

Minutes of a Meeting of the Heritage Advisory Committee held in the Douglas Cardinal Boardroom, St. Albert Place on the above date at 6:00 p.m.

---

**Present:**

Councillor W. Brodhead  
G. Clarke – Chair  
D. Perreaux – Vice Chair  
A. Ramsden  
G. Wilkinson

**Absent**

T. Brooks, Community Cultural Coordinator  
Councillor R. Watkins  
V. Knaga  
J. Oscroft

**Staff:**

T. Tsui, Planner  
J. Vollrath, Legislative Officer  
D. Mason, Legislative Officer

**ADOPTION OF AGENDA**

The Chair declared the agenda adopted as presented.

**ADOPTION OF MINUTES**

That the Chair declared that the Minutes of March 12, 2019 adopted as presented.

**STAINING OF THE COUNCIL DESK**

Moved by G. Wilkinson

That the St. Albert building maintenance group remove the name plates and re-align them to where each Council member sits. Once removed they will re-stain the entire bench with a similar color stain to cover any exposed unstained bench.  
CARRIED

**APPENDIX G: DRAFT ALTERATION PERMIT**

Moved by D. Perreaux

That the Committee approves the Application for Heritage Alteration Permit Form.  
CARRIED

## **REQUEST FOR PROPOSAL HERITAGE SITES INVENTORY, QUESTIONS AND RESPONSES**

Administration provided an update from purchasing about the requirement to move forward with an RFP..

The Committee requests that Administration develop an Expression of Interest to identify Consultants who may aid in updating and expanding the current inventory and provide a cost estimate for that service. The Committee requests to review the expression of interest when completed.

## **HISTORIAN RE: UPDATE TO CONTEXT PAPER**

The Committee discussed a letter from a local historian who is familiar with the history of St. Albert. They also reviewed her resume and discussed her qualifications based on her experience and knowledge of St. Albert and area.

Moved by A. Ramsden

That the Committee approve Judy Larmour to update the Context Paper and to provide the same by the end of June, 2019 at a cost of not more than \$5,000.00.  
CARRIED

## **OTHER BUSINESS**

The Committee discussed the following:


1. Properties that may want to designate and provincial and municipal historical designation of those properties as it relates to grants.
2. A letter to property owners on the Heritage Inventory list.
3. Social media participation and city guidelines.
4. The Committee discussed having a booth at the St. Albert Farmers Market in order to promote St. Albert's heritage.

## **NEXT MEETING**

The next meeting of the Heritage Advisory Committee is scheduled for May 14, 2019 at 6:00 p.m. in the Douglas Cardinal Boardroom, St. Albert Place.

## ADJOURNMENT

The Chair declared the meeting adjourned at 7:21 p.m.



CHAIR



LEGISLATIVE OFFICER