



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 September 12, 2019 at 7:04 pm.

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**COMMISSION MEMBERS PRESENT**

Councillor Ryan Svendsen	City of Maple Ridge
Julie Koehn	Maple Ridge Historical Society
Eric Phillips	Member at Large
Len Pettit	Member at Large

**STAFF PRESENT**

Amelia Bowden	Staff Liaison / Planner 1
Erin Mark	Acting Committee Clerk

**ABSENT**

Shane Gehring, Vice Chair	Member at Large
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Note: Councillor Svendsen chaired the meeting as the presiding member until the Chair election.

1. ***CALL TO ORDER***

2. ***APPROVAL OF THE AGENDA***

R/2019-025

It was moved and seconded

**That the agenda for the September 12, 2019 Community Heritage Commission meeting be approved as presented.**

CARRIED

3. ***ADOPTION OF MINUTES***

R/2019-026

It was moved and seconded

**That the minutes of the Maple Ridge Community Heritage Commission meeting dated June 13, 2019 be adopted with the following amendments:**

- Add Bernice Rolls and Bryan Fitzpatrick from the Friends of Jackson Farm to the list of Guests present; and
- Section 4.1 - Correct the spelling of Bernice Ross to Bernice Rolls.

CARRIED

4. **DELEGATIONS - Nil**

5. **QUESTION PERIOD – Nil**

6. **NEW AND UNFINISHED BUSINESS**

6.1. **2019 Chair Election**

Councillor Svendsen opened the floor to nominations for Chair of the Community Heritage Commission.

R/2019-027

It was moved and seconded

**That Shane Gehring be elected Chair of the Community Heritage Commission for the remainder of 2019 and 2020.**

CARRIED

With Mr. Gehring elected as Chair his previous role as Vice Chair became available. Councillor Svendsen opened the floor to nominations for Vice Chair of the Community Heritage Commission.

R/2019-028

It was moved and seconded

**That Eric Phillips be elected Vice Chair of the Community Heritage Commission for the remainder of 2019 and 2020.**

CARRIED

Note: Eric Phillips began to Chair the meeting as the presiding member.

6.2. **Clerks Department Digitization Project Update**

The staff liaison provided an update on the digitization of tax and collector rolls dating back to late 1800's – early 1900's. Eleven boxes of records were sent to BC Records for scanning and damage assessment. The records will stay at BC Records in a climate controlled environment.

6.3. **Heritage Awards Planning Update**

The members discussed the 2020 Heritage Awards that will be held Thursday February 20th at St. Andrew's Heritage Church Hall.

Nomination cards have been produced and were distributed to members. The nominations for the Heritage Awards will be reviewed at the next CHC meeting on November 14<sup>th</sup>.

R/2019-029

It was moved and seconded

**That \$1,400 from the Community Heritage Commission 2019 Budget be allocated to the Maple Ridge Heritage Awards.**

PASSED

6.4. **Library Partnerships – Local Voices Speakers**

The staff liaison shared that the Maple Ridge Library is looking to the CHC for assistance with finding speakers for the Local Voices presentations. Julie Koehn offered to assist with this project.

6.5. **Business Planning and Budget Review**

The staff liaison provided a draft Business Plan 2020-2024 and draft 2020 Budget for discussion.

R/2019-030

It was moved and seconded

**That the proposed Community Heritage Commission 2020 budget and 2020-2024 Business Plan be adopted.**

PASSED

7. **CORRESPONDENCE - Nil**

8. **LIAISON UPDATES**

8.1. **Maple Ridge Historical Society**

Ms. Koehn provided an update on the Historical Society's activities including the Music on the Wharf Summer Series and upcoming Harvest Time event.

8.2. **Council Liaison**

Councillor Svendsen provided an update on the ongoing Advisory Committee Review and the Mussallem Residence relocation.

9. **ROUNDTABLE**

Members shared their experiences at relevant heritage locations.

10. **ADJOURNMENT – 8:22 pm.**

~original signed by E. Phillips~  
E. Phillips, Vice Chair

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