



Governance Standing Policy Committee Report

November 27, 2025

Finance and Corporate Performance-2025-0001

CC-33 Historic Places Policy

Submitted By Councillor Crowson, Chair - Governance Standing Policy Committee

Recommendation of Governance Standing Policy Committee:

BE IT RESOLVED THAT the Governance Standing Policy Committee recommends that City Council approve the amended Policy CC-33 Historic Places, as provided in Attachment 2.

Vote:

In Favour: 4-0 (Unanimous)

Public Speakers at the Meeting: None

Public Submissions: None

Name Ross Kilgour, Senior Community Planner
Bronwyn Jesse, General Manager - Risk & Controls

Department Finance and Corporate Performance

Summary

- At the City Council meeting of January 21, 2025, Council resolved to transition Historic Places Advisory Committee to an Administrative Committee.
- As part of this transition, it is proposed to amend policy CC-33 Historic Places to reflect the change.

Recommendation(s)

That the Governance Standing Policy Committee recommends that Council:

1. Amend CC-33 Historic Places as seen in Attachment 1.

Financial

N/A

Background and Prior Decisions

Historic Places Advisory Committee (HPAC) was first established in 2007 by City Council's adoption of Heritage Places Policy (later renamed to Historic Places Policy) CC-33. HPAC's first Terms of Reference was approved by City Council in 2010, with later updates in 2013 and 2018.

HPAC's purpose is to provide City Council and Administration with expert advice on:

- Potential new historic places for Council to consider designating as Municipal Historic Resources.
- The suitability of proposed interventions to designated Municipal Historic Resources.
- Implementing the Heritage Management Plan.

Since 2018, HPAC has comprised five members. The committee meets approximately monthly and often has a busy agenda.

At the City Council meeting of January 21, 2025, the minutes included the following:

"4.3.4 Recommendation of Governance Standing Policy Committee – Review of Boards, Commissions and Committees

A. BE IT RESOLVED THAT Council adopt the following recommendations:

4. That the Historic Places Advisory Committee transition to an Administrative Committee, continuing to support the City and its priorities".

As part of implementing Council's decision to transition HPAC to an Administrative Committee, it is proposed to update CC-33 Historic Places to reflect the change. While doing so, other minor changes to the policy are proposed to harmonize language with the 2023 City of Lethbridge Heritage Management Plan.

Engagement

Planning and Design worked alongside Risk and Controls and Legal Services to update CC-33 Historic Places.

Recommendation and Option(s) Analysis

Options:

1. Recommend that City Council amend CC-33 Historic Places as seen in Attachment 1.

- *Community/Citizen:*
 - Social – The proposed changes are minor and would reflect Council's decision to transition Historic Places Advisory Committee to an Administrative Committee. The Committee would continue their work in advising Administration on locally important Historic Places.
 - Economic – Heritage management has significant economic benefits for the community, e.g., through tourism.
 - Environmental – None.
- *Risk* – None.

- Implementation and Communication Plan – If implemented, the policy will be updated in line with City Council’s decision to transition Historic Places Advisory Committee to an Administrative Committee.

2. Do not recommend that City Council amend CC-33 Historic Places as seen in Attachment 1.

- *Community/Citizen:*
 - Social – None.
 - Economic – None.
 - Environmental – None.
- *Risk* – None.
- Implementation and Communication Plan – If the recommended updates are not made, Administration would seek further direction from Council.

Attachment(s)

1. CC-33 Historic Places (New Policy)
2. CC-33 Historic Places (Old Policy)
3. CC-33 Historic Places (Redlined)

Link(s)

N/A