

## CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by in-person means on **Tuesday, October 3, 2023**, at 2:05 p.m.

### **PRESENT:**

Deborah Chapman, R.J. Haney Heritage & Museum  
Cindy Malinowski, R.J. Haney Heritage & Museum  
Pat Kassa, R.J. Haney Heritage & Museum  
Terry Johnston  
Councillor David Gonella, Chair  
Melinda Smyrl, City of Salmon Arm (Staff non-voting)  
Gary Buxton, City of Salmon Arm (Staff non-voting)  
Morgan Paiement, City of Salmon Arm, Recorder (Staff non-voting)

### **ABSENT:**

Mary Landers  
Linda Painchaud

The meeting was called to order at 2:05 p.m.

#### **1. Introductions and Welcome**

#### **2. Acknowledgement of Traditional Territory**

*We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.*

#### **3. Approval / changes / additions to Agenda**

Moved: Deborah Chapman

Seconded: Pat Kassa

THAT: the Agenda for the October 3, 2023, Community Heritage Commission Meeting be approved.

**CARRIED UNANIMOUSLY**

#### **4. Approval of Minutes of September 5, 2023, Community Heritage Commission Meeting** Except for item 5. c) Heritage Webpage is not closed, missing button on home page.

Moved: Deborah Chapman

Seconded: Terry Johnston

THAT: the minutes of the Community Heritage Commission Meeting of September 5, 2023, be approved.

**CARRIED UNANIMOUSLY**

#### **5. Old Business from Minutes**

##### **a) Municipal Heritage Grant Program**

The Chair summarized his conversation with the Shuswap Community Foundation about how a grant program could be set up. The CHC discussed the purpose of the grant and agreed it should be to recognize heritage preservation but also to provide

financial support for these projects. Some larger cities have had a line item within the City's budget. Pat and Terry will research what other cities of a similar size have done and how they did it.

**b) Historic Route Signs**

City staff will write out the process for purchasing signs and add to the shared drive. As part of the process, Linda will confirm historical accuracy. The price to purchase a sign varies due to the fluctuation of material costs and the location and installation process.

**c) Heritage Webpage**

Missing button on home page. City staff will follow up with Gregg.

**d) Shared Drive**

Committee can contact Staff to save documents on drive.

**e) Implementation Table**

Table has been updated with the current status of each item (attached). 2024 priorities will be established at the next meeting.

**6. New Business**

**a) Spelling of Tenemura Road Sign**

Pat will go look and take photos of the current signs.

**7. Other Business &/or Roundtable Updates**

Melinda will find out how much money is in the Heritage Reserve. Additional Statements of Significance have been sent by Deb to the museum and have been approved. Deb will send them to Melinda for her to review.

**8. Next Meeting**

Monday, November 6, 2023, at 2:05 p.m.

**9. Adjournment**

Moved: Terry Johnston

Seconded: Cindy Malinowski

THAT: the Community Heritage Commission Meeting of October 3, 2023, adjourn at 2:44 p.m.

**CARRIED UNANIMOUSLY**

"D. GONELLA"  
David Gonella, Chair

## Strategic Plan Implementation Priorities for 2023/2024

Strategy	Description	Importance H M L	Priority 1- 10 (10 is highest)	Is there a Required Date?	Who will lead?	Status
2.1 Initiate Heritage Register Process	Define process on how to add new locations to Heritage Register	H	10	September 23	Cindy Mary Deborah	Completed
	Complete Heritage Inventory Phase 1 so that additional properties can be added	H	10	December 23	Linda & Pat	In progress
4.2 Initiate a heritage plaque program	Review if any more non residential plaques to install	M	7	December 23	Group decide after 1 and 2 done	Wait till above are completed
4.3 Implement a heritage grant program	City/larger Heritage grant program, what is available and do we want to pursue this with City.	M	5	June 23	Terry	Report complete (in City's hands)
	Individual Heritage grant program to support residential heritage buildings					Further work/research for next meeting
4.4 Encourage research/teaching local history	For Heritage week, review our current display perhaps make it more informational so that people will stop and read. Perhaps include information re implications for properties on Heritage Register to both owners and buyers	H	10	December (needed by February 2023)	Mary and Pat	Complete
	Design Heritage page on City website	H	10	June 23	Linda, Terry & Pat	Complete (with exception of the home page button - City to follow up with Gregg)

Minutes of the Community Heritage Commission of Tuesday, October 3, 2023

	<b>Regarding Dilkusha, Maureen is leaving town – she needs to figure out how to share information she has on this and also any artifacts</b>	H		June 2022	Given to Linda and Pat has pictures	Completed May 2022
	<b>After the municipal election, do a short presentation to council to “welcome” them to the Heritage Committee, tell them who we are, what we done, and our future plans. Particularly emphasize difference between the Heritage Register and Heritage Designation so they are well informed about heritage in Salmon Arm</b>	H	8	February (after October election)	Mary Cindy Pat to do Power point	Decided not to do
7.2 Empower HC to implement signage program	<b>For Historic Route Signs, review Denis Marshall’s book Historic Routes to add more street signs</b>	H	8	October 22	Terry	Completed
	<b>Do an inventory of existing Historic Route Signs with pictures to ensure all installed</b>	H	8	January 23	Linda	April 23, 75 signs installed, 27 missing (36%) David and Melinda to find out if City has installed and if so, will they replace no cost to us?  Replacement Cost is in maintenance

Minutes of the Community Heritage Commission of Tuesday, October 3, 2023

						budget - Complete  Checking list of missing signs - Linda to confirm
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