

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on January 31st, 2019, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

MEMBERS: Jean Johnstone (Chaired from “Memberships”), Chris Babits (Vice Chair), Andrea Cuellar and Roy Pogorzelski

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

REGRETS: Rob Dombowsky

CALL TO ORDER:

Meeting was called to order at 12:02 p.m.

ADOPTION OF AGENDA:

R. Pogorzelski moved that the agenda be approved with the following additions:

- 3. Election of Chair and Vice Chair
- 4. Memberships
- 8. j. Heritage Management Plan/Indigenous Heritage

CARRIED

ELECTION OF CHAIR AND VICE CHAIR:

- R. Pogorzelski moved that J. Johnstone be elected as Chair of the Historic Places Advisory Committee for 2019.
- R. Pogorzelski moved that C. Babits be elected as Vice Chair of the Historic Places Advisory Committee for 2019.

CARRIED

CARRIED

MEMBERSHIPS (J. JOHNSTONE CHAIRED):

- R. Dombowsky has resigned from the Historic Places Advisory Committee; R. Kilgour will speak to City Clerks.

ADOPTION OF MINUTES:

R. Pogorzelski moved that the October 29th, 2018 minutes be approved.

CARRIED

BENTLEY BLOCK (CATHOLIC CHARITIES):

- A. Cuellar moved that the Historic Places Advisory Committee (HPAC) recognizes the developer’s commitment to downtown revitalization and applauds the developer for securing historic designation of this property. The HPAC wishes to honour the designation by ensuring the design preserves the significance and integrity of the building. As the proposed design would involve the removal of a Character-Defining Element (the brick parapet on the single storey portion) and would obscure the three storey portion, HPAC recommends that City Council does not issue an Intervention Approval for the design of the front façade as currently proposed.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Model Farm – R. Pogorzelski was able to confirm that there is no Indigenous history found in relation to the Model Farm.

OTHER BUSINESS:

- Big Brothers Big Sisters (Major William Burnett Residence):
 - The property is a Provincially Registered Historic Resource.
 - A Development Approval was just completed for an addition to the property and the owners have been working with F. Shaw from the Province.
 - The HPAC had previously reviewed this property, but at the time had determined there was not enough history to proceed with Municipal Designation.
 - The current committee asks that R. Kilgour contact the owners and encourage them to reapply for Municipal Designation.
- Acadia Block (Royal Fruit) – East Portion:
 - Potential purchasers are looking at turning the existing retail store She Boutique’s front space into a law office and the rear portion into an apartment.
- Watson Residence Intervention Approval:
 - R. Kilgour has not received the information needed to complete the Intervention Approval for the eaves troughs.
 - An application for Provincial funding is being put together by the owner to cover a Conservation Study.
- Oliver Block Designation:
 - H. Heggie is interested in proceeding with Municipal Designation. The committee reviewed the draft Statement of Significance (SOS) and points of interest were as follows:
 - R. Kilgour has reviewed the existing list of character defining elements with H. Heggie and he was comfortable with what was listed.
 - Existing floors should not be added to the SOS.
 - Consider adding the mosaic in the bay window.
 - HPAC would like to include the skylights.
 - Construction is being done to the original door and window openings; a current photo should be included to confirm this work was being done prior to designation.
 - Plaque:
 - J. Johnstone will send the wording to R. Kilgour for review.
 - Final wording should be reviewed and signed off by the committee as well as H. Heggie.
 - R. Kilgour will talk to A. Malcolm to see if the HOC Committee will cover the cost of the plaque since its location is in the downtown.
 - The plaque should be hung on new brick.

- 1:45 p.m. - Lost Quorum -

- Catwalk Mural:
 - R. Kilgour has reached out to the Catwalk Salon for an update on mural removal.
- Plaques:
 - Burgman Building Plaque – The plaque has arrived and needs to be installed.
 - Bells Welding - The plinth has been picked up and the plaque will be installed soon.
 - Downtown Plaque Finishing:
 - Behrends Bronze has provided a quote of \$371.72/plaque for refinishing of nine (9) plaques which would be covered by the Heart of Our City budget.
 - The cost to pay for the removal, shipping and reinstallation is expected to be approximately \$440/plaque and would be covered by HPAC.
- Responses to Petition – Attached for committee information.
- Enquiries – Nothing to note.
- Next Meeting Date – C. Lorenz will send out February meeting date options to the committee.
- Heritage Management Plan/Indigenous Heritage – C. Lorenz will add this item to the next agenda.
- Other:

- The Gate Church – R. Kilgour finished up the Request for Decision this morning and expects it will go to City Council on February 19th.
- Model Farm – R. Kilgour is hoping this will go to City Council on February 19th.
 - B. Crowson was able to locate an older map.

ACTION:	<p>R. KILGOUR:</p> <ul style="list-style-type: none"> • Speak to City Clerk regarding R. Dombowsky’s replacement. • Big Brothers Big Sisters (Major William Burnett Residence) - Contact the owners and encourage them to reapply for Municipal Designation. • Oliver Building - Make changes to SOS as per above discussion, review plaque wording, share with the committee and H. Heggie for final signoff and discuss the cost of the plaque with A. Malcolm. <p>J. JOHNSTONE:</p> <ul style="list-style-type: none"> • Send the Oliver Block plaque wording to R. Kilgour for review. <p>C. LORENZ:</p> <ul style="list-style-type: none"> • Add “Heritage Management Plan/Indigenous Heritage” to next agenda. • Send the committee meeting date options.
----------------	--

NEXT MEETING DATE:

To be determined.

ADJOURNMENT

Meeting adjourned at 1:55 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on February 28th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

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

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

CALL TO ORDER:

Meeting was called to order at 12:07 p.m.

ADOPTION OF AGENDA:

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

- 3. Re-election of Chair and Vice Chair

CARRIED

ELECTION OF CHAIR AND VICE CHAIR:

- Due to health reasons, J. Johnstone has resigned as Chair.
 - R. Pogorzelski moved that C. Babits be elected as Chair of the Historic Places Advisory Committee for 2019. **CARRIED**
 - R. Pogorzelski moved that J. Johnstone be elected as Vice Chair of the Historic Places Advisory Committee for 2019. **CARRIED**

ADOPTION OF MINUTES:

J. Johnstone moved that the January 31st, 2019 minutes be approved as amended.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- The City Clerk's Office is working on the advertisement for R. Dombowsky's replacement.
- Big Brother Big Sisters (BBBS) (Major William Burnett Residence) – R. Kilgour will be meeting with the BBBS board next week to review the designation process.
- Oliver Building:
 - A. Malcolm has confirmed that Heart of Our City Committee will cover the cost of the plaque; HPAC will pay for the ribbon plaque and installation.
 - The SOS was reviewed and changes were made as per discussion. R. Kilgour will forward the revised SOS to C. Babits for further review.
 - R. Kilgour will arrange a site tour for the committee and the SOS will be reviewed again following the tour.

OTHER BUSINESS:

- Membership – R. Dombowsky's Replacement – Discussed above.
- Heritage Management Plan/Indigenous Heritage:
 - The HPAC will review the existing Plan and discuss how to proceed with an update, in line with recommendations in the City's Reconciliation Implementation Plan.
 - R. Kilgour will also forward a copy of the existing plan to the committee for review.
 - Blackfoot Elders or experts may be brought in on an as needed basis to provide input.

- Calgary is in the process of changing names of monuments, designating areas and recognizing Indigenous history. HPAC may consider having someone from Calgary come down to educate the committee on what steps they took to make this happen.
- A. Cuellar will research other communities who have proceeded with reconciliation and historical significance.
- Prior to a Heritage Management Plan update, HPAC members should also consider indigenous sites already identified in the Traditional Knowledge and Use Assessment (TKUA) for designation.
- Bentley Block (Catholic Charities) Update:
 - The City Manager and Director of Infrastructure Services will be meeting with the owner today; R. Kilgour will provide the committee with an update.
- Burgman Building Plaque (418 13th Street N) – The plaque has been installed.
- The Gate (Bank of Montreal Building) Update:
 - The Request for Decision went to Council and was passed on February 19th; the sixty (60) day waiting period is now underway.
- Mocha Cabana (Bell’s Welding):
 - The plaque has been installed on the plinth however the wall still needs repair.
 - R. Kilgour will follow-up on this.
- Model Farm Update:
 - R. Kilgour is waiting to hear from the City Solicitor regarding the Environmental Reserve and whether Municipal Designation would allow the owner to keep the parcel of land. Once confirmed, he will speak to the owner to confirm whether she would like to continue with designation of the property.
 - Although the safe set back would mean there is less land to designate, HPAC still feels there is value in trying to pursue designation.
 - If Municipal Designation does not proceed, HPAC would like to consider installing a plaque on the property.
 - R. Kilgour will provide the committee with an update once he has more information.
- Oliver Block Update – Discussed above.
- Watkin Residence (1217 6A Avenue S) Interest:
 - The owner has expressed an interest in Municipally Designating the property which is already listed on the inventory.
 - The Committee would like to arrange a site tour; R. Kilgour will send out possible date options.
- Enquiries – Nothing to note.
- Next Meeting Date:
 - The next HPAC meeting will take place on March 26th, 2019; C. Lorenz will send out a meeting invitation.
- Other:
 - Budget:
 - As of February 27th, 2019 there is \$12,241.14 potential funds available.
 - Discussion took place and monies could potentially be used for the following:
 - Refurbish plaques in the downtown
 - Another inventory
 - Update of brochures
 - Raise awareness through radio or the newspaper
 - Oliver Building celebration once designated
 - Expenses related to the updating of the Heritage Management Plan

ACTION:	R. KILGOUR: <ul style="list-style-type: none"> ● Oliver Building - Forward SOS to C. Babits for further review and arrange a site tour. ● Heritage Management Plan - Forward a copy to the committee for review. ● Bentley Block (Catholic Charities) – Provide the committee with an update following meeting with D. Hawkins.
----------------	---

- Mocha Cabana (Bell's Welding) – Follow-up on wall repair.
- Model Farm Update – Speak to owner regarding Environmental Reserve findings and provide the committee with an update.
- Watkin Residence (1217 6A Avenue S) – Arrange a site tour.

ALL:

- Review the Heritage Management Plan.
- Review the Traditional Knowledge and Use Assessment (TKUA) for indigenous sites which may be suitable for designation.

C. BABITS:

- Oliver Building – Review SOS.

A. CUELLAR:

- Heritage Management Plan - Research other communities who have proceeded with reconciliation and historical significance.

C. LORENZ:

- Send out a meeting invitation for March 26th.

NEXT MEETING DATE:

March 26th, 2019 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:24 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on March 26th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

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

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

REGRETS: Roy Pogorzelski

CALL TO ORDER:

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

ADOPTION OF AGENDA:

A. Cuellar moved that the agenda be approved.

ADOPTION OF MINUTES:

J. Johnstone moved that the February 28, 2019 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Mocha Cabana (Bell's Welding):
 - The plinth has been installed however the owner has expressed concern that it was installed too high; R. Kilgour will go to the property and take a look at the height and location.
 - The owner is waiting for better weather before completing the wall repair.
- Major Burnett (Big Brothers Big Sisters) – The site tour is scheduled for April 2nd.
- Watkin Residence (1217 6A Avenue S) – The owners are out of town and a site tour will be scheduled for a later date.

OTHER BUSINESS:

- Membership:
 - The City Clerk's Office received two (2) applications and Council will announce who was chosen as R. Dombowsky's replacement on April 15th.
 - R. Kilgour will check whether the City Clerk's Office plans to send an official thank you letter to R. Dombowsky.
- Bentley Block (Catholic Charities) Update:
 - City Council has chosen to issue the Intervention Approval in accordance with the drawings submitted by Pure West Developments.
 - The HPAC is concerned that this decision may set a new precedent.
 - C. Babits will draft a letter to Council on behalf of the committee expressing concerns with regards to Council's decision to issue the Intervention Approval. Once complete the letter will be sent to administration and committee for final review.
 - J. Johnstone will arrange a meeting with the City Manager and other committee members are welcome to attend.
- Model Farm Update:
 - City Solicitors Office has confirmed that if the property was municipally designated and later sold, the Environmental Reserve would still be in place regardless of Municipal Designation.
 - The HPAC still feels the property is worth designating.

- The SOS narrative should tie the Ideal Farm to the Model Farm; the SOS was updated as per discussion.
- R. Kilgour will call the owner about proceeding with designation and forward the updated SOS to the committee. R. Kilgour will also talk to Lethbridge College about the possibility of designation for parts of the Model Farm on their land.
- Oliver Block:
 - The committee reviewed old images of the building and determined that it is composed of two (2) distinct buildings with an addition to one of those buildings later.
 - R. Kilgour will check if the City Clerk’s Office can clarify the Alderman dates in the SOS.
 - The SOS was updated as per discussion. C. Babits will review it further and then share with the committee. R. Kilgour will then share with H. Heggie for review.
- Catwalk Mural:
 - R. Kilgour received an update that the owners are now interested in painting over the mural rather than restoring. To be discussed further at next meeting.
- Heritage Management Plan/ Indigenous Sites Suitable for Designation:
 - A. Cuellar has been in contact with various people and points of interest include:
 - A lot of what is being done in Alberta is on a case by case basis and there is no set policy at the Provincial level.
 - Archeological sites and sites with Indigenous importance are treated separately.
 - Turtle Site West Lethbridge – Look into protecting?
 - It was recommended that the committee look into grant programming such as Heritage Awareness Grants.
 - R. Kilgour will look into grant applications for September.
 - Andrea will continue to explore and plans to reach out to Blair First Rider, the Alberta Consultation Office and Vancouver Parks Board.
- Next Meeting Date - C. Lorenz will send out a meeting invite for April 29th.

ACTION:	<p>R. KILGOUR:</p> <ul style="list-style-type: none"> ● Mocha Cabana (Bell’s Welding) – Check the plinth height and location. ● Check whether the City Clerk’s Office plans to send an official thank you letter to R. Dombowsky. ● Model Farm - Call the owner about proceeding with designation and forward the updated SOS to the committee. Talk to Lethbridge College about interest in designation. ● Oliver Block - Check if the City Clerk’s Office can clarify the Alderman dates in the SOS and share the SOS with H. Heggie once updated and reviewed by committee. ● Heritage Management Plan/ Indigenous Sites Suitable for Designation - Look into grant programming such as Heritage Awareness Grants. <p>C. BABITS:</p> <ul style="list-style-type: none"> ● Bentley - Draft a letter to Council on behalf of the committee and send to committee and administration for review. ● Oliver - Review the SOS and then share with the committee. <p>J. JOHNSTONE - Bentley - Arrange a meeting with the City Manager.</p> <p>A. CUELLAR:</p> <ul style="list-style-type: none"> ● Heritage Management Plan/ Indigenous Sites - Reach out to Blair First Rider, the Alberta Consultation Office and Vancouver Parks Board. <p>C. LORENZ - Send out a meeting invite for April 29th.</p>
----------------	---



NEXT MEETING DATE:

April 29th, 2019 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:44 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on April 29th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 421 in the City of Lethbridge with the following in attendance:

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

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

CALL TO ORDER:

Meeting was called to order at 12:09 p.m.

ADOPTION OF AGENDA:

R. Pogorzelski moved that the agenda be approved.

CARRIED

ADOPTION OF MINUTES:

A. Cuellar moved that the March 26th, 2019 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Mocha Cabana (Bell's Welding) – It has been confirmed that the plaque was installed too high; R. Kilgour will talk to the contractor and ask them to lower it.
- It was confirmed that the City Clerk's office has sent R. Dombowsky a letter to thank him for his service.
- Model Farm:
 - R. Kilgour is in the process of contacting the Lethbridge College regarding possible designation of land.
 - R. Kilgour spoke to the owner and she does not have a current Plan of Survey. This document will be required to sell the property, therefor HPAC feels it is reasonable for the owner to cover this cost.
- Oliver Block – The updated SOS was shared with the owner and he acknowledged he is happy with it. Once renovations are finished, he will apply for designation.
- Heritage Management Plan (HMP):
 - R. Kilgour believes HPAC would be eligible for a Heritage Awareness Grant and has e-mailed the grant administrator.
 - The planning manager has confirmed that there is budget available to assist with the HMP.
- Bentley:
 - C. Babits and J. Johnstone met with the City Manager regarding the process and decision that was made with the Bentley Block.
 - If a similar situation should arrive in the future, it would be beneficial for the committee to see what is being submitted to Council. As well, a longer explanation of the resolution which highlights HPAC's main points should be included on the first page.
 - R. Kilgour will look into what it would take to change the process.

OTHER BUSINESS:

- Major William Burnett Residence (Big Brothers Big Sisters);
 - J. Johnstone and R. Kilgour toured the site.
 - Although HPAC does not usually include interior character defining elements, the committee would like to include the staircase on the SOS.

- The SOS was updated as per committee suggestions and discussion and R. Kilgour will share the updated document with HPAC for review.
- R. Kilgour will clarify with Big Brothers Big Sisters what the plan is for the veranda.
- Model Farm Update – As per above.
- Heritage Management Plan Update:
 - National Trust for Canada Webinar – R. Kilgour sent out the link previously and recommends the committee take a look.
 - A. Cuellar did research on the City of Vancouver’s HMP and shared documents of interest with the committee.
 - A consultant will need to be engaged to write the plan; R. Kilgour will start working on the scope in the next two (2) weeks.
- Catwalk Mural:
 - Although a recent response was received from Catwalk that they would like to paint over the mural, HPAC would prefer to see it removed.
 - R. Kilgour will touch base with D. Chalmers to confirm it can be removed, talk to F. Shaw to confirm that the grants are retroactive if work is completed in the summer and then touch base with Catwalk.
- First and Second World War Internment Building – Exhibition Grounds:
 - R. Kilgour received a call from someone that was wondering if these buildings are designated. Although they are not designated they are on the first list of important buildings.
 - R. Kilgour will talk to the City to see if there is any interest in designating the two (2) WWI Prisoner of War Buildings.
- Nikka Yuko Lighting:
 - Nikka Yuko is looking at installing new lighting along their fence; HPAC does not see any issue with the replacement of lighting.
- Red Cross/LDS Church:
 - The church is considering building on the adjacent lot across from the church; HPAC does not see there being any impact to the designation.

- R. Pogorzelski left the meeting at 1:35 p.m. -

- Galt Mine No. 6:
 - Vegetation has been cleared from the site.
 - They will require an Intervention Approval for works, e.g. the removal of exposed rebar. R. Kilgour will work with Fraser Shaw on a plan for how to approach the Intervention Approval application.
- Other:
 - R. Kilgour will be leaving on Paternity Leave for another four (4) months and K. Deaust will take over during his absence.

ACTION:	R. KILGOUR: <ul style="list-style-type: none"> ● Mocha Cabana - Talk to the contractor about lowering the plaque. ● Bentley – Look into what it would take to change the process. ● Major William Burnett – Send the HPAC the updated SOS and clarify the plan for the veranda. ● Catwalk - Touch base with D. Chalmers to confirm it can be removed, talk to F. Shaw to confirm that the grants are retroactive and then touch base with Catwalk. ● Exhibition Grounds Buildings - Talk to the City to see if there is any interest in designating the two (2) WWI Prisoner of War Buildings. ● Galt Mine No. 6 - work with Fraser Shaw on a plan for how to approach the Intervention Approval application.
----------------	--

NEXT MEETING DATE:

May 27th, 2019 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:45 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on May 27th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 447 in the City of Lethbridge with the following in attendance:

MEMBERS: Christopher Babits (Chair), Jean Johnstone (Vice Chair), Andrea Cuellar, Roy Pogorzelski and Hope Wiebe

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

CALL TO ORDER:

Meeting was called to order at 12:02 p.m.

ADOPTION OF AGENDA:

J. Johnstone moved that the agenda be approved.

CARRIED

ADOPTION OF MINUTES:

J. Johnstone moved that the April 29th, 2019 minutes be approved as amended.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Mocha Cabana (Bell's Welding) – Southwest will take the plinth down this week and reinstall once Haul-All has amended the height.
- Bentley – R. Kilgour is still looking into potential process change.
- WWI Buildings – R. Kilgour has reached out to the Exhibition but has not received a response as of yet.
- Galt Mine No. 6 – They are not planning to do any work until next year.

OTHER BUSINESS:

- Paramount:
 - The owner is still interested in designating the property and is happy with the response the HPAC provided last year with regards to the character defining elements.
 - The character defining elements such as shop doors, tiles, awnings and lighting on the marquee were discussed and R. Kilgour will send the amended SOS to the committee for review.
 - Heritage Management Plan Update:
 - The majority of the cost will come from Planning and Developments budget with the remainder coming from HPAC.
 - J. Johnstone moved that the Historic Places Advisory Committee allocate \$5,000 of its accumulated budget to the Historic Management Plan update.
- CARRIED**
- Catwalk Mural:
 - The contractor feels that the mural can be removed however a test patch would need to be done to confirm this.
 - As an alternative to mural removal there are possible funds available to create a buildout.
 - K. Deaust will reach out to the owner to discuss alternatives and let him know the grant application deadline is September 1st.
 - Downtown Plaque Refinishing:
 - Behrends came back with a revised quote which is much more cost effective than the first one provided.

- A. Malcolm has agreed that The Heart of Our City Committee’s budget will cover the plaque repair and the HPAC will be responsible for the shipping.
- R. Kilgour will confirm with Behrends what is included in this quote and send J. Johnstone a list of the plaques.
- R. Pogorzelski moved that the Historic Places Advisory Committee proceed with the repair of nine (9) plaques.

CARRIED

- R. Pogorzelski left at 12:55 p.m.-

- **Municipal Historic Properties:**
 - Discussion took place on different engagement and relationship building opportunities and points of discussion were as follows:
 - Annual Report to Council
 - Meetings for property owners
 - Tourism walk mobile based application
 - Historic tours
 - Piggy back off of Celebrate Downtowns awards?
 - K. Deaust will reach out to A. Malcolm.
 - Leverage the internal communications team
 - Semiannual informative newsletters
 - General expectations, process, resources, highlighting some of th works the community has done, newly designated properties

ACTION:	R. KILGOUR/K. DEAUST: <ul style="list-style-type: none"> ● Paramount - Send the amended SOS to the committee for review. ● Catwalk - Reach out to the owner to discuss alternatives and let him know the grant application deadline is September 1st. ● Plaque Repair - Confirm with Behrends what is included in this quote and send J. Johnstone a list of the plaques. ● Reach out to A. Malcolm with regards to Piggybacking off of Celebrate Downtowns awards.
----------------	---

NEXT MEETING DATE:

June 25th, 2019 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:17 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on June 25th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 447 in the City of Lethbridge with the following in attendance:

MEMBERS: Christopher Babits (Chair), Jean Johnstone (Vice Chair), Andrea Cuellar, and Hope Wiebe

CITY OF LETHBRIDGE: Kevin Deaust, Maureen Gaehring and Cidnee Lorenz (Recorder)

REGRETS: Roy Pogorzelski

CALL TO ORDER:

Meeting was called to order at 12:03 p.m.

ACKNOWLEDGMENT:

“The City of Lethbridge acknowledges that we are gathered on the lands of the Blackfoot people of the Canadian Plains and pays respect to the Blackfoot people, past, present and future while recognizing and respecting their cultural heritage, beliefs and relationship to the land. The City of Lethbridge is also home to the Metis Nation of Alberta, Region III.”

ADOPTION OF AGENDA:

A. Cuellar moved that the agenda be approved.

CARRIED

ADOPTION OF MINUTES:

J. Johnstone moved that the May 27th, 2019 minutes be approved as amended.

CARRIED

BUSINESS ARISING FROM THE MINUTES – Nothing to note

OTHER BUSINESS:

- HPAC Budget Update:
 - The updated budget was attached for committee information. As of June 20th, 2019 there is \$16,413 in funds available less \$5,000, which has been committed to the Heritage Management Plan.
 - Baxter Farm Proposal:
 - K. Deaust met with Mrs. Baxter on June 10th to discuss subdivision, environmental reserve and answer questions around designation.
 - On June 14th, Mrs. Baxter informed K. Deaust that she will not be proceeding with designation at this time.
 - Nikka Yuko:
 - Nikka Yuko received their Provincial Intervention Approval with regards to the installation of LED lighting.
 - J. Johnstone moved that the Historic Places Advisory Committee recommend that a Municipal Intervention Approval be granted for Nikka Yuko for the installation of LED strip lighting on the entrance gate wall.
- CARRIED**
- Acadia Building:
 - The owner is proposing that stairwell access be added to the back of the building.
 - K. Deaust made the owner aware of the Crime Prevention Through Environmental Design (CPTED).
 - Although the small building which is attached is currently treated under the same bylaw, ownership is separate. Discussion took place on whether there should be a separate designation in the future.

- A. Cuellar moved that the Historic Places Advisory Committee recommend the Intervention Approval be granted to add stairwell access to the back of the Acadia building.

CARRIED

- Mocha Cabana:
 - The plinth has been retro fit by Haul-All Equipment and is awaiting pickup by Southwest Design and Construction for reinstallation.
- Plaque Repair Program:
 - The selected plaques have been removed and are being sent to Behrends Bronze for repair.
 - Two (2) of the plaques selected for removal and repair were found to be epoxied to the building. After talking to F. Shaw, the decision was made not to attempt removal as there was a risk of damaging the building. Alternatives include placing a new plaque over the old one or waiting until winter to attempt removal.
 - Pricing will be much lower than the original quote and the cost will be shared with Heart of Our City.
 - K. Deaust and J. Johnstone will discuss plaques offline.
- Paramount Building:
 - C. Babits will put together a sentence or two regarding the red tiles and forward to the committee for review.
 - K. Deaust will amend the SOS accordingly and share with the owner.
- Bank of Montreal:
 - The quote and proof was attached for committee review.
 - Some of the information on the plaque is incorrect.
 - J. Johnstone and K. Deaust will meet offline for further discussion.
 - Put together a plaque best practices / guideline?
 - Is there an opportunity through the Heritage Management Plan appendices for identifying these practices?
- Model Farm – Discussed above.
- Catwalk (Hick Sehl):
 - K. Deaust met with L. Cox on June 13th where a package of information regarding mural removal was provided. Mr. Cox mentioned wanting to make an improvement to the cat on the side of the building as well has interest in renewal of ghost signs.
 - C. Babits and J. Johnstone will get in touch with F. Shaw to learn more about ghost signs and then draft a letter to Mr. Cox in hopes of working together to come up with a solution.
 - K. Deaust will let Mr. Cox know that the committee is working on a letter.
- Post Office/Higinbotham Building:
 - An information package was attached for committee information and should remain confidential.
 - The new owners are aware that the property is Federally, Provincially and Municipally designated and are going to try and coordinate a meeting with F. Shaw soon.
- Heritage Management Plan:
 - The scoping is being massaged, Administration is working on the Request for Proposal (RFP) and K. Deaust has spoken to the Province about making an application for research grants.
 - Administration will be working with P. Stein, Indigenous Relations Coordinator to understand what that engagement will look like and this will be part of the grant application. Once the scope is complete, K. Deaust will forward to A. Cuellar and R. Pogorzelski for their input.

OTHER OF TIME PERMITS:

- Plaque Installation Works
- HPAC Public Engagement & Celebration
- Scotiabank Chinatown Plaque:
 - K. Deaust will touch base with A. Malcolm.

--	--

ACTION:	K. DEAUST: <ul style="list-style-type: none">• Intervention Approvals – Nikka Yuko & Acadia Building.• Follow-up with Southwest on the Mocha Cabana plaque.• Plaque Repair – Discuss offline with J. Johnstone.• BMO Plaque Order [designation plaque]• Paramount – Amend SOS and share with the owner.• Catwalk – Let Mr. Cox know the committee is working on a letter.• Scotiabank Chinatown Plaque – Touch base with A. Malcolm. C. BABITS: <ul style="list-style-type: none">• Paramount – Put together wording around the red tile and forward to committee. C. BABITS & J. JOHNSTONE: <ul style="list-style-type: none">• Catwalk - Draft a letter to Mr. Cox.
----------------	--

NEXT MEETING DATE:

August 13th, 2019 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:17 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on August 13th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 447 in the City of Lethbridge with the following in attendance:

MEMBERS: Christopher Babits (Chair), Jean Johnstone (Vice Chair) and Hope Wiebe
CITY OF LETHBRIDGE: Kevin Deaust and Cidnee Lorenz (Recorder)
REGRETS: Roy Pogorzelski and Andrea Cuellar

CALL TO ORDER:

Meeting was called to order at 12:02 p.m.

ACKNOWLEDGMENT:

“The City of Lethbridge acknowledges that we are gathered on the lands of the Blackfoot people of the Canadian Plains and pays respect to the Blackfoot people, past, present and future while recognizing and respecting their cultural heritage, beliefs and relationship to the land. The City of Lethbridge is also home to the Metis Nation of Alberta, Region III.”

ADOPTION OF AGENDA:

J. Johnstone moved that the agenda be approved with the following addition:

- Bow on Tong Update

CARRIED

ADOPTION OF MINUTES:

H. Wiebe moved that the June 25th, 2019 minutes be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES - Nothing to note

OTHER BUSINESS:

- Plaque Repair Update:
 - All of the plaques have been reinstalled and the invoices were attached for committee information.
 - The Behrends invoice for plaque repair, was paid for by the Heart of Our City Committee (HOCC).
 - HPAC will cover the plaque installation portion of the Southwest invoice and request that HOCC cover the shipping; K. Deaust will talk to A. Malcolm.
- The Gate Church (BMO), Ribbon Plaque Update/Fire Dept. Knox Box:
 - The proof was authorized for the ribbon plaque and the cost will be \$349.74 and paid for by HPAC.
 - Administration is working with BMO to have a Knox Box installed at the front of the building and possibly mounted to the plinth.
 - The HPAC would like to explore the wording and cost to replace the plaque; J. Johnstone will send her copy of the current plaque wording to the committee for review.
- Mocha Cabana (Bells Welding) Plinth & Plaque Update:
 - The plaque has been reinstalled and K. Deaust will go to Mocha Cabana to see if the wall has been repaired and check back to previous minutes to find out who is responsible for the repair work.
- Paramount Update:
 - The amended SOS was shared with the building owner. K. Deaust will follow up with him and invite him to a future HPAC meeting.
- Catwalk (Hick Sehl) Update:

- K. Deaust will e-mail the Catwalk building owner to advise that the committee is working on a letter to him with regards to Ghost Signs.
- C. Babits and J. Johnstone will continue to draft a letter to the Catwalk building owner regarding Ghost Signs.
- Scotiabank Chinatown Plaque:
 - In progress – K. Deaust will follow up with A. Malcolm again.
- Post Office (Higinbotham Building):
 - The design document was attached for committee review and feedback.
 - The document has also been reviewed by F. Shaw who is supportive from a Provincial perspective of the approach that SUMUS has taken.
 - C. Babits will prepare a letter responding to SUMUS information, distribute it to the committee for review and approval to return to SUMUS.
- Heritage Management Plan Update:
 - Administration has met with the Senior Management Team and will move forward with a presentation to City Council where an update, project details and timeline touchpoints will be given.
 - Administration continues to work on scoping and the budget.
- Bow on Tong:
 - The Bow on Tong/Manie Opera was granted Provincial Designation and members of the committee were in attendance.

OTHER IF TIME PERMITTING:

- Plaque Installation Works (Guidelines, Schematics & Best Practices)
- HPAC Public Engagement & Celebration

ACTION:	<p>K. DEAUST:</p> <ul style="list-style-type: none"> ● Plaque Repair – Talk to A. Malcolm to see if HOC will cover the shipping portion of the Southwest invoice. ● BMO Plaque – Explore the funding cost of a replacement plaque. ● Mocha Cabana - Go to Mocha Cabana to see if the wall has been repaired and check back to previous minutes to see who is responsible for the repair work. ● Paramount - Follow up with the building owner on the amended SOS and invite him to an upcoming HPAC meeting. ● Catwalk Update - E-mail the Catwalk building owner to update and advise that the committee is working on a letter for him regarding Ghost Signs. ● Scotiabank Chinatown Plaque - Follow up with A. Malcolm again. <p>COMMITTEE:</p> <ul style="list-style-type: none"> ● J. Johnstone - Send the committee a copy of the current wording of the BMO plaque. ● J. Johnstone & C. Babits – Prepare a letter regarding Ghost Signs for the Catwalk building owner. ● C. Babits – Prepare a letter responding to SUMUS information and distribute to the committee for review and approval to return it to SUMUS.
----------------	---

NEXT MEETING DATE:

September 12th, 2019 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:17 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on October 17th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 447 in the City of Lethbridge with the following in attendance:

MEMBERS: Christopher Babits (Chair), Jean Johnstone (Vice Chair), Hope Wiebe and Andrea Cuellar
CITY OF LETHBRIDGE: Kevin Deaust, Perry Stein and Cidnee Lorenz (Recorder)

CALL TO ORDER:

Meeting was called to order at 12:04 p.m.

ACKNOWLEDGMENT:

“The City of Lethbridge acknowledges that we are gathered on the lands of the Blackfoot people of the Canadian Plains and pays respect to the Blackfoot people, past, present and future while recognizing and respecting their cultural heritage, beliefs and relationship to the land. The City of Lethbridge is also home to the Metis Nation of Alberta, Region III.”

ADOPTION OF AGENDA:

A. Cuellar moved that the agenda be approved as amended.

CARRIED

ADOPTION OF MINUTES:

J. Johnstone moved that the September 12th, 2019 minutes be approved as amended.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Paramount – The building owner was unable to attend today’s meeting, but asked that K. Deaust continue to reach out with future dates.
- Catwalk (Hick Sehl) – A letter was drafted by J. Johnstone; K. Deaust will circulate the letter to the committee for approval before sending it to L. Cox (send to J. Johnstone in Word format).
- The Gate (Bank of Montreal):
 - The Fire plinth has been installed.
 - J. Johnstone has made amendments to the plaque wording; K. Deaust will circulate to the committee for further review.
 - New Plinth - The Committee feels the proposed location is not accessible or visible and proposes that it be put on the sidewalk. K. Deaust will share this recommendation with the building owner.
- Galt Mine – Nothing to update.
- Oliver Building – The plaque was given to the building owner for installation; K. Deaust will touch base with him if it has not been installed soon.
- Council Committee Policy Related – K. Deaust forwarded materials as per previous meeting discussion.
- Post Office (Higinbotham Building) – C. Babits spoke to F. Shaw as per previous meetings discussion and he was in agreement with the four (4) comments the committee had discussed.
- Committee Member – R. Pogorzelski has resigned from HPAC due to work obligations.

NEW BUSINESS:

- Post Office (Higinbotham Building):
 - K. Deaust shared HPAC’s feedback with the building owners but has not received a response.
- Heritage Management Plan (HMP) (P. Stein):

- P. Stein will be assisting with the HMP.
- Committee considerations going forward include:
 - What is HPAC’s role and objective in the HMP?
 - It would be beneficial for the consultant to identify some actions that could come out of the HMP.
 - Consider establishing a subcommittee with A. Cuellar as the lead.
- Traditional Knowledge Study – A. Cuellar will look at the recommendations.
- HPAC Public Engagement/Tourism Related:
 - There is potential funding through the Province on increasing the awareness of Heritage Programs.
 - There is a partnership opportunity with Tourism Lethbridge. K. Deaust will also share this with the Lethbridge Historical Society.
- Committee Vacancy:
 - Discussion took place on whether the Indigenous Representative position should be filled immediately or whether the role should first be redefined.
 - K. Deaust will touch base with P. Stein regarding any potential leads on an Indigenous representative.
 - A. Cuellar requested that November’s agenda include a discussion on role of committee members; C. Lorenz will add this to the November agenda.

ACTION:	<p>K. DEAUST:</p> <ul style="list-style-type: none"> ● Paramount – Continue to invite building owner to future meetings. ● Catwalk – Circulate the letter drafted by J. Johnstone to the committee for approval before sending it to L. Cox (send to J. Johnstone in Word format). ● The Gate – Circulate J. Johnstone’s plaque wording amendments to the committee for review and share the committee’s recommendations on new location with owner. ● Oliver Building – Touch base with owner if the plaque has not been installed soon. ● Council Committee Policy Related – Resend materials to J. Johnstone. ● Share Tourism Lethbridge partnership opportunity with Lethbridge Historical Society. <p>C. LORENZ – Add Committee Role discussion to November agenda.</p> <p>COMMITTEE - A. Cuellar will look at the recommendations listed in the Traditional Knowledge Study.</p>
----------------	---

NEXT MEETING DATE:

November 28th, 2019 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:17 p.m.

MINUTES of a Meeting of the **HISTORIC PLACES ADVISORY COMMITTEE**, held on December 4th, 2019, at 12:00 p.m. at the City Hall, Meeting Room 045 in the City of Lethbridge with the following in attendance:

HPAC MEMBERS: Christopher Babits (Chair), Jean Johnstone (Vice Chair) and Hope Wiebe
CITY OF LETHBRIDGE: Ross Kilgour, Kevin Deaust, Michael Boh and Cidnee Lorenz (Recorder)
LETHBRIDGE HISTORICAL SOCIETY: George Kuhl and Belinda Crowson
REGRETS: Andrea Cuellar

CALL TO ORDER:

Meeting was called to order at 12:03 p.m.

ACKNOWLEDGMENT:

“The City of Lethbridge acknowledges that we are gathered on the lands of the Blackfoot people of the Canadian Plains and pays respect to the Blackfoot people, past, present and future while recognizing and respecting their cultural heritage, beliefs and relationship to the land. The City of Lethbridge is also home to the Metis Nation of Alberta, Region III.”

ADOPTION OF AGENDA:

J. Johnstone moved that the agenda be approved as presented.

CARRIED

ADOPTION OF MINUTES:

H. Wiebe moved that the October 17th, 2019 minutes be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- Paramount - R. Kilgour will send the committee most recent e-mail to refresh their memories and will also touch base with K. Harvey about scheduling a possible site visit.
- Catwalk (Hick Sehl) - R. Kilgour will send the letter drafted by HPAC to L. Cox.
- The Gate (Bank of Montreal):
 - The relocation of the plinth was approved and will be affixed to the sidewalk.
 - The ribbon plaque has been turned over to the owner for the fabrication process.
 - C. Babits will review and amend the wording for the new plaque which will be funded by the Heart of Our City (HOC) Committee.
- Oliver Building - H. Heggie will let K. Deaust know once the plaque has been installed.
- Council Committee Policy Related - K. Deaust resent the materials to J. Johnstone as per her request.
- Public Engagement Related - Consider partnering with HOC and Tourism Lethbridge.

NEW BUSINESS:

- HOC & Lethbridge Historical Society (G. Kuhl & B. Crowson):
 - Funding for the back alley project will come from the HOC.
 - One hundred (100) letters have been sent to site owners and there have been twenty (20) confirmations.
 - The signs will be either on a sign post or attached to the building.
 - There will be a QR code on each sign which will bring up the site with information regarding the person.
 - R. Kilgour will put together an Intervention Approval for the Knights of Pythias building.

- J. Johnstone moved that the Historic Places Advisory Committee support the ongoing effort of naming rear lanes in conjunction with the Lethbridge Historical Society and Heart of Our City Committee and furthermore the Intervention Approval be issued for the Knights of Pythias building.

CARRIED

- Post Office (Higinbotham Building) - The 3rd set of drawings are expected to be submitted in the coming weeks and will be shared with the HPAC and the Province for feedback.
- Committee Vacancy Update - R. Kilgour will let the Reconciliation Committee know of the HPAC Indigenous Representative vacancy and ask the City Clerk’s office to renew the add.
 - Consider advertising position vacancy on the Treaty 7 Facebook page?
- Committee Member Roles Discussion – As A. Culler was unable to attend today’s meeting this discussion will be carried to the next agenda.
- Discussion of recommendation from TKUA – As A. Culler was unable to attend today’s meeting this discussion will be carried to the next agenda.
- Heritage Management Plan Update - The next grant application deadline is February 1st, 2020; R. Kilgour will put together the application in January.

COMMITTEE MEMBER ROUND TABLE:

- J. Johnstone:
 - Shared documents pertaining to the approval of the existing Heritage Management Plan.
 - HPAC Promotion:
 - The City website needs improvement; R. Kilgour will have the word “Historic” added to search engine.
 - Presentation to Council – Discuss at next meeting.

- C. Babits left the meeting at 1:00 p.m.-

ACTION:	<p>R. KILGOUR:</p> <ul style="list-style-type: none"> ● Paramount - Send the committee most recent e-mail to refresh their memories and touch base with K. Harvey about scheduling a possible site visit. ● Catwalk - Send the letter drafted by HPAC to L. Cox. ● Draft an Intervention Approval for the Knights of Pythias building. ● Let the Reconciliation Committee know of the HPAC Indigenous Representative vacancy and ask the City Clerk’s office to renew the add (consider advertising position vacancy on the Treaty 7 Facebook page). ● Heritage Management Plan Update - Put together the application in January. ● Have the word “Historic” added to search engine on City site. <p>C. LORENZ – Next agenda - Committee Member Roles Discussion, Recommendation from TKUA and Presentation to Council.</p> <p>C. BABITS - The Gate - Review and amend the wording for the new plaque.</p>
----------------	---

NEXT MEETING DATE:

January 22nd, 2020 at 12:00 p.m.

ADJOURNMENT

Meeting adjourned at 1:05 p.m.