



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, at Maple Ridge Municipal Hall, 11995 Haney Place Road, Maple Ridge, British Columbia, on Tuesday, December 4, 2007 at 7:00 p.m.

COMMISSION MEMBERS PRESENT

Jim Connor, Chair	Maple Ridge Historical Society
Lynne Probyn, Vice-Chair	Maple Ridge Historical Society
Claus Andrup	Community at Large
Helmi Braches	Community at Large
Sheila Nickols	Community at Large

STAFF PRESENT

Lisa Zosiak	Staff Liaison, Planning Department
Tracy Camire	Committee Clerk

REGRETS

Councillor Craig Speirs	Council Liaison
Karen Cotter	Community at Large

1. Call to order

The meeting was called to order at 7:04 pm.

2. Adoption of the Agenda

R06-?? It was moved and seconded

That the Agenda for December 4, 2007 be adopted with the following additions:

- 5.5 Action Item List
- 7.1 Heritage Newsletter
- 8.2 2008 Maple Ridge Heritage Awards newspaper ad
- 8.3 Council Appointments for Community Heritage Commission

It was agreed that item 7 would be discussed before item 6

CARRIED

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

R06-?? It was moved and seconded

That the Minutes of the Community Heritage Commission dated November 6, 2007 Regular Meeting be adopted with the following changes;

- 6.6 The Beast Clock should say The Birks Clock
- 7.1 Should read Committee Reports not Commission Reports

CARRIED

4. Delegations and Presentations - Nil

5. Current Projects and Unfinished Business

5.1 Finalization of the Hammond Signs and Plaque

Lisa Zosiak advised the Commission that Diana Hall has ordered the Hammond Signs. With regard to the plaque Lisa Zosiak advised that Fred Braches will be to designing the plaque and Sheila Nickols will be preparing the wording. The Commission discussed the wording for the plaque and agreed that it should depict a story about the town of Hammond and how it came to be. This is a work in progress and there are no deadlines to date.

Jim Connor advised the Commission that Brenda Smith is speaking in January at the Maple Ridge Historical Society meeting on January 24th, 2008 and Jim asked if this would be the appropriate place to unveil the plaque. The Commission agreed that the unveiling needs to happen in Hammond at a separate event. The Commission agreed to announce the plaque unveiling at the Maple Ridge Historical meeting in January if the plaques are completed by then.

Lisa Zosiak will make the arrangements for the installation of the Hammond signs.

5.2 Plaque Unveiling Cloth – cost update from Lisa

Lisa Zosiak advised the Commission that of the prices for embroidering the community Heritage Commission and Maple Ridge Logo on the plaque unveiling cloth. The Commission estimated to cost to be approximately \$500.00. Ms. Zosiak also showed the Commission the three samples of material that can be used for the unveiling cloth. All are \$10.98 per metre.

The Commission agreed that the cost of the cloth would be a good expense and the budget should be increased from \$250.00 to \$500.00 for the plaque unveiling cloth.

Helmi Braches volunteered to gather more material samples in the color black. The Commission would also like to find out if the material will need to be dry-cleaned or washed and if it will stand up to wet weather.

The Commission agreed to go ahead and digitalize the Community Heritage Commission logo and that the Community Heritage Commission logo and the

District of Maple Ridge logo will be on the unveiling cloth. The material of the cloth will be chosen at a later meeting.

Claus joined the meeting at 7:30 p.m.

The Commission discussed where the logos would be placed on the unveiling cloth and decided this would be confirmed at a later meeting once the material has been chosen.

5.3 Community Heritage Commission Heritage Awards February 21, 2008

Lisa Zosiak advised the Commission that the ad for the 2008 Heritage Awards went in the newspaper twice, it will be mentioned in the newsletter and it will be linked on the Community Heritage Commission website as well. Sheila Nickols advised the Commission that she has also written an article for the paper in regards to the Heritage Awards.

Jim Connor advised the Commission that in March 2004 there was a request that there be an Agricultural category and would like the awards to be expanded to include this category for next year. The Committee Clerk was asked to add this to the action plan for 2008.

5.4 Business Plan

Lisa Zosiak advised the Commission that the Committee needs to create a work plan for 2008 with ideas for projects they would like to see started in 2008.

Ms. Zosiak also advised the Commission that the 2008 walking map for Maple Ridge is looking for input and the press time is set for the end of February 2008. The Commission would like to include the locations of the plaques in Maple Ridge to the walking map for Maple Ridge.

The Commission discussed possible funding options along with ideas for projects to be completed in 2008.

The Committee agreed to start the January 3, 2008 community Heritage Commission meeting at 6:00 p.m. to work on a 2008 Work Plan. Lisa Zosiak will bring in some food to accommodate for the Business Planning session.

5.5 Review Action Item List

The Committee reviewed and updated the Action Item list.

6. New Business

6.1 Budget Report

Lisa Zosiak advised the Commission of the budget amounts for 2007. The Committee discussed the terms of the three categories and how money can be transferred from one account to another.

6.2 Nominations for Commissioners – nothing new to report at this time.

6.3 Finalization of Statements of Significance

Lisa Zosiak advised the Commission that she has received an email from the Consultant that she will prepare an additional SOS for the building and database forms for all; wants to know when to start and Lisa wondered what the Commission members thought of the MR Historical Neighbourhoods; the Commission was dismayed by the generalization of the statements.

Lisa also advised the Commission she would talk to Bob Parliament about the concerns from the community Heritage Commission and find out what kind of historical information the Province has with regard to a proposal for this project.

6.4 Special Event Tea and Crumpets

6.5 Agenda Creation and Format - deferred to January meeting

7. Committee Reports

The Committee agreed that there are the following sub-committees

- CHC Newsletter - Helmi Braches, Lisa Zosiak, Craig Speirs
- Plaques Committee - Lynn Probyn with power to add
- Heritage Awards Committee - Sheila Nickols, Lynn Probyn & Jim Connor
- Program Events Committee Public and Internal - Karen Cotter?
- Agenda and Finance Committee - Jim Connor, Lisa Zosiak, Tracy Camire

7.1 CHC Newsletter

Helmi Braches reviewed the draft newsletter for the Community Heritage Commission and the Commission discussed the possible changes along with distribution of the newsletter. Ms. Braches also advised the Commission that the newsletter will go out in December with another newsletter being created for January 2008. Action: The Committee Clerk was asked to send Karen Cotter's email to the Committee. The next newsletter will focus on The Beast and its history. The Committee agreed to review ongoing newsletters via email.

8. Correspondence

- 8.1 Historical Society November Newsletter
- 8.2 2008 Maple Ridge Heritage Awards
- 8.3 2008 Committee & Commission Council Appointments

9. Next Meeting

The next regular meeting is scheduled for Thursday, January 3, 2008 at 6:00 p.m. and will be a planning session an agenda deadline of Monday, December 17, 2007.

10. Motion to Adjourn

R06-?? It was moved and seconded

That the regular meeting of the Maple Ridge Community Heritage Commission be adjourned.

CARRIED

The meeting adjourned at 8:54 p.m.

Chairperson

/tc