



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, at Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Tuesday, May 4, 2004 at 7:00 pm.

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**COMMISSION MEMBERS PRESENT**

Lisa Codd, Chair	Community at Large
Heather McBride, Vice-Chair	Community at Large
Sheila Nickols	Maple Ridge Historical Society
Rosanne Rothenberg	Maple Ridge Historical Society
Ken Swain	Community at Large
Councillor Ernie Daykin	Council Liaison
Kimie Takusagawa	Community at Large
Claire Todd	Community at Large

**STAFF PRESENT**

Jim Charlebois	Staff Liaison, Planning Department
Jayne Aster	Committee Clerk

**REGRETS**

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***1. Call to Order & Introductions***

There being a quorum present, the Chair called the meeting to order at 7:07 p.m.

***2. Adoption of the Agenda***

MOVED BY: H. McBride  
SECONDED BY: R. Rothenberg

**That the Agenda for May 4, 2004 be adopted as amended.**

Addition:

8.3 *2003 Citizen's Report*

CARRIED

3. *Adoption of the Community Heritage Commission Minutes of Regular Meeting*

MOVED BY: R. Rothenberg  
SECONDED BY: H. McBride

**That the Minutes of the Community Heritage Commission April 6, 2004 Regular Meeting be adopted as amended.**

CARRIED

5.1 *Statements of Significance.*

Change to "16 of the 18 statements for phase one were completed." Change to "55 hours each".

6.1 *Advance Business Planning*

Change 2<sup>nd</sup> sentence from "review work for the Commission" to "review work for the Maple Ridge Historical Society." Change to "Janzen" throughout.

6.2 *Letter from MR Historical Society*

Change third sentence from "The Commission is committed" to "The Maple Ridge Historical Society is committed".

7.1 *Heritage Awards – Update*

Change 2<sup>nd</sup> sentence from "we should try a" to "we should continue a".

7.2 *Heritage Week*

Change 3<sup>rd</sup> sentence from "donated to the Maple Ridge Historical Society to help with" to "sponsored the Maple Ridge Historical Society to organize".

4. *Delegations or Presentations - Nil*

5. *Current Projects*

5.1 *Advanced Planning Session – Update*

Lisa Codd reported that the planning session with Diane Janzen will cost \$350 plus GST. The business planning session can take place at the next Community Heritage Commission meeting. Jim Charlebois noted that due to the kick-off of the Smart Growth charette process either himself and/or Councillor Ernie Daykin will not be able to attend the planning session.

It was noted the planning session will start at 6:30 p.m. and it will be catered.

**Motion to change the date of the Commission's business planning session originally scheduled for Tuesday, June 1, 2004 to Monday, May 31, 2004 at 6:30 p.m.**

MOVED BY: L. Codd

SECONDED BY: H. McBride

CARRIED

## **6. *New Business***

### *6.1 Heritage Newsletter Name Selection*

Jim Charlebois presented the list of name submissions and Commission members each chose their three favourites. The top three choices were then presented for voting on by the Commission.

The winning submission was "*Heritage Here*".

The template of the newsletter was presented showing where the title will go. The graphic designer will have the final template at the end of May. A version will be presented at the next meeting for the Commission to view. It was suggested the Commission name be added to the last page.

### *6.2 Heritage Society Annual Convention*

Commission members are to let Jim Charlebois know if they are interested in going.

**Motion that the Community Heritage Commission send up to two fully paid and registered members to the Heritage Society Annual Convention.**

MOVED BY: L. Codd

SECONDED BY: K. Swain

CARRIED

### *6.3 Heritage Register Update – Format*

The sub-committee met last month to decide on key issues to get into the Heritage Register.

Jim Charlebois reported that a map will be done of each of the sites. Information has been culled from the statements of significance, then organized so one record fits on a double-sided page of information. Our endorsement of the new format is being sent to Council.

*6.4 St. John the Divine Church – Heritage Register*

A staff report is going to Council next Tuesday for inclusion of this site on the register. We have a statement written for St. John the Divine Church and the church supports it being included in the register.

**7. *Program Committee Reports***

*7.1 Budget Update*

Jim Charlebois reported on the Commission's budget carry overs. There is just over \$14,000 in our budget now and includes the \$7000 carry over. Once the Commission pays two invoices to the consulting team we'll have approximately \$3800 left in the Heritage Publication account, some of which will be used to pay for a facilitator.

*7.2 Whonnock Community Association Website*

Whonnock Community Association had requested to use certain heritage profiles on their website. The municipality recommended they not be posted as they are, because they are municipally-owned information. Everything on the Maple Ridge Municipal website is copyrighted. It was suggested we either provide the Whonnock Community Association with a link to our website, or digital copies of the profiles that clearly say who the author is.

Jim Charlebois also reported he forwarded the Commission's comments regarding the renaming of Byrnes Road to the engineering department for their comments. The Whonnock Community Association has posted a petition available at the post office for signing. The petition will most likely go with the report to Council.

**8. *Correspondence***

*8.1 Heritage Society of BC – Annual Elections*

A list showing the 5 nominees for the Heritage Society of BC had been distributed to the Commission. Commissioners each selected 4 of the 5 to support and handed their selections in to J. Charlebois for tallying. The results need to be submitted to Heritage Society of BC by the end of May.

J. Charlebois also distributed the 2003 Citizens' Report for the Commissioners to see.

*8.2 BC Heritage Society Nomination Package – E. Villiers*

The package was passed around for the Commission to see what was sent to the Heritage Society of BC.

**9. *Next Meeting***

The next meeting is scheduled for Monday, May 31, 2004 in the Blaney Room at Maple Ridge Municipal Hall at 6:30 p.m.

**10. *Adjournment***

MOVED BY: H. McBride  
SECONDED BY: S. Nickols

**That the meeting be adjourned.**

CARRIED

The meeting adjourned at 8:05 p.m.

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Chairperson  
/ja