

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

Via Zoom Videoconference

January 21, 2021

**Corporation Directors Present**

Ericka Chemko	Public Member (Chair)
Steve Malins	Parks Canada
Roland Charpentier	Alberta Association of Architects
Sandy Aumonier	Alberta Culture
Bill Luxton	Eleanor Luxton Historical Foundation
Nathaniel Wawrzonek	Public Member
Anita Battrum	Honorary Public Member

**Corporation Directors Absent**

Anne Ewen	Whyte Museum of the Canadian Rockies
Peter Poole	Council Representative
Alexandra Montgomery	Public Member

**Administration Present**

Darren Enns	Director of Planning and Development
Eric Bjorge	Development and Heritage Planner (recording secretary)
Diego Maenza	Graduate Heritage Planner Intern

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**1.0 Call to Order**

The Chair called the meeting to order at 1:35 pm.

**2.0 Election of Vice Chair**

**HER21-01** Moved by E. Chemko that the election of vice-chair be deferred to the next regular meeting.

**MOTION CARRIED**

The vacant public director position will be advertised.

**3.0 Approval of Agenda**

2.1 Agenda for the January Regular Meeting of the Banff Heritage Corporation

**HER21-02** Moved by A. Battrum that the agenda be approved with the following amendment, that item 6.1 be considered immediately after the adoption of minutes.

**MOTION CARRIED**

#### **4.0 Adoption of Previous Minutes**

##### **4.1 Minutes of the November 2020 Regular Meeting of the Banff Heritage Corporation**

**HER21-03** Moved E. Chemko that the Minutes of the November 2020 Virtual Regular Meeting of the Banff Heritage Corporation be adopted.

**MOTION CARRIED**

#### **5.0 Business Arising from the Minutes**

##### **5.1 Service Review Update**

Update from administration regarding the service review process – the Heritage Service Area will be reviewed on Friday January 22.

##### **5.2 2021 Meeting Schedule**

An alternate date or time could be considered due to member time conflicts with the current schedule. Administration will poll the group to consider an alternate time.

#### **6.0 New Business**

##### **6.1 Proposed Exterior/Interior Renovations – Homestead Inn**

Kelly Morrison and Mark Burkart joined the meeting at 1:50pm and made a presentation of their proposed renovations to the former Melissa's Restaurant. The applicants and Darren Enns left the meeting at 2:32 pm.

**HER21-04** Moved by R. Charpentier that the Banff Heritage Corporation receive the information as presented and recommends consideration be given to a redesign of the chimney more sympathetic to the original.

**MOTION CARRIED**

##### **6.2 Transfer of Shares**

In accordance with the Banff Heritage Corporation Articles of Incorporation, the Town of Banff and the Chief Administrative Officer of the Town of Banff are the sole shareholders of the corporation. As part of the annual return accordance with the Companies Act, a resolution from the Board of Directors is required to formally transfer the shares from the previous CAO to the current CAO.

**HER21-05** Moved by B. Luxton that the Corporation does hereby approve such transfer of shares and has instructed the cancellation of Share Certificate No. 3 for One (1) share in the name of ROBERT EARL and the issuance of a new Share Certificate No. 4 for One (1) share of the capital of the Corporation in the name of the KELLY GIBSON.

**MOTION CARRIED**

**HER21-06** Moved by B. Luxton that the Corporation enter into the Amending Agreement to the Unanimous Shareholders Agreement between the Corporation, Town of Banff and the Chief Administrative Officer in the form attached hereto.

**MOTION CARRIED**

6.3 Staff Updates:

Administration provided updates on the following ongoing workplan items for discussion.

- Landmarks and Legends
  - Siding 29 has been chosen for a new Landmarks and Legends Series. A draft of is intended to be ready for review at the March BHC meeting.
- Community Heritage Exhibit
  - Project involves the development of an online portal to view all the Town's heritage records. The project is in early planning and design stage.
- Annual Newsletter
  - Draft topics and template for an annual newsletter has been assembled for review and input. The target for publication is the end of January 2021.
- Online Municipal Heritage Inventory List
  - A reformatted Municipal Heritage Inventory List has been developed for the Town's website.
- Heritage Master Plan
  - Pending budget approval, a Request for Proposals for consultant support is targeted to be issued by the end of first quarter 2021.
- Bow River Bridge
  - Maintenance of piers and masonry ongoing and scheduled for 2021. Grant funding has been requested from the Alberta Heritage Preservation Partnership Program.

6.4 Annual Work Plan

2021 work plan has been developed based on ongoing projects and approved policy direction and is attached to the agenda, for discussion.

**7.0 Correspondence**

None

**8.0 Adjournment**

8.1 Meeting was adjourned by the chair at 3:53 pm. The next regular meeting of the Banff Heritage Corporation is scheduled for March 18, 2021 at 1:30 pm.

*Approved March 18, 2021*

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E. Chemko  
Chair

*Approved March 18, 2021*

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E. Bjorge  
Recording Secretary