

**TOWN OF BANFF HERITAGE CORPORATION  
ORDER OF BUSINESS  
Regular Meeting - Thursday, May 18, 2023, at 1:30 p.m.  
Ted Langridge Boardroom, 110 Bear Street and Zoom**

**PLEASE NOTE:**

The May 18, 2023 Regular Meeting of the Banff Heritage Corporation will be conducted both in-person in the Ted Langridge Boardroom located at Banff Town Hall and virtually using Zoom.

Members of the Public may watch the live stream of this Meeting at [www.banff.ca/live](http://www.banff.ca/live)

**MEMBERS OF THE PUBLIC MAY PARTICIPATE 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 [kathleen.gallagher@banff.ca](mailto:kathleen.gallagher@banff.ca) prior to 12:00 p.m. Wednesday, May 17, 2023. Submissions received will be included in the Agenda package publicly available through <http://www.banff.ca/AgendaCentre>. 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 may speak to an approved Agenda item at the meeting in-person or virtually, using Zoom.
- Members of the public wishing to speak using Zoom must pre-register by contacting the Secretary to the Banff Heritage Corporation at [kathleen.gallagher@banff.ca](mailto:kathleen.gallagher@banff.ca) prior to 12:00 p.m. Wednesday, May 17, 2023, to receive the Zoom link.
- Members of the public wishing to speak in-person are encouraged to register by contacting the Secretary to the Banff Heritage Corporation at [kathleen.gallagher@banff.ca](mailto:kathleen.gallagher@banff.ca) prior to 12:00 p.m. Wednesday, May 17, 2023.
- Verbal Presentations are strictly limited to five minutes.

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**1.0 CALL TO ORDER**

This Regular Meeting of the Banff Heritage Corporation will be conducted both in-person in the Ted Langridge Boardroom located at Banff Town Hall and virtually using Zoom. It 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 Thursday, May 18, 2023, Regular Meeting of the Banff Heritage Corporation

Recommendation:

That Agenda for the May 18, 2023, Regular Meeting of the Banff Heritage Corporation be approved.

## 3.0 ADOPTION OF PREVIOUS MINUTES

### 3.1 Minutes of the March 16, 2023, Regular Meeting of the Banff Heritage Corporation

Recommendation:

That the Minutes of the March 16, 2023, Regular Meeting of the Banff Heritage Corporation be adopted.

## 4.0 NEW BUSINESS

### 4.1 Banff Community Plan Review/Update – Randall McKay and Darren Enns

- <https://banff.ca/251/Banff-Community-Plan>

### 4.2 Draft Banff Railway Lands Area Redevelopment Plan Status Update – Randall McKay

- <https://banffecotransithub.ca/>

### 4.3 Town of Banff Indigenous Framework – Randall McKay

- <https://banff.ca/IndigenousPeoples>

### 4.4 Discussion about 2023 Banff Heritage Corporation goal - Look at opportunities to develop relationships with Indigenous Peoples – Randall McKay and Kathleen Gallagher

### 4.5 Discussion about Indigenous land acknowledgement statement – Randall McKay and Kathleen Gallagher

## 5.0 STAFF UPDATES

### 5.1 Heritage Resource Action Plan – Kathleen Gallagher

### 5.2 Peter and Catharine Robb Whyte Residence – Kathleen Gallagher

**6.0 CORRESPONDENCE**

**7.0 ADJOURNMENT**

- 7.1** The next regular meeting of the Banff Heritage Corporation is scheduled for Thursday, July 20, 2023, at 1:30 pm.

**MINUTES OF THE REGULAR MEETING OF THE  
TOWN OF BANFF HERITAGE CORPORATION**  
Ted Langridge Boardroom, 110 Bear Street and via Zoom Videoconference  
March 16, 2023

**Corporation Directors Present**

Anne Ewen	Whyte Museum of the Canadian Rockies (Chair)
Deborah Cameron	Public Representative (Vice-chair)
Kathy Madill-Scott	Public Representative
Steve Malins	Parks Canada
Karen Garbert	Public Representative
Ted Christensen	Council Representative
Sandy Aumonier	Province of Alberta
Robin Cowan	Public Representative
Anita Battrum	Honorary Public Representative (Remote Participation)
Roland Charpentier	Alberta Association of Architects

**Corporation Directors Absent**

Susan Kennard	Parks Canada (Alternate)
Marjory Gibney	Eleanor Luxton Historical Foundation

**Administration Present**

Dave Michaels	Manager of Development Services
Kathleen Gallagher	Development Planner and Recording Secretary
Laura LeGresley	Heritage Intern
Libby McDougall	Municipal Clerk
Kiersten McDonald	Legislative Advisor

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**1.0 Call to Order**

Chair Ewen called the meeting to order at 1:30 pm.

**2.0 Approval of Agenda**

**2.1 Agenda for the March 16, 2023 Regular Meeting of the Banff Heritage Corporation**

**HER23-07** Moved by Deborah Cameron

That the agenda for the March 16, 2023, Regular Meeting of the Banff Heritage Corporation be approved.

**MOTION CARRIED**

### **3.0 Adoption of Previous Minutes**

#### **3.1 Minutes of the January 19, 2023, Regular Meeting of the Banff Heritage Corporation**

**HER23-08** Moved by Ted Christensen

That the Minutes for the January 19, 2023, Regular Meeting of the Banff Heritage Corporation be adopted.

**MOTION CARRIED**

### **4.0 New Business**

#### **4.1 Statements of Significance**

##### **4.1.1 448 Cougar Street**

HER23-09 Moved by Member Deborah Cameron

That the Statement of Significance for **448 Cougar Street** be endorsed by the Banff Heritage Corporation.

**MOTION CARRIED**

##### **4.1.2 345 Otter Street**

**HER23-10** Moved by Member Karen Garbert

That the Statement of Significance for **345 Otter Street** be endorsed by the Banff Heritage Corporation.

**MOTION CARRIED**

##### **4.1.3 218 St. Julien Road**

**HER23-11** Moved by Councillor Ted Christensen

That the Statement of Significance for 218 St. Julien Road be endorsed by the Banff Heritage Corporation, with the following modifications:

- add “good example of the architectural resolution of the building into the sloped landscape” to the Character Defining Elements
- add “hooded canopy over the lower entrance” to the Character Defining Elements

**MOTION CARRIED**

#### **4.2 Development Applications**

##### **4.2.1 448 Cougar Street**

**HER23-12** Moved by Member Kathy Madill Scott

That the Banff Heritage Corporation consider Development Permit application **23DP09** for a proposed addition to the existing apartment housing, in tandem with the proposed exterior renovations, and provide feedback relative to Section 9.0 of the Banff Design Guidelines, to the Town of Banff via the Banff Heritage Corporation's secretary, no later than March 24, 2023.

**MOTION CARRIED**

**4.2.2** 345 Otter Street

**HER23-13** Moved by Councillor Ted Christensen

That the Banff Heritage Corporation indicate to the Town of Banff that it has reviewed Development Permit application **23DP08** for a Bed and Breakfast Home and supports the application with respect to its consistency with Section 9.0 of the Banff Design Guidelines.

**MOTION CARRIED**

**4.2.3** 218 St. Julien Road

**HER23-14** Moved by Member Deb Cameron

That the Banff Heritage Corporation indicate to the Town of Banff that it has reviewed Development Permit application **23DP12** for a Bed and Breakfast Home and supports the application with respect to its consistency with Section 9.0 of the Banff Design Guidelines.

**MOTION CARRIED**

**4.3** 2023 Landmarks & Legends

**4.3.1** Eleanor Luxton

**HER23-15** Moved by Member Karen Garbert

That the Landmarks & Legends article for Eleanor Luxton be endorsed by the Banff Heritage Corporation, with the following modifications:

- Add information about the subsequent legal proceedings after her father passed regarding Eleanor Luxton's home and properties

**MOTION CARRIED**

**4.3.2** Banff Springs Hotel

**HER23-16** Moved by Councilor Ted Christensen

That Administration update the Landmarks & Legends article for **the Banff Springs Hotel** to be more robust and return to a future meeting of the Banff Heritage Corporation with a revised version.

**MOTION CARRIED**

## 5.0 Staff Updates

### 5.1 Heritage Finder website

L. LeGresley gave an update on the launch of the Heritage Finder website on March 1<sup>st</sup>, 2023

The Banff Heritage Corporation, by unanimous consent, received the Heritage Finder website update.

## 6.0 Adjournment

**HER23-17** Moved by Chair Ann Ewen

That the March 16, 2023, Regular Meeting of the Banff Heritage Corporation adjourn at 3:21pm.

**MOTION CARRIED**

The next regular meeting of the Banff Heritage Corporation is scheduled for May 18, 2023, at 1:30pm.

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Ann Ewen  
Chair

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Kathleen Gallagher  
Development Planner and Recording Secretary