

Heritage & Museum Advisory Committee Meeting to be held via Zoom

**If you'd like to watch or listen to the live Committee meeting, please email Committees@Penticton.ca 24-hours prior to the commencement of the meeting for the Zoom meeting participation details. You will have an opportunity to ask questions related to the agenda at the end of the meeting.*

**Wednesday, February 2, 2022
at 1:00 p.m.**

1. **Call Regular Committee Meeting to Order**
2. **Adoption of Agenda**
3. **Adoption of Minutes**
 - 3.1 Minutes of the November 3, 2021 Heritage and Museum Advisory Committee 1-3

Staff Recommendation:

THAT the Heritage and Museum Advisory Committee adopt the minutes of the November 3, 2021 meeting as presented.
4. **New Business**
 - 4.1 Penticton Museum's New Heritage Exhibit Update – Dennis Oomen, Museum Manager Verbal
 - 4.2 2022 Heritage and Museum Advisory Committee Meeting Schedule– Paula McKinnon, Deputy Corporate Officer 4
 - 4.3 Electronic Meeting Policy – Paula McKinnon, Deputy Corporate Officer 5-7
5. **Next Meeting**
6. **Public Question Period**
7. **Adjournment**



Minutes



Heritage & Museum Advisory Committee Meeting

held via Zoom
Wednesday, November 3, 2021
at 1:00 p.m.

Present: Brad Hillis, Chair
Karen Collins, Vice Chair
Anne Hargrave
Gerald Buzzell
Jeanette Beaven
Nicole Ensing
Viv Lieskovsky

Council Liaison: Judy Sentes, Councillor

Staff: Anthony Haddad, General Manager, Community Services
Blake Laven, Director of Development Services
Dennis Oomen, Museum Manager
Kelsey Johnson, Manager of Recreation, Arts, and Culture
Nicole Capewell, Planner II
John Schappert, Legislative Assistant

Regrets: Blake Allen

1. **Call to Order**

The Heritage & Museum Advisory Committee was called to order by the Chair at 1:01 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED

THAT the Heritage and Museum Advisory Committee adopt the agenda for the meeting held on November 3, 2021 as presented.

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

3.1 Minutes of the October 6, 2021 Heritage and Museum Advisory Committee

It was MOVED and SECONDED

THAT the Heritage and Museum Advisory Committee adopt the minutes of the October 6, 2021 meeting as presented.

CARRIED UNANIMOUSLY

Councillor Sentes joined the meeting at 1:06 p.m.

4. **New Business**

4.1 Heritage Protection for Lakeshore Drive, Front Street and Windsor Avenue – Proposed Process

The Director of Development Services presented some background information regarding Lakeshore Drive, Front Street and Windsor Avenue and highlighted options for additional protection. He noted the planned project process on the creation of heritage conservation areas for Front Street, Windsor Avenue and Lakeshore Drive. He concluded with the potential financial implications and a proposed timeline

The floor was opened to Committee Members for questions and comments. A Committee Member commented that the Windsor area is greater than just Windsor Avenue itself. A Committee Member commented that they feel this should be included in the 2022 Budget and supported moving this along. Councillor Sentes commented that staff should reference work that was completed by the RDOS a few years ago. A Committee Member commented on the need to have unique approaches for each of these areas and to prepare guidelines for developers. A Committee Member asked if any steps can be taken in the short term to help protect these areas while this process is undertaken. Staff responded that any short term protections would be difficult and would likely delay the overall long term process, but noted that Council can consider policy that is under development when making decisions on any potential developments.

It was MOVED and SECONDED

THAT the Heritage and Museum Advisory Committee recommend that Council support the project plan for the development of heritage protection policies and regulations for Lakeshore Drive, Front Street and Windsor Avenue.

CARRIED UNANIMOUSLY

4.2 North Gateway Design Charrette Update

The General Manager of Community Services provided an update on the North Gateway Design Charrette process that was recently completed. He noted major themes that were developed including: three key districts, three corridors, three gateways and one festival boulevard. He commented on the vision of the project, the guiding principles and showed the overall visual concept.

The floor was opened to Committee Members for questions and comments. A Committee Member commented on potential traffic issues at Riverside Drive if this project moves ahead. A Committee Member commented they feel that Sicamous and Memorial Arena should be heritage features that are maintained.

5. **Next Meeting**

The next Heritage and Museum Advisory Committee meeting is tentatively scheduled to be held on December 1, 2021 at 1:00 p.m.

6. **Public Question Period**

7. **Adjournment**

It was MOVED and SECONDED

THAT the Heritage and Museum Advisory Committee adjourn the meeting held on November 3, 2021 at 2:09 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

John Schappert
Legislative Assistant



2022 Heritage and Museum Advisory Committee Meeting Dates

Meeting commences at 1:00 p.m.

Council Chambers, City Hall, 171 Main Street (Second Level) or via Zoom

Month	Date
January	12
February	2
March	2
April	6
May	4
June	8
July	6
August	3
September	7
October	5
November	2
December	7



Council Policy

CP#2021-04



penticton.ca

Category: Corporate Services

Subject: Electronic Meeting Policy

Purpose

The Council Procedure Bylaw authorizes electronic meetings of Council or committees. The purpose of this policy is to provide guidance for electronic meetings and electronic participation at Council or committee meetings.

Scope

This policy applies to members of Council or committees who wish to participate by electronic means.

Application

Electronic meetings are meetings where all members of Council or committee participate electronically.

Electronic participation is a hybrid meeting where some members of Council or committee attend in-person and other members attend by electronic means.

Policy Statement

Council Meetings (Regular, Special, Closed)

1. Council members are expected to attend meetings in-person whenever possible.
2. In extenuating circumstances, a meeting of Council may be held electronically in accordance with the Council Procedure Bylaw. Such circumstances may include but are not limited to emergency, cost, minimal agenda items or time sensitivity.
3. Electronic meetings and participation should reflect in-person meetings and participation as closely as possible.
4. In extenuating circumstances, Council members may participate electronically in meetings. Such circumstances may include but are not limited to illness, injury or out of town travel.
5. Electronic participation by a Council member is permitted twice annually. Continued electronic participation beyond that will be decided by Council.

6. To determine quorum, Council members will have their cameras on (when possible/applicable) for the entire meeting.
7. Council members will stay muted unless they have been acknowledged by the Chair to speak.
8. When voting, Council members will say "in favour" or "opposed".
9. A Council member that declares a conflict of interest will be put in the electronic meeting 'waiting room' while the item is being discussed.
10. Anyone participating electronically in a meeting that is closed to the public must be able to maintain confidentiality.
11. If connectivity issues or interruptions to video/audio results in loss of quorum, the meeting will recess up to 30 minutes. If after 30 minutes there is no quorum, the provisions of the Council Procedure Bylaw apply and the meeting is adjourned until the next scheduled meeting.

Committee Meetings

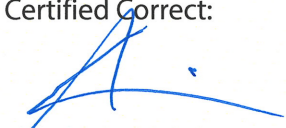
1. A committee meeting may be held electronically in accordance with the Council Procedure Bylaw. Such circumstances may include but are not limited to emergency, cost, minimal agenda items or time sensitivity.
2. Electronic committee meetings and participation should reflect in-person committee meetings and participation as closely as possible.
3. Committee members may participate electronically in meetings. Such circumstances may include but are not limited to illness, injury or out of town travel.
4. There are no limits to the number of consecutive electronic committee meetings or number of times committee members participate electronically.
5. To determine quorum, committee members will have their cameras on (when possible/applicable) for the entire meeting.
6. Committee members will stay muted unless they have been acknowledged by the Chair to speak.
7. When voting, committee members will say "in favour" or "opposed".
8. A committee member that declares a conflict of interest will be put in the electronic meeting 'waiting room' while the item is being discussed.

- 9. Anyone participating electronically in a meeting that is closed to the public must be able to maintain confidentiality.

- 10. If connectivity issues or interruptions to video/audio results in loss of quorum, the meeting will recess up to 30 minutes. If after 30 minutes there is no quorum, the provisions of the Council Procedure Bylaw apply and the meeting is adjourned until the next scheduled meeting.

Approval History			
Previous revisions/replaces: n/a			
Approved by Council on:	October 19, 2021	Resolution No.:	348/2021

Certified Correct:



Angie Collison, Corporate Officer