Heritage Management Plan

SUBMITTED TO
Graeme Woods
Strategic Initiatives Coordinator
City of Lethbridge
910 - 4th Ave. South
Lethbridge, AB T1J 0P6

SUBMITTED BY
Robert Buckle
Heritage Collaborative Inc.
1012 MacLeod Trail SE
Calgary, AB T2G 2M7
780.893.6371
The City of Lethbridge gratefully acknowledges the contribution of the Government of Canada in supporting the City of Lethbridge’s participation in the Historic Places Initiative, and the Government of Alberta in supporting the City of Lethbridge’s participation in the Municipal Heritage Partnership Program.

Heritage Collaborative Inc. would like to thank the City of Lethbridge, the City of Lethbridge Executive Staff, the Lethbridge Historical Society, and the Galt Museum and Archives staff for their valuable contribution and participation in the completion of this project.
The City of Lethbridge Heritage Management Plan identifies practical and achievable objectives, actions, and strategies to protect and manage Lethbridge’s historic places. The Heritage Management Plan has been developed for the Lethbridge City Council to consider. This plan would assist Council to direct heritage management efforts in a manner that achieves the City’s specific and operational heritage objectives, and to inform broader development in the city and promote awareness of local heritage in the community.

The Lethbridge Management Plan reflects the current heritage framework of the national Historic Places Initiative (HPI) and the provincial Municipal Heritage Partnership Program (MHPP). The provinces and territories of Canada, in collaboration with the federal government, have created a program to recognize and manage Canada’s historic resources called the Historic Places Initiative. The Municipal Heritage Partnership Program assists municipalities in identifying and managing their historic places. The program provides funding opportunities and expertise to municipalities to establish or maintain municipal heritage conservation programs.

The goal of the City of Lethbridge Heritage Management Plan is: To protect the built heritage and cultural landscapes of Lethbridge, and to promote an awareness of Lethbridge’s rich heritage in order to ensure that the stewardship of our heritage, past, present and future is at the heart of the development of our city.

One of the underlying principles for promotion of heritage in Lethbridge is, in keeping with the Historic Places Initiative, that heritage is best protected when it is used. The adoption of new uses for old buildings while retaining their heritage character and their overall contribution to Lethbridge’s sense of place will be a significant contributor to economic and sustainable development.

Central to any study or evaluation of Lethbridge’s heritage is a consideration of the historical setting of the place. Taken broadly, this historical setting would include the major influences on the type of settlement and the types of structures and cultural landscapes that the people of the Lethbridge area have created.
The natural setting has influenced the type of industry developed in the Lethbridge area, especially the type of agriculture practiced in the area. The natural setting continues to be very evident today in Lethbridge, as the city surrounds the Oldman River Valley, a natural ecosystem which itself has been developed into an impressive urban park system, complete with an interpretation centre.

The physical setting has also influenced the type of settlement and the industrial activities of the Lethbridge area. The river valley landform in the Lethbridge area had long been a camping ground for native peoples, while the geologic character of the valley, with its outcroppings of coal seams, was exploited and provided the first major industry in Lethbridge.

The cultural setting and history of settlement of the area has also profoundly influenced both the natural and physical settings. From the first discovery of coal, to the arrival of the Canadian Pacific Railway, to the development of irrigated agriculture and the elevation of Lethbridge to the position of a regional centre for commerce, education and health services, the community of Lethbridge and its various activities have shaped the surrounding environment. Indeed the City of Lethbridge has incorporated a variety of land uses throughout its jurisdiction. These uses include those related to agriculture, industry, transportation, residential, and City uses such as recreational or institutional.

Lethbridge today displays a wealth and variety of heritage that includes historic neighborhoods such as the London Road district, cultural landscapes such as the Galt Gardens Park, and an historic commercial core – the city's downtown area. Lethbridge's heritage may exist in all areas of the city, and it is important for Lethbridge to consider its entire extant heritage.

The Designation Process itself is comprised of several stages. These are the Application to Inventory stage, the Evaluation Stage, the Application for Designation and Inclusion on the Municipal Register of Historic Places stage, and the Designation stage.

The primary tools of heritage protection are the Lethbridge Heritage Survey, the Lethbridge Heritage Inventory, and the Lethbridge Heritage Register. The Heritage Survey is a comprehensive recording and documenting of all potential historic sites in an area. The Heritage Inventory is a list of sites that have demonstrated that they are significant to the local history and that they retain the integrity of their historically significant associations. The Heritage Register is drawn from the Inventory and represents those significant historic places that are on the Inventory and have been designated as Historic Places by the City of Lethbridge.

It is important to identify the main actors of management in Lethbridge, as these diverse groups would carry out the various heritage management functions. The Lethbridge City Council would have a primary role as they would enact the necessary bylaws and make all official approvals of heritage management initiatives as well as approvals to designate individual historic places. The City of Lethbridge would establish a Heritage Program Administrator who would oversee implementation of the Heritage Management Plan, provide advice to the Heritage Advisory Committee and liaise between the various participants of the heritage management process. The City of Lethbridge Development Services Department may provide technical guidance, especially in matters regarding zoning.

The Heritage Advisory Committee is designed to provide advice to Council on heritage preservation, liaise between council and the community on matters of heritage and implement the evaluation process for potential historic places in Lethbridge. The Owner is also important, as an historic place cannot be designated without the owner's consent. Finally, the public would also be involved in the heritage management process, both at the public consultation stage of the process and thereafter, as they would be approached to provide feedback concerning the heritage management process.
The primary tools of heritage protection are the Lethbridge Heritage Survey, the Lethbridge Heritage Inventory, and the Lethbridge Heritage Register.

Section 3.0, Policy Considerations, encompasses the administrative and legal framework for the implementation of the Lethbridge Heritage Management Plan. It addresses both the current heritage framework in the province and in the City of Lethbridge, and also elaborates on the main policy considerations for the City Council to review before implementing a Heritage Management Plan.

Lethbridge has several existing provincial designations in its municipal boundaries. For example, Registered Historic Resources (RHRs) in Lethbridge are sites that the province has designated because of their regional significance. These sites were eligible for funding from the Alberta Historical Resources Foundation; however, as of 2009 RHRs will no longer be eligible for such funding as provincial designation and compensation have been reorganized. For this reason, Lethbridge will evaluate the existing RHRs to determine if they meet the Municipal Inventory of Historic Places requirements in order continue protecting these historic sites. Through designation by City of Lethbridge these municipal historic places will again be eligible for provincial funding opportunities.

The Legislative authority for heritage management at the municipal level is granted by the Historical Resources Act (HRA), which empowers municipalities to legally protect locally significant places through designation as Municipal Heritage Resources as contained in section 26-8. In Alberta, the municipality is required to compensate for designation if it results in loss of value to the owner. This is prescribed in section 28 of the Act, while section 29 of the same act addresses any conditions or covenants on land or a building between an owner and a recognized body such as the municipality.

Section 4.0, Strategy Considerations, addresses the aspects of strategy that City Council should consider, as they are central to effective heritage management. These strategies include heritage initiatives, maintenance strategies and overall integration of the Lethbridge Management Plan. Sample strategies for Lethbridge have been elaborated in Appendix VIII Sample Strategies for Lethbridge Heritage Management.

The Lethbridge Heritage Management Plan has an implementation period of between three to five years. The financial resources to support the implementation of the heritage management plan will be discussed by the Lethbridge City Council after reviewing and approving the Heritage Management Plan. The groups who will implement this plan are the main actors discussed in section 2.3 (The Players in the Process).

Heritage initiatives such as incentives for owners of historic places are an important part of heritage management. City of Lethbridge municipal incentives will be reviewed with the implementation of a Heritage Management Plan. Potential municipal incentives may include direct grants, tax freezes or rebates, or the waiver of administrative fees on heritage projects. Financial incentives of up to $25,000 every five years are available to property owners from the Alberta Historical Resources Foundation for sites that are formally designated through by-law by the City of Lethbridge.

All areas of Lethbridge have potential for heritage significance and the opportunities provided by recognizing historic places may be capitalized through development and sustainable planning integrating residential, commercial and industrial developments.
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Acknowledgements</strong></td>
<td>02</td>
</tr>
<tr>
<td><strong>Executive Summary</strong></td>
<td>03</td>
</tr>
<tr>
<td><strong>1.0 Introduction</strong></td>
<td>08</td>
</tr>
<tr>
<td>1.1 The Heritage Management Plan</td>
<td>08</td>
</tr>
<tr>
<td>1.1.1 Goals and Objectives</td>
<td>09</td>
</tr>
<tr>
<td>1.1.2 Overview of the Heritage management Plan</td>
<td>09</td>
</tr>
<tr>
<td>1.2 The Primary Tools of Heritage Protection</td>
<td>10</td>
</tr>
<tr>
<td>1.2.1 The Heritage Survey</td>
<td>10</td>
</tr>
<tr>
<td>1.2.2 The Heritage Inventory</td>
<td>10</td>
</tr>
<tr>
<td>1.2.3 The Heritage Register</td>
<td>10</td>
</tr>
<tr>
<td>1.3 Natural, Physical and Cultural Setting</td>
<td>11</td>
</tr>
<tr>
<td>1.3.1 Natural Setting</td>
<td>11</td>
</tr>
<tr>
<td>1.3.2 Physical Setting</td>
<td>11</td>
</tr>
<tr>
<td>1.3.3 Cultural Setting</td>
<td>12</td>
</tr>
<tr>
<td>1.3.4 Specific Land Uses</td>
<td>13</td>
</tr>
<tr>
<td>1.4 Contemporary Setting and Heritage Features</td>
<td>14</td>
</tr>
<tr>
<td>1.4.1 Current Situation</td>
<td>14</td>
</tr>
<tr>
<td>1.4.2 Built Heritage, Cultural Landscapes and Key Heritage Features</td>
<td>14</td>
</tr>
<tr>
<td>1.5 Public Consultation</td>
<td>15</td>
</tr>
<tr>
<td><strong>2.0 Designation Process</strong></td>
<td>17</td>
</tr>
<tr>
<td>2.1 Benefits and Restrictions of Heritage Designation</td>
<td>17</td>
</tr>
<tr>
<td>2.2 What Can Be Designated?</td>
<td>18</td>
</tr>
<tr>
<td>2.3 The Players in the Process</td>
<td>19</td>
</tr>
<tr>
<td>2.4 The Designation Process</td>
<td>20</td>
</tr>
<tr>
<td>2.4.1 The Application Process</td>
<td>20</td>
</tr>
<tr>
<td>2.4.2 The Evaluation Process</td>
<td>20</td>
</tr>
<tr>
<td>2.4.3 Application for Designation and Inclusion on the Register of Historic Places</td>
<td>21</td>
</tr>
<tr>
<td>2.4.4 The Steps of the Application, Evaluation and Designation Processes</td>
<td>21</td>
</tr>
<tr>
<td><strong>3.0 Policy Considerations for Lethbridge Heritage</strong></td>
<td>25</td>
</tr>
<tr>
<td>3.1 Definitions and Background</td>
<td>25</td>
</tr>
<tr>
<td>3.1.1 Historic Place Definition</td>
<td>25</td>
</tr>
<tr>
<td>3.1.2 Adoption of Standards and guidelines for the Conservation of Historic Places in Canada</td>
<td>26</td>
</tr>
<tr>
<td>3.1.3 Registered Historic Resource / Place</td>
<td>26</td>
</tr>
<tr>
<td>3.2 Heritage Framework</td>
<td>27</td>
</tr>
<tr>
<td>3.2.1 Historic Places Initiative</td>
<td>27</td>
</tr>
<tr>
<td>3.2.2 Municipal Heritage Partnership Program MHPP</td>
<td>27</td>
</tr>
<tr>
<td>3.3 Legislative Authority</td>
<td>27</td>
</tr>
<tr>
<td>3.3.1 Historical Resources Act</td>
<td>27</td>
</tr>
<tr>
<td>3.3.2 Compensation</td>
<td>28</td>
</tr>
<tr>
<td>3.3.3 Condition or Covenant on Land</td>
<td>29</td>
</tr>
<tr>
<td>3.4 Existing Planning Framework</td>
<td>30</td>
</tr>
<tr>
<td>3.4.1 The Municipal Government Act</td>
<td>30</td>
</tr>
<tr>
<td>3.4.2 The Lethbridge Municipal Development Plan</td>
<td>30</td>
</tr>
<tr>
<td>3.4.3 Zoning Bylaw</td>
<td>30</td>
</tr>
<tr>
<td>3.5 General Framework Considerations</td>
<td>31</td>
</tr>
<tr>
<td>3.6 Survey of Historic Places</td>
<td>32</td>
</tr>
<tr>
<td>3.7 Inventory of Historic Places</td>
<td>32</td>
</tr>
<tr>
<td>3.8 Register of Historic Places</td>
<td>33</td>
</tr>
<tr>
<td>3.9 Heritage Advisory Committee</td>
<td>33</td>
</tr>
<tr>
<td>3.10 Heritage Management Assistance Program</td>
<td>34</td>
</tr>
<tr>
<td>3.11 Considerations for Public Participation</td>
<td>34</td>
</tr>
<tr>
<td>3.12 Considerations for the Protection of Historic Resources</td>
<td>35</td>
</tr>
<tr>
<td>3.13 Implementation</td>
<td>35</td>
</tr>
<tr>
<td><strong>4.0 Strategy Considerations</strong></td>
<td>37</td>
</tr>
<tr>
<td>4.1 Implementation</td>
<td>37</td>
</tr>
<tr>
<td>4.1.1 Time Frame</td>
<td>37</td>
</tr>
<tr>
<td>4.1.2 Financial Resources</td>
<td>37</td>
</tr>
<tr>
<td>4.2 Recommended Heritage Initiatives</td>
<td>37</td>
</tr>
<tr>
<td>4.2.1 Incentives</td>
<td>38</td>
</tr>
<tr>
<td>4.3 Maintenance Strategies</td>
<td>39</td>
</tr>
<tr>
<td>4.3.1 The Lethbridge Heritage Survey</td>
<td>39</td>
</tr>
<tr>
<td>4.3.2 The Lethbridge Inventory of Historic Places</td>
<td>39</td>
</tr>
<tr>
<td>4.3.3 The Lethbridge Register of Historic Places</td>
<td>39</td>
</tr>
<tr>
<td>4.4 Protecting Cultural Landscapes</td>
<td>40</td>
</tr>
<tr>
<td>4.5 Integration of Lethbridge Management Plan</td>
<td>40</td>
</tr>
<tr>
<td>4.6 Monitoring and Evaluation</td>
<td>40</td>
</tr>
<tr>
<td><strong>Appendices</strong></td>
<td>41</td>
</tr>
<tr>
<td>I Glossary of Terms</td>
<td>42</td>
</tr>
<tr>
<td>II Roles of the Participants in the Heritage Management Process</td>
<td>43</td>
</tr>
<tr>
<td>III Municipal Heritage Inventory Application Form</td>
<td>45</td>
</tr>
<tr>
<td>IV Municipal Historic Places Designation Application</td>
<td>46</td>
</tr>
<tr>
<td>V Historic Place Significance Evaluation Form</td>
<td>47</td>
</tr>
<tr>
<td>VI Historic Place Integrity Evaluation Form</td>
<td>49</td>
</tr>
<tr>
<td>VII Sample Strategies for Lethbridge Heritage Management</td>
<td>50</td>
</tr>
</tbody>
</table>
introduction

1.0 Introduction

The City of Lethbridge Heritage Management Plan is designed to ensure that the city’s diverse heritage is protected for the future.

The protection is based on three coordinated approaches that include a process for managing and protecting sites, a policy indicating the direction and intent of the City in protecting its heritage, and a strategy to move forward with recognizing and encouraging heritage development.

One of Lethbridge’s key underlying principles for promotion of heritage is, in keeping with the national Historic Places Initiative, that heritage is best protected when it is used. The adoption of new uses for old buildings while retaining their heritage character and their overall contribution to Lethbridge’s sense of place will be a significant contributor to the preservation of Lethbridge’s heritage.

1.1 The Heritage Management Plan

The City of Lethbridge Heritage Management Plan identifies practical and achievable objectives, actions, and strategies to protect and manage Lethbridge’s built heritage.

The Heritage Management Plan will be reviewed by city council to direct heritage management efforts in a manner that achieves the City’s specific and operational heritage objectives, and to inform broader development in the city and promote awareness of local heritage in the community.

The preparation stage involved several departments from the City of Lethbridge, including Development Services, members of the local historical society and the Heritage Advisory Committee, staff from the Municipal Heritage Partnership Program, and a heritage consultant, Heritage Collaborative Inc. (HCI). HCI coordinated the development of the Heritage Management Plan. The Heritage Management Plan will be reviewed by the City of Lethbridge Council, and implemented by the heritage designate or heritage planner of the City, and the Heritage Advisory Committee. It is intended that the Heritage Management Plan objectives and activities will be integrated with the various other future planning initiatives undertaken by the city.
1.1.1 Goal and Objectives

The goal of the City of Lethbridge Heritage Management Plan is:

To protect the built heritage and cultural landscapes of Lethbridge, and to promote an awareness of Lethbridge’s rich heritage in order to ensure that the stewardship of our heritage; past, present and future is at the heart of the development of our city.

OBJECTIVES

I To develop a mechanism to protect historic resources in Lethbridge.

II To develop the mechanism such that it conforms to provincial standards.

1.1.2 Overview of the Heritage Management Plan

The City of Lethbridge Heritage Management Plan is comprised of four sections with appendices containing supporting documentation. The sections are as follows:

INTRODUCTION

This section will describe the purpose of the Heritage Management Plan, the developers of the Heritage Management Plan and the users of the Heritage Management Plan, that is, those who will implement the plan. The introduction will describe the physical context of the geographic area, the historical context of the area, the key areas of built heritage, and the current heritage policy context.

DESIGNATION PROCESS

The proposed implementation activities and roles in the Heritage Management Plan process will be described. The processes for evaluation and designation will be elaborated.

POLICY CONSIDERATIONS

This section discusses the context of historical resources in the province and in the City of Lethbridge by drawing on the two relevant legislative authorities; the Alberta Historic Resources Act and the Alberta Municipal Government Act. The local context will also be discussed, including the existing planning framework of the city such as the Municipal Development Plan and the Zoning By Law. Finally the provincial heritage climate and relevant programs for the management of heritage resources in Lethbridge will be described.

STRATEGY

This section presents the direction for the implementation of the plan and gives it a time frame, while also addressing the resources available for the implementation, and the monitoring and evaluation of the plan over time. It includes a discussion of heritage programs and available and potential incentives. Finally, maintenance strategies for surveys, inventories and registers will be addressed.

APPENDICES

The Appendices will provide supporting documentation for the major sections of the Heritage Management Plan. Appendix I contains the Glossary defining any technical terms employed in the Heritage Management Plan.
1.2 The Primary Tools of Heritage Protection

1.2.1 The Heritage Survey

The Heritage Survey is a comprehensive recording and documenting of all potential historic places within a proposed boundary area. Typically, all resources in the area over 50 years of age are documented and researched for information such as date of construction, and original and early owners of the site etc. Following provincial guidelines, the sites are also photographed with black and white photography and their construction and design features are described using a standard set of codes. This information is then compiled in a survey form of the site and copies of the form are retained by the province and the local government or local archives. In Alberta, the survey is documented using the Provincial Historic Resources Survey Site Form. The site survey forms become the record of all potential historic places of an area. It is also the basis for further heritage research, and protection of local historic places.

1.2.2 The Heritage Inventory

The Heritage Inventory is a list of heritage resources that are locally recognized as historic places. The list is normally identified by the survey process. The sites that comprise this list have been evaluated according to established criteria and have demonstrated that they are significant to the history of the local area and retain integrity as a site, or a building etc. A site must demonstrate that it has significance and it retains integrity in order to be placed on the inventory. A Statement of Significance is then prepared for the site.

A local Heritage Inventory is the first step to recognizing and providing protection to local historic places. And, it is the basis for further protection such as municipal designation of historic places. In order for a site to be included on the Lethbridge Heritage Register, it must first be included on the Lethbridge Heritage Inventory.

1.2.3 The Heritage Register

The Heritage Register is a list of historic places that have been designated by the municipality. Site that are included on the Register have first been included on the Inventory. The sites that are promoted to the Heritage Register, however, are municipally designated historic places, and therefore are afforded a more effective level of protection and recognition that the Heritage Inventory. Furthermore, the Heritage Register is linked with the provincial and national registers, such that an historic place that has been designated municipally will be recognized provincially and even nationally as an historic place.

As designation requires the consent of the site owners, owners are compensated. A variety of incentives can be provided for owners, including the current provincial funding for renovations and maintenance of designated historic places.
1.3 Natural, Physical and Cultural Setting

1.3.1 Natural Setting

The City of Lethbridge is situated in the Oldman River watershed, a natural formation that covers over 23,000 square kilometres of southern Alberta. The landscape and topography of this basin have given rise to particular ecosystems, and have influenced the human settlement and land use throughout its history of human settlement.

Lethbridge has mild winters and short, warm summers. At an elevation of approximately 929 m, summers in Lethbridge are relatively cooler than other prairie locations. The city, as part of the Palliser Triangle, receives strong, warm and dry Chinook winds. Average annual precipitation is around 400 mm, however, Chinook conditions promote early evaporation of snow, thus limiting moisture.

Several climatic factors such as low rainfall, Chinook winds, and early frosts, combined with the local soil conditions, have promoted the rugged vegetation that Lethbridge displays. The city of Lethbridge encompasses both prairie plains and river valley ecosystems. The river valley itself displays much variation along its gradient. Poplar stands are common in the base of the valley, and a variety of shrubs and herbaceous plants, as well as lichens, moss, fungi and rusts, colonize the coulees and the base of the river valley.

Lethbridge displays a variety of biodiversity, and in addition to the wealth of vegetation, one can find a variety of animals such as mammals, amphibians, reptiles, birds, fish and insects in and around the area.

Lethbridge actively stewards its natural heritage and promotes the awareness and appreciation of its natural history. The Lethbridge Nature Reserve was established in the mid 1970’s and a few years later it opened the doors of its on-site exhibit and interpretation centre, the Helen Schuler Coulee Centre. This centre receives approximately 30,000 visitors a year. In addition, the river valley area has several parks, nature reserves and heritage sites. The parks and reserve, and the Helen Schuler Coulee Centre, combine to create an impressive urban park system in the river valley area of Lethbridge.

1.3.2 Physical Setting

The prairie land on which the city was developed is itself comprised of several strata. The top layer includes material and debris deposited by wind, lake and river action. Below this surface layer are bands of sands, silts and gravel, and a mixture of these elements, which is known as glacial till. The last glacial retreat deposited glacial till over the bedrock in a layer that is 100 m deep in some parts. Below these top layers are formations of bedrock, which at places extend down thousands of feet and are comprised mostly of shale and sandstone.

The bedrock of the plains region dates from the Cretaceous period (100 mya to 66 mya) and is comprised of shale and sandstone. Two layers are prominent in the bedrock. The upper of these two layers, the Bearpaw Shale Formation, was formed approximately 65 – 70 mya. The lower, the Oldman Formation was formed approximately 70 – 80 mya. The Oldman formation bears the coal seams that have been critical to the area’s early industrial development.

The Oldman river valley was formed between 10,000 and 15,000 years ago following the last continental glacier’s retreat from Southern Alberta. The valley floor is
approximately 100 meters below the prairie level. Heavy glacial melt waters after the last glacial retreat cut channels through the layer of till above the bedrock. These melt waters left long river valleys that were flat at the base and had steep side gradients. At the prairie edges on both sides of the river valley, are a series of coulees – tributary valleys that run in a v-shape to the bottom of the main valley. The coulees were carved by post-glacial drainage coursing into the deep valley.

The river valley is a dynamic environment. The path of the river is constantly changing, due to the actions of deposition and erosion, alternately, depending on the flow and direction of the water. Major floods in 1902 and 1908 prompted settlers to move out of the river valley. Some settlers stayed in the valley; however a serious flood in 1953 prompted the city to move the residents of the river valley to the prairie above.

Major floods have also occurred in 1919, 1964, 1975 and 1995. Local authorities have occasionally intervened to influence the flow and path of the river. A dike was constructed to channel the river under the Highway 3 bridge. Other interventions were carried out to prevent undercutting by the action of the river on other river crossings.

The coulees are also susceptible to movement, particularly when they accumulate moisture from snow or residential lawn watering, which can destabilize the formations. This destabilizing is apparent in the “slumping” or slope failure phenomenon that some coulees display. The Stafford Coulee, in North Lethbridge, was partially backfilled in 1996 in order to stabilize the slope and secure nearby utility lines and houses.

1.3.3 Cultural Setting

The Oldman river valley lies at the heart of the City of Lethbridge. In the 1870s prospectors noticed that Native peoples of the area camped along the banks of the Oldman River. Early prospectors quarried the banks of the valley for coal, and the Galt family established their first drift mines there. Coal Banks, the original town that spawned around the Galt mines was situated in the river valley and later, after adopting the name of Lethbridge, moved up to the prairies above the valley.

In 1877, the Native peoples of the area signed Treaty 7 with the Canadian government, exchanging their land for reservations and the protection of the North West Mounted Police. This established a new era in the region, as land was parceled and sold for settlement. The first European settlers of the area, who remained from the lawless whisky trading days, either moved back to the U.S., or stayed and became law-abiding citizens.

COAL

When the Galts arrived in the area, they began mining the same seam that local prospector Nicholas Sheran was already mining, although Sheran’s operation was relatively small-scale. The Galts opened their first drift mines across the river from Sheran’s mine. This seam, that both parties mined, became widely known as the Galt seam. In 1882, Sir Alexander Galt created the North Western Coal & Navigation Company (NWC&NC), Ltd, based on advice from his son Elliot Torrence Galt, and their knowledge of the CPR’s plan to build a railway across the southern plains of Alberta.

The success of the coal mining operations at the Coalbanks, and the increasing demand for the area’s coal brought exponential growth requiring a rapid expansion of the work force. Settlers flocked to Lethbridge, and the population grew from four people in 1881 to over 2,000 in 1901. By 1900, approximately 150 men worked at the mine and they removed about 300 tonnes of coal on a daily basis. During World War I, production at the mines peaked, consisting of about 2000 miners in 10 large mines to extract 1,000,000 tonnes of coal annually.
With competition from coal mines in other areas, and the
development of other resources such as oil and natural gas,
the demand for Lethbridge coal declined after 1919, and
the final mine in the area closed down in 1957.

AGRICULTURE

Coal mining was the first major industry in the area, but this
was followed by another successful industry – agriculture.
The attributes of the terrain gave rise to difficult growing
conditions, which required large-scale irrigation, if agriculture
was to be a consistent and viable practice in the region. The
Mormons were experts in irrigation as they had pioneered
these techniques in their home state of Utah. A group of
Mormons, lead by Charles Ora Card, came to Southern
Alberta and purchased land from the NWC&NCo. in 1887.
In 1898 the Mormons agreed to build the main canal of
the proposed irrigation system from the St. Mary’s River to
Lethbridge, including routes to Stirling and Magrath. With
the success of irrigated agriculture in the Lethbridge area,
settlers arrived from across the U.S., Canada, and Europe.
By 1921, the population was over 11,000.

Ranching arose in Southern Alberta soon after the
disappearance of the buffalo and the establishment of
Treaty 7. Ranching continues to be an important industry
in the areas surrounding Lethbridge.
Agriculture may not have been the first industry to take root
in the growing community of early Lethbridge, however, it
was and continues to be a major part of life and commerce
in the area. Lethbridge has had a rich experience with
agriculture, ranching, irrigated farming, and establishing
centres for agricultural research and excellence – which
further stimulated growth in the these industries.

REGIONAL COMMERCIAL CENTRE

Lethbridge was incorporated as a town in 1891, and grew
quickly to become a commercial centre in southern Alberta. In
1891, the newly designated town boasted over 250 dwellings,
forty-six warehouses, and numerous businesses and stables as
well as hospitals, schools, and churches. Coal mining and the
town’s role as a regional commercial hub further stimulated
Lethbridge’s growth into a city in the early 1900’s. Lethbridge
was officially recognized as a city in May 1906.

RESIDENTIAL DEVELOPMENT AND THE
CHINATOWN DISTRICT

The first homes in Lethbridge were built around 1882 with
the opening of the first Galt mine that same year. These
early houses were constructed in the river valley close to the
mine offices. In 1885, the town moved to the plain above
the valley. By 1885, Lethbridge had been surveyed; the
main streets were to be 100’ wide and building lots were
surveyed and sold. Some residents still made their homes
and their small businesses in the river valley of Lethbridge
up until 1952, when a flood prompted all settlement to be
moved to the higher plain and out of the valley.

The Chinese immigrants who helped complete the
Canadian Pacific Railway (CPR) settled in cities and towns
along the line, and many chose Lethbridge as a place to
settle. The first Chinese laundries appeared in Lethbridge
around 1889, which corresponded with the development
of Chinatown in the Lethbridge downtown. By the turn
of the century, the district had several businesses, including
laundries, groceries and restaurants. Some of the buildings
of historic Chinatown still stand today.

1.3.4 Specific Land Uses

The City of Lethbridge has identified a variety of land uses
that reflect the city’s current diverse economic base and
its position as a regional centre for commerce and other
services. Currently, Lethbridge has the following zoning
districts: commercial districts, industrial districts, public
service districts, and residential districts, as well as other
special districts, such as a direct control district, an urban
reserve district, and a valley district for the Oldman River
Valley. Each of the four principal standard districts identifies
a variety of permitted uses and discretionary uses.
1.4 Contemporary Setting and Heritage Features

1.4.1 Current situation

The City of Lethbridge is situated at 49° 41’ north and 112° 49’ west. The city covers an area of 127.19 square km. The population of the city in 2006 was 78,713.

Lethbridge has a strong economy and acts as the financial, industrial, and commercial centre of Southern Alberta. The city provides employment for approximately 80,000 people from the city and commuters from the surrounding areas. It is also home to several national companies. The city has encouraged the opening of new companies in the manufacturing and service sectors in the past couple of years and is poised to continue this development, drawing on its diverse economic base and favourable business environment.

The Lethbridge downtown was traditionally the centre of commercial, cultural, and social activities. In addition to occupying this position of prominence in present day Lethbridge, the downtown area now has many extant heritage buildings, sites, and area that have evolved from Lethbridge’s rich history.

The owners of the potential heritage sites in Lethbridge are mostly private individuals and business groups, while sites such as the Galt Gardens Park are owned publicly by the city of Lethbridge.

Some of the key elements of Lethbridge’s heritage include:

- Galt Gardens Park - A public park and greenspace in the heart of the Lethbridge downtown, the park has been used as a public space since the town of Lethbridge originally moved out of the river valley to the plain above, in 1885.
- Galt Mines – The Galt Mine is a remnant of both Lethbridge’s legacy of coal mining and its namesake and owners, the Galt family – the original developers of the Lethbridge area and its resources.
- C.P.R. High Level Bridge – The structure was built between 1906 and 1909. It spans the Oldman River Valley and is still in use as a railway bridge. It is the highest and longest of its kind in the world.
- C.P.R. Railway Station – This site is designated a Provincial Historic Resource for its significance to the development of the City of Lethbridge and the wider region. It is located on 1st Avenue South near where the city’s rail yards were located.
- Downtown core, streetscape and pedestrian area 5th Street South – This area of the downtown comprises the western extent of the Galt Gardens Park. It commences at 1st Avenue North and extends several blocks south through the downtown core. The street is a popular walking area and has a large number and variety of old and historic buildings.
- Downtown core, streetscape and pedestrian area 3rd Avenue South – This area of the downtown comprises the southern extent of the Galt Gardens Park. This street is also a popular walking area and boasts several unique buildings in the downtown, such as the Carnegie Library, and the Hick-Sehl building.

1.4.2 Built Heritage, Cultural Landscapes and Key Heritage Features

The built heritage and cultural landscapes of Lethbridge reflect the economic, social and political history of the city and the area. Amongst the existing built heritage are several key heritage features that reflect Lethbridge’s vibrant history.
The Chinatown District – This district evolved at the turn of the century in Lethbridge with the influx of Chinese settlers and the commercial development of early Lethbridge. Several buildings remain today and they still convey the feeling of this historic district.

Amongst the key heritage features that anchor Lethbridge’s built heritage are several Provincial Historic Resources and Registered Historic Resources. These resources are shown in the following table:

A public consultation process will be determined once the initial stages of developing the heritage plan are complete and there is a sufficient framework established to generate public response.

### Lethbridge Provincial Historic Resources

<table>
<thead>
<tr>
<th>REGISTERED HISTORIC RESOURCES (RHRS)</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annandale Residence</td>
<td>1280 - 4 Ave. S.</td>
</tr>
<tr>
<td>D.H. Whitney House / The Ideal Farm</td>
<td>3202 - 28 St. S.</td>
</tr>
<tr>
<td>E.B. Hill Residence</td>
<td>702 - 11 St. S.</td>
</tr>
<tr>
<td>Hick-Sehl Building</td>
<td>618 - 3 Ave. S.</td>
</tr>
<tr>
<td>The Major William B. Burnett Home</td>
<td>622 - 6 Ave. S.</td>
</tr>
<tr>
<td>Van Haarlem Hospital</td>
<td>1920 - 7 Ave. S.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROVINCIAL HISTORIC SITES (PHRS)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Riverview / The C.A. Magrath House</td>
<td>110 - 7 Ave. S.</td>
</tr>
<tr>
<td>The Blackfoot – Cree Indian Battle Site</td>
<td>Lethbridge River Valley</td>
</tr>
<tr>
<td>The Bowman Arts Centre</td>
<td>811 - 5 Ave. S.</td>
</tr>
<tr>
<td>Chinese Free Masons Building</td>
<td>310 - 2 Ave. S.</td>
</tr>
<tr>
<td>Dr. Arthur Haig Residence</td>
<td></td>
</tr>
<tr>
<td>Fort Whoop-Up Archaeological Site</td>
<td>Lethbridge River Valley</td>
</tr>
<tr>
<td>Henry J. Tenant Residence / Regal Grocery Building</td>
<td>422 - 6 Ave. S.</td>
</tr>
<tr>
<td>Kuo Ming Tang (Chinese National League) Building</td>
<td>309 - 2 Ave. S.</td>
</tr>
<tr>
<td>Lethbridge C.P.R. Station</td>
<td>801 - 1 Ave. S.</td>
</tr>
<tr>
<td>Lethbridge Fire Hall No. 1</td>
<td>402 - 2 Ave. S.</td>
</tr>
<tr>
<td>Sir Alexander Galt Museum</td>
<td>502 - 1 St. S.</td>
</tr>
<tr>
<td>W.D.L. Hardie Residence</td>
<td>1242 - 5 Ave. S.</td>
</tr>
</tbody>
</table>
The Lethbridge Heritage Management Plan elaborates the heritage management functions, the administrative and legislative framework that enables these functions, and the heritage management strategy – the broader picture of what Lethbridge is trying to achieve with its heritage and how to go about reaching that vision. The first of these, the heritage management functions, will be elaborated here. These functions are described in terms of their process from beginning to end, and their supporting documentation – the forms and other documents that facilitate the processes of evaluation and designation – will be included and described as they are pertinent to the procedures necessary for effective heritage management.

Firstly, the benefits and restrictions of Heritage Designation will be discussed. Following this is a consideration of what types of resources can be designated, and then a description of the main actors of the Designation Process. Finally, the Process will be elaborated, including the application, evaluation, and designation processes and a description of the flow of these processes.

**Benefits and Restrictions of Heritage Designation**

Heritage Designation involves some considerations on the part of the owner. Benefits and restrictions of designation have been summarized on the table below.

<table>
<thead>
<tr>
<th>Benefits and Restrictions of Heritage Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BENEFITS</strong></td>
</tr>
<tr>
<td>• Listing on three registers</td>
</tr>
<tr>
<td>• Owner recognition certificate</td>
</tr>
<tr>
<td>• Possible plaque</td>
</tr>
<tr>
<td>• Financial incentives</td>
</tr>
<tr>
<td>• MHPP funding and assistance</td>
</tr>
<tr>
<td><strong>RESTRICTIONS</strong></td>
</tr>
<tr>
<td>• Owner is primary steward</td>
</tr>
<tr>
<td>• Owner agrees to maintain heritage character as defined in the SOS</td>
</tr>
</tbody>
</table>
A site that has been designated is eligible for a variety of incentives, as discussed in section 4.2.1 of this document. For example the municipally designated site will be recognized by the province and will be eligible for funding.

The incentives, therefore, are established to compensate the owner for loss of value attributed to the designation status and the maintenance of the heritage character of a site. Furthermore, a designated site has advantages for the City of Lethbridge and for the community.

The owner is effectively the primary steward of the heritage resource and is pertinent to its ongoing protection. For this reason the owner agrees to maintain their site in accordance with the heritage character of the site as defined in the site's Statement of Significance (SoS) and in particular to retain the character defining elements as described in the SoS. This means that any proposed changes or interventions to the site must meet the test of retaining the character defining elements and would normally be reviewed by the heritage program administrator and advisory committee. The owner agrees not to compromise the heritage character of the site, as any such compromise may result in removal of the site from the Register.

2.2 What Can Be Designated?

Resources that the City of Lethbridge may designate must be eligible sites and must also satisfy both the Significance criteria and the Integrity criteria in order to be placed on both the provincial and national registers as well.

The Significance criteria and Integrity criteria will be discussed in section 2.4.3. (Evaluation Process). The most basic consideration is the resource’s eligibility, which is determined according to the following exclusions:

Eligible Resources for Designation

**TYPE 1 RESOURCES**
these are not eligible for municipal designation:

I. Buildings, structures or objects outside of Alberta’s jurisdiction
II. Buildings, structures or objects that are situated in an historical park or village
III. Small moveable objects
IV. Reconstructions
V. Human remains

**TYPE 2 RESOURCES**
these are not ordinarily eligible for municipal designation:

I. Cemeteries
II. Birthplaces or graves
III. Resources that have been moved
IV. Resources primarily commemorative in nature
V. Resources that have achieved significance in the last 50 years

*Under special circumstances, exceptions may be made to the Type 2 Exclusions*

Buildings, sites, culture landscapes and other resources are therefore at least eligible for designation provided they are neither a Type 1 nor a Type 2 resource.
2.3 The Players in the Process

A variety of participants will be involved in Lethbridge’s heritage management. The following table lists these contributing partners and local historical resources.

The Players in the Process

<table>
<thead>
<tr>
<th>CITY COUNCIL</th>
<th>Will enact bylaws and review submissions from the Lethbridge Heritage Advisory Committee to make decisions regarding Lethbridge’s heritage resources.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CITY OF LETHBRIDGE DEVELOPMENT SERVICES DEPARTMENT</td>
<td>Will provide technical guidance through the designation process, especially in matters regarding zoning and processing permit applications related to heritage preservation; the department may also provide administrative support to the heritage management process.</td>
</tr>
<tr>
<td>HERITAGE PROGRAM ADMINISTRATOR</td>
<td>Will oversee the implementation of the heritage management plan. Responsibilities include: provide conservation and restoration advice, and act as an intermediary for obtaining information; act as coordinator for the Heritage Advisory Committee and other participants and partners; monitoring heritage management programming; technical aspects of heritage planning, including compiling and updating records of designated places and areas.</td>
</tr>
<tr>
<td>HERITAGE ADVISORY COMMITTEE</td>
<td>Will act in an advisory capacity directly to council regarding all matters relating to the history of the City of Lethbridge. This committee will identify and select historic places for inclusion on the Lethbridge Inventory and will evaluate and make recommendations to council for inclusion of sites on the Lethbridge Register. Furthermore, the group will liaise between Council and community groups on matters of historical concern. (Please see terms of reference for this committee in Appendix II).</td>
</tr>
<tr>
<td>THE OWNER</td>
<td>Are the stewards of many of Lethbridge's heritage resources. They may initiate the process to have their site evaluated, based on the information that they submit when they complete the Application for Inventory form. The owner's consent is required in order to designate a building. Furthermore the owner agrees to maintain the heritage character of the site.</td>
</tr>
<tr>
<td>THE PUBLIC</td>
<td>Will be involved in the heritage management process as part of the public consultation process prior to the implementation of the plan. They will also be approached to provide feedback on the process of heritage management in the city.</td>
</tr>
</tbody>
</table>

Local Historic Resources

| LETHBRIDGE HISTORICAL SOCIETY       | They will be contributing partners as they are likely to bring heritage related issues to the Heritage Advisory Committee. They may also adopt a collaborative role with the committee in educating the public regarding local heritage issues. |
| GALT MUSEUM AND ARCHIVES            | Are the repository for materials containing historical evidence of the city and surrounding areas. As such, the resident archivist, curator, and assistants will have a great deal of knowledge concerning local history. Their collaboration will assist the efforts of the Lethbridge Heritage Advisory Committee. |
2.4 The Designation Process

2.4.1 The Application Process

The identification of historic places in the City of Lethbridge may commence with the suggestion of a Heritage Advisory Committee member to investigate the significance and integrity of a site. Conversely, the impetus may come from the public, for example an owner of a potential heritage site may feel that his or her site warrants consideration as to its heritage value. In either case, the evaluation of a site is formally initiated with the completion of the City of Lethbridge Municipal Heritage Inventory Application Form (the form is provided in Appendix IV.) The interested party, or applicant, will usually be the owner. Regardless, the applicant must complete the form and the Heritage Advisory Committee can provide assistance to the applicant to complete the form.

This form, when fully completed and submitted to the City of Lethbridge, will be the basis for the Heritage Advisory Committee’s evaluation of the applying site. The form contains all relevant information and photographs for the evaluators (i.e. the Heritage Advisory Committee members) to complete their evaluation, with the exception of the site visit. A site visit may be required to evaluate the integrity of a site, and thus would form part of the evaluation, in addition to the evaluation of the submitted application. In the case that the form is incomplete or contains insufficient information, the form will be returned to the owner so that the owner may have the opportunity to provide the committee with the missing information.

2.4.2 The Evaluation Process:
City of Lethbridge - Historic Places Evaluation Criteria

Assessing potential historic places within the City of Lethbridge is achieved by evaluating the resource for its significance and its integrity.

SIGNIFICANCE

The significance of Lethbridge’s potential historic places is evaluated by considering the resource with respect to five Significance Criteria. These criteria are: Theme/Activity/Event; Institution/Person; Design/Style/Construction; Information Potential; Landmark/Symbolic Value. Each of these criteria asks the evaluator to consider whether or not the resource is significant for its category. For example, in the Theme/Activity/Event criterion, the evaluator must assess whether or not the resource is directly associated with a theme, an activity, or an event of significance to the history of Lethbridge. A resource is significant according to the Theme/Activity/Event criterion if it satisfies one of the conditions, i.e. it is directly associated with a theme of significance to the history of Lethbridge, or it is directly associated with an event of significance, etc.

A resource need only demonstrate significance for one of the five criteria, in order to be considered significant to the history of Lethbridge and then placed on the Lethbridge Inventory. This flexibility, combined with the variety of criteria allows for many types of resources to demonstrate significance with respect to the history of Lethbridge. The five Significance Criteria for the City of Lethbridge, along with their conditions are listed on the City of Lethbridge Historic Place Significance Evaluation Form, which appears in Appendix V. These conditions are the questions that the evaluator must ask himself/herself when evaluating the resource for significance.
INTEGRITY

The second part of an assessment of a potential historic place is an evaluation of that resource’s integrity. The evaluation for significance is not sufficient for listing on the Lethbridge Inventory of Historic Places. The resource must also meet the criteria for integrity, which is the ability of the resource to convey its significance. For example, if the resource is significant for its vernacular construction through use of local materials then those materials must still be present in the structure, particularly on the structure’s exterior, for it to be significant.

There are seven criteria for integrity that may be applied to potential historic places. For each resource, certain aspects of integrity will be more relevant than others. The aspects of integrity that are relevant to the resource’s assessment are those that are linked closely to the resource’s significance.

The seven Integrity criteria for the City of Lethbridge are Location, Design, Environment, Materials, Workmanship, Feeling, and Association. These criteria are listed and defined in the document City of Lethbridge Historic Place Integrity Form, which appears in Appendix VI.

2.4.3 Application for Designation and Inclusion on the Register of Historic Places

Once a site has been placed on the City of Lethbridge Municipal Heritage Inventory the Heritage Advisory Committee informs the owner by mail. If the owner wishes, he/she may complete the designation form to be considered for designation and inclusion on the Lethbridge Register of Historic Places. To this end, the applicant will complete the Municipal Historic Places Designation Application Form, which is presented in Appendix VII. Because the Designation application form may be completed by an interested party other than the owner, it is required that the application for designation be signed by the owner.

2.4.4 The Steps of the Application, Evaluation and Designation Processes

The steps of the Designation Process, which includes the steps of the application and evaluation processes, are shown in the following Designation Process Flowchart.
Designation Process Flowchart

APPLICATION FOR INVENTORY

YES

REVIEW BY FRONTLINE STAFF
Application complete?
Forward application to Heritage Advisory Board

YES

REVIEW BY HERITAGE ADVISORY BOARD FOR EXCLUSIONS
Heritage Resource eligible?

YES

EVALUATION BY HERITAGE ADVISORY BOARD
Is site significant?

YES

APPLY THE CRITERIA FOR INTEGRITY
Site is significant but does it retain its integrity?

YES

COMPLETION OF DRAFT STATEMENT
Draft Statement of Significance completed?

YES

PLACEMENT ON THE INVENTORY
Automatic notification to Council and the owner

END NOTE

Site listed on the City of Lethbridge’s Inventory of Historic Places.
Designation Process Flowchart

APPLICATION FOR DESIGNATION

REVIEW BY HERITAGE ADVISORY BOARD
Application complete?

RECOMMENDATION TO COUNCIL FOR DESIGNATION REVIEW
Council accepts the recommendation?

NOTICE OF INTENT TO DESIGNATION SENT TO OWNER
No objection?

AGREEMENT/WAIVER OF COMPENSATION
Agreement/Waiver signed by owner?

WRITING OF DESIGNATION AND REZONING BYLAWS BY COUNCIL
Bylaws passed?

CERTIFICATION AND REGISTRATION ON THE TITLE
Follow Up

Letter sent to owner.
Possible appeal by owner.

Letter sent to owner.
Possible appeal by owner.

Objection by owner equals end of process.

At this point, the owner can start the Negotiation Process for Municipal and Provincial Funding.

End of Process.

At this point, if the owner has applied for municipal and provincial funding, the funding process may now continue.

With the passing of the designation bylaw and the registration on the title, the site is listed on the City of Lethbridge’s Register of Historic Places.
policy considerations

3.0 Policy Considerations for Lethbridge Heritage

The Lethbridge Heritage Management Plan is a document that outlines the main tools, processes, strategies and policies that would be required for effective management of Lethbridge’s diverse heritage resources.

After reviewing the Lethbridge Heritage Management Plan, City Council will elaborate its approach to heritage management and its policy to support such management. Such policy would include the necessary definitions, standards, types, and legislation and will incorporate the major partnering programs such as the Historic Places Initiative (HPI), and the Municipal Heritage Partnership Program (MHPP).

Policy considerations are explored in this section. The section starts with background such as definitions, the current national and provincial heritage frameworks and the legislative authority surrounding heritage resources. This is followed by some general considerations of the main tools of heritage protection. The section continues with considerations for the Heritage Advisory Committee, assistance programs, public participation, protection of historic resources, and finally implementation.

3.1 Definitions and Background

3.1.1 Historic Place Definition

The Lethbridge definition of a Historic Place and Heritage Value is adapted from the Standards and Guidelines for the Conservation of Historic Places in Canada.

Historic Place is a structure, building, group of buildings, district, landscape, archaeological site or other place in the City of Lethbridge that has been formally recognized for its heritage value.

Heritage Value is determined by application of the City of Lethbridge heritage evaluation criteria for determining significance and integrity, which are outlined in Section 2 (Process). The criteria are designed to examine the aesthetic, historic, scientific, cultural, social or spiritual importance of significance for past, present or future generations to determine which resources are to be selected for the Inventory. The heritage value of a historic place is reflected in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.
3.1.2 Adoption of Standards and Guidelines for the Conservation of Historic Places in Canada

The City of Lethbridge will adopt the Standards and Guidelines for the Conservation of Historic Places in Canada to guide interventions on historic places in order to achieve a balance between conservation and functional requirements. The emphasis is on sound practical advice for conserving our rich and irreplaceable heritage. The intent of the Standards and Guidelines is to provide a set of common reference standards to guide restoration and rehabilitation of historic places ensuring that they can continue as useful resources within the life of a community while preserving their heritage value.

3.1.3 Registered Historic Resource / Registered Historic Place

Registered Historic Resources are places that have been designated under the Historical Resources Act as being regionally significant. The Government of Alberta has discontinued its use of the Registered Historic Resource designation and as of 2009, Registered Historic Resources will no longer be eligible for funding through the Alberta Historical Resources Foundation. Additionally, Registered Historic Resources will not be added to the Alberta or Canadian Registers of Historic Places. A Registered Historic Resource is not “protected” and requires only 90 days notice if the owner intends to alter, or even demolish the resource. Because Municipal and Provincial Historic Resource designation does provide protection, the province has chosen these as the primary means of protecting historic resources in Alberta. Municipalities and local governments have a voice in identifying, protecting and conserving their own significant heritage. Funding eligibility guidelines of the Historical Resources Foundation for Municipal Historic Resources have now been raised from $5000 to $25,000, to equal that formerly available to Registered Historic Resources. All Registered Historic Resources should be reviewed by March 31 of 2009 to be considered for provincial or municipal designation.
3.2 Heritage Framework

3.2.1 Historic Places Initiative

The provinces and territories of Canada, in collaboration with the federal government, have created a program to recognize and manage Canada's historic resources called the Historic Places Initiative. HPI includes tools and incentives to help recognize and protect historic places. Its primary tools are the provincial and national registers of historic places, and The Standards and Guidelines for the Conservation of Historic Places in Canada, which guides conservation and alteration of historic buildings. The national heritage register is called The Canadian Register of Historic Places; Alberta’s register is called The Alberta Register of Historic Places.

3.2.2 Municipal Heritage Partnership Program MHPP

The Municipal Heritage Partnership Program (MHPP) assists municipalities in identifying and managing their historic places. The program provides funding opportunities and expertise to municipalities to establish or maintain a municipal heritage conservation program. The Government of Alberta is committed to helping municipalities become stewards of their own unique heritage and the guiding force for protection of what is historically important to the community. The MHPP offers flexible cost-sharing opportunities to support surveys, inventories and management plans.

3.3 Legislative Authority

3.3.1 Historical Resources Act

The Historical Resources Act (HRA) empowers municipalities to legally protect locally significant places through designation as Municipal Historic Resources as contained in section 26-8 of the Act. The HRA gives the municipality power to protect both individual historic resources and historic resource areas. The designation, in the form of a bylaw, is issued and maintained by the local municipal council. The following section of the HRA gives the Municipality the power to designate a Municipal Historic Resource.

Designation as Municipal Historic Resource

26(2) A council of a municipality, after giving the owner 60 days' notice, may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource.

The following gives the Municipality the power to designate a Municipal Historic Area

27 (1) If it is of the opinion that the preservation of the historical character of any part of the municipality is in the public interest, a council may by bylaw

(a) designate that part of the municipality as a Municipal Historic Area, and

(b) prohibit or regulate and control the use and development of land and the demolition, removal, construction or reconstruction of buildings within the Municipal Historic Area.
3.3.2 Compensation

In Alberta, the municipality is required to compensate for designation if it results in loss of value to the owner. Other jurisdictions have adopted the convention of entering into an agreement with the existing owner where the owner waives his right to compensation and also agrees to rehabilitate or restore certain parts of the building in return for funding that is offered. In the case of the City of Lethbridge, the current available funding for designation is from the province. The agreement and the work to be completed will have to also be negotiated with the province. The following is the wording in the act that relates to compensation. This will need to be further investigated by the City solicitor to determine the best approach to developing a waiver.

28 (1) If a bylaw under section 26 or 27 decreases the economic value of a building, structure or land that is within the area designated by the bylaw, the council shall by bylaw provide the owner of that building, structure or land with compensation for the decrease in economic value.

28 (2) If the council and the owner cannot agree on the compensation payable under subsection (1), the owner or the council may apply to the Land Compensation Board established under the Expropriation Act to determine the amount of compensation payable by the council to the owner for the decrease in economic value.

28 (4) The council may, with the agreement of the owner, provide the compensation under subsection (1) by grant, tax relief or any other means.

Section 28 of the Historical Resources Act protects the rights of the property owner if the designation compromises the economic value of the historic resources. The City of Lethbridge, in coordination with its local legal counsel, should create an agreement with the owner regarding compensation. This will protect the municipality from future claims of compensation due to the designation. Some municipalities in Alberta have Compensation Agreements, which may eliminate the local government’s obligation to compensate the owner. The municipality can also choose to provide local level incentives for municipal designations as part of the agreement.

Compensation agreements should always be contingent upon the successful designation of the place for which the agreement exists.
3.3.3 Condition or covenant on land

Section 29 of the Historic Resources Act is designed to provide the municipality with the opportunity to register an agreement with the property owner. In most jurisdictions this takes the form of a maintenance agreement whereby the owner agrees to maintain the property in accordance with the agreement and in keeping with the principle contained in the statement of significance for the historic place. The relevant clause from the Act is as follows:

29(1) A condition or covenant, relating to the preservation or restoration of any land or building, entered into by the owner of land and
(a) the Minister,
(b) the council of the municipality in which the land is located,
(c) the Foundation, or
(d) an historical organization that is approved by the Minister,
may be registered with the Registrar of Land Titles.

(2) When a condition or covenant under subsection (1) is presented for registration, the Registrar of Land Titles shall endorse a memorandum of the condition or covenant on any certificate of title relating to that land.

(3) A condition or covenant registered under subsection (2) runs with the land and the person or organization under subsection (1) that entered into the condition or covenant with the owner may enforce it whether it is positive or negative in nature and notwithstanding that the person or organization does not have an interest in any land that would be accommodated or benefited by the condition or covenant.

(4) A condition or covenant registered under subsection (2) may be assigned by the person or organization that entered into it with the owner to any other person or organization mentioned in subsection (1), and the assignee may enforce the condition or covenant as if it were the person or organization that entered into the condition or covenant with the owner.

(5) If the Minister considers it in the public interest to do so, the Minister may by order discharge or modify a condition or covenant registered under subsection (2), whether or not the Minister is a party to the condition or covenant.

(6) If the Minister discharges or modifies a condition or covenant under subsection (5), the Minister shall register a copy of the order with the Registrar of Land Titles and the Registrar of Land Titles shall endorse a memorandum discharging or modifying the condition or covenant on the certificate of title to the land.

(7) This section applies notwithstanding section 48 of the Land Titles Act.

(8) No condition or covenant under this section is deemed to be an encumbrance within the meaning of the Land Titles Act.

RSA 1980 cH 8 s25; 1994 cM 26.1 s642 (28); 1996 c32 s5 (34)
3.4 Existing Planning Framework

3.4.1 The Municipal Government Act

The Municipal Government Act provides the legislative framework for municipal planning. There are a number of ways in which planning through the act may support planning for heritage such as including a heritage protection approach in the general municipal development plans, and more specifically, through area structure plans and area redevelopment plans. The Municipal Government Act gives specific power to municipalities to allocate taxes to heritage resources. (See section 366(3)(b))

366 (3)(b) provides for grants in lieu of taxes to be allocated to heritage resources.

3.4.2 The Lethbridge Municipal Development Plan

The Municipal Development Plan provides general city-wide policies for housing, transportation, environment, parks and future growth. While heritage is not addressed specifically many of the polices such as, increasing density in specified areas and maintaining diversity of housing types will have implications for heritage properties. Heritage can be a catalyst for supporting other goals in the plan. This is in keeping with the integrated approach to heritage development.

The 2005 Municipal Development Plan also emphasises the downtown as a “people place” recognising the value of a strong commercial and cultural centre. Urban design values and the major amenity, Galt Gardens at the heart of the city are also highlighted in the plan as major contributors to the downtown sense of place. Heritage designation, protection and specific initiatives relating to heritage programs would all contribute to achieving a multitude of the objectives for the downtown. Heritage is now recognised in North America as one of the important contributors to achieving an attractive character and sense of place for a downtown area. Heritage planning and protection can enhance the goals of the Municipal Development Plan.

3.4.3 Zoning Bylaw

The land use Bylaw provides for Direct Control districts to be identified. The Direct Control district may be developed for designated places.
3.5 General Framework Considerations

Heritage management in the City of Lethbridge is the responsibility of the City of Lethbridge Council, designated staff, and the City of Lethbridge Heritage Advisory Committee.

Historic Places are valued by the City of Lethbridge and as such conservation and protection of historic places should be integrated with all City activities where applicable, such as municipal planning activities and public works. Heritage is an integral part of the City of Lethbridge, and it is recognised as a valuable asset for the City. All City staff should consider the heritage potential, procedures, and processes for dealing with heritage issues in their respective areas.

The following considerations are recommended:

- That the Council of the City of Lethbridge designate Historic Places as described in the Historic Resources Act for listing on the Alberta Register of Historic Places and the Canadian Register of Historic Places.

- That the City of Lethbridge adopt the provincial criteria for determining significance of historic places, the provincial criteria for determining the integrity of historic places, the standards for documentation as required for registration for historic places, and the standards and guidelines for the conservation of historic places.

- That a Heritage Management Assistance Program for the City of Lethbridge be developed. The purposes for which the program can be used include to preserve, to interpret, to restore and to research Historic Places.

- That the designation of Historic Places in Lethbridge encompass more than built heritage such as buildings and other structures. It will also allow for the protection of significant cultural landscapes.

- That the City staff and administration be made aware of the heritage policy and the Lethbridge Heritage Management Plan.

- That the Lethbridge Heritage Management Plan will be reviewed and updated as required at least every five years.
3.6 Survey of Historic Places

The City of Lethbridge heritage survey may include heritage areas, neighbourhoods, and special places as required. The City of Lethbridge regards the survey of historic places as a reference and benchmark document for future management and protection initiatives and to that end the survey should be maintained/updated and reviewed as needed.

- The Lethbridge Survey of Historic Places would be maintained and reviewed by the Heritage Advisory Committee as required to determine if additional areas or resources should be surveyed and/or if any additional photographic or historical documentation is required as an addendum to the existing survey.

3.7 Inventory of Historic Places

The City of Lethbridge Inventory of Historic Places may include built heritage, cultural landscapes and other type of historic places or areas. Citizens of the city of Lethbridge apply to have their sites listed on the Inventory of Historic Places by completing the Municipal Heritage Inventory Application form.

- The Heritage Advisory Committee should identify and list historic places (sites that meet both the significance and integrity criteria) to be eligible for designation. The list will be known as Lethbridge Inventory of Historic Places.

- The Lethbridge Inventory of Historic Places will develop as owners or interested parties add historic places through the application process. The City of Lethbridge Inventory of Historic Places should be partially reviewed and updated at least once a year by the Heritage Advisory Committee.

- The Heritage Advisory Committee would inform property owners that are listed on the Inventory of Historic Places about the process of designation and the associated benefits and constraints.

- The Heritage Advisory Committee would notify Council of historic places being placed on and removed from the Lethbridge Inventory of Historic Places list.

- The Lethbridge Inventory of Historic Places would be maintained by the Heritage Advisory Committee and supported by the administrative assistance of the City of Lethbridge staff.
The City of Lethbridge Register of Historic Places is a list of municipally designated places to be nominated for listing on both the Alberta Register of Historic Places and the Canadian Register of Historic Places. Owners of designated places are eligible for incentives through the City of Lethbridge and the Alberta Heritage Foundation.

- The Lethbridge Register of Historic Places would be maintained by the City of Lethbridge and would consist of a database, which includes the Statements of Significance, standard documentation and other required background information.

- Owners of designated places could receive a symbolic designation certificate from the City of Lethbridge in an appropriate ceremony that recognizes their contribution to the conservation of historic places in the city.

- The Register would be maintained as a paper file and may also be in other formats for the purpose of management and communications, such as databases or web sites.

3.9 Heritage Advisory Committee

The City of Lethbridge Heritage Advisory Committee is dedicated to the identification, preservation, and maintenance of historical resources in the city of Lethbridge. This committee would make recommendations to the City Council regarding historic places, such as heritage surveys, listing on the Lethbridge Inventory of Historic Places, designation and listing on the Lethbridge Register of Historic Places. They would also make general recommendations on conservation and interpretation of historic resources.

- The Heritage Advisory Committee is comprised of representatives of the City appointed by Council, including City Councillors, who have a special interest in and knowledge of the city’s past.

- The Heritage Advisory Committee would review applications for listing on the Lethbridge Inventory of Historic Places and for designation and listing on the Register of Lethbridge Historic Places in accordance with the polices and processes outlined in the Lethbridge Heritage Management Plan.

- The Heritage Advisory Committee would assist owners and interested parties concerning the inventory process to identify the benefits and responsibilities of designation.

- The Heritage Advisory Committee would review and comment on the use and planned use for designated resources (in relation to Character Defining Elements and the Standards and Guidelines).

- The Heritage Advisory Committee would liaise with other municipal, regional, provincial and national groups with whom they share common goals and interests.

- The Heritage Advisory Committee would assist with and encourage the development of a Heritage Management Assistance Program for the city.

- The Heritage Advisory Committee would promote/support heritage awareness initiatives relating to the survey, inventory and designation of Lethbridge’s historic places.

- The Heritage Advisory Committee would inform property owners listed on the Inventory of the benefits of designation including the funding available from the Alberta Historical Resources Foundation.

- The Heritage Advisory Committee would review the Lethbridge Inventory of Historic Places as required. Listed historic places that have had inappropriate alterations or that have been demolished will be removed from the Inventory and/or Register as required.
3.10 Heritage Management Assistance Program

Heritage conservation incentives for the City of Lethbridge may include a variety of financial and non-financial incentives. In addition, the Heritage Advisory Committee may assist the property owner in applying for funding from the province.

- The City of Lethbridge may provide both financial and non-financial incentives to property owners in the city of Lethbridge to encourage preservation and protection of historic places as required.

- The City of Lethbridge could seek building code equivalencies for heritage structures to meet the National Building Code requirements where possible.

3.11 Considerations for Public Participation

The City of Lethbridge could encourage public participation in the preservation of the city’s heritage through the Heritage Advisory Committee.

- The Lethbridge Inventory of Historic Places would be promoted and available to the public for review and consideration.

- Where possible the City of Lethbridge and the Heritage Advisory Committee would encourage, and collaborate with other groups concerning heritage programs to promote heritage awareness in the region.
3.13 Implementation

The City of Lethbridge may designate a Heritage Program Administrator to be responsible for the implementation of the Heritage Management Plan.

The City of Lethbridge would institute a Municipal Heritage Designation program, where by a standardized process will result in selected resources receiving Municipal Designation. These resources would in turn be protected by a municipally passed bylaw.

The City of Lethbridge would adhere to the federally adopted Standards and Guidelines for the Conservation of Historic Places in Canada as a basis for the assessment of all heritage permit applications and negotiations. City staff and Heritage Advisory Committee members could receive training on the Standards and Guidelines for the Conservation of Historic Places in Canada through the Province of Alberta.

Formal, written contractual agreements addressing compensation (section 28 of Historic Resources Act) can be negotiated between the City of Lethbridge and resource owners. These agreements are meant to protect and conserve a site without altering municipal government regulations such as zoning, use, or density. Such agreements outline the responsibilities of both parties and may be used to establish the amount, timeline and other details of financial and/or non-financial compensation. The designation is registered on the land title, and therefore remains in effect after the property is sold.
strategy
The Lethbridge strategy for heritage management will evolve as the approach that City Council adopts to manage its diverse heritage resources develops. Sample strategies for Lethbridge have been elaborated in Appendix VIII Sample Strategies for Lethbridge Heritage Management.

There are also some points that are central to managing heritage resources. These central aspects are discussed in the section, and they include implementation, heritage initiatives, maintenance strategies, and a consideration of overall integration of the Lethbridge Management Plan and also evaluation and monitoring of the plan. Also included is a consideration of protecting cultural landscapes.

### 4.1 Implementation

#### 4.1.1 Time Frame

The City of Lethbridge Heritage Management Plan will have an implementation period of between three to five years. This is in accordance with the policy of the Municipal Heritage Partnership Program (MHPP) for a Heritage Management Plan. At the end of this period, circumstances regarding heritage in the City of Lethbridge are expected to have changed and a new or highly revised Heritage Management Plan will be necessary for Lethbridge.

#### 4.1.2 Financial Resources

Presently, the City of Lethbridge does not have specific financial resources allocated to heritage management in the city. City Council will consider the allocation of such funds to deal with local heritage issues once the Heritage Management Plan has been reviewed by Council.

#### 4.2 Recommended Heritage Initiatives

The City of Lethbridge will provide owners of significant buildings/places with support and incentives. These initiatives are meant to persuade owners of significant buildings/places to allow their property to be designated and placed on the Municipal Heritage Register.
4.2.1 Incentives

The following table outlines existing provincial incentives and possible municipal incentives that the City of Lethbridge could offer. In addition to the incentives listed below, the City of Lethbridge will offer advice and support to property, including assistance in completing the various forms for designation and necessary documentation in order to redeem incentives.

### Incentives

**THE ALBERTA HISTORICAL RESOURCES FOUNDATION**
The Alberta Historical Resources Foundation may provide funding for owners of municipally designated buildings for specific restoration projects. This funding may total up to $25,000 every five years.

**TAX FREEZES OR REBATES**
Municipal tax freezes and rebate incentives may be offered to owners of municipally designated buildings. These tax incentives will last for a predetermined length of time, and will be decided on a case-by-case basis.

**DIRECT GRANT**
The City of Lethbridge may offer a direct grant to a site owner in order to offset loss of value or to assist in site maintenance.

**WAIVER OF FEES ON HERITAGE PROJECTS**
The waiving of administrative fees associated with heritage projects is a financial incentive for owners of historic buildings. Examples of fees that may be waived include those associated with applications for zoning change, development permits and building permits etc.
4.3 Maintenance Strategies

The Lethbridge Heritage Survey, the Lethbridge Heritage Inventory and the Lethbridge Heritage Register are important tools for protecting Lethbridge heritage. Maintenance of heritage management tools in Lethbridge is important in ensuring their continued usefulness.

New information that is brought to light concerning the general history of the city or the specific history of sites may require the reconsideration of such sites. As well, changes in municipal policy or community attitudes may indicate other areas of focus with respect to local heritage and management practices should incorporate these values.

4.3.1 The Lethbridge Heritage Survey

The Lethbridge Heritage Survey will be updated as needed. When the Heritage Advisory Committee, having either found a site, or had one brought to its attention, decides that a new historic place warrants recording, the site in question will be recorded and added to the Survey. Any site that the Heritage Advisory Committee wishes to add to the Inventory or Register must first appear on the Lethbridge Heritage Survey. Updates to the Survey, including the demolition of the site, should be completed periodically as the Survey acts as a record of potential historic places in the City.

4.3.2 The Lethbridge Heritage Inventory

The Lethbridge Heritage Inventory will be updated on an annual basis. If new sites have been added to the Survey that fulfill the significance and integrity criteria, or if important information is discovered concerning a site already on the Survey, the site will be further researched, have a draft Statement of Significance written and will be included in the Inventory. In order for a site to appear on the Lethbridge Heritage Register, it must first appear in the Lethbridge Heritage Inventory.

In addition to adding appropriate sites to the Inventory, sites may need to be removed. Every year 25% of the buildings that appear on the Inventory will be subject to review. This review will determine if they still maintain their significance and integrity. This will be a matter of ensuring the character defining elements, as they appear on the site’s Statement of Significance, have not changed. Records, including photographs, should be kept showing any changes. If a site has been significantly altered, and is determined by the Heritage Advisory Committee to have lost its significance or integrity, then it will be removed from the Inventory.

4.3.3 The Lethbridge Heritage Register

The Lethbridge Heritage Register will be updated as needed. When Council municipally designates a site, it will automatically be added to the Register. Similarly, when a site is removed from the Inventory due to lost significance or integrity, it will likewise be removed from the Register, and as a result will no longer have access to funding or incentives.
4.4 Protecting Cultural Landscapes

The Lethbridge Heritage Advisory Committee should take a broad view concerning historic places. In section 3.1.1 an Historic Place was defined as a structure, building, group of buildings, district, landscape, archaeological site or other place in the City of Lethbridge that has been formally recognized for its heritage value. For this reason, cultural landscapes, such as Galt Gardens, are also important heritage places and must be protected. The Galt Gardens Park will serve as an example of preserving a cultural landscape in Lethbridge, as it will be included on the City of Lethbridge Inventory of Historic Places.

4.5 Integration of the Lethbridge Management Plan

The success of the Heritage Management Plan will be determined by the extent to which it is used as an outline for implementation and also to the extent that a heritage conservation approach is adopted in a number of planning instruments for the City. All areas of the city have potential for heritage significance and the opportunities provided by heritage may be capitalized through integration with residential, commercial and industrial developments given the opportunity is recognised and sufficient planning is provided.

4.6 Monitoring and Evaluation by the Advisory Committee

Monitoring and evaluation are important processes that must be undertaken regularly to ensure a functioning Heritage Management Plan that addresses the specific needs of the City of Lethbridge. A yearly review of the Lethbridge Heritage Management Plan by the Heritage Advisory Committee will be scheduled and conducted as a matter of course. This review will address any required changes in the Lethbridge Heritage Management Plan and will suggest revised processes, policies and strategies accordingly. The review process will also involve a discussion regarding the state of the Lethbridge Heritage Survey, the Lethbridge Heritage Inventory and the Lethbridge Heritage Register.

The Lethbridge Heritage Management Plan’s effective implementation time span is believed to be three to five years. At this point the Management Plan will be subject to a thorough, formal evaluation by the City of Lethbridge Council with the assistance of the Heritage Advisory Committee. The following is a list of questions that may be asked to determine the success of the plan and how it may be revised for the future.

- How has the Heritage Management Plan affected historical resources in Lethbridge?
- To what extent did the Heritage Management Plan protect the sites?
- Was there pressure for changing protected sites in such a manner that would compromise the integrity of the heritage site? Examining the planning applications each year for the protected sites will indicate this.
- What was the effect of new construction on the protected sites?
- Did the Heritage Management Plan achieve what it set out to achieve?
- Could it achieve the same results in a more efficient manner?
- Were the actions as listed in the Heritage Management Plan completed?
- To what extent did the prescribed actions contribute to the achievement of the objectives listed in the Management Plan?

The results of this discussion will be presented to Council and will be reflected in a new Lethbridge Heritage Management Plan.
GLOSSARY OF TERMS

ALBERTA HISTORIC RESOURCES FOUNDATION
This foundation assists in the preservation and interpretation of historic places in Alberta, primarily through the sponsorship of community-based heritage initiatives. The foundation was established in 1976 and is a branch of the Provincial Government of Alberta.

CHARACTER-DEFINING ELEMENTS (CDES)
The materials, forms, location, spatial configurations, uses, and cultural associations or meanings that contribute to the heritage value of a historic place, and which must be retained in order to preserve its heritage value.

CONSERVATION
All actions or processes that are aimed at safeguarding the character-defining elements of a cultural resource so as to retain its heritage value and extend its physical life. This may involve "Preservation," "Rehabilitation," "Restoration," or a combination of these actions or processes.

HERITAGE SURVEY
A heritage survey consists of a number of buildings that are deemed to be historically relevant to a certain area. The survey requires black and white photographic documentation of the historic places, as well as such information as site name, address, lot, block and plan number, date of construction (or an approximation) and initial historical research. The heritage survey is kept both by the city, municipality, county, town, village or neighbourhood that initiated it, as well as by the provincial government.

HERITAGE INVENTORY
A heritage inventory is a document that lists the historic places in a certain area that are deemed to fulfill both the criteria for significance, as well as integrity. The sites that appear on the inventory are selected from the heritage survey. A heritage survey is a necessary precursor to the inventory.

HERITAGE REGISTER
A heritage register is a record of historic places that have been municipally designated. These historic places must also appear on both the heritage survey and the heritage inventory.

HERITAGE VALUE
The aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations. The heritage value of a historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses, and cultural associations or meanings.

HISTORIC PLACE
Also referred to as a historic resource, a historic place is a structure, building, group of buildings, district, landscape, archaeological site or other place that has been formally recognized for its heritage value.

INTERVENTION
Any action, other than demolition or destruction, that results in a physical change to an element of a historic place.

MUNICIPAL HERITAGE PARTNERSHIP PROGRAM (MHPP)
MHPP is a provincially mandated organization that assists various groups in managing their historic places through a combination of funding and guidance.

PRESERVATION
The action or process of protecting, maintaining and/or stabilizing the existing materials, form and integrity of a historic place, or of an individual component, while protecting its heritage value.

PROVINCIAL HISTORIC RESOURCE (PHR)
A historic place that has been designated by the Province of Alberta under the Historical Resources Act. These sites are protected under provincial law. Owners of PHRs are able to apply for provincial funding to assist in the preservation, rehabilitation, or restoration of their historic place.

REGISTERED HISTORIC RESOURCE (RHR)
A historic place that has been recognized by the Province of Alberta under the Historical Resources Act. This classification is being discontinued as of 2009 due to the lack of protection afforded by the designation.

REHABILITATION
The action or process of making possible a continuing or compatible contemporary use for a historic place, or of an individual component, through repair, alterations and/or additions, while protecting its heritage value.

RESTORATION
The action or process of accurately revealing, recovering or representing the state of a historic place, or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

STANDARDS AND GUIDELINES FOR THE CONSERVATION OF HISTORIC PLACES IN CANADA
This is a publication made available by Parks Canada. It is the culmination of a collaborative effort involving federal, provincial, territorial and municipal governments, as well as heritage conservation professionals, heritage developers and many individual Canadians. The guide provides a standardized approach to heritage intervention for all who adopt its use.

STATEMENT OF SIGNIFICANCE
A statement of significance is a brief, concise document detailing why a historic place is significant. It includes a photo of the site, a site description, an explanation as to the heritage value and a list of the character-defining elements.

*Several of these definitions were taken directly from the References section of Standards and Guidelines for the Conservation of Historic Places in Canada
Appendix II

ROLES OF THE PARTICIPANTS IN THE HERITAGE MANAGEMENT PROCESS

A variety of participants will be involved in Lethbridge's heritage management. The following is a list of these contributing participants and their roles.

COUNCIL
Lethbridge City Council will enact bylaws and make decisions regarding Lethbridge's heritage management upon recommendations and submissions from the Lethbridge Heritage Advisory Committee. The Council will issue Notices of Intent to Designate and pass bylaws designating Historic Places in Lethbridge.

HERITAGE PROGRAM ADMINISTRATOR
The City of Lethbridge will establish a Heritage Officer/Designate. The responsibilities of this position will include:

» To provide support for the implementation of the Lethbridge Heritage Management Plan
» To provide conservation and restoration advice, and act as an intermediary for obtaining information (providing to match tense of overseeing in first point, or provide and oversee)
» To act as an intermediary between the Heritage Advisory Committee and other participants and partners
» To monitor heritage management programming
» To be responsible for technical aspects of heritage planning, including (the positions will include responsible? Missing something at beginning of point)
» To compile and update the records of designated historic places and areas for the City of Lethbridge
» To process permit applications related to heritage preservation
» To review and circulating heritage related issues to other departments for input

CITY OF LETHBRIDGE DEVELOPMENT SERVICES DEPARTMENT
The City of Lethbridge Development Services Department will provide technical guidance to assist with the designation process, including:

» Assistance with rezoning from existing zone to Heritage Zone
» Providing administrative support to the heritage management process when required

LETHBRIDGE HERITAGE ADVISORY COMMITTEE
The Lethbridge Heritage Advisory Committee advises Council regarding all matters relating to the City of Lethbridge's historic places. This committee will identify and select historic places for inclusion on the Lethbridge Inventory of Historic Places, and will evaluate sites and make recommendations to council for inclusion on the Lethbridge Register of Historic Places. (Please see the Lethbridge Heritage Advisory Committee Terms of Reference in Appendix II)

The tasks of the committee members will be allocated as the committee decides. Examples of some of the tasks that a member of the committee may be required to do, are as follows:

» Attend regular scheduled Heritage Advisory Committee meetings and special meetings as required
» Elect a committee chair
» Volunteer to take minutes of committee meeting
» Review minutes of previous meetings
» Collect any submitted applications for placement on the Inventory from the responsible administrative department at the City of Lethbridge and bring these forms to the committee meeting
» Review the application at the committee meeting and check for completion
» Circulate application form and check for completion at meetings by committee members

» If application is incomplete:
  » A copy of the application will be kept by the committee; a committee member will assign this task to the administrative support
  » The original form will then be returned to the owner by mail, with a letter indicating that certain parts of the form must be completed, etc. The letter will be standard, but will include a portion where the incomplete parts of the particular form must be completed and then the form may be returned to the committee, by mail to the City of Lethbridge, in order to proceed.

» If application is complete:
  » The committee will review the application content more thoroughly and it is likely that a committee member, or the administrative support, will be required to make a photocopy of the application form for each member, to facilitate the evaluation of the site at the committee meeting.
  » The committee will evaluate the potential historic site based on the completed application form, and therefore each committee member present will be responsible to participate in the ensuing discussion of the evaluation of the site in terms of its Significance and its Integrity. A member will volunteer, or an appointed member/secretary of the committee, or the member taking minutes, will take notes on the discussion, and in doing so will complete the evaluation form as much as possible. The committee will aim to reach a consensus on the evaluation and to clarify their arguments, to assist the member to complete the evaluation form. Evaluation forms that have not been completed will be revisited at the following committee meeting.
Once the evaluation is completed, and the form has been completed and word processed (either by a committee member who volunteers, or by the administrative support) the form will be reviewed by the committee and, upon consensus, nominate the site for inclusion on the Lethbridge Inventory of Historic Places or to deem the sites as not demonstrating Significance or Integrity and therefore they are not included on the Inventory.

» Collect any submitted Application for Designation and Inclusion on the Register forms from the responsible administrative department at the City of Lethbridge and bring these forms to the committee meeting.

» The committee will review the designation application and make a recommendation to council to designate. In some cases designation may be contingent on actions to be taken by the owner or council and these would normally be included in the owner’s agreement.

THE OWNER
The owner of a potential historic place is important to the process of identifying historic places. The owner can apply to have their site evaluated, based on the information that they submit when they complete the Application for Inventory Form. Furthermore owners must consent to placement of their sites on the Lethbridge Register of Historic Places. Once the site has been deemed an historic place the owner enters into an agreement with the City concerning the maintenance of the historic place, and conserves his or her historic site appropriately, thus conserving Lethbridge’s built heritage.

THE PUBLIC
The public will become involved in the heritage management process as part of a public consultation process prior to the implementation of the plan. The public will be asked to review and provide comments on the Lethbridge Heritage Management Plan.
MUNICIPAL HERITAGE INVENTORY APPLICATION FORM

1. BACKGROUND INFORMATION

Name of Proposed Municipal Historic Place
____________________________________________________

Municipal Address
________________________________________________________

Name of applicant (can be different than current owner)
____________________________________________________
Address_____________________________________________
Telephone (res/bus/fax) ________________________________

Declarative statement
“I / We _____________________________________________
request that the property be listed on the Lethbridge
Inventory of Historic Places in accordance with the City’s
bylaws, policies and regulations.
Date  _______________________________________________

Owner Information (if different from applicant)

Name of Owner  _____________________________________
Address _____________________________________________
Telephone ___________________________________________

Legal Land description

Lot number _______________
Block number _____________
Plan number ______________

Has your building/site been designated by the provincial
Government as a

Provincial Historic Resource? Yes ☐ No ☐
If Yes, when? _______________________________________

Registered Historic Resource/ Yes ☐ No ☐
If Yes, when? _______________________________________

2. PRESENT CONDITION OF PROPOSED HISTORIC PLACE
(to be used for condition report)

Roof ________________________________________________
Exterior building envelope________________________________
Doors and windows _______________________________________
Foundation ____________________________________________
Other __________________________________________________

3. REASON FOR LISTING ON THE LETHBRIDGE HERITAGE INVENTORY

Brief description of why applicant thinks the resource is
significant? (i.e. What is its value in relation to the City of
Lethbridge criteria for significance?
________________________________________________________
________________________________________________________
________________________________________________________

List possible criteria of significance (Check all that apply)

☐ Theme
☐ Activity
☐ Event
☐ Institution
☐ Person
☐ Design
☐ Style
☐ Construction
☐ Landmark
☐ Symbolic
☐ Setting

If possible attach/include information to support your application.

☐ Personal records
☐ Personal photographs
☐ News clippings
☐ Other

4. PHOTOGRAPHS OF PROPOSED RESOURCE

Please provide current digital photographs of the property
taken within one month of this application:
• A minimum of four exterior photos including one of each
façade.
• Ensure that all photos have name, date and location of
the site indicated.
• Any historic photos of the site and structure will be
extremely helpful in the review of this application.
• Photos remain the property of the City of Lethbridge.
MUNICIPAL HISTORIC PLACES DESIGNATION APPLICATION FORM

1. BACKGROUND INFORMATION

Name of Proposed Municipal Historic Place, and Municipal address

________________________________________________________

Applicant information
(application must be have current owners consent)

Name of applicant ________________________________

Address _________________________________________

Telephone (res/bus/fax) ____________________________

Declarative statement

“I / We _____________________________________________

request that the property be listed on the Lethbridge

Inventory of Historic Places and, with the consent of the

owner, that the historic place be designated as a Municipal

Historical Resource in accordance with the City’s bylaws,
policies and regulations.

Date _______________________________________________

Legal Land description

Lot number _______________

Block number ______________

Plan number ______________

Please attach

» Current certificate of Title (photocopy of full certificate)
» Current Legal survey of the place to be designated
  (the survey must be prepared by an Alberta Land Surveyor)
  (Property Reports can be printed by the City of Lethbridge)

Has your building/site been designated by the provincial
Government as a

Provincial Historic Resource?  Yes □  No □

If Yes, when? _______________________________________

Registered Historic Resource?  Yes □  No □

If Yes, when? _______________________________________

2. REHABILITATION INCENTIVE INFORMATION

If you are applying for financial assistance from the City of
Lethbridge’s Historic Resources Management Program and/or the
province’s MHPP program additional information will be required.

The nature of rehabilitation proposed and the type of
financial assistance that is being requested. Consultation
with the City to review the scope of work proposed for your
historic place is recommended.

Owner’s signature ___________________________________

appendix IV
HISTORICAL PLACE SIGNIFICANCE EVALUATION FORM

A. THEME/ACTIVITY/EVENT

Resources directly associated with themes, activities or events that have made a significant contribution to the broad patterns of the city’s history can be designated. To meet the above criteria the resource must satisfy one of the following conditions:

» Is the resource directly associated with a theme of significance to Lethbridge’s history?
» Is the resource directly associated with an activity found within Lethbridge?
» Is the resource directly associated with an event of significance to Lethbridge history?

How is the historic place associated with the above criteria?
Please provide your response below.

B. INSTITUTION/PERSOR

To merit City of Lethbridge designation because of significance for its association with an institution or person, a resource must satisfy one or more of the following conditions:

» Is the resource directly or closely associated with an institution that had a substantial impact on the City of Lethbridge?
» Is the resource directly or closely associated with a person who had a substantial impact on the City of Lethbridge?
» Is the resource directly associated with a person who had an important impact on the City of Lethbridge?
» Is the resource associated with an institution that had an important impact on the City of Lethbridge?

How is the historic place associated with the above criteria?
Please provide your response below.

C. DESIGN/STYLE/CONSTRUCTION

To merit City of Lethbridge designation because of significance for its style or type or method of construction a resource must satisfy one of the following conditions:

» Is the resource an excellent example of a style or type or method of construction common within the City of Lethbridge?
» Is the resource a very good example of a style or type or method of construction that is uncommon within the City of Lethbridge or area.
» Is the resource the only, or the first, or the last, or representative of a significant phase in the development of a style or type or method of construction within the City of Lethbridge or area.
» Is the resource an excellent or very good example of the work of a master within the City of Lethbridge or area.

How is the historic place associated with the above criteria?
Please provide your response below.

D. INFORMATION POTENTIAL

To merit City of Lethbridge designation because of significance for its potential to yield information, a resource must satisfy one or more of the following conditions:

» Does the resource provide important information about a particular theme, event, institution or person that is not available in any other format or form?
» Does the resource provide important information about a particular type of building, structure or object that is not available in any other format or form?
» Does the resource provide an opportunity to test hypotheses, corroborate or amplify currently available information or reconstruct the sequence of cultures that is not available in any other format or form?

These criteria most often applies to archaeological sites that would be addressed under separate provincial legislation and are normally the jurisdiction of the province.

How is the historic place associated with the above criteria?
Please provide your response below.

TO BE COMPLETED BY THE HERITAGE ADVISORY COMMITTEE
E. LANDMARK/SYMBOLIC VALUE

To merit the City of Lethbridge designation because of significance for its landmark/symbolic value a resource must satisfy one or more of the following conditions:

» The resource is significant if it is particularly prominent or conspicuous and contributes to the distinctive character of the City of Lethbridge or area.

» The resource is significant if it has acquired special visual, sentimental or symbolic value that transcends its function or physical characteristics within the City of Lethbridge or area.

How is the historic place associated with the above criteria?
Please provide your response below.

__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
This assessment may require a site visit, which the Heritage Advisory Committee would do.

A historic place that has been determined to have significance by the advisory committee must also meet all of the following integrity criteria.

1. INTEGRITY OF LOCATION

2. INTEGRITY OF DESIGN

3. INTEGRITY OF ENVIRONMENT

4. INTEGRITY OF MATERIALS

5. INTEGRITY OF WORKMANSHP

6. INTEGRITY OF FEELING

7. INTEGRITY OF ASSOCIATION

INTEGRITY ISSUES
Discuss potential integrity issues and how they may be addressed.
# OBJECTIVES

- Provide surveys and inventories of buildings and character areas
- Raise awareness of local heritage, both built and geographical, through education, training and publications
- Raise awareness of the economic advantages of heritage conservation in the City of Lethbridge
- Promote the best possible conservation practice within Lethbridge City Council and staff
- Promote environmental, economic and cultural sustainability
- Create a Heritage Program Administrator for the City of Lethbridge
- Use information collected through the heritage planning process to inform emerging local development
- Find a balance between preservation and change when dealing with local heritage issues

# TARGETS

- Make relevant information available to the public, including the Lethbridge Heritage Survey, the Lethbridge Heritage Inventory, and the Lethbridge Heritage Register
- Approach property owners, the public, and schools
- Approach property owners, and the public
- Develop specific programs to assist City Council and staff officials to carry out their responsibilities as informed by best practice
- Translate national policies to a local level
- Create a Terms of Reference for this position
- Include identified Historic Places and conservation policies in neighbourhood plans and area plans
- Proposals for change should be made with an understanding of the site’s value and the impact of the proposed change, including any negative consequences

# ACTIONS

- Provide copies of the Lethbridge Heritage Survey, the Lethbridge Heritage Inventory, and the Lethbridge Heritage Register to the Lethbridge Archives and the reception desk at City Hall for anyone interested in viewing these documents
- Set up exhibition on conservation issues in Lethbridge Library/ Lethbridge Archives
- Assist Lethbridge Library in stocking publications of local historical buildings and sites
- Encourage continued school programming centred on local history at a variety of grade levels
- Publish articles relating to the topic in the City of Lethbridge newsletter, and approach the local newspaper for a similar story
- Support annual workshops for members of Lethbridge’s City Council and staff regarding current, progressive conservation practices
- Actively adhere to the policies adopted, and refine if necessary
- The Heritage Program Administrator for the City of Lethbridge will carry out their duties as listed in the Terms of Reference
- Consult the Lethbridge Heritage Management Plan when writing other policy and planning documents for City of Lethbridge
- The Heritage Advisory Committee should weigh positive and negative consequences of a proposed development and make a recommendation to Council. Will the new development compromise existing heritage sites, or will it complement the character of those and enhance their special qualities?