



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE

September 26, 2022, at 2:00 pm

Council Chambers, Coleman Municipal Office

PRESENT:

Chairman	Fred Bradley
Board Member	Brad Edmondson
Board Member	Samantha Palmer-Forrest
Board Member	Glen Girhiny
Board Member	Vicki Kubik, Councillor
Development Officer	Katherine Mertz
Development Officer	Kim Kozak
Municipal Representative	Johan van der Bank

ABSENT: Howard Vandenhoeft (with apology); Don Budgen (with apology); Gaston Aubin

1. **CALL TO ORDER**

Chairman Fred Bradley called the meeting to order at 2:06 pm

2. **ADOPTION OF AGENDA**

MOTION by Vicki Kubik to adopt the agenda.

CARRIED

3. **ADOPTION OF MINUTES**

MOTION by Glen Girhiny to adopt the minutes of June 20, 2022, as presented.

CARRIED

4. **REQUEST FOR DECISIONS**

4.1 Development Permits

- (a) DP2022-153 – Yoga studio in Downtown Coleman – interior renovation work and a window sign.

MOTION by Samantha Palmer-Forrest that the Advisory Committee has no concerns.

CARRIED



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- (b) DP2022-157 – Mixed-use commercial and office space renovation – Mainstreet Bellevue.

MOTION by Brad Edmondson that the Advisory Committee has no concerns and that when the landowner decides to renovate the exterior of the building by painting (colour scheme), signage or changes to the façade, that those renovation proposals must be reviewed by the Municipal Historic Resources Advisory Committee.

CARRIED

5. ROUND TABLE DISCUSSION

- 5.1 Heritage Designation Plaque - Blake Burgman Residence. Brad Edmondson presented several plaque design options (see attached) for designated as Municipal Historic Resources (i.e. the Barbour Pharmacy, the Cosmopolitan Hotel, the Orpheum Theatre and the Peuchen Block). It was discussed that a brass plaque could be a target for theft.

MOTION by Samantha Palmer-Forrest that the Advisory Committee reached consensus as follows:

1. The plaque will include the full Municipal logo, the historic name of the building, the words "Municipal Historic Resource" and the construction year of the building.
2. The construction year could be included in a medallion at the top of the plaque.
3. The plaque design must provide for attachment by screws that will be concealed by Rosetta inserts on the face of the plaque.
4. The plaque will be manufactured of either acrylic, resin or enamel painted onto an aluminum backing.
5. Brad Edmondson will email a couple of design options to all Advisory Committee members.

CARRIED



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- 5.2 Crowsnest Pass Story Maps – Oldman River Regional Services Commission
- Katherine Mertz confirmed that the photographs have been updated.
 - Katherine Mertz will provide links to all the social media platforms where the Story Maps have been published (e.g. MCNP website, Go Crowsnest, UROC, etc.). The Advisory Committee was in consensus that the municipal council and administration are encouraged to share the Story Maps on as many appropriate social media platforms as possible.
- 5.3 Heritage Incentives Sub-committee – Fred Bradley updated the Advisory Committee regarding a delegation to Municipal Council on July 05, 2022. Council is aware of the budget implications of establishing an incentive program to encourage owners of historic resource buildings to apply for Municipal Historic Designation, and its connection to the municipal council's strategic plan. Council may consider this item in upcoming budgets, and consider the involvement of other parties, such as the Chamber of Commerce and landowners (through an open house).
- 5.4 Board Nomination / Succession Discussion. Nathan Harrower (former member-at-large) resigned from the Advisory Committee in July 2022. Community Futures delegated Don Budgen as its representative but only for one year until December 31, 2023 (letter attached). Fred Bradley (Historic Society) indicated that he may also be available only until December 31, 2023. Brad Edmondson (Chamber of Commerce) indicated that this will be his last term until December 31, 2022. Samantha Palmer-Forrest (member-at-large) tendered her letter of resignation at the Advisory Committee meeting.



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MOTION by Glen Girhiny that the Advisory Committee accepts the delegation of Don Budgen from Community Futures for a one-year term until December 31, 2023, and acknowledges receipt of the letter of resignation from Samantha Palmer-Forrest; and further, the Advisory Committee encourages the Municipality to actively promote and seek candidates for membership in the Committee

CARRIED

6. NEXT MEETING DATE(S)

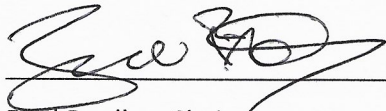
- Monday, October 24, 2022, at 2:00 PM in Council Chambers, Municipal Office.

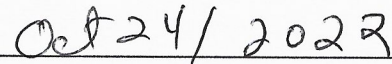
7. ADJOURNMENT

MOTION by Vicki Kubik to adjourn the meeting at 3:15 pm

CARRIED

Approved by:


Fred Bradley, Chair


Date



A.

B.



C.



D.



September 23, 2022

Municipality of Crowsnest Pass
Box 600
Crowsnest Pass, AB
T0K0E0

Dear Mayor Painter & Councillors:

***Re: Municipal Heritage Resources Board
Community Futures Crowsnest Pass Representative***

The Directors of Community Futures Crowsnest Pass have nominated Director Mr. Don Budgen to be its representative member on the Crowsnest Pass Municipal Historic Resources Board for a term commencing January 1, 2023 and ending Dec. 31, 2023. Mr. Budgen is willing to commit another year to this term, but unfortunately cannot commit to a full 3-year term. Please contact us if other arrangements need to be made, but we feel that Mr. Budgen's track record on the Board may grant him this allowance.

Yours truly,



Sacha Anderson
General Manager
Community Futures Crowsnest Pass

Cc: B. Kawasaki
F. Bradley, Chair, Municipal Heritage Resources Board