



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 April 11, 2019 at 7:04 pm.

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**COMMISSION MEMBERS PRESENT**

Councillor Ryan Svendsen	City of Maple Ridge
Brenda Smith	Maple Ridge Historical Society
Julie Koehn	Maple Ridge Historical Society
Eric Phillips	Member at Large
Len Pettit	Member at Large
Russell Irvine	Member at Large
Shane Gehring	Member at Large

**STAFF PRESENT**

Amelia Bowden	Staff Liaison, Planner 1
Amanda Allen	Committee Clerk

**GUEST**

Donald Luxton	Donald Luxton and Associates Inc.
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1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

R/2019-010

It was moved and seconded

**That the agenda for the April 11, 2019 Community Heritage Commission meeting be amended to add Item 6.1 "May 9, 2019 meeting", that the subsequent items be renumbered accordingly and that the agenda as amended be approved.**

CARRIED

3. **ADOPTION OF MINUTES**

R/2019-011

It was moved and seconded

**That the minutes of the Maple Ridge Community Heritage Commission meeting dated February 14, 2019 be adopted.**

CARRIED

4. **DELEGATIONS**

4.1. Heritage Incentives Review – Draft Report

- Donald Luxton, Senior Cultural Heritage Advisor, Donald Luxton & Associates Inc.

Mr. Luxton gave a PowerPoint presentation on a review of heritage incentives including:

- heritage management through regulations, legal protection, financial and non-financial incentives;
- types of heritage incentives;
- enabling legislation, the community heritage register, and the community charter;
- developmental incentives and heritage revitalization agreements;
- administrative incentives

Mr. Luxton answered questions from the committee.

5. **QUESTION PERIOD** – Nil

6. **NEW AND UNFINISHED BUSINESS**

6.1. **May 9, 2019 CHC Meeting**

There was discussion on the viability of a Community Heritage Commission meeting on May 9, 2019.

R/2019-012

It was moved and seconded

**That the May 9, 2019 Community Heritage Commission meeting be cancelled.**

CARRIED

6.2. **2019 Vice Chair Elections**

The staff liaison opened the floor to nominations for a Vice Chair

R/2019-013

It was moved and seconded

**That Shane Gehring be elected Vice Chair of the Community Heritage Commission for 2019.**

CARRIED

6.3. **Business Plan Task Allocation / Proposed Subcommittee Formation**

There was discussion on the functions of subcommittees.

R/2019-014

It was moved and seconded

**That the Chair or Vice Chair of the Community Heritage Commission sit ex-officio on all Community Heritage Commission subcommittees.**

CARRIED

6.4. **BC History Digitization Program Grant Application – Update**

The staff liaison advised of results from the BC History Digitization Program grant application submissions. The Chair invited further information on the Clerk's Department digitization plan given the grant results.

6.5. **Tourism Committee Appointment**

There was discussion on selecting a Community Heritage Commission representative for the Tourism committee. The Chair will continue to serve the Cultural Roundtable which assists the implementation of the Maple Ridge Culture Plan.

R/2019-015

It was moved and seconded

**That Shane Gehring represent the Community Heritage Commission on the Maple Ridge Tourism Committee for the 2019 term.**

CARRIED

6.6. **Local Voices Event**

The Chair provided a summary of the Local Voices program.

R/2019-016

It was moved and seconded

**That the Community Heritage Commission continue to be a part of Local Voices.**

CARRIED

7. **FINANCE**

7.1. **Financial Update**

The 2019 Financial Accounting report, as attached to the agenda, was reviewed and Russell Irvine answered questions from the committee. A status report on the Heritage Conservation Plan was requested.

7.2. **BCMA Conference Attendance**

The BC Museums Association Conference is scheduled September 30 – October 2, 2019 in Prince George.

R/2019-017

It was moved and seconded

**That the Community Heritage Commission authorize the expenditure of \$100.00 to renew membership with the BC Museums Association.**

CARRIED

8. **CORRESPONDENCE**

8.1. **National Trust Letter**

Russell Irvine summarized two reports recently prepared by the National Trust of Canada regarding the House of Commons Environment and Sustainable Development Committee report *Preserving Canada's Heritage: The Foundation for Tomorrow* and the Federal Budget 2019.

9. **SUBCOMMITTEE REPORTS**

9.1. **Recognitions**

9.1.1. **Heritage Week 2019**

The Chair advised of the timeline for required updates to the Heritage Week brochure. A report on Heritage Week 2019 will be included on the next agenda.

R/2019-018

It was moved and seconded

**That the Community Heritage Commission authorize the redesign of the Heritage Week brochure.**

CARRIED

10. **LIAISON UPDATES**

10.1. **Maple Ridge Historical Society**

Julie Koehn provided a summary of the March 28, 2019 Historical Society Board meeting and recent activities of the Maple Ridge Historical Society.

11. **ROUNDTABLE**

Council has adopted the City of Maple Ridge Strategic Plan 2019-2022.

Grant De Patie plaque unveiling is scheduled for June 1, 2019.

As it was National Volunteer Week, the staff liaison expressed gratitude and thanks to members in recognition of their service.

12. **ADJOURNMENT** – 9:20 pm.

"Original signed by Eric Phillips, Vice Chair"

B. Smith, Chair

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