

**MUNICIPAL HISTORIC RESOURCES BOARD**

**September 12, 2019**

**Minutes**

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**PRESENT:**

|                          |                    |
|--------------------------|--------------------|
| Chairman                 | Fred Bradley       |
| Board Member             | John Kinnear       |
| Board Member             | Deanna Powell      |
| Board Member             | Lori Prentice      |
| Board Member             | Luke Ratzlaff      |
| Board Member             | Howard Vandenhoeft |
| Council Member           | Lisa Sygutek       |
| Municipal Representative | Austin Dillman     |
| Municipal Representative | Taylor Felt        |
| Recording Secretary      | Kim Uhersky        |

**ABSENT:**

|              |                               |
|--------------|-------------------------------|
| Board Member | Fred Matt                     |
| Board Member | Brad Edmondson                |
| Board Member | Don Harvey (alternate member) |

**CALL TO ORDER**

Chairman Fred Bradley called the meeting to order at 5:04pm

**1. ADOPTION OF AGENDA**

**MOTION** by Lori Prentice to adopt the agenda of September 12, 2019

**CARRIED**

**2. ADOPTION OF MINUTES**

**MOTION** by Howard Vandenhoeft to adopt the minutes of July 15, 2019

**CARRIED**

**3. BUSINESS ARISING FROM THE MINUTES**

- a. October Demystifying Designation Workshop – October 5
  - Reviewed plan, draft agenda, and presenters
  - Reviewed draft letter invitation and workshop poster
  - Discussed advertising
    - John will write an article for the paper
    - Poster images and layout
  - Budget for workshop to be determined
    - Kim will order lunch once budget is clarified
  - Councillors, Chamber of Commerce, Economic Development Committee, and Community Futures to be invited as well

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- b. Building Codes for Heritage Buildings
  - Lisa provided an update about meeting with herself, other Councillors, and Administration with the AUMA president regarding developing a Heritage building code
    - Will be meeting with the Red Ribbon Review Minister to discuss red tape on historic buildings
  - Reviewed information from BC Heritage Building codes and National Heritage building codes
- c. Coleman Area Redevelopment Plan
  - Was put on hold for 2019 awaiting the Municipal Development Plan
  - Would like to see this brought forward to the 2020 budget – defer the 2019 budget to 2020
  - Engage the property owners for feedback

#### 4. NEW BUSINESS

- a. Upcoming Board Vacancies – Community Futures, Crowsnest Historical Society, and MPC
  - Process for application process was reviewed with Executive Assistant
- b. Request for Budget Proposal for 2020 Fiscal Year
  - Letter to Council will include projected asks for 2021

**MOTION** by Deanna Powell to carry over \$20,000 from the 2019 Budget for the Coleman Redevelopment Plan and \$5,000 to fund another workshop.

#### **CARRIED**

- c. Review Recommendations from Heritage Management Plan
  - Pages 73-77 – Action Plan Items that need to be prioritized
  - Discussion postponed until next meeting
- d. Discussion on Referrals – Demolitions and Signs in Commercial Heritage Overlay District
  - This board typically receives referral from the development office when development permits are requested for historic buildings as an advisory and to recommend ways to preserve history (even as photographic)
  - A few permits were not brought forward to the board, will watch for them and development office will ensure that they are sent to the board in the future
  - Clarification on process that development permits are brought to Heritage Board and recommendations to MPC
  - Development Permit for 13407 – 20 Ave, Blairmore (Nippon Institute) where international students have been staying was reviewed
    - Should invite Nippon Institute administration to the workshop
    - 02 Planning & Design has done projects in the past where the original building is preserved and a modern addition can be added to satisfy the needs of the owner
    - As a last resort, ask them if they would be interested in moving it

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- Historic Commercial Overlay District discussed – bylaw is advisory only
  - Recommended to be brought forward to Council to have the bylaws given more teeth
  - Municipal Development Plan redevelopment is on the backburner for now
  - Will be added to next meeting's agenda
  - Discussion regarding partnering with post-secondary institution for a work/experience trade

**MOTION** by Lisa Sygutek that the Municipal Historic Resources Board recommends to Taylor Felt, Development Officer, that the Board is not in favor of demolition of the building, and to request that the owner look at alternative adaptive solutions for an addition while maintaining a portion of the historic building.

**CARRIED**

- e. Review of Heritage Inventory for Structures which have been lost or are at risk of loss
  - Watermark or some indication on images of structures that have been lost/could be lost
  - Recommendation to Council about strengthening our bylaws to protect historic buildings/areas before we lose many more
- f. Correspondence – Cemetery Headstone Damage and Risk Assessment – Crowsnest Pass Memorial Society – for information to the board

**5. OTHER**

**6. NEXT MEETING DATE(S)**

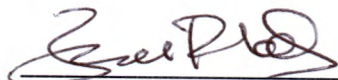
- a. Regular meeting scheduled for October 7 at 5:00pm

**7. ADJOURNMENT**

**MOTION** by John Kinnear to adjourn the meeting at 6:30pm

**CARRIED**

Approved by:



Fred Bradley, Chair



Date