



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Tuesday, January 3, 2017 at 7:00 pm

COMMISSION MEMBERS PRESENT

Brenda Smith, Chair	Maple Ridge Historical Society
Julie Koehn	Maple Ridge Historical Society
Len Pettit	Member at Large
Kevin Bennett	Community Member
Russell Irvine	Member at Large
Steven Ranta, Vice-Chair	Member at Large

STAFF PRESENT

Lisa Zosiak	Staff Liaison, Community Planner
Sunny Schiller	Committee Clerk

GUESTS

Erica Williams	President, Maple Ridge Historical Society
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REGRETS/ABSENT

Councillor Craig Speirs	Council Liaison
Eric Phillips	Member at Large

1. CALL TO ORDER

There being a quorum present, the Staff Liaison called the meeting to order at 7:03 pm.

2. 2017 CHAIR AND VICE-CHAIR ELECTIONS

R17-001

It was moved and seconded

That Brenda Smith be appointed 2017 Community Heritage Commission Chair.

CARRIED

R17-002

It was moved and seconded

That Steven Ranta be appointed as 2017 Community Heritage Commission Vice-Chair.

CARRIED

With Elections complete Brenda Smith began chairing the meeting.

3. AGENDA ADOPTION

R17-003

It was moved and seconded

That the agenda dated January 3, 2017 be amended to add Item 7.1.3 Cultural Strategic Plan Update and be adopted as amended.

CARRIED

4. MINUTES APPROVAL

R17-004

It was moved and seconded

That the Minutes of the December 8, 2016 meeting be approved.

CARRIED

5. FINANCE

5.1 Financial Update

Russell Irvine provided a verbal update on the current CHC budget balance. Mr. Irvine reminded Commission members to track their volunteer hours, as this information is useful for plans and reports.

6. CORRESPONDENCE

The current BC Historical Federation newsletter was shared.

7. NEW & UNFINISHED BUSINESS

7.1 Membership

7.1.1 Calendar of Events

The Chair provided a verbal update on the calendar of events.

7.1.2 CHC 2017 Meeting Schedule Review

After discussion it was agreed that the Commission would hold meetings on September 7 and December 7 to avoid conflicting with Council meetings.

7.1.3 Community Cultural Strategic Plan Update

The Cultural Plan update is launching in February 2017. The Committee Clerk will re-forward an invitation to contribute to the update group.

7.1.4 Tourism Task Force

Russell Irvine will represent the CHC on the Tourism Task Force.

7.1.5 Canada 150

The Chair confirmed the City has obtained a grant to celebrate Canada 150. Potential plans were shared.

8. SUBCOMMITTEE REPORTS

8.1 Communications Subcommittee

8.1.1 Local Voices

The Chair reported the next session starts February 2 at the library.

8.1.2 Communications Package

The Chair reported a consultant has been engaged to refresh the CHC communications package.

8.2 Recognitions Subcommittee

8.2.1 Heritage Week Subcommittee

The Chair shared details of plans for Heritage Week. Erica Williams, President, Maple Ridge Historical Society will host two walking tours, one of downtown and one of the cemetery.

8.2.2 Heritage Awards 2017 Nominations

The Heritage Awards will be held February 16, 2017.

8.2.3 Review of Heritage Awards Annual Nomination Deadlines

The Chair reminded the Commission of the need to review deadlines from organizations such as Heritage BC and the BC Historical Federation to ensure nomination deadlines are not missed. This topic will be revisited at an upcoming meeting.

8.3 Education Subcommittee

8.3.1 BC Societies Act Workshop

The Chair reported on the transition to the new BC Societies Act and plans for a workshop.

8.3.2 Oral History Training

The Chair reported on plans to provide a training workshop for those interested in doing an oral history project. This training will be available to the public and is planned for February 18.

8.3.3 Museum and Archives Field Trip

The Chair reported on a planned guided tour of the City of Vancouver Archives and the Museum of Vancouver.

8.4 Maple Ridge Oral History Project

Steve Ranta provided an update on the Oral History subcommittee, which met in December. The group is working to include a broad spectrum of the community in the project and asked the Commission to share suggestions. Mr. Ranta shared next steps. The Staff Liaison will schedule the next meeting of the subcommittee.

8.5 Digitization Project Subcommittee

The Chair reported on the current status of the digitization project.

8.6 Heritage Inventory Project Update

The Staff Liaison will be meeting with consultant Donald Luxton to determine next steps and a project timeline. The Chair raised the need to discuss software requirements for the Heritage Inventory (and the Digitization project) with the City.

8.7 Robertson Family Cemetery Project Subcommittee

The Chair provided a document recently found in the BC Crown Lands database that is now the earliest record on file related to the property.

8.8 Museum and Archives Update

The Commission discussed ideas for a Maple Ridge Museum and Archives building. Russell Irvine shared information from a recent newspaper article regarding the new North Vancouver museum facility.

9. LIAISON UPDATES

9.1 BC Historical Federation

The Chair provided information on BC Historical Federation newsletter subscriptions. Information regarding the annual BC Historical Federation conference in May 2017 in Chilliwack was shared.

9.2 Heritage BC

The Chair reported provided an update on services provided by Heritage BC.

9.3 BC Museums Association

The Commission discussed museum and heritage features in other local municipalities.

9.4 Maple Ridge Historical Society

No update.

9.5 Council Liaison

No update.

10. QUESTION PERIOD

11. ROUNDTABLE

The Chair will report to Council on March 28, 2017. Members were asked to provide relevant photos and suggestions to the Chair for the presentation.

12. ADJOURNMENT

It was moved that the meeting be adjourned at 8:32 pm.

Chair

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