



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, June 3, 2008 at 6:00 p.m.

COMMISSION MEMBERS PRESENT

Jim Connor, Chair	Maple Ridge Historical Society
Lynne Probyn, Vice-Chair	Maple Ridge Historical Society
Sheila Nickols	Community at Large
Sarah Hossack	Community at Large
Helmi Braches	Community at Large
Jacqueline Mulcahy	Community at Large
Jan de Zeeuw	Community at Large

STAFF PRESENT

Lisa Zosiak	Staff Liaison, Planning Department
Lynn Marchand	Committee Clerk

REGRETS

Councillor Craig Speirs	Council Liaison
John McCormick	Community at Large

1. *Call to order and introduction of new members*

The meeting of the Heritage Strategy Process was called to order at 6:06 with the Regular Meeting being called to order at 7:03 p.m.

2. *Heritage Strategy Process*

Lynne Probyn circulated and reviewed the *BC Heritage New Guidelines for Community Heritage Strategic Planning* document.

The Commission members discussed how to develop such a plan for Maple Ridge. The following organizations were identified as *possible* participants:

- DMR
- Community Heritage Commission
- Parks and Recreation Commission
- Historical Society (Museum)
- Chamber of Commerce
- Jackson Farm Association

- Whonnock Community Association
- Katzie First Nations Band
- Langley First Nations Band
- School District No. 42
- Seniors Centre
- Tourism Board
- Aquifer study group
- Scouts, Brownies/Guides or similar organizations
- Greg Moore Youth

The Commission members discussed why these organizations would be important to the plan and whether it could be completed alone or with outside help.

Pool of Talent

The following list was created as the talent required for the process within the community:

- Local architects
- Fred Braches, researcher
- Community Heritage Committee
- Historical Society
- Museum director
- First Nations
- Planning Department;

Talent required outside the community:

- Heritage consultant;
- other strategic plans.

Funding

It was advised that the funding could possibly be provided by the CHC budget, the Provincial program and other organizations or agencies. Context planning should be completed first which sets up exactly how the program would be framed. Strategic planning follows. The context planning should be started this year and the CHC budget and Provincial program. The following year would be further planning and new funding.

Timeline

ACTION ITEM: *Lisa Zosiak will send an application draft to all CHC members, as soon as possible, along with program information from the website.*

July – September

ACTION ITEM: Lynne Probyn will draft the application to the Province for funding.

October

ACTION ITEM: Lynne Probyn will bring the draft application to the CHC meeting and submit the final draft to the Province by November.

November

The draft of the Request for Proposal (RFP) will be prepared. The Request for Proposal is a document stating exactly what is being sought. The RFP is sent out to numerous firms whereupon bids are placed.

The Commission discussed whether a consultant would be required to lead through the strategic process. The process must be defined before a consultant is sought.

It was decided the term “Heritage” would be defined during the strategic plan.

Readiness to Plan Checklist was reviewed. Questions 2.1 through 2.5 were discussed.

3. Adoption of the Agenda

R08-13 It was moved and seconded

That the Agenda for June 3, 2008 be adopted with the following changes:

- 6.2 Heritage Tourism be replaced with Home Renovation Talk
- 6.3 Conservation Plan

CARRIED

4. Minutes of May 6, 2008 Regular Meeting and May 21, 2008 Special Meeting be adopted

R08-14 It was moved and seconded

That the Minutes of the Regular Meeting of May 6, 2008 and the Special Meeting of May 21, 2008 be adopted

CARRIED

5. Delegations and Presentations - Nil

6. Current and Unfinished Business

6.1 Statements of Significance Project – Lisa Zosiak

Lisa Zosiak advised the Commission that she has heard from Denise and that all should be completed by next month. She advised that the Historical Society had sent out a year end report whereupon the CHC was not on their list of members. Ms. Zosiak has since advised the Society.

6.2 Home Renovation Talk– Lynne Probyn

Lynne Probyn confirmed that the *Home Renovation Talk* has been confirmed with St. Andrews Church and set for September 23, 2008. Confirmation will be forthcoming advising what speaker will attend in September.

Lisa Zosiak advised the Commission that the St. Andrews Church is in need of a new roof. An application will be made to the BC Heritage Branch for funding. A further application will be made at a later date for Haney House. A special meeting will be called at such time.

7. New Business

7.1 Heritage Commission Networking Conference

Jim Connor advised that the Heritage Commission Networking Conference is set for Saturday, September 27, 2008. Topics of interest are being sought. Mr. Connor advised that the cost of the conference is \$50 per person. Jim Connor will attend representing the CHC of Maple Ridge. Anyone wishing to attend will be funded by the Commission.

ACTION ITEM: *John McCormick and Councillor Craig Speirs to be asked via email if they wish to attend.*

8. Committee Reports

8.1 Newsletter

Helmi Braches advised that she would like a short profile of the new members, Jacqueline Mulcahy and Jan de Zeeuw to include in the newsletter. She further advised that the newsletter is distributed four times per year.

Ms. Braches requested from the Commission new ideas for an article. Lynne Probyn suggested that the Historical Society include all of the upcoming events and festivals, the Empress train arrival in June and the history of Golden Ears.

Ms. Braches also informed the Commission that she will provide copies of the newsletter distribution list.

8.2 *Hammond Unveiling Plaque/Sign Event*

Sarah Hossack, Lisa Zosiak and Jim Connor provided an update on the Hammond Unveiling Plaque/Sign Event. It was agreed by the Commission that Sarah Hossack will order 5 tables to accommodate additional Museum items. 100 copies should be printed of *Hammond's Beginnings*.

8.3 *Heritage Awards*

At the request of Sheila Nickols, it was agreed by the Commission that a meeting of the Heritage Award Committee be held on Thursday, June 12, 2008 at 1:00 p.m.

8.4 *Plaque Map*

Jim Connor advised the Commission that the map is completed and printed in the *Trails and Events Guide*. The guide was circulated to the Commission.

9. Correspondence

9.1 *Email from Eric Leblanc regarding the Heritage Commission Networking Conference on Saturday, September 27, 2008 was circulated*

9.2 *Downtown Maple Ridge Business Improvement Association Newsletter, Spring 2008*

9. **Next Meeting:** Tuesday, September 2, 2008 at 7:00 p.m.
Agenda deadline: Monday, August 18, 2008.

10. **Adjournment** – 7:50 p.m.

Chairperson
/lm