



**MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE**  
**September 25, 2023, at 2:00 pm**  
**Council Chambers, Coleman Municipal Office**

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**PRESENT:**

Board Member	Glen Girhiny
Board Member	Howard Vandenhoeft
Board Member	Don Budgen (Vice Chair)
Board Member	Myriah Sagrafena
Board Member	Bruce Nimmo
Board Member	Gaston Aubin
Board Member	Vicki Kubik
Development Officer	Katherine Mertz
Municipal Representative	Johan van der Bank

**ABSENT:**

Bryce Andreasen (apology)  
Fred Bradley Chair (apology)

**1. CALL TO ORDER**

Don Budgen called the meeting to order at 2:02 am.

**2. ADOPTION OF AGENDA**

**MOTION** by Howard Vandenhoeft to adopt the agenda as presented.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOTION** by Vicki Kubik to adopt the minutes of June 26, 2023.

**CARRIED**

**4. CONSENT AGENDA**

**MOTION** by Myriah Sagrafena to adopt the September 25, 2023 budget request letter from the Chair to the Municipal Council, and to request that Johan van der Bank forward the letter to the Municipal Administration.

**CARRIED**

**5. DELEGATIONS**

N/A



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**6. REQUEST FOR DECISIONS**

6.1 Development Permits

- (a) DP2023-128 (referred by email 07/14/2023) - Historic Commercial Overlay District - detached garage in R-1 district – the existing dwelling is not in the Heritage Inventory Project.

**MOTION** by Don Budgen that the Advisory Committee has no concerns.

**CARRIED**

- (b) DP2023-167 – accessory building (shipping container converted to a shed under 72.83m<sup>2</sup>) - within the Coleman National Historic Sites - the Edmund Disney Residence.

**MOTION** by Don Budgen that the Advisory Committee has no concerns.

**CARRIED**

- (c) DP2022-177 – the old Arena in Coleman (within the Historical Commercial Areas Overlay District).

**MOTION** by Howard Vandenhoeft that the Advisory Committee has no concerns.

**CARRIED**

- (d) DP2023-084 – sign at 12146 – 20 Ave, Blairmore (Steiger Flooring and Crowsnest Candy Company) - within the Historical Commercial Areas Overlay District.

**MOTION** by Vicki Kubik that the Advisory Committee has no concerns.

**CARRIED**

**7. ROUND TABLE DISCUSSION**

- 7.1 Heritage Designation Plaque Templates – review material costs estimates from Kim Uhersky, Document Management Clerk.

The Advisory Committee reviewed and discussed the information provided by Kim Uhersky, and requested additional information be brought to the next meeting in October as follows:

- (a) That the supplier provides a proof of the approved plaque / logo design in CHPL material at 9" x 6" size.



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- (b) That the supplier provides a cost estimate and a proof of the cast aluminum option in 9" x 12" size (instead of 6" x 9" as previously requested) and their opinion as to whether the larger size would resolve their concerns about the 6" x 9" aluminum option.
  - (c) That the supplier provides information relative to sun-fade of both the CHPL panel and the cast aluminum option – what is the durability of the material relative to sunlight.
  - (d) That Kim Uhersky be invited to present the new information to the Advisory Committee at the October meeting.
  - (e) That Johan van der Bank prepare a draft Municipal Heritage Designation Plaque Policy (a Council policy) based on the following directions:
    - (i) The Municipality will provide a plaque to each building that has a Municipal Heritage Designation (by bylaw), at no cost to the property owner. A replacement plaque will require some cost sharing from the property owner.
    - (ii) For a commercial building the plaque shall be installed on the frontage wall of the building at a height of approximately 5ft.
    - (iii) For a residential building the plaque may be installed either on the frontage wall of the building or on a fence or on a pedestal near the property line, at a height of approximately 5ft.
- 7.2 2024 Advisory Committee board membership. The Advisory Committee recognized the following situation regarding the term of each of the current members:
- (a) Bryce Andreasen – term expires December 31, 2025.
  - (b) Myra Sagrafena – term expires December 31, 2024.
  - (c) Bruce Nimmo – term expires December 31, 2023 (intends to re-apply).
  - (d) Don Budgen – term expires December 31, 2023 (does not intend to re-apply but Community Futures will designate someone from their Board to replace Don).
  - (e) Howard Vandenhoeft – term expires December 31, 2023 (intends to re-apply).



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- (f) Fred Bradley – term expires December 31, 2023 (Fred was not present at the meeting and it is therefore unknown if he intends to re-apply).
- (g) Gaston Aubin – terms expires December 31, 2025 however, since Gaston is the MPC representative it is not sure that he will continue in 2024.
- (h) Vicki Kubik and Glen Girhiny (the two Council representatives) – term expires in 2023 and their continuance or replacement will be determined at the October 2023 Council Organizational meeting.

7.3 Community Updates

- 1) Don Budgen provided an update of progress with the Roxy renovation project.
- 2) Johan van der Bank – inquired about and Don Budgen provided information on the public danger with a dilapidated building on Main Street Coleman. The Advisory Committee expressed significant concern with this building in that the east wall is not secured and there are large openings in the floor, with no restrictions on public access. Johan van der bank will bring the matter to the attention of Administration.

**8. NEXT MEETING DATE**

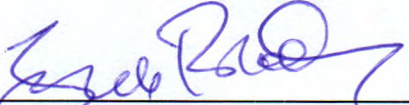
- Monday, October 23, 2023, at 2:00 PM in Council Chambers, Municipal Office.

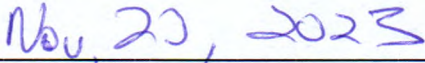
**9. ADJOURNMENT**

**MOTION** by Howard Vandenhoeef to adjourn the meeting at 3:10 pm.

**CARRIED**

Approved by:

  
\_\_\_\_\_  
Fred Bradley, Chair

  
\_\_\_\_\_  
Date