



## Heritage Advisory Commission

September 23 2015, 10 am Municipal Hall

Members Present: S. Johnson, M. Trainer, D. Inglis, D. Gregory, D. Hill

Members Absent: Councillor Barkwill ( UBCM meeting)

1. Call to Order: 10:00 am
2. Adoption of Minutes of July 23 2015 D. Gregory/S. Johnson CARRIED
3. Adoption of Agenda as amended S. Johnson/ M. Trainer CARRIED
4. Delegation: none
5. Unfinished Business
  - a. Street Naming Policy: some discussion about the existing street naming policy and the existing theme is using the names of soldiers on our cenotaph. For example the last street names include Jewell Place, Heron Avenue, Callan Road, Bridgeman Road. For the new street in Trout Creek the Commission has recommended Treffey. Joe Treffry was killed at Vimy Ridge in 1917. The Treffry home still exists in Trout Creek. Commission member, Dorothy Inglis volunteered to write to the Council and staff on this issue.
  - b. Remembrance Banners. In the past, Commission member D. Hill had assisted with the location of banners. There are 18 new banners for this year. Public Works has been contacted and the request that D. Hill assist with location of this year's banners.
  - c. Letterhead for the Heritage Commission letters. Commission member M. Trainer volunteered to create a template letterhead.
6. **New Business**
  - a. Treasurer's report: \$834.97.
  - b. Heritage Protection: CURRENTLY for a registered heritage building a 'Statement of Significance( SOS) is created which defines which heritage elements must be preserved by the owner. The heritage building owner can only be compensated for the costs of maintaining these elements if the owner can prove that these requirements have reduced the market value of the building. Such proof of market value reductions may require legal action.

**MOTION: THE COMMISSION RECOMMENDS TO COUNCIL AND THE PLANNER , THE ADOPTION OF BOTH THE 'HERITAGE CONSERVATION: A COMMUNITY GUIDE' AND THE 'GENERIC HERITAGE CONSERVATION TOOL KIT' AS A MORE EFFECTIVE METHOD TO PRESERVE BUILDINGS, TREES AND SITES**

D. Hill/S. Johnson CARRIED

- c. The Commission currently doesn't have a chairperson

**MOTION: I NOMINATE DAVE HILL AS THE CHAIRPERSON OF THE COMMISSION**

D. Gregory/S. Johnson CARRIED

- d. The Commission discussed the R.D.O.S. Heritage Strategic Plan. The plan contains a large number of Summerland's heritage buildings. The Plan also compared the funding of museums and Summerland was significantly less than other Okanagan communities. Commission member D. Gregory was directed to obtain hard copies of the Plan
- e. Municipal Record Keeping. The Commission had been informed that the Municipality only keeps records for 7 years. This approach is not supported by the Community Charter.

### Corporate officer

**148** One of the municipal officer positions must be assigned the responsibility of corporate administration, which includes the following powers, duties and functions:

(a) ensuring that accurate minutes of the meetings of the council and council committees are prepared and that the minutes, bylaws and other records of the business of the council and council committees are maintained and kept safe;

(b) ensuring that access is provided to records of the council and council committees, as required by law or authorized by the council;

the corporate officer must "ensure" access to records. There is no expiry date for

municipal records

**7. Topics for next meeting:**

- a. Recommend to Council and staff potential sources of funding for heritage protection
- b. Recommend need to protect the sod roof cabin before it deteriorates too much

**8. Adjournment: 11:15 AM**

**Certified Correct**



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**Chair**



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**Vice-Chair**

**Note:** These Minutes include two files

- 1. Heritage Conservation: A Community Guide**
- 2. Generic Heritage Conservation Tool Kit for Local Governments**