



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on November 8, 2018 at 7:00 pm.

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**COMMISSION MEMBERS PRESENT**

Brenda Smith, Chair	Maple Ridge Historical Society
Eric Phillips	Member at Large
Julie Koehn	Maple Ridge Historical Society
Len Pettit	Member at Large
Russell Irvine	Member at Large

**STAFF PRESENT**

Amelia Bowden	Staff Liaison, Planner 1
Amanda Allen	Committee Clerk

**ABSENT**

Lindsay Foreman, Vice Chair	Member at Large
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1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

R/2018-054

It was moved and seconded

That the agenda for the November 8, 2018 Community Heritage Commission meeting be approved as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

R/2018-055

It was moved and seconded

That the minutes of the October 11, 2018 Maple Ridge Community Heritage Commission meeting be amended to further clarify discussion of item 5.1 by including in the minutes "Mr. Irvine provided an update of the 2018 financial statement. The information was discussed by the Commission members"; and that the minutes as amended be adopted.

CARRIED

4. **DELEGATIONS**

5. **FINANCE**

5.1. **Financial Update**

Russell Irvine provided an overview of the financial report as attached to the October 11, 2018 agenda. The Commission received the financial report for information.

5.2. **Robertson Cemetery**

The staff liaison advised that the Planning Department will match funds in the amount of \$1,000.00 for the required work and the Surveyor has been advised to proceed

5.3. **Maple Ridge Library Microfilm Reader Support Request Update**

The Chair reported that the Maple Ridge Public Library has ordered the microfilm reader. The Chair will compose a letter to the Public Library requesting an invoice. Upon receipt of an invoice, the staff liaison will prepare the cheque request.

6. **CORRESPONDENCE**

The staff liaison noted that several Heritage Nominations have been received.

7. **NEW AND UNFINISHED BUSINESS**

7.1. **2019 Meeting Schedule**

There was discussion on the 2019 meeting schedule.

R/2018-056

It was moved and seconded

**That the 2019 Community Heritage Commission meeting schedule attached to the November 8, 2018 Community Heritage Commission agenda be amended to include a meeting on December 12, 2019, and that the schedule as amended be adopted.**

CARRIED

7.2. **Cultural Plan Implementation Update**

The Chair provided a summary of the October 30, 2018 meeting, the community consultation in developing the Cultural Plan and the communications component within the Implementation Plan. The Chair noted a lack of heritage reflected in the Implementation Plan and will continue to monitor and advocate that heritage is better represented as the Plan moves forward.

**8. SUBCOMMITTEE REPORTS**

**8.1. Communications**

The Chair noted the potential to work with the Parks, Recreation and Culture Department through the Cultural Plan Implementation to address a communications strategy.

**8.1.1. Fall Calendar**

The Chair reviewed the calendar of events and the November 5, 2018 Local Voices. The Chair shared the invitation from the Ruskin Community Association to join at the Holy Spirit Anglican Church for the *Church Bells Ringing across Canada to Mark the 100<sup>th</sup> Anniversary of the End of WW1* on November 11, 2018 at 4:34 pm.

**8.2. Recognitions**

The Chair advised that St. Andrews Heritage Church has been booked on February 21, 2019 for the 2019 Heritage Awards. The subcommittee will reconvene to review the nominations.

**8.2.1. Heritage Week 2019**

**8.3. Education**

**8.3.1. Local Voices**

The Chair advised December 3, 2018 will be the last Local Voices of 2018. The series will carry forward in the new year.

**8.3.2. BC Heritage Fairs**

The Chair advised that a meeting will be scheduled with School District No. 42 teachers and Kris Foulds.

**8.4. Digitization**

The staff liaison noted that the grant application through the BC History Digitization Program is moving forward.

**8.5. Heritage Resources Program**

The staff liaison reported on minor edits to the Statements of Significance presented by Donald Luxton at the October 11, 2018 Community Heritage Commission meeting. There was discussion and enquiries on the Canadian Register of Historic Places, potential tax incentives for registering and the staff liaison outlined the manner in which Statements of Significance are registered on the BC Register of Historic Places.

**8.6. Master Conservation Plan**

The staff liaison advised that the Parks, Recreation and Culture Department will be reviewing the draft Request for Proposal.

9. **LIAISON UPDATES**

9.1. **BC Historical Federation**

The Chair reported on the summit hosted on October 21, 2018 and the desire to convene another summit in the future.

9.2. **Heritage BC**

The Chair presented a report on Heritage BC Community Consultations and the request from Paul Gravett, Executive Director of Heritage BC, to partner in hosting a roundtable to explore the state of the heritage sector. There was discussion on partnering with Heritage BC to host a roundtable for the Fraser Valley region between January 28, 2019 to February 8, 2019. The Chair will gather further information for discussion at the next meeting.

Russell Irvine and the staff liaison attended an Incentives webinar hosted by Heritage BC on October 26, 2018. Mr. Irvine and the staff liaison provided examples on how heritage can work to incentivize. The Chair invited members to review the webinar list on the Heritage BC website to identify any future webinars of interest.

9.3. **Maple Ridge Historical Society**

Julie Koehn provided an update on the latest meeting of the Historical Society and reported on a proactive succession planning workshop for organizations attended on November 3, 2018. The Speaking of Art and History event with guest speaker Melanie Talkington on October 18, 2018 was well attended.

10. **QUESTION PERIOD - Nil**

11. **ROUNDTABLE**

Brenda Smith reported on upcoming work in Powell River with Lindsay Foreman.

Eric Phillips reported on his work with Remembrance Day activities in the community and shared concerns with heritage homes, demolition and development in Hammond.

Russell Irvine shared highlights from his recent travels in Europe.

12. **ADJOURNMENT – 8:00 pm.**

  
B. Smith, Chair

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