

**COMMUNITY HERITAGE COMMISSION
AGENDA**

***Tuesday, November 1, 2016, 7:00 pm
Blaney Room, Maple Ridge City Hall***

- 1. WELCOME AND INTRODUCTIONS**
- 2. AGENDA APPROVAL**
- 3. MINUTES APPROVAL** – September 8, 2016 and October 4, 2016 Regular Meeting Minutes
- 4. DELEGATIONS - Nil**
- 5. FINANCE**
 - 5.1 Business Plan 2017-2021 – Brenda Smith, Russell Irvine, Lisa Zosiak
- 6. CORRESPONDENCE**
 - 6.1 Heritage and Cultural Planners and Professionals meeting invitation
- 7. NEW & UNFINISHED BUSINESS**
 - 7.1 Membership
 - 7.1.1 Calendar of Events – Brenda Smith
 - 7.1.2 December Meeting Date – Brenda Smith
 - 7.2 Minister of Transportation and Infrastructure - Request for Stop of Interest Sign submissions – Brenda Smith
 - 7.3 Meeting with Chief Administrative Officer Ted Swabey – Brenda Smith, Craig Speirs
 - 7.4 Tourism – Brenda Smith
 - 7.5 Webster's Corners (25569 DTR) – Craig Speirs
- 8. SUBCOMMITTEE REPORTS**
 - 8.1 Communications Subcommittee – Brenda Smith
 - 8.1.1 Local Voices
 - 8.2 Recognitions Subcommittee
 - 8.2.1 Heritage Week Subcommittee
 - 8.2.2 Heritage Awards 2017 Nominations
 - 8.3 Education Subcommittee
 - 8.3.1 BC Societies Act Workshop – Brenda Smith
 - 8.4 Maple Ridge Oral History Proposal – Steve Ranta, Lisa Zosiak
 - 8.5 Heritage Marker Inventory Update – Brenda Smith, Sunny Schiller
 - 8.6 Digitization Project Subcommittee – Brenda Smith, Lisa Zosiak
 - 8.7 Heritage Inventory Project Update – Brenda Smith, Lisa Zosiak
 - 8.8 Robertson Family Cemetery Project Subcommittee – Lisa Zosiak
 - 8.9 Museum and Archives Update – Brenda Smith, Craig Speirs, Lisa Zosiak
 - 8.10 Heritage Inventory Project Update – Brenda Smith, Lisa Zosiak
 - 8.11 Robertson Family Cemetery Project Subcommittee – Lisa Zosiak
 - 8.12 Museum and Archives Work Group Update – Brenda Smith

9. LIAISON UPDATES

- 9.1 BC Historical Federation – Brenda Smith
- 9.2 Heritage BC – Brenda Smith
- 9.3 BC Museums Association – Brenda Smith
- 9.4 Maple Ridge Historical Society – Julie Koehn
- 9.5 Council Liaison – Councillor Speirs

10. QUESTION PERIOD

11. ROUNDTABLE

12. ADJOURNMENT

QUESTION PERIOD

Question Period provides the public with the opportunity to ask questions or make comments on subjects that are of concern to them. Questions or comments must be directed to the Chair of the meeting. Each person will be permitted 2 minutes to speak. A second 2 minutes to speak may be granted at the discretion of the Chair if no other member of the public is waiting. The total time allotted for Question Period is 10 minutes.

Each speaker will be asked to provide their name for the record. No derogatory remarks will be tolerated. The Committee reserves the right to defer responding to a question in order to obtain the information required to provide a complete and accurate response.

City of Maple Ridge
Community Heritage Commission
Business Plan 2017 – 2021

Strategic Plan Alignment

Heritage Commission Mandate (Bylaw No. 5908-2000):

The Commission is appointed for the purpose of advising the Council on heritage conservation matters and undertaking and providing support for such activities as benefit and provide for the advancement of heritage conservation in the District.

Delivering the Mandate:

- The CHC provides information to Council pertaining to matters referred to the Commission as well as reports about ongoing heritage programs and projects
- The CHC includes a community involvement, service or awareness component in all programs and projects.
- The CHC looks for opportunities to facilitate or participate in community events to create greater awareness and knowledge in the community's tangible and intangible heritage resources.
- The CHC recognizes the value of heritage and cultural tourism development.
- The CHC promotes the awareness and conservation of heritage value inherent in many natural features.
- The CHC is attentive to planning and actions toward the creation of a new museum and archives to serve the community. The CHC anticipates deeper involvement in the process.

Community Partnerships

- Senior levels of government provide enabling legislation for heritage conservation but do not provide heritage project funding. The CHC and local community groups are always looking for ways to “intersect” and identify common goals that will lead to partnership opportunities and leveraging of skills, effort, and funding.
- The CHC works closely with Maple Ridge Historical Society in support of the delivery of heritage services to the community. The production and implementation of conservation plans for CMR owned properties is a timely partnership accomplishment.
- The CHC maintains an ongoing relationship with the Maple Ridge Library and partners on various projects to help educate and promote heritage awareness and conservation.
- Connecting and partnering with government and province wide organizations is ongoing and involves looking for opportunities to interact and identify common goals with First Nations, BC Heritage Branch, Heritage BC, BC Museums Association and the BC Historical Federation.
- The CHC routinely invites community organizations, businesses and individuals to address regular meetings bringing their varied interests and activities to the CHC's attention.

Efficiencies and Effectiveness Highlights

- The Maple Ridge Community Heritage Commission Plan was endorsed by Council in December 2013 and this document guides the work plan for the Heritage Commission each year.
- The CHC reports to Council twice annually.

- CHC projects unfold over more than one budget year. To date, in addition to maintaining existing programs, the annual municipal allocation to the CHC has provided start-up funding to these long-range projects.
- The CHC will benefit from an improved annual budget amount that acknowledges and supports the work that the CHC is mandated to perform.

Customer Service Highlights

- Community Open House on Heritage Inventory Project: Included information about the nomination process and eligibility criteria to place a property in Heritage Inventory or Register.
- Updated brochures describing: CHC operations and opportunities, Heritage Awards nominations.
- The CHC engaged in an exciting partnership opportunity with the Public Art Steering Committee to bring history of baseball information into the “Play Ball” Project at Hammond Stadium.
- Continued partnership with Maple Ridge Library, Maple Ridge Family History Group, Golden Ears Writers, and Maple Ridge Historical Society in community conversation program *Local Voices*.

Interdependencies

- Joint work with CMR departments and agencies in ongoing initiatives. Current projects include heritage and art at Hammond Field, archival digitization, historic site conservation at Haney House.
- The 2014 “Intersections” event encouraged partnerships with various community groups and helped nurture interdependence and greater awareness of community issues, activities, accomplishments, and opportunities. The CHC looks forward to the continuation of this valuable event to form new relationships and strengthen existing ones through identifying joint project opportunities that serve the community.
- Networking with heritage volunteers in other communities promotes communication and supports the development of increased capacity to meet the CHC’s local work.
- Membership in provincial history, heritage and museum organizations offers a range of networking and practical support opportunities.

Commission Overview

Services Provided:

- Heritage Awareness
- Heritage Education
- Celebration of Community’s Past

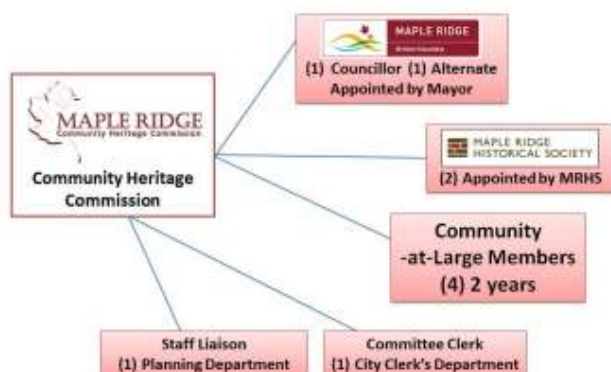
Customers:

- *Maple Ridge’s past, present and future will be connected through community and cultural celebrations, partnerships and heritage activities that will preserve our tangible and intangible heritage resources, provide educational opportunities and enrich the lives of our citizens and visitors (S. 4, pg. 23, Maple Ridge Community Heritage Commission Heritage Plan, November 2013).*

Mission/Values:

- *The District of Maple Ridge will recognize and celebrate our rich historic legacy through the conservation and interpretation of significant heritage resources. Our Heritage Program will support the sustainable development of our urban structure and our rural areas, and assist in the development of a complete and healthy community. As we plan for an exciting, digital future, we will respect our past by providing a balance for change and new development that recognizes the importance of our historic communities, our rural lands and our natural landscapes. (S. 4, pg. 23, Maple Ridge Community Heritage Commission Heritage Plan, November 2013).*

Composition of the Heritage Commission



CHC Members:

Sandra Ayres, Community at Large
 Russell Irvine, Community at Large
 Julie Koehn, Maple Ridge Historical Society
 Len Pettit, Community at Large
 Eric Phillips, Community at Large
 Nicole Read, Alternate Council Liaison
 Steven Ranta, (Vice-Chair), Community at Large
 Brenda Smith (Chair), Maple Ridge Historical Society
 Craig Speirs, Council Liaison

Full-Time Equivalent Staff = 25%

Deliverable	Status	% Complete
2016 Heritage Week including Heritage Awards	Complete: Partnership with Maple Ridge Historical Society "History Is" Conversation Evening 2016 Heritage Awards	100%
Heritage Marker Inventory- Database of all heritage markers, signage, plaques, wraps, mosaics and art. Accessible for CMR maintenance planning and tracking, community uses.	Database constructed, data input underway Reporting functions in planning phase	50%
Open Access Archives Digitization Project	Phase I will be complete early in 2017.	25%
<i>Heritage Here</i> CHC Newsletter	Publication suspended pending improved production resources.	50%
Local Voices: Neighbours Talking With Neighbours –Partnership with Maple Ridge Library	Fall 2016 (3 evenings/9 presenters) underway.	70%
Liaison with Heritage Organizations- Memberships in BC Historical Federation and Heritage BC. New membership in BC Museums Association.	Attendance as delegate at all annual conferences.	100%
Coquitlam Heritage Symposium	Complete: 6 Maple Ridge attendees	100%
Heritage Plaque Book online	Complete	
"Play Ball" Public Art Project-Control Box Wrap-Partnership with Public Art Steering Committee	Complete	100%
Heritage Awards History Project	Posted on mapleridge.ca Heritage Awards page.	100%
Field Trip to North Vancouver Archives	Education for CHC, Council, MRHS and community.	100%
<i>What's On Maple Ridge</i> feature article		100%
Members binders: Reorganized binders and offered digital version to improve access to information	Available in paper and digital form for CHC members' use.	100%
2015 GETI Fest; Golden Ears Transition Initiative	Partnership resulted in inclusion of Heritage theme at annual festival.	100%
Local Voices Winter and Fall 2016	Winter (4 evenings/12 presenters) Fall (3 evenings/9 presenters)	100%
BC Day Instameet Heritage Awareness Project	Partnership with Economic Development that was the only event in Maple Ridge that weekend.	100%

Ongoing Deliverables

Deliverable	Status
2017 Heritage Week including Heritage Awards	Event planning is currently underway for Heritage Week February 2017
Heritage Marker Inventory	Database constructed, data input underway Reporting functions in planning phase
Open Access Archives Digitization Project	Phase I will be complete early in 2017. Phase II planning pending in anticipation of moving CMR Archives.
Heritage Inventory Update	Completion expected early in 2017.
<i>Heritage Here Newsletter</i>	Publication suspended pending improved production resources.
Local Voices partnership with Maple Ridge Library	Winter 2017 in planning phase.
Liaison with Heritage Organizations	Memberships maintained in BC Historical Federation and Heritage BC. New membership in BC Museums Association.
Robertson Family Cemetery	Survey and LTSA filing pending.
Plaque Program and Information Panels	Pending policy development and improved resources.
Workshop-BC Societies Act	Pending
Canada 150 in partnership with other CMR projects	Pending

Found Milestones

- The CHC sent delegates to BC Historical Federation, BC Museums Association and Heritage BC conferences, using the opportunities to network and develop heritage expertise.
- The Heritage Plan is a model for other communities and a flexible reference document for the CHC's work. The plan continues to support the CHC's use of the strong framework that Maple Ridge has built for education and conservation.
- Developed a new model to describe CHC operations, including a digital form, for members.
- The CHC is developing a response to CHC financial planning and funding constraints.

Performance Measures/Indicators

Work plan Highlights – 2017 Deliverables

Service Area Goal:

- The CHC looks forward undertaking our role in the community and advising Council on key matters in the heritage field.

Objectives:

- Having the updated Heritage Inventory available for use by interested parties and to restore its value as a community resource.
- To partner with other community groups and agencies in the community to plan celebrations of Canada's 150 Anniversary in 2017.
- Heritage Awards: To increase interest and participation in recognizing heritage achievements and to increase the recognition value of the awards for recipients.
- Encourage the production of Statements of Significance to support the maintenance of the Heritage Inventory and facilitate promotion of tangible and intangible heritage features to the Heritage Register.

Measures:

- For 2017 identified projects, success will lie in either progress through identified project phase(s) or completion of project and reported in "Accomplishments" table above in 2018 Business Plan.

- For partners, success will be measured in greater participation in heritage activities and the building of sponsorship funds (reported on twice a year to Council by CHC Chair).
- For the community, success will be evidenced by increased involvement in heritage events and more telling of the Maple Ridge story (reported on twice a year to Council by CHC Chair).

Operating Budget

Proposed Financial Plan 2017 – 2021 (As presented in 2017 Incremental Package Report)

Budget request of \$44,900 from the City of Maple Ridge

Carryover of program and project funds for 2016

Carry over remaining budget amount from 2016 to 2017 to fund completion of Heritage Inventory project and other projects identified in this Business Plan.

Key budget areas for 2017 are:

- Heritage Inventory completion and steps to utilize the inventory in pilot projects
- Update Heritage Register
- CHC Communications Strategy
- Implementation of Heritage Plan noted for 2017
- Robertson Family Cemetery Project
- 2017 Heritage Week and Heritage Awards
- Open Access Archives Digitization Project
- Heritage Marker Inventory Data base

Proposed Changes or Remarks:

The Community Heritage Commission requests a reversal of Council's decision to reduce the annual operating funds going into 2017. The group is concerned it will be unable to fulfill its mandate without the level of funding it has received for many years. We foresee that project and program sustainability will become more challenging with a \$2,000 annual budget that may allow for only one small project each year and there is concern that momentum within the group may be lost.

The Heritage Commission is an interface of community, staff and Council, comprised of people who are passionate about heritage conservation and dedicated to enhancing heritage awareness and understanding at a local level. The group is trying to understand the rationale for the reduction in funding and trusts that Council's appreciation for the value of heritage projects and programs undertaken each year has not faltered.

Since its inception, the volunteer members of the Commission have continuously demonstrated a high capacity for achieving the mandate established through Heritage Commission Bylaw No. 5908-2000. Creating awareness and an appreciation for heritage provides benefits well beyond a love for local history. Heritage awareness helps strengthen the connection people have with their community and heritage conservation plays a vital role in creating vibrant communities as they evolve and grow over time. We believe that support for these efforts is a common goal shared by many in Maple Ridge.

The CHC members who have worked with the 2017 Business Planning model have benefited from the level of detail required and appreciate the insights acquired during the process. It should be noted that the attached Incremental Project Package has been adjusted to accommodate the specific functions of the CHC as a committee rather than a staff department.

Please see attached:

Appendix A: Heritage Inventory Overview Supporting Information

Appendix B: Incremental Project Package

Appendix A

Heritage Inventory Overview Supporting Information

The Maple Ridge Community Heritage Commission has identified a need to update the community's Heritage Inventory (Heritage Resources of Maple Ridge) on a regular basis and the Heritage Inventory update, currently underway, will include designing a process to do just that. The goal for completion of this project is June 2017. The services Donald Luxton, a heritage professional consultant have been retained to undertake this work.

Updating the Heritage Inventory involves three phases in total as follows:

- Phase I: Identify sites for removal and new sites for possible addition through public nomination;
- Phase II: Research historical aspects of each site for evaluation;
- Phase III: Update *The Heritage Resources of Maple Ridge* (HRMR) document with new information and present to Council for endorsement.

Key objectives for Phase I are to:

- Consider a wider perspective of historical significance than in the past, such as cultural, social, scientific, and spiritual heritage.
- Encourage public participation amongst individuals, other municipal committees, commissions, community groups, sports groups, business community, etc.
- Establish criteria and evaluation process for each potential removal and addition to the HRMR.

The need for the Heritage Inventory Update:

- Improve this important planning and development tool that enables identification of existing heritage features and describes their historical significance to the community.
- The 1998 work has not been revisited in 17 years. Significant shifts in population and extensive property development are earmarks of Maple Ridge in the past decade and a half.
- Best practice in the heritage field has matured to consider a wider perspective of historical significance, such as cultural, social, scientific, and spiritual heritage.
- Provide an opportunity for the present population of Maple Ridge to express the value of heritage assets and celebrate the unique qualities they bring to the community.

The Heritage Inventory Update Project will:

- Review previous versions of the Inventory.
- Identify the status of previously inventoried features.
- Identify potential sites for addition to the inventory through a public consultation process.
- Update evaluation framework and historical research.
- Conduct a field survey of features, both previously inventoried and newly recommended.
- Identify the historical importance of heritage features to the community.
- Evaluate the resulting inventory.
- Design a process to keep the Inventory updated thereafter.

Considerations:

- It is anticipated that once the update is complete, the costs associated with regular maintenance, undertaken every 3-5 years, can be covered under the CHC's annual budget.
- The 1998 Inventory was supported by a grant from BC Heritage Trust. Funding is presently no longer available from senior levels of government for this area of heritage work.
- The goal for completion is 2017. The project is underway.

Background and Context:

- The Heritage Inventory— *The Heritage Resources of Maple Ridge* is a consolidated list of the City's heritage resources, published in 1998 by the Community Heritage Commission (then the Heritage Advisory Committee), prepared by Donald Luxton & Associates.
- Heritage Inventory 1998 Contents— 95 historic buildings, 5 historic cemeteries, 14 landscape features and three historic objects Some features have been demolished since 1998.
- There are no restrictions or other regulations placed on properties listed on the Inventory, but the catalogue provides a list of sites that the community has identified as having heritage value.

Supporting Official Community Plan Policies:

- 4 - 38: Maple Ridge will work cooperatively with the Community Heritage Commission and other relevant groups and organizations to establish an information database of all types of built, natural and cultural heritage resources within the District, including evaluation criteria for each type. This inventory would be updated on an ongoing basis evolving and responding to theoretical and practical changes in the heritage arena.
- 4 - 44 Maple Ridge will endeavor to use tools available under Provincial legislation more effectively to strengthen heritage conservation in the District. Other planning tools will also be utilized where appropriate to establish a comprehensive approach to heritage management in the District.
- 4 - 45 Maple Ridge will assist the financial aspects of heritage resource management by:
- a) Supporting the efforts of the Community Heritage Commission, which may include financial assistance requests from the Heritage Commission evaluated by Council on a program or project basis;
 - b) Working cooperatively with the Community Heritage Commission in fund raising efforts for the conservation of heritage resources;
 - c) Supporting and promoting effective marketing of heritage resources to potentially interested businesses;
 - d) Supporting heritage tourism efforts;
 - e) Encouraging local organization, including the Community Heritage Commission to pool resources and develop partnerships to strengthen heritage conservation activities throughout the community.

Appendix B Incremental Project Package

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 1 of 9

Activities/Purpose: EDUCATION PROGRAM

Heritage Education & Awareness Initiatives: costs associated with community events.

The Heritage Commission has a mandate to help educate the community on local heritage, which helps strengthen people's connection to the place they live. To do that work, members of the CHC need to participate in in-service activities to become and remain current in the heritage field.

Maple Ridge Heritage Plan page 34

Education & Awareness Initiatives

The focus would be on the celebrations of history that will occur around Canada's Sesquicentennial.

Celebrate Canada 150

- Continue to work with community partners (Library, School District #42, MRHS, etc.) in heritage awareness and education initiatives.
- Promote those aspects of community history that connect to Canada, e.g., CPR main line.
- Continue to celebrate local and community history within the broader national context.
- Engage a broader public through community events and celebrations.

Functions Performed/Degree of Service:

- Delegate fees support CHC members attending heritage training opportunities.
- Field trips and workshops provide educational opportunities for CHC members, Council, Staff, and the public.
- Networking events provide educational support and partnership opportunities for Maple Ridge residents to communicate with those engaged in heritage service in other communities and organizations.
- Some of these activities are conducted as wholly CHC-funded events, others as partially partnership or sponsor funded events.

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Delegate Fees	300	20	500	30	500	30	500	30	500	30
CHC Hosted Field Trips	1,000	30	1,000	30	1,000	40	1,500	40	1,500	40
CHC Hosted Workshops	3,000	50	3000	50	3000	50	3500	50	3500	50
Networking Conference	3000	50	3000	50	3000	50	3500	50	3500	50

Alternatives Considered:

Restricting opportunities to passive encounters such as brochures and the mapleridge.ca Web site weakens heritage education. Heritage initiatives need more active delivery to expand community understanding and support.

Performance Measure:

Increased community engagement in the uptake of Heritage Revitalization Agreements and participation in heritage events.

Package:

2017 Budget

\$ 7,300.00

\$ 7,300.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 2 of 9

Activities/Purpose: MEMBERSHIP SUPPORT PROGRAM

Committees of Council are made up largely of community volunteers, who donate their time and expertise. The development of a shared community vision for heritage depends on evident support for the work of the CHC by Council and CMR staff.

The CHC needs sufficient financial reserves to engage in short term, un-forecastable opportunities such as the 2016 partnership with the Public Art Steering Committee in the "Play Ball" undertaking at Hammond Stadium where the turn around on the project was two months.

Functions Performed/Degree of Service:

Operations include member binders and meeting support.

Memberships include: BC Historical Federation, BC Museums Association and Heritage BC. Annual Fees and conference fees are included.

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
CHC Operations		350		350		350		350		350
Membership:										
Annual Fees	300		300		350		350		350	
Conference Fees	600		600		900		900		900	

Alternatives Considered:

Fewer than ten public meetings and regular sub-committees meetings will result in the CHC needing to abandon several of its established programs.

Committee participation in conferences is voluntary and partially funded. There is no transportation or accommodation support.

Performance Measure:

Successful recruitment and retention of skilled commissioners and sub-committee volunteers.

Widened heritage knowledge base supporting CHC work.

Package:

2017 Budget

\$ 900.00

\$ 8,200.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 3 of 9

Activities/Purpose: COMMUNICATIONS AND OUTREACH PROGRAM

Heritage Communication Strategy needs to include consultant and contract costs for creating and maintaining website and print material. Communications strategy is a vital component in all other programs and projects, particularly Education Initiatives. This work has depended on the skills and capacity of volunteers. The CMR Communications Department is able to provide only intermittent support for CHC communications needs.

Maple Ridge Heritage Plan page 34

Heritage Communication Strategy

The first priority for the CHC is to develop a comprehensive communications strategy, to ensure the best possible dissemination of key messages and heritage information. This includes a review of digital communication, print materials, messaging, interpretation and public education and awareness initiatives. The idea of a dedicated heritage website, possibly in conjunction with the MRHS, should be explored.

Maple Ridge Heritage Plan page 34

Education & Awareness Initiatives

The focus would be on the celebrations of history that will occur around Canada's Sesquicentennial.

Celebrate Canada 150

- Continue to work with community partners (Library, School District #42, MRHS, etc.) in heritage awareness and education initiatives.
- Promote those aspects of community history that connect to Canada, e.g., CPR main line.
- Continue to celebrate local and community history within the broader national context.
- Engage a broader public through community events and celebrations.

Functions Performed/Degree of Service:

- Advertising: promotion of heritage events and programs
- *Heritage Here* Newsletter: 4 issues per year
- Marketing Package to align with City of Maple Ridge re-branding, refreshed annually
- mapleridge.ca: re-design the Community Heritage Commission pages

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Advertising		20		20		20		20		20
Newsletter	1,600	40	1600	40	1600	40	1600	40	1600	40
Marketing Pkg	2,000	10	500	5	500	5	500	5	500	5
mapleridge.ca		50		10		10		10		10

Alternatives Considered:

- The CHC has been unable to establish a communications strategy as mandated in the Heritage Plan.
- Social media: not permitted as a function discreet from CMR Communications Department capacity.
- The production of marketing tools, including brochures, posters and *Heritage Here* newsletter, have been dependent on the in-house skills of staff and volunteers. To improve consistent publication and compliance with the quality of other City publications, it is necessary to either contract or have access to staff graphic design services.

Performance Measure:

- Increased participation by Council, City staff and public in CHC and partner programs and events.
- Regular production of the *Heritage Here* newsletter.
- Improved public understanding of heritage.
- A Communications Strategy in place to provide a framework for improved communication and awareness.

Package:

2017 Budget

\$ 3,600.00

\$ 11,800.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 4 of 9

Activities/Purpose: HERITAGE RECOGNITION PROGRAM

- The CHC engages in a wide range of programs and projects to develop and enhance community awareness of heritage.
- Heritage Week in February is a national, provincial and local opportunity to recognize the achievements of Maple Ridge citizens. The Heritage Awards recognize initiatives, achievements, and projects that have enhanced heritage conservation in Maple Ridge. (By 2018 the event will require larger premises.). In 2015 and 2016 the CHC hosted a Heritage discussion evening. Activities are supported in partnership with the Maple Ridge Historical Society. None of these events have received adequate promotion.
- Ongoing programs include: Plaque Program, new information panels and signage, heritage marker replacement. Hopefully, in 2018 an anticipated partnership with the Public Art Steering Committee will result in a contemporary stantion design for heritage markers.
- Heritage Marker Inventory: In 2016 the CHC created a Heritage Marker Inventory and plans an activation project for 2017 to celebrate Canada 150. Other anniversaries include BC 160 in 2018 and Maple Ridge's fifth year as a city in 2019. .

Functions Performed/Degree of Service:

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Heritage Week:										
Heritage Awards	2,000	60	4000	60	4000	60	4000	60	4000	60
Heritage Conversation	500	15	500	15	500	15	700	15	700	15
Partnered Event	200	15	200	15	200	15	500	15	500	15
Plaque Program	400	5	400	5	400	5	400	5	400	5
Information Panels and Signage	400	10	10,000	40	400	10	500	10	500	10
Heritage Marker Replacement	600	20	400	10	400	10	500	10	500	10
Canada 150	2500	30								
BC 160			2500	30						
Maple Ridge 5 yrs a city						30				

Alternatives Considered:

The alternative is to restrict all of these programs and projects.

It should be noted that the annual \$2,000 grant already authorized by Council will do little more than support the Heritage Awards.

Performance Measure:

- Identification of a broad range of heritage resources, natural sites and cultural landscapes for planning purposes.
- Improved base of heritage information. Better identification of potential heritage resources.
- Broader public engagement in the heritage process. Improved identification of historic places valued by residents.

Package:

2017 Budget

\$ 6,600.00

\$ 18,400.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 5 of 9

Activities/Purpose: OPEN ACCESS DIGITIZATION PROJECT

The Digitization Project has been underway since 2012 in partnership with the City Clerk's Department. The project goals include:

- preserving the City's unique and irreplaceable, at-risk historic records
- creating an archives catalogue
- digitizing the historic records
- creating public access to this invaluable heritage asset

Maple Ridge Heritage Plan page 34

Digitization Initiatives

This would include a renewed focus on initiatives to provide broader public access to historical information.

Review current digital initiatives and facilities requirements.

Review Municipal and Community Archives requirements and opportunities, and ensure that there will be adequate public access to historical information.

Promote digital access through grant applications, and dissemination through websites.

Functions Performed/Degree of Service:

The CHC contribution extends from research and advice to providing contract staff to inventory (Phase I) and catalogue (Phase II) the CMR archives. Phase III will be creating the metadata to index the collection and develop accessibility tools. At present the scope of the work is impossible to predict.

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Phase I	2000	10								
Phase II	6000	50								
Phase III		10	6000	50	6000	50	6000	50	6000	50

Alternatives Considered:

- The CMR archival collection is at high risk. Loss of irreplaceable historical material will be the consequence of inaction.
- It should be noted that, to date, work has included progress on a preliminary inventory and condition report by the CHC, and very limited conservation and digitization of a few of the earliest at-risk material by the City Clerk's department. There is no cataloguing or indexing to permit full access to the collection.

Performance Measure:

The CMR archives will be conserved, secure and fully accessible in digitized form for the use of citizens and historians.

Package:

2017 Budget

\$ 8,000.00

\$ 26,400.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 6 of 9

Activities/Purpose: ROBERTSON CEMETERY PROJECT

The site is currently protected under Heritage Designation Bylaw No. 6622-2008. It is also designated for institutional use only and zoned accordingly. However, the property remains in the name of Robert Robertson, who died in 1912. A few further steps need to be undertaken for the long-term protection of this site, including survey work. The project is ongoing since 2015 and can be completed in 2017. Interments have taken place on the site since about 1860 and it is the un-surveyed portion of an 1859 colonial pre-emption.

Functions Performed/Degree of Service:

The remaining work includes a survey of the property, tax sale, and provincial recognition of this heritage site.

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Cemetery Project	3500	20								

Alternatives Considered:

Leave the site in legal limbo with Robert Robertson, deceased, as the property owner.

Performance Measure:

The recognition project will be completed in 2017.

Package:

2017 Budget

\$ 3,500.00

\$ 29,900.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 7 of 9

Activities/Purpose: HERITAGE PLAN UPDATE

The Heritage Plan 2013–2020 has guided the CHC's work very competently since 2014. This is an essential accountability piece in the CHC's work. *Note: this work is not proposed to commence until 2019 and no funds are requested for this project at this time.*

Maple Ridge Heritage Plan page 34

Update Heritage Plan

Heritage conservation is an ongoing process. Once updated policies, procedures and regulations are established, it is necessary to continue to monitor the Heritage Plan to ensure its ongoing effectiveness. A cyclical re-examination of the Heritage Plan – of planning, implementation and evaluation – should be initiated, to review the results and effectiveness on a regular basis. A preliminary assessment could occur at the end of each year's CHC Work Plan, with a full revaluation at the end of each seven-year cycle, to ensure that the Heritage Plan remains relevant and useful. At the end of the cycle of priority reviews, the entire Heritage Plan should again be reviewed for relevance based on the current situation. The effectiveness of existing initiatives should be reviewed, and the community and stakeholders consulted to determine expectations and new ideas. The outcomes of this Heritage Plan should be measured to determine the next set of priorities for the CHC.

Functions Performed/Degree of Service:

Review of the Heritage Plan will be undertaken by CHC and stakeholders with a consultant.

Update of the Heritage Plan will require a year of work by CHC, stakeholders and consultant and will include community consultation.

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Heritage Plan Review					2000	30				
Heritage Plan Update							8000	50		

Alternatives Considered:

The absence of a functioning and well-used heritage plan will compromise City planning and development, and negate the excellent reputation Maple Ridge holds among its neighbours and heritage colleagues.

Performance Measure:

A renewed Heritage Plan for Maple Ridge will be in place before the expiry of the present plan. The updating process will ensure compliance with federal and provincial conservation standards.

Package:

2017 Budget

\$ 0

\$ 29,900.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 8 of 9

Activities/Purpose: HERITAGE INCENTIVES REVIEW

The Heritage Incentives Review was mandated in the Heritage Plan to be conducted in 2016. Delays in funding the Heritage Inventory Update Project have resulted in replacement of the review with more attention to Education Initiatives. The review can be appropriately scheduled following the updates of the Heritage Inventory and Heritage Register. *Note: this work is not proposed to commence until 2018 and no funds are requested for this project at this time.*

Maple Ridge Heritage Plan page 35

Heritage Incentives Review

The CHC should assist in a full review of the City's heritage incentives program. The intent is to develop an enhanced heritage incentives program that would better serve the needs of heritage property owners, by considering the following initiatives:

- Review heritage conservation tools enabled under provincial legislation.
- Consider a broader use of tax incentives, financial and developmental incentives and other methods to ensure financial viability of conservation efforts.
- Review the possibility of a municipal grants program for private building owners, to provide incentives for restoration as well as maintenance. Determine scope and magnitude of an ongoing grants program that would assist both restoration and maintenance. Assess delivery methods for grants (through CHC, a separate foundation or a fee-for service contract).

Functions Performed/Degree of Service:

Heritage Incentives Review is a complex process requiring the services of a consultant.

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Heritage Incentives Review			35,000	50						

Alternatives Considered:

The alternative is for Maple Ridge to operate as it has with insufficient incentives to encourage citizens and developers to respect and conserve the community's considerable heritage.

Performance Measure:

The Heritage Incentives Review will provide improved and updated information for planning and development decision making in Maple Ridge. A program of improved incentives will encourage residents to engage more fully in heritage conservation.

Package:

2017 Budget

\$ 0
\$ 29,900.00

Incremental Package Report

2017 Community Heritage Commission Budget

Date: October 3, 2016
Submitted By: Community Heritage Commission
Package: 9 of 9

Activities/Purpose: HERITAGE REGISTER UPDATE

The Heritage Register Update was recommended in the Heritage Plan. Completion of the Heritage Inventory Update Project in early 2017 will clear the way for updating the Heritage Register.

Maple Ridge Heritage Plan page 10

The Community Heritage Register is an official listing of properties having heritage value, passed by resolution of local government. The Register may be used to “flag” properties for possible future protection.

Maple Ridge Heritage Plan page 17

There are currently 28 sites identified as having heritage value that are listed on the Maple Ridge Community Heritage Register (Note: CMR owns ten of these sites.)

Maple Ridge Heritage Plan page 34

Mechanisms for updating the Heritage Register should be considered, including direct contact with property owners and a program to prepare Statements of Significance.

Functions Performed/Degree of Service:

Heritage Register Update is a complex process requiring the services of a consultant. In some cases, entries in the Heritage Register need to be carried through to provincial and federation recognition.

ACTIVITY	2017		2018		2019		2020		2021	
	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs	\$	Vol Hrs
Heritage Register Update	15,000	30	10,000	20	10,000	20	10,000	20	10,000	20

Alternatives Considered:

The Heritage Plan clearly articulates the deficits of the Heritage Register which is impaired in its conservation and management roles.

Maple Ridge Heritage Plan page 21

Key areas have been identified where existing heritage policies and initiatives could be strengthened.

- There are few sites coming forward for inclusion on the Heritage Register; the process seems to be “stalled.”
- The District owns heritage sites that have not been legally protected and do not have Conservation Plans.
- Heritage incentives tend to be minimal, and are not resulting in significant uptake.
- Current incentives are not appropriate for agricultural properties. Consultation is needed with the Agricultural Land Commission regarding heritage retention strategies on agricultural land.
- There are no incentives for the maintenance of heritage sites.
- Demolition requests have increased as a result of ongoing neglect of heritage structures.

Performance Measure:

The Heritage Register Update will provide improved and updated information for planning and development decision making in Maple Ridge. The Heritage Register improves community and visitor awareness of cultural assets that will be demonstrated by improved uptake of registration and designation. CMR will demonstrate heritage leadership along with such communities as:

- Kelowna <http://apps.kelowna.ca/iHeritage/hc001.cfm>
- Surrey <http://www.surrey.ca/city-services/3209.aspx>

Maple Ridge representation on Canada’s Historic Places Register will increase from 15 to 30 or more heritage

assets. <http://www.historicplaces.ca/en/results-resultats.aspx?m=2&Keyword=maple%20ridge&ProvinceId=100004&Location=maple%20ridge>

Package:

2017 Budget

\$ 15,000.00

\$ 44,900.00

Sunny Schiller

From: Lisa Zosiak
Sent: Thursday, October 13, 2016 10:48 AM
To: Craig Speirs; Brenda Smith; 'Rant'; irvine7@shaw.ca; 'ayres22@shaw.ca'; lwpettit@shaw.ca; Eric Phillips (ephillips6795@shaw.ca); d-jkoehn@telus.net
Cc: Sunny Schiller
Subject: FW: Heritage Meeting
Attachments: 2016 H&CP&P e-POSTER.jpg

Please see attached invite to the annual Heritage Professionals meeting. This year they will be focusing the agenda to be more inclusive of Heritage Committee/Commission members.

Lisa Zosiak, M.R.M., MCIP, RPP
Planner

City of Maple Ridge
11995 Haney Place, Maple Ridge, BC V2X 6A9
Tel: 604-467-7383 Fax: 604-466-4327
Web Facebook Twitter YouTube

Our service commitment: fair, friendly, helpful.
Survey Email Comments

-----Original Message-----

From: Adrian Kopystynski
Sent: Thursday, October 13, 2016 10:34 AM
To: Lisa Zosiak
Subject: Heritage Meeting

Hello Lisa,

Attached is the information about registering for this year's Heritage and Cultural Planners and Professionals meeting.

The BC Association of Heritage Professionals would appreciate it if this could be passed this to members of the Maple Ridge Heritage Advisory Commission. They are very welcome to attend.

Regards,

Adrian

Adrian Kopystynski, MCIP, RPP, MCAHP
Planner

City of Maple Ridge
11995 Haney Place, Maple Ridge, BC V2X 6A9
Tel: 604-467-7431 Fax: 604-466-4327

[Web](#) [Facebook](#) [Twitter](#) [YouTube](#)

Our service commitment: fair, friendly, helpful.
[Survey](#) [Email Comments](#)

Adrian
BCAHP Board

2016 ANNUAL
HERITAGE & CULTURAL PLANNERS & PROFESSIONALS MEETING



Friday November 25

Shadbolt Center

6450 Deer Lake Park, Burnaby, BC

9 am to 4 pm

forum and presentations
coffee breaks and cookies
free parking lunch included
wine & cheese from 4 to 5 no host

Register on line at:

<http://cahp-acecp.ca/chapters/british-columbia/> with PayPal

or mail cheque before November 10 to:

BCAHP 1030 - 470 Granville St, Vancouver, BC V6C 1V5

Please register early and help us planning the meeting

general attendance: \$40

bcahp members attendance: \$35





The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Thursday, September 8, 2016 at 7:00 pm

COMMISSION MEMBERS PRESENT

Eric Phillips	Member at Large
Sandra Ayres	Member at Large
Brenda Smith, Chair	Maple Ridge Historical Society
Julie Koehn	Maple Ridge Historical Society
Councillor Speirs	Council Liaison
Russell Irvine	Member at Large
Len Pettit	Community at Large

STAFF PRESENT

Lisa Zosiak	Staff Liaison, Community Planner
Sunny Schiller	Committee Clerk

GUESTS

Erica Williams	President, Maple Ridge Historical Society
Lindsay Foreman	Volunteer, Heritage Inventory Update
Councillor Duncan	City of Maple Ridge Councillor

REGRETS/ABSENT

Steven Ranta, Vice-Chair	Community at Large
--------------------------	--------------------

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 7:05 pm and introductions were made.

2. AGENDA ADOPTION

R16-024

It was moved and seconded

That the agenda dated September 8, 2016 be amended to add Item 9.3 BC Museums Association Liaison Update and be adopted as amended.

CARRIED

3. MINUTES APPROVAL

R16-025

It was moved and seconded

That the Minutes of the June 7, 2016 meeting be approved.

CARRIED

4. PRESENTATIONS

4.1 Councillor Duncan – Pokemon Go Demo

Councillor Duncan provided information about Pokemon Go. Heritage related uses for this type of application were discussed. It was suggested a symposium be held to discuss the idea further.

4.2 Brenda Smith – Summer Roadtrip 2016 Presentation

Chair Brenda Smith made a presentation focused on heritage related highlights from her summer travels.

5. FINANCE

5.1 Financial Update

Russell Irvine reported he has taken over responsibility for budget reporting for the Commission and outlined his approach. An updated budget report will be provided at the next meeting.

5.2 Business Plan 2017-2021

Russell Irvine outlined the 2017 budget development process. The Chair and Staff Liaison reviewed details of the draft business plan. A finalized business plan will be provided to the Commission for review prior to submission to Council.

5.3 2017 Meeting Schedule Adoption

A 2017 meeting schedule was reviewed. The Commission will meet monthly unless otherwise notified. (The January 2017 meeting date may be rescheduled once the 2017 Council calendar is available for review.)

6. CORRESPONDENCE

7. NEW & UNFINISHED BUSINESS

7.1 Membership

7.1.1 Calendar of Events

The Chair reported the calendar of event is currently being updated and will be provided at a future meeting.

7.2 Pokemon Go Demo

Previously dealt with – Item 4.1

7.3 Hammond Public Art Report

The Chair provided a final report on this project.

7.4 Canada 150
No update.

7.5 Tourism – Instameet Event
The Chair reported she assisted Vickie Fulton, Economic Development Office Administrative Assistant, to setup an Instameet.

8. SUBCOMMITTEE REPORTS

8.1 Communications Subcommittee

8.1.1 Heritage Here Newsletter

The Chair reported the cost for a consultant to produce the newsletter has been included in the 2017 business plan.

8.1.2 Local Voices

The Chair reported the Fall Local Voices program is organized and ready to go for a second season.

8.2 Recognitions Subcommittee

8.2.1 Heritage Week Subcommittee

Members will be appointed to the subcommittee by the Chair.

8.2.2 Heritage Awards 2017 Nominations

The Chair encouraged members to gather nominations for the 2017 Heritage Awards. Submissions for the 2017 Heritage Awards will be accepted until October 21, 2016

8.3 Education Subcommittee

No update.

8.3.1 BC Societies Act Workshop

No update.

8.4 Digitization Project Subcommittee

No update.

8.5 Heritage Inventory Project Update

The Chair provided an update on the Heritage Inventory project. More information, including upcoming events, can be found at: www.mapleridge.ca/1384. Ways to communicate the project were discussed. An update on the project will be included in the fall report to Council.

8.6 Robertson Family Cemetery Project Subcommittee

The Staff Liaison reported the request for funding for the project is in progress.

8.7 Museum and Archives Work Group Update

The Chair reported a meeting of the work group has not been scheduled. Councillor Speirs provided a status report on the museum project.

9. LIAISON UPDATES

9.1 BC Historical Federation

The Chair reviewed the current BC Historical Federation newsletter.

9.2 Heritage BC

The annual Heritage BC survey was discussed.

9.3 BC Museums Association

The Chair reported the BC Museums Association is holding an event October 12, 13 and 14 in Whistler, BC. As no members of the Commission are able to attend

R/2016-026

It was moved and seconded

That Erica Williams, Maple Ridge Historical Society President, act as a Community Heritage Commission delegate to the BC Museums Association October 2016 event and be reimbursed the \$200 registration fee.

CARRIED

9.4 Maple Ridge Historical Society

Julie Koehn reported the Maple Ridge Historical Society participated in Canada Day festivities and a new Katzie First Nations display and has been working to grow their online presence. A cemetery cleanup was done over the summer. Upcoming events include Rivers Day on September 25th, Speaking Out on September 29th, Culture Days on October 2nd.

9.5 Council Liaison

Councillor Speirs reported on his summer visit to a museum and archive facility and a book store.

10. QUESTION PERIOD

11. ROUNDTABLE

Eric Phillips shared some history relating to Russia.

Julie Koehn reported on a visit over the summer to Haida Gwaii, including a visit to the museum and cultural centre.

12. ADJOURNMENT

It was moved that the meeting be adjourned at 9:10 pm.

Chair

/ss



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Tuesday, October 4, 2016 at 7:00 pm

COMMISSION MEMBERS PRESENT

Eric Phillips	Member at Large
Sandra Ayres	Member at Large
Brenda Smith, Chair	Maple Ridge Historical Society
Julie Koehn	Maple Ridge Historical Society
Councillor Craig Speirs	Council Liaison
Russell Irvine	Member at Large
Len Pettit	Member at Large
Steven Ranta, Vice-Chair	Member at Large

STAFF PRESENT

Lisa Zosiak	Staff Liaison, Community Planner
Sunny Schiller	Committee Clerk

GUESTS

Kevin Bennett	Member of the public
---------------	----------------------

REGRETS/ABSENT

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 7:05 pm and introductions were made.

2. AGENDA ADOPTION

R16-027

It was moved and seconded

That the agenda dated October 4, 2016 be adopted.

CARRIED

3. MINUTES APPROVAL

R16-028

It was moved and seconded

That the Minutes of the September 8, 2016 meeting be corrected to accurately reflect Roundtable comments made by Eric Phillips and be approved as corrected.

CARRIED

4. PRESENTATIONS - Nil

5. FINANCE

5.1 Financial Update

Russell Irvine provided financial update.

5.2 Business Plan 2017-2021

The Chair, the Staff Liaison and Russell Irvine provided an update on the 2017 business plan.

6. CORRESPONDENCE

6.1 Maple Ridge Historical Society Letter – 2017 Representatives

The Staff Liaison read a letter dated September 20, 2016 confirming that Brenda Smith and Julie Koehn will serve as Maple Ridge Historical Society representatives to the CHC during 2017.

6.2 Letter from Mr. Todd Stone, Minister of Transportation and Infrastructure - Request for Stop of Interest Sign submissions

The provincial government is accepting applications for “Stop of Interest” signs. Approximately 75 signs will be created throughout the province to acknowledge places of historical significance. The Commission was encouraged to bring suggestions to the next meeting for discussion. Further information is available at: <http://engage.gov.bc.ca/stopsofinterest/>

6.3 Heritage BC – Nominations for Heritage sites with Japanese significance

The Chair reported the Maple Ridge Historical Society is accepting nominations of heritage sites with Japanese significance.

6.4 What's On Magazine

Correspondence has been received indicating the December issue will be the last under the current owner.

6.5 Maple Ridge Oral History Proposal

Correspondence has been received from Fred Armstrong, Manager of Corporate Communications, proposing a project to create videos with long term residents. Eric Phillips, Councillor Speirs, Len Pettit, Staff Liaison Lisa Zosiak and Steven Ranta volunteered to organize the project.

7. NEW & UNFINISHED BUSINESS

7.1 Membership

7.1.1 Calendar of Events

The Chair requested members provide input to the Calendar of Events. The Chair will make a CHC presentation to Council October 11.

7.2 Tourism

Russell Irvine reported on a meeting he recently attended through the Tourism subcommittee of the Economic Development Committee. Councillor Speirs provided an update on the tourism rebranding project being undertaken by the City.

8. SUBCOMMITTEE REPORTS

8.1 Communications Subcommittee

8.1.1 Heritage Here Newsletter

The 2017 business plan includes a request for funding for a consultant to produce the Heritage Here newsletter. The Chair outlined the need for a Commission communications strategy.

8.1.2 Local Voices

The Chair reported on the upcoming Local Voices sessions at the Library.

8.2 Recognitions Subcommittee

8.2.1 Heritage Week Subcommittee

Plans for Heritage Week 2017 were discussed.

8.2.2 Heritage Awards 2017 Nominations

The Chair and the Staff Liaison reported the deadline for Heritage Awards nominations is October 21. The Staff Liaison will send out a meeting invitation to the Heritage Awards subcommittee to review nominations.

8.3 Education Subcommittee

8.3.1 BC Societies Act Workshop

The Chair provided an update on the proposed workshop.

8.4 Digitization Project Subcommittee

The Chair and the Staff Liaison provided an update on the digitization project. The goal of the project is to provide open access to the City's archives. The Digitization subcommittee will meet soon. A request for funding of Phase 2 of the project is included in the 2017 business plan.

8.5 Heritage Inventory Project Update

The Staff Liaison reported on the Heritage Inventory project. Nominations for the Heritage Inventory will be accepted until October 31, 2016 and can be made online at www.mapleridge.ca/1384

8.6 Robertson Family Cemetery Project Subcommittee

The Chair reported a request for funding for this project will be made directly to Council and also included in the 2017 business plan.

8.7 Museum and Archives Work Group Update

Councillor Speirs provided an update on the museum and archives project. The Commission watched a video outlining the need for the proposed civic facility that was recently presented to senior levels of government. Commission members provided feedback on the proposal to Councillor Speirs. The need for adequate museum storage space was raised.

R16-029

It was moved and seconded

That the Community Heritage Commission (in combination with Maple Ridge Historical Society) be represented in the planning process for the proposed museum and archives facility.

CARRIED

The Staff Liaison will request a meeting with CAO Ted Swabey to discuss the proposed museum and archive facility with a delegation from the CHC.

9. LIAISON UPDATES

9.1 BC Historical Federation

The Chair reported the next BC Historical Federation annual meeting will be held in Chilliwack in the spring. The Chair encouraged members to plan to attend.

9.2 Heritage BC

The Chair reported Heritage BC is working with the BC Arts Alliance and the BC Museums Association on a number of joint projects.

9.3 BC Museums Association

It was agreed at the September CHC meeting that Erica Williams, President of the Maple Ridge Historical Society, will represent the CHC at the upcoming BC Museums Association meeting in Whistler.

9.4 Maple Ridge Historical Society

Julie Koehn reported the museum and railway display were recently opened to the public as part of Culture Days. Donald Luxton did a heritage talk on September 29th. Volunteers from the neighbourhood helped out with the Wharfinger Office clean up on September 10th.

9.5 Council Liaison

Councillor Speirs provided an update from the recent Union of BC Municipalities (UBCM) conference. Councillor Speirs attended a session regarding regulatory changes for agri-tourism. The City made presentations regarding homelessness in the community at UBCM.

10. QUESTION PERIOD

11. ROUNDTABLE

The Staff Liaison reported the Hammond Area Plan has received first reading. A public hearing will be scheduled for the Hammond Area Plan.

Russell Irvine volunteered to research heritage related tourism initiatives in other municipalities.

Sandra Ayres has been reviewing historical Council Minutes as part of a research project.

Steven Ranta shared some family history.

Eric Phillips shared some of his family history. Mr. Phillips reported a “Flashback to the 50s” dance is coming up at the Eagles Hall.

Julie Koehn shared some of her family history.

Len Pettit shared details of his summer travels, including visits to the Agricultural and Food Museum in Ottawa and a heritage house in PEI.

12. ADJOURNMENT

It was moved that the meeting be adjourned at 9:10 pm.

Chair

/ss