

**TOWN OF BANFF HERITAGE CORPORATION
ORDER OF BUSINESS
Regular Virtual Meeting
September 16, 2021 at 1:30 p.m.**

PLEASE NOTE:

Due to the extraordinary circumstances and measures being taken to slow the spread of COVID-19, this meeting will be held virtually using **Zoom**; **all members of the Banff Heritage Corporation will be participating remotely.**

Members of the Public may watch the live stream of this Meeting at www.banff.ca/live

MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY IN ONE OF THE FOLLOWING MANNERS:

- Members of the public wishing to make written submissions may do so by emailing the Secretary to the Banff Heritage Corporation at eric.bjorge@banff.ca prior to 4:30 p.m. Wednesday, September 15, 2021. Submissions received will be included in the Agenda package publicly available through www.banff.ca/AgendaCenter . Personal information provided in submissions is collected under the authority of Procedures Bylaw 44-7 and Section 33(c) of the *Freedom of Information and Protection of Privacy* (FOIP) Act of Alberta, for the purpose of receiving public participation in municipal decision-making. If you have questions regarding the collection and use of your personal information, please contact the FOIP Coordinator at 403-762-1209 or at Banff Town Hall, Box 1260, Banff, Alberta, T1L 1A1;

OR

- Members of the public wishing to speak during the meeting must register by contacting the Secretary to the Banff Heritage Corporation at eric.bjorge@banff.ca or 403-762-1102 prior to 4:30 p.m. on Wednesday, September 15, 2021.

1.0 CALL TO ORDER

This Regular Meeting of the Banff Heritage Corporation will be conducted virtually using Zoom and will be live streamed on the Town of Banff website. It will not be recorded or made available after the meeting has concluded.

2.0 APPROVAL OF AGENDA

2.1 Agenda for the September 2021 Regular Meeting of the Banff Heritage Corporation

Recommendation:

That Agenda for the September 2021 Regular Meeting of the Banff Heritage Corporation be approved.

3.0 ADOPTION OF PREVIOUS MINUTES

3.1 Minutes of the July 2021 Regular Meeting of the Banff Heritage Corporation

Recommendation:

That the Minutes of the July 2021 Virtual Regular Meeting of the Banff Heritage Corporation be adopted.

4.0 NEW BUSINESS

4.1 Election of Chair – The Banff Heritage Corporation has received the resignation of Public Director and Chair, Ericka Chemko.

4.2 Annual Committee Recruitment and Appointment Process

4.3 Proposed New Blue Heritage Plaques - Rutherford Cottage (525 Buffalo Street), Greenham Mountain School (608 Caribou Street), Aileen Harmon Home (132 St. Julien Road), Indigenous Pit Houses (Deer Street)

5.0 BUSINESS ARISING FROM THE MINUTES

5.1 St. Julien Road Plaque - Review content development process for new blue heritage plaque, and existing content on Parks Canada sign at Tunnel Mountain trailhead.

6.0 STAFF UPDATES

6.1 Landmarks and Legends – Siding 29 – projected publishing date is October 28, 2021.

7.0 CORRESPONDENCE

None

8.0 ADJOURNMENT

- 7.1 The next regular meeting of the Banff Heritage Corporation is scheduled for November 18, 2021 at 1:30 pm.

**MINUTES OF THE REGULAR MEETING OF THE
TOWN OF BANFF HERITAGE CORPORATION**

Via Zoom Videoconference
July 15, 2021

Corporation Directors Present

Ericka Chemko	Public Representative (Chair)
Steve Malins	Parks Canada
Sandy Aumonier	Province of Alberta
Marjory Gibney	Eleanor Luxton Historical Foundation
Anita Battrum	Honorary Public Representative
Anne Ewen	Whyte Museum of the Canadian Rockies (Vice-chair)
Peter Poole	Council Representative
Deborah Cameron	Public Representative
Roland Charpentier	Alberta Association of Architects
Colin Murton	Public Representative

Corporation Directors Absent

Nathaniel Wawrzonek	Public Representative
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Administration Present

Eric Bjorge	Development and Heritage Planner (recording secretary)
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1.0 Call to Order

The Chair called the meeting to order at 1:39 pm.

2.0 Approval of Agenda

HER21-15 Moved by A. Ewen that the agenda for the July 2021 Regular Meeting of the Banff Heritage Corporation be approved, with the addition of item 4.4 Council Updates.

MOTION CARRIED

3.0 Adoption of Previous Minutes

HER21-16 Moved by M. Gibney that the Minutes of the May 2021 Virtual Regular Meeting of the Banff Heritage Corporation be adopted.

MOTION CARRIED

4.0 New Business

- 4.1 Introduction of New Public Director – Colin Murton
- 4.2 St. Julien Road Reconstruction – Administration presented the background to the St. Julien Road Reconstruction project. The corporation discussed topics and locations for interpretative signage within the project area. The idea to place a blue plaque at the Caribou Street trail intersection explaining the reason for the street name of St. Julien will be developed. The Corporation will engage with Parks Canada to explore opportunities to present Indigenous history of the land at the Tunnel Mountain trailhead.

R. Charpentier joined the meeting at 2:07pm.

- 4.3 Heritage Master Plan – Administration presented background and draft Request for Proposals for discussion. The Heritage Master Plan RFP will be issued with a target to have a draft Master Plan complete by the end of 2021.
- 4.4 Council Updates – Councilor Poole provided an update to the Corporation regarding the opportunity for the Heritage Corporation to submit names for the Reserve List under the Town Naming and Sponsorship Policy; the opportunity to apply for boards and committees at the upcoming Annual Organizational Meeting; and the Town of Banff feedback to the Banff National Park Management Plan.

R. Charpentier left the meeting at 3:00pm.

5.0 Staff Updates

- 5.1 Landmarks and Legends, Siding 29 - A final draft of the profile has been developed and will be open for feedback to the Corporation until July 31, when it will be prepared for publishing.

S. Aumonier left the meeting at 3:15pm

- 5.2 Ongoing Website Updates – new maps of Landmarks and Legends and Heritage Plaques were presented. Statements of Significance, Heritage Inventory will soon be uploaded. Consulting services budget will be utilized to support continued website development including developing an online Heritage Exhibit and newsletter.

- 5.3 Review of Yearly Targets - review of numeric targets from the Council workplan including heritage plaques, Landmarks and Legends, Municipal Heritage Designations, and Statements of Significance. Strategies and ideas to meet those targets were discussed.

6.0 Adjournment

- 7.1 Meeting was adjourned by the chair at 3:32pm. The next regular meeting of the Banff Heritage Corporation is scheduled for September 16, 2021 at 1:30 pm.

E. Chemko
Chair

E. Bjorge
Recording Secretary

UNAPPROVED