

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on February 15th, 2018, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Via Skype) (Chair), Rob Dombowsky (Vice Chair) and Christopher Babits

CITY OF LETHBRIDGE: Ross Kilgour, Robert McKay and Cidnee Lorenz (Recorder)

CALL TO ORDER:

Meeting was called to order at 12:27 p.m.

ADOPTION OF AGENDA:

R. Dombowsky moved that the agenda be approved.

CARRIED

ADOPTION OF MINUTES:

R. Dombowsky moved that the January 11th, 2018 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- 418 – 13th Street N. (Burgman Building):
 - The draft SOS was attached for review and points of discussion were as follows:
 - R. Kilgour will contact the owners regarding the set of windows above the façade and find out if they have been reinstalled since the committee visited.
 - R. Kilgour and J. Johnstone will work together to improve the content under “Heritage Value”.
 - Under Character Defining Elements, change wording from “Stepped brick parapet” to “Stepped brick parapet and roof line”.
- Plinth Price from Southwest:
 - R. Kilgour is still waiting on the quotation and Southwest will remove the Mocha Cabana plaque once the weather improves.
- Open House:
 - Invitations have been sent out.
 - Once new software is in place, there will be a way to flag designated properties that are changing hands.

OTHER BUSINESS:

- Catwalk (Hick-Sehl Building):
 - F. Shaw attended today’s site tour and will send a follow-up e-mail to the committee and L. Cox with regards to the following:
 - Cat mural
 - Ghost sign restoration and funding
 - Other suggestions
- Burns Building/Shanghai – Roof Repairs & Proposed Loft Extension:

- A proposed loft extension has been submitted; rough drawings were attached for committee review. Owner will be applying for Heart of Our City Housing Incentive Program (HOCHIP) funding.
- The building requires roof repairs and quotations were attached for committee review.
 - R. Kilgour will speak to Ian Moxon directly to confirm that the roof repair is like for like.
 - If an intervention approval is done, an explicit condition will be included that says “this is not for altering the roof or doing an extension and is just like for like”.
- Southminster United Church Update:
 - Southminster has been in contact with F. Shaw regarding cornice repair.
 - J. Johnstone will provide R. Kilgour with the Southminster contact and he will contact them to see where they are at.
- Galt Mine #6 - A public information session was held and plans were unveiled to the public.
- Update to HPAC Terms of Reference (TOR):
 - The Reconciliation Implementation Plan was adopted by City Council last year and stated that the HPAC TOR’s should include representation from an Indigenous person as well as a qualified registered Archaeologist or Traditional Indigenous Land Expert.
 - It may be difficult to find a traditional land use expert and targeted recruitment may be needed.
 - R. Kilgour will check whether the committee member must live within City boundaries.
 - J. Johnstone would prefer to have a person or group who could be called upon when needed and is opposed to having the TOR rewritten.
 - Adding two (2) additional committee members may create problems with meeting quorum.
 - R. Dombowsky moved that the amended Terms of Reference be accepted and be sent to City Council for approval.
 - R. Dombowsky and C. Babits were in favor and J. Johnstone opposed.

CARRIED

- R. Dombowsky will sign off on the document.

- April Meeting Date - TBD

ACTION:	<p>R. KILGOUR:</p> <ul style="list-style-type: none"> ● 418 – 13th Street N. (Burgman Building): <ul style="list-style-type: none"> ○ Contact the owners regarding the set of windows above the façade and find out if they have been reinstalled since the committee visited. ○ Work with J. Johnstone to improve the content under “Heritage Value”. ○ Under Character Defining Elements, change wording from “Stepped brick parapet” to “Stepped brick parapet and roof line”. ● Burns Building/Shanghai: <ul style="list-style-type: none"> ○ Speak to Ian Moxon directly to confirm that the roof is not being altered and repair is like for like. ○ Intervention approval should include an explicit condition that says “this is not for altering the roof or doing an extension and is just like for like”. ● Southminster - Contact Southminster to see where they are at. <p>J. JOHNSTONE:</p> <ul style="list-style-type: none"> ● Provide R. Kilgour with the Southminster contact.
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NEXT MEETING DATE:

March 15th, 2018

ADJOURNMENT

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on March 15th, 2018, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Via Skype) (Chair), Rob Dombowsky (Via phone) and Christopher Babits

CITY OF LETHBRIDGE: Ross Kilgour, Robert McKay and Cidnee Lorenz (Recorder)

CALL TO ORDER:

Meeting was called to order at 12:12 p.m.

ADOPTION OF AGENDA:

C. Babits moved that the agenda be approved.

CARRIED

ADOPTION OF MINUTES:

C. Babits moved that the February 15th, 2018 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- 418 – 13th Street N. (Burgman Building):
 - The leaded glass clerestory will not be reinstalled until the property has been designated and the owners can access heritage funding.
 - R. Kilgour will check with the City Solicitor and/or F. Shaw to confirm whether the windows can be included in the SOS prior to being reinstalled.
 - SOS:
 - C. Babits changes have been included in the SOS.
 - The interior pictures should be removed.
 - R. Kilgour will check if the Galt Museum has a good picture that show the windows.
 - The owners have returned the signed compensation waiver and it has been forwarded to the solicitor for signing.
- Burns Building/Shanghai:
 - Ian Moxon was not able to confirm whether the roof is being altered.
 - R. Kilgour continues to be in communication with the person proposing the work but has not been able to confirm whether the roof will be a like for like replacement.
- Southminster Church:
 - R. Kilgour was in contact with Anne Raslask and made her aware that they will need to contact HPAC for an intervention approval if work is being proposed.

OTHER BUSINESS:

- Bell's Welding (Mocha Cabana) Plaque Repair:
 - The plaque has been sent to Behrends and estimated date was not provided as to when it would be refurbished by.
 - R. Kilgour has asked Southwest for an update on plinth quotes.
- Plaque Installations:

- The Collier \$7500 House replacement plaque has been installed.
 - R. Kilgour will see if the owners would like to keep the old plaque.
 - The ribbon plaques will be installed by Southwest when the weather improves.
 - Shackleford Residence:
 - The roof is almost one hundred (100) years old and will need to be replaced soon.
 - There is leakage throughout the entire house due to the roof issues.
 - Songer Architect has been hired to do an assessment and provide recommendations.
 - The Province may be able to fund the architectural study, however there may not be much funding available for the roof repair at this time.
 - R. McKay will contact the owners to make sure they have been in contact with their insurer.
 - C. Babits moved that a letter be drafted to City Council requesting that they send a letter to the Alberta Historic Resource Fund encouraging them to review and increase funding.
- CARRIED**
- R. Kilgour will draft a letter and forward it to J. Johnstone.
 - Screen door – The committee does not feel that the screen door is included in the designation. R. Kilgour will complete an intervention of approval for the removal of the screen door.
 - Nikka Yuko Provincial Designation:
 - The entire parcel of land that the Nikka Yuko sits on was designated as the gardens do not currently have a separate legal description in the Southern Alberta Land Titles Office from the rest of Henderson Lake Park
 - A qualified land surveyor will be hired to create a new plan survey and the property will then be re-designated.
 - Canadian Heritage Meet & Greet:
 - R. Kilgour and R. McKay met with staff from Canada Heritage which is federally funded out of Western Canada and covers BC, AB and the Yukon.
 - Canada Heritage will let R. Kilgour and R. McKay know whether funding would be available for building preservation.
 - Designation Open House:
 - The turnout was not good.
 - A follow-up letter which includes the SOS should be sent to owners that were invited. As well, a letter should be sent to others on the inventory list.

NEXT MEETING DATE:

- The next meeting will take place on Thursday, April 26th, 2018 at 12:00 p.m. and R. Kilgour will try to arrange the Model Farm tour for the same day.

ACTION:	<p>R. KILGOUR:</p> <ul style="list-style-type: none"> ● 418 – 13th Street N. (Burgman Building): <ul style="list-style-type: none"> ○ Check with the City Solicitor and/or F. Shaw to confirm whether the windows can be included in the SOS prior to being reinstalled. ○ Check if the Galt Museum has a good picture which show the windows. ● Collier \$7500 House - See if the owners would like to keep the old plaque to use as a stepping stone. ● Shackleford Residence: <ul style="list-style-type: none"> ○ Draft a letter to Council and forward it to J. Johnstone.
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	<ul style="list-style-type: none">○ Complete an intervention of approval for the removal of the screen door.• Designation Open House:<ul style="list-style-type: none">○ Draft follow-up letters which includes the SOS to invited owners.○ Draft a letter to others on the inventory list.• Try to schedule the Model Farm tour for April 26th. <p>R. MCKAY:</p> <ul style="list-style-type: none">• Shackleford House - Contact the owners to make sure they have been in contact with their insurer.
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NEXT MEETING DATE:

April 26th, 2018, 12:00 p.m.

ADJOURNMENT

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on April 26th, 2018, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Chair) & Rob Dombowsky

CITY OF LETHBRIDGE: Ross Kilgour, Robert McKay and Cidnee Lorenz (Recorder)

REGRETS: Christopher Babits

CALL TO ORDER:

Meeting was called to order at 12:22 p.m.

ADOPTION OF AGENDA:

R. Dombowsky moved that the agenda be approved with the following addition:

- 5.g. Galt and Tudor Manor

CARRIED

ADOPTION OF MINUTES:

R. Dombowsky moved that the March 15th, 2018 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- 418 – 13th Street N. (Burgman Building):
 - The windows cannot be included in the current SOS as they are not yet installed however as we have photographic evidence that they were previously installed, the owners can still apply for AHRF funding to help pay for their reinstallation (once the building is designated).
 - R. Kilgour was able to find an old picture that includes the windows and it has been added to the SOS.
 - The application package and compensation waiver is now complete and will go to City Council for a Request for Decision.
 - J. Johnstone will sign the HPAC letter to Council recommending designation.
- Shackleford Residence:
 - Letter to Council – In progress.
 - R. McKay confirmed that the Shackleford's owners did get money from their insurer for the water damage.
 - R. Dombowsky will share the contact he has for possible roof repair with R. McKay; pass information on to owners.
 - The Intervention Approval for the screen door removal is complete.
- Designation follow-up letters are in progress.

OTHER BUSINESS:

- 408 – 12 A Street S.:
 - R. Kilgour has provided designation information to the owner and will follow-up to see if a site tour can be arranged.
 - This is one of the oldest buildings in Lethbridge.

- City Council Designate to Issue Intervention Approvals:
 - There currently is not an official decision on record by Council allowing a designate to do Intervention Approvals. A request for decision will be taken to Council asking that the Director of Planning and Development can act as the designate to formally do Intervention Approvals going forward.
- Burns Building Roof Repair:
 - The Province is considering a grant approval for roof repair and requested that an Intervention Approval be completed quickly.
 - Conditions were added and R. Kilgour will change wording as per R. Dombowsky's recommendation.
- CPR Station Roof Repair:
 - Alberta Health Services has contacted R. Kilgour regarding the Train Station Health Unit's roof issues. A meeting is being arranged and will include F. Shaw, AHS, R. Kilgour and R. McKay.
- Spudnuts Damage:
 - The Spudnut building incurred damage to the exterior side arch entryway when a car ran into the building.
 - R. Kilgour will draft an Intervention Approval which will include notes about maintaining original look and extending stucco line.
 - The owner is also interested in adding an awning over the side wood door. The committee would be interested in seeing a design.
- Galt and Tudor Manors:
 - The new owners came in asking about designation and R. Kilgour has provided them with designation information.
 - R. Kilgour to follow up with owners to tell them HPAC are interested in designation, and possibly arrange a site tour.
- Terms of Reference - The draft TOR will go to Council on Monday, April 30th.

NEXT MEETING DATE:

ACTION:	<p>R. KILGOUR:</p> <ul style="list-style-type: none"> • Shackleford Residence: <ul style="list-style-type: none"> ○ Letter to Council – Complete with J. Johnstone. • 408 – 12 A Street S.: <ul style="list-style-type: none"> ○ Follow-up to see if a site tour can be arranged. • Burns Building Roof Repair: <ul style="list-style-type: none"> ○ Change wording on Intervention Approval as per R. Dombowsky's recommendation. • Spudnuts Damage: <ul style="list-style-type: none"> ○ Draft an Intervention Approval and include notes about maintaining original look and stucco line. • Galt and Tudor Manors: <ul style="list-style-type: none"> ○ Follow-up to see if a site tour can be arranged. <p>R. MCKAY:</p> <ul style="list-style-type: none"> • Share R. Dombowsky roof repair contact with owners. <p>R. DOMBOWSKY:</p> <ul style="list-style-type: none"> • Share the contact regarding possible roof repair with R. McKay.
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NEXT MEETING DATE:

May 24th, 2018, 12:00 p.m.

ADJOURNMENT

DRAFT

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on June 21st, 2018, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Chair) and Chris Babits (Via Phone)

CITY OF LETHBRIDGE: Ross Kilgour, Robert McKay and Cidnee Lorenz (Recorder)

REGRETS: Rob Dombowsky

CALL TO ORDER:

Meeting was called to order at 12:06 p.m.

ADOPTION OF AGENDA:

C. Babits moved that the agenda be approved as circulated.

CARRIED

ADOPTION OF MINUTES:

C. Babits moved that the May 24th, 2018 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Site Tours:
 - Galt and Tudor Manor – The site tour was cancelled by the owner; R. Kilgour will reschedule.
 - 522 – 3rd Avenue S (The Gate Church) – The site tour has been arranged.
 - J. Johnstone asked that C. Babits take a look at the east windows.
 - 1209 – 7th Avenue S (Elton House) – A message has been left with the owners.
- 719 – 4th Avenue S (Paramount):
 - The owner responded to HPAC's updated SOS.
 - Discussion took place, further changes were made and the draft SOS will be taken back to the owner for review.
- Model Farm:
 - The Model Farm is not on an inventory.
 - Discussion took place on the following:
 - Would City Council consider designating the property while the committee continues to work on the details?
 - Consider having a detailed survey done on the property?
 - Have an archeologist or student of archeology, walk the site to see if there is evidence of anything that could be identified as a cultural landscape.
 - R. Kilgour and J. Johnstone will work on drafting a SOS and will send the character defining elements to F. Shaw for review.
 - R. Kilgour will speak to the owner about proceeding with an application for municipal designation.
- 10th Anniversary of first MHR Designation:
 - R. Kilgour will be meeting with the Communications department next week to discuss a press release.

- Consider coinciding with other events such as the next 100K Day in October; check with B. Crowson to see if there is anything else provincially.

OTHER BUSINESS:

- Southminster United Church Repairs:
 - The repairs to the cornice require an Intervention Approval and should include a condition that product information such as paints types and sealants be provided. R. Kilgour will proceed with the Intervention Approval.
 - The committee also asks that R. Kilgour mention more visible repairs such as the cornerstone and sandstone sills.
- Burns Building (Shanghai):
 - The owners have decided to take a different route in repairing the roof. R. Kilgour will cancel the previous Intervention Approval and draft a new one.
 - C. Babits moved that the design intent of the proposed solution does not appear to contravene the architecturally significant features of the building and thus are acceptable from that perspective. The Conservation Advisor for the Alberta Culture and Tourism, suggests that when replacing the flashings with new ones, heritage value is not compromised although the clear preference is always for fasteners to be set into mortar joints rather than masonry units where possible.

CARRIED

- Bentley Block (Catholic Charities):
 - SOS:
 - If windows are added to the side of the building, they should be complementary to the front.
 - Windows that have been uncovered should be added to the SOS.
 - HPAC would like to retain the indented type of entry way on the small building.
 - C. Babits moved that the Bentley Block (Catholic Charities) be recommended to City Council for designation.

CARRIED

- R. Kilgour will check with F. Shaw whether the property can be designated if the owners plan to add an addition on both buildings and will get an application from the owners.
- Scotiabank Display:
 - The Scotiabank in China Town currently has a blank display. Discussion took place and some ideas for the display include train history or a timeline of the developments and changes in the area.
 - The Chinese National League has a vacant parcel in the same area and A. Malcolm, Downtown Revitalization Manager has been speaking to them about a potential pocket park.
- New HPAC Members:
 - One (1) application was received for each new HPAC position. R. Kilgour will notify the committee once the positions have been filled.
- Other:
 - The HPAC discussed the possibility of designating industrial buildings, such as the large grain elevator on Crowsnest Trail.

ACTION:	R. KILGOUR/R. MCKAY: <ul style="list-style-type: none"> ● Rearrange a site tour for the Galt and Tudor Manor. ● 719 – 4th Avenue S (Paramount) – Take the newest SOS changes to the owner for review.
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	<ul style="list-style-type: none"> • Model Farm - Work with J. Johnstone on drafting a SOS, send the character defining elements to F. Shaw for review and speak to the owner about proceeding with an application for MHD. • 10th Anniversary of first MHR Designation - Consider coinciding with other events such as the next 100K Day in October; check with B. Crowson to see if there is anything else provincially. • Southminster United Church Repairs - Proceed with the Intervention Approval (as per above) and mention the more visible repairs such as the cornerstone and sandstone sills. • Burns Building (Shanghai) - Cancel the previous Intervention Approval and draft a new one. • Bentley Block (Catholic Charities) – Update the SOS as per above discussion, get an application from the owners and check with F. Shaw whether the property can be designated if the owners plan to add an addition on both buildings. • New HPAC Members - Notify the committee once the positions have been filled. <p>C. BABITS:</p> <ul style="list-style-type: none"> • 522 – 3rd Avenue S (The Gate Church) – Take a look at the east windows.
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NEXT MEETING DATE:

- Due to busy schedules there will not be a meeting in July and any needed correspondence will take place via e-mail.
- C. Lorenz will look into potential August meeting dates and send out a meeting invite.

ADJOURNMENT

Meeting adjourned at 1:28 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on August 30th, 2018, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Chair), Chris Babits, Andrea Cuellar and Roy Pogorzelski

CITY OF LETHBRIDGE: Ross Kilgour, Robert McKay and Cidnee Lorenz (Recorder)

REGRETS: Rob Dombowsky

CALL TO ORDER:

Meeting was called to order at 12:08 p.m.

NEW MEMBER INTRODUCTIONS:

- Andrea Cuellar – Archaeologist/Traditional Indigenous Land Use Expert
- Roy Pogorzelski – Indigenous Representative

ADOPTION OF AGENDA:

C. Babits moved that the agenda be approved as circulated.

CARRIED

ADOPTION OF MINUTES:

R. Pogorzelski moved that the June 21st, 2018 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Site Tour, Galt and Tudor Manor:
 - R. Kilgour will try to rearrange the site visit for September 4th at 1:00 p.m.
- 719 – 4th Avenue S (Paramount):
 - R. Kilgour is still waiting to hear back from the owner on HPAC's proposed changes.
- Model Farm:
 - F. Shaw suggested the Atlantic No. 3 and Wild Well Site's character defining elements be looked at, as they are similar vacant sites to the Model Farm.
 - R. Pogorzelski will make some preliminary inquiries on whether this land is known to have any Indigenous history.
 - The City and/or Province archeological records can be checked and/or a study could be completed.
 - R. Kilgour will try to schedule another site visit for September 10th at 2:00 p.m.
- 10th Anniversary of First MHR Designation:
 - 100K Day has been cancelled. Other options include a press release, speech or reception inviting owners with designation and politicians.
- Southminster United Church Repairs:
 - Intervention Approval complete.
- Burns Building (Shanghai):
 - Intervention Approval complete.
- Bentley Block (Catholic Charities):

- Changes to the Statement of Significance (SOS) were made as per committee discussion and the character defining elements were broken up between the two (2) buildings.
- R. Kilgour will run the revised SOS by the owners and the bylaw will go to Council for 1st reading on October 15th.

OTHER BUSINESS:

- AB Meat Market (510 6th Avenue S):
 - A rezoning application has been received to allow for a retail cannabis store.
 - R. McKay will share information with new owners and HPAC welcomes them to apply for designation.
- Shackelford Residence (1317 4th Avenue S):
 - R. McKay and R. Kilgour visited the property and pictures were attached for committee information.
 - Intervention Approval:
 - Can the chimney cricket be installed on the non-street side?
 - Adjustments were made to the Intervention Approval as per C. Babits suggestions.
 - C. Babits moved that the Historic Places Advisory Committee approve the Shackelford Residence Interventional Approval.

CARRIED

- Bentley Block (Catholic Charities):
 - Discussed above.
- The Gate Church (522 – 3rd Avenue S):
 - C. Babits visited the site to look at the east windows.
 - HPAC has not received an application as of yet and will wait to hear from The Gate Church.
- Burgman Building (418 – 13th Street N) – Approve Plaque Test:
 - Text was reviewed and changes were made as per committee discussion.
 - Plaque cost will come out of the HPAC’s budget.
- E-Petition - Federal Funding:
 - The National Trust petition was previously shared and the committee is encouraged to sign.
- Other:
 - R. Kilgour will forward a copy of the updated HPAC Terms of Reference (TOR) to J. Johnstone.
 - Grain Elevator on Highway 3:
 - R. Kilgour will contact the owners to see if they would be interested in designation.

ACTION:	<p>R. KILGOUR/R. MCKAY:</p> <ul style="list-style-type: none"> ● Rearrange the Galt and Tudor Manor site visit for September 4th at 1:00 p.m. ● Try to schedule another Model Farm site visit for September 10th at 2:00 p.m. ● Bentley Block - Run the revised SOS by the owners. ● Forward a copy of the updated HPAC TOR to J. Johnstone. ● Grain Elevator on Highway - Contact the owners to see if they would be interested in designation. <p>R. POGORZELSKI:</p> <ul style="list-style-type: none"> ● Model Farm - Make some preliminary inquiries on whether this land is known to have any Indigenous history.
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NEXT MEETING DATE:

October 1st, 2018, 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:40 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on October 1st, 2018, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Chair), Chris Babits, Rob Dombowsky, Andrea Cuellar and Roy Pogorzelski

CITY OF LETHBRIDGE: Ross Kilgour and Cidnee Lorenz (Recorder)

CALL TO ORDER:

Meeting was called to order at 12:11 p.m.

ADOPTION OF AGENDA:

A. Cuellar moved that the agenda be approved with the following additions:

- Alberta Historical Foundation Award
- Enquiries (as a standing item)

CARRIED

ADOPTION OF MINUTES:

R. Dombowsky moved that the August 30th, 2018 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Site Tour, Galt and Tudor Manor:
 - R. Pogorzelski, J. Johnstone and R. McKay attended a tour of the site on September 4th and learned that all character defining elements have been stripped.
 - R. Dombowsky moved that the owners of the Galt and Tudor Manor be notified that at the consensus of the Historic Places Advisory Committee, the property will no longer qualify for municipal designation due to the extensive renovation.
CARRIED
 - R. Kilgour will notify the owners via e-mail.
- Model Farm:
 - C. Babits, A. Cuellar and R. Kilgour attended a tour of the site on September 10th.
 - R. Pogorzelski will talk to F. First Charger to see if he is aware of any Indigenous history.
 - R. Kilgour will circulate the latest draft of the SOS to the committee and owner for review.
- Bentley Block (Catholic Charities):
 - The owners were fine with the changes made to the SOS.
- Grain Elevator – R. Kilgour has contacted the owners and is waiting for a response.

OTHER BUSINESS:

- Watson Residence (323 14th Street S) Update:
 - F. Shaw and R. Kilgour visited the municipally designated site to look at several issues the owner is having with the foundation and retaining wall.
 - F. Shaw advised the owner that a comprehensive study should be completed to determine what work should be done.
 - The owner will put together an application for funding.
- Hick-Sehl (Catwalk):

- Catwalk Salon is in the process of getting a quote to remove the cat mural which is expected to cost \$3,000-5,000.
- Downtown Plaque Inventory & Condition Assessment:
 - A. Malcolm and R. Kilgour toured the downtown and did a condition assessment of the existing plaques.
 - The rough plan is to send away three (3) plaques per year for refinishing; the cost will be covered by the Heart of Our City budget.
 - The Clean Sweep Program will be cleaning the plaques every spring.
 - R. Kilgour will send the inventory condition assessment list to both the committee and Behrends Bronze and ask Behrends if the tarnishing can be treated on-site or if they must be refinished, if any products other than soap & water may be used, and if any different finishes (which will weather better) are recommended for future plaques.
- Alberta Historical Resource Foundation Award:
 - The HPAC had previously nominated the Kainai, Piikani, and Siksika First Nations, the City of Lethbridge, and Arrow Archeology for work done on the Traditional Knowledge Assessment and it has recently been announced that they have been awarded the Indigenous Heritage Award.
 - A. Malcolm will travel to Edmonton to accept the award on the City of Lethbridge's behalf, along with representatives of the other nominees.
- Bentley Block (Catholic Charities):
 - The up to date design drawings were reviewed by the committee.
 - R. Kilgour will send the committees comments to C. Babits for review.
- Other:
 - The Gate Church has decided to proceed with their municipal designation application.
 - Airwest Building - R. Kilgour will check who owns the land.
- Enquiries:
 - Nothing to note.

ACTION:	<p>R. KILGOUR/R. MCKAY:</p> <ul style="list-style-type: none"> ● Galt and Tudor Manor – Notify owners that HPAC have decided not to support any application for historic designation at this time. ● Model Farm - Circulate the latest draft of the SOS to the committee and owner. ● Plaques - Send the inventory condition assessment list to both the committee and Behrends Bronze and ask Behrends about refinishing/tarnishing options. ● Bentley Block - Send the committees comments to C. Babits for review. ● Airwest Building - Check who owns the land. <p>R. POGORZELSKI:</p> <ul style="list-style-type: none"> ● Model Farm - Talk to F. First Charger to see if he is aware of any Indigenous history.
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NEXT MEETING DATE:

October 29th, 2018, 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:33 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on October 29th, 2018, at 12:00 p.m. at the City Hall, Meeting Room 333 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Chair), Chris Babits and Rob Dombowsky

CITY OF LETHBRIDGE: Ross Kilgour, Robert McKay, Kevin Deaust and Cidnee Lorenz (Recorder)

OTHER (12:30-1:30 P.M.): Corey Vienneau and Ian Moxon

REGRETS: Andrea Cuellar and Roy Pogorzelski

CALL TO ORDER:

Meeting was called to order at 11:58 a.m.

ADOPTION OF AGENDA:

R. Dombowsky moved that the agenda be approved.

CARRIED

ADOPTION OF MINUTES:

R. Dombowsky moved that the October 1st, 2018 minutes be approved.

CARRIED

- R. Kilgour will forward pictures from the recent award presentation in Edmonton to the committee.

BUSINESS ARISING FROM THE MINUTES:

- Model Farm:
 - The committee reviewed the owner's comments with regards to the latest draft of the SOS and additional changes were made as per committee discussion.
 - R. Kilgour will follow up with R. Pogorzelski regarding Indigenous history.
- Plaques:
 - The plaque condition assessment list was shared with Behrends. They will look at possible options and consider providing a package deal for refurbishments.
- Airwest Building:
 - The Airwest Building is located on city owned land, however it has not been determined who owns the building itself.
- The Gate Church:
 - An application for municipal designation has been received.

OTHER BUSINESS:

- Bentley Block (Catholic Charities), C. Vienneau and I. Moxon:
 - C. Vienneau and I. Moxon provided the committee with an update as to where the project is currently at.
 - The plans were reviewed and the committee suggests that the new development try to be more complimentary to the existing Bentley Building and would prefer the patio not have such a large overhang.
 - Signage – Next plan version should show signage if possible.

- A plaque will eventually be installed and wording will be sent to C. Vienneau for review.

-R. Dombowsky left the meeting at 1:15; the remainder of the meeting is for information only-

- Next steps:
 - Once K. Deaust, Development Officer has received required revisions to the plan, he will circulate to the committee.
 - C. Vienneau and I. Moxon will discuss the committee's suggestions, talk to F. Shaw, make changes and share the revised plan via e-mail.
- Budget Update:
 - The updated budget and expense tracking was attached for committee information.
- Enquiries:
 - Nothing to note.

ACTION:	R. KILGOUR/R. MCKAY: <ul style="list-style-type: none">● R. Kilgour will forward pictures from the recent award presentation in Edmonton to the committee.● Model Farm - Follow up with R. Pogorzelski regarding Indigenous history.
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NEXT MEETING DATE:

To be determined.

ADJOURNMENT

Meeting adjourned at 1:35 p.m.