

## CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by in-person means on **Monday, October 21, 2024, at 2:00 p.m.**

### PRESENT:

Councillor David Gonella, Chair	City of Salmon Arm
Cindy Malinowski	R.J. Haney Heritage & Museum
Deborah Chapman	R.J. Haney Heritage & Museum
Pat Kassa	R.J. Haney Heritage & Museum
Linda Painchaud	Member at Large
Mary Landers	Member at Large
Morgan Paiement	City of Salmon Arm, Recorder

### ABSENT:

Lorne Reimer	Member at Large
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The meeting was called to order at 2:00 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: Cindy Malinowski

Seconded: Pat Kassa

THAT: the Agenda for the October 21, 2024, Community Heritage Commission Meeting be approved.

**CARRIED UNANIMOUSLY**

#### 4. **Approval of Minutes of September 16, 2024 Community Heritage Commission Meeting**

Moved: Cindy Malinowski

Seconded: Pat Kassa

THAT: the minutes of the Community Heritage Commission Meeting of September 16, 2024, be approved.

**CARRIED UNANIMOUSLY**

**5. Old Business from Minutes**

**a) Historic Route Signs**

City Staff provided an update that a new Historic Route Sign for Hedgman's Corner has been installed. The CHC thanks City Staff for their work installing the sign. Members of the CHC informed City Staff that the other Historic Route Signs are underneath the main street sign because of emergency responder concerns. City Staff will pass this information along to the Public Works Department.

**b) Heritage Conservation Awards and Heritage Week Procedure Documents**

Pat has completed the procedure documents except for adding the Terms of Reference. Cindy will send the Terms of Reference to Pat. It was discussed that CHC members should start thinking about potential candidates for next year's Heritage Conservation Awards and the CHC will discuss the candidates at the November meeting.

**c) Heritage Plaque Program**

Pat is in the process of getting quotes from 3 businesses. Linda suggested we find out who makes the bench plaques for the City to see if they could make something like the CHC is wanting. City Staff will inquire. Pat talked to Salmon Arm Economic Development Society (SAEDS) about branding guidelines. SAEDS suggested the plaques be brown and gold with the text in the City of Salmon Arm font. It was suggested that the CHC make a motion to put unused funds from the 2024 budget into the budget for next year or into the heritage reserve. David will ask the Chief Financial Officer about this.

**d) On This Spot App**

The CHC agreed to wait until next year to decide whether to add more locations to the app. It was mentioned that our partners should be informed when new locations are eventually added.

**e) Membership Update**

Four individuals applied to fill the Citizen at Large vacancy on the CHC. Lorne Reimer was appointed by Council to the CHC. Staggering the membership terms of CHC members was raised.

Moved: Mary Landers

Seconded: Pat Kassa

THAT: the Community Heritage Commission recommends to Council that the Terms of Reference be edited to stagger the terms of membership by having 3 current members stay on the Commission for an extra year for continuity of the Commission.

**CARRIED UNANIMOUSLY**

**f) Wright/Lund Pond - Naming and Signage**

David provided an update of the September 16 CHC meeting minutes being presented at the last Council Meeting. Council had no comments or concerns regarding the motions in the minutes. City Staff will confirm next steps.

**6. New Business**

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

The OCP Update was discussed. City Staff provided a brief summary of this phase of public engagement and encouraged CHC members to read the draft and fill out the survey. Pat provided a summary of her experience representing the CHC at the OCP Stakeholder Workshop on October 9.

Deborah provided an update on some new Statements of Significance and will send them to the CHC shortly.

**8. Next Meeting**

Monday November 4, at 2:30 p.m.

**9. Adjournment**

The Community Heritage Commission Meeting of October 21, 2024, adjourned at 2:45 p.m.

“David Gonella”  
David Gonella, Chair

Received for information by Council on the 28 day of October, 2024.