior based on the amended Statement of Significance for heritage value only. After discussion of the three options, the Monarch Theatre members and Heritage Resources Committee members all agreed that the first option to put the exterior designation in place would be the most suitable option at this time. The City Solicitor's Office and the Monarch Theatre Group will review and discuss the Maintenance Agreement and bring forward a recommendation to the next meeting.

INFORMATION

3. **Chief Administrative Officer (CAO) Authority**

The minutes from the Administrative Committee meeting of February 9 and the subsequent City Council meeting of February 22 were reviewed. Mr Folkerson advised that a staff member was required to administer historic resources. At the February 22 City Council meeting the CAO was appointed. Mr Folkerson advised that in an effort to speed up the process, and support the landowners so they were able to submit their application on time, the item was taken directly to City Council without review by the Heritage Resources Committee. Although the Chair had been approached, the staff member to be appointed and the full implications of this appointment were not clear to him. This expedited application was an exception and included contacting the Chair of the Heritage Resources Committee for concurrence. Alderman Kelly noted that this type of exception is utilized within other City Committees as well. Committee members expressed a concern regarding the ability of the CAO to approve restoration, rehabilitation and alterations to an historic property without consultation with the Heritage Resources Committee or a historically knowledge based staff member. After further discussion it was determined that the CAO should be made aware of the Heritage Resources Committee's concern related to restoration, rehabilitation and alteration of historical properties. Committee members were advised that the City's by-laws and agreement include the standards and guidelines to provide future direction. Committee members agreed to table this matter to the next meeting to allow time for processing. The Chair of the Heritage Resources Committee and the City Solicitor's Office will discuss the matter further.

INFORMATION

4. **Downtown Redevelopment Incentives Program as related to Heritage**

Committee members discussed the Incentives Program and its relation to the Heritage Resources Committee's objectives. Chair Malcolm Sissons will draft a letter to the Mayor and City Council to address the Committee's issues, indicating support for the program; and also note the potential for an unexpected side effect of the program where property owners could access funding to modify historical buildings.

INFORMATION

5. **Review of Four Places of Interests Workshops**

Historical notes, photos and stories will be brought to the workshop on March 18, 2011. Mr Matthew Francis will present an experience in producing documents identifying Places of Interest.

INFORMATION

6. **Plaque Development Update**

The Plaque Sub-Committee provided a summary of information to Committee members and identified costs. There was discussion on the artwork, logo and design which will be discussed further at the next meeting.

INFORMATION

7. **Statements of Significance to Landowners Letter**

The City's Planning Department has developed eleven Statements of Significance for historical properties in the city. There was discussion on the process for identifying to the landowners that these Statements have been prepared should they desire to designate their properties. A draft letter was reviewed, which will be forwarded to the landowners with the background report and also indicate the process to follow if the landowner is interested in designating the property.

INFORMATION

8. **Discussion and Other Administrative Items**

There was a brief discussion on meeting locations in future, and it was noted that the Medicine Hat and District Historical Society will be presenting two heritage awards on March 30, 2011 at 7:30 p.m. in the Esplanade Studio Theatre. All members of City Council and the Heritage Resources Committee are invited to attend.

INFORMATION

9. **Next Meeting**

The next regular meeting will be held on Tuesday, April 5, 2011 at Inspire Café.

10. **Adjournment**

The meeting adjourned at 7:00pm.

Received by City Council on \_\_\_\_\_.

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DAVID LEFLAR, CITY CLERK