

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by in-person means on **Monday, November 4, 2024, at 2:30 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
Lorne Reimer	Member at Large
Gary Buxton	City of Salmon Arm
Morgan Paiement	City of Salmon Arm, Recorder

ABSENT:

Mary Landers	Member at Large
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The meeting was called to order at 2:30 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: Linda Painchaud

Seconded: Cindy Malinowski

THAT: the Agenda for the November 4, 2024, Community Heritage Commission Meeting be approved with the following additions:

5. d) 2024 Budget - Unused Funds

5. e) 2025 Meeting Dates

5. f) New Statements of Significance for Heritage Register.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of October 21, 2024 Community Heritage Commission Meeting**

Moved: Pat Kassa

Seconded: Deborah Chapman

THAT: the minutes of the Community Heritage Commission Meeting of October 21, 2024, be approved.

CARRIED UNANIMOUSLY

5. **Old Business from Minutes**

a) Heritage Plaque Program - Update

Pat informed members that she obtained quotes from two companies and could not find a third company that does this type of work. She proposed that we choose Achinback Foundry in Victoria, BC. She presented some photos of some heritage plaques they have

done. City Staff mentioned that there is \$4,646.00 remaining in the budget. City Staff explained that shipping costs would need to be included in the budget but that taxes could be paid for outside of the budget.

Moved: Pat Kassa

Seconded: Cindy Malinowski

THAT: the Community Heritage Commission purchase as many plaques as possible with the remaining 2024 budget in dark brown leather with bronze lettering from Achinback Foundry for \$350.00 upfront and \$215.00 per plaque.

CARRIED UNANIMOUSLY

b) Terms of Reference Update – Next Steps

Councillor Gonella provided an update from the last Council meeting regarding the request from the CHC to amend the terms of reference to stagger the membership terms. City Staff will be evaluating the options and potential impacts and will report to Council at the next meeting. Councillor Gonella will provide an update at the next CHC meeting.

c) Wright/Lund Pond – Staff Update (verbal)

Deferred to next meeting.

d) 2024 Budget – Unused Funds

Councillor Gonella informed members that the Chief Financial Officer has confirmed that unused budget cannot be carried over to the following year. City Staff explained that an invoice would need to be submitted by December 31, 2024 in order to use funds from the 2024 budget.

e) 2025 Meeting Dates

Meeting dates for the 2025 year were discussed.

Moved: Councillor David Gonella

Seconded: Pat Kassa

THAT: the schedule attached as Appendix A be approved as the Community Heritage Commission meeting dates for the 2025 year

AND THAT: these meetings occur at 2:00p.m.

CARRIED UNANIMOUSLY

f) New Statements of Significance for Heritage Register

Deborah provided an update on the Statements of Significance for the buildings she proposes adding to the Heritage Register. Deborah will send the word documents to City Staff. City Staff will review and format them and then bring them to the next CHC meeting for members to review.

6. New Business

a) 2025 Heritage Conservation Awards

A sub-committee comprised of some members of the CHC will meet and develop a short list of potential recipients of the 2025 Heritage Conservation Awards. The sub-committee will present the short list to the CHC at the next meeting and members will discuss.

b) Heritage Plaques for Historic Events

Minutes of the Community Heritage Commission Meeting of Monday November 4, 2024

Lorne asked if the CHC installs any plaques for historic events. Members explained that none have been done to date but that this is something we could consider doing in the future. Lorne provided information about Princess Elizabeth's visit to Canada and her stop in Salmon Arm. He mentioned that Salmon Arm can be seen in the film *Royal Journey* which can be viewed on the National Film Board website.

7. Other Business &/or Roundtable Updates

8. Next Meeting

Monday, December 2 at 2:00 p.m.

9. Adjournment

Moved: Cindy Malinowski

Seconded: Deborah Chapman

THAT: the Community Heritage Commission Meeting of November 4, 2024, adjourn at 3:05 p.m.

CARRIED UNANIMOUSLY

"David Gonella"

David Gonella, Chair

Received for information by Council on the 25 day of November, 2024.

2025 Council and Development & Planning Services Meeting Schedule

January						
S	M	T	W	T	F	S
			1	2	3	4
	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
S	M	T	W	T	F	S
		1	2	3	4	5
	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October						
S	M	T	W	T	F	S
			1	2	3	4
	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

May						
S	M	T	W	T	F	S
				1	2	3
	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
S	M	T	W	T	F	S
						1
	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

March						
S	M	T	W	T	F	S
						1
	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

September						
S	M	T	W	T	F	S
		2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			


 Development and Planning Meetings (8:00 a.m.)


 Regular Council Meetings (2:30 p.m.)


 FCM Convention

 UBCM Convention

 SILGA Convention

 Statutory Holidays

 Christmas Office Closure

 Community Heritage Commission 2025 Meeting Dates (2:00 p.m.)