



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the McKenney Room, in the Maple Ridge Business Centre, 22470 Dewdney Trunk Road, Maple Ridge, British Columbia, on Tuesday, May 2, 2017 at 7:00 pm

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**COMMISSION MEMBERS PRESENT**

Brenda Smith, Chair	Maple Ridge Historical Society
Eric Phillips	Member at Large
Julie Koehn	Maple Ridge Historical Society
Kevin Bennett	Member at Large
Russell Irvine	Member at Large

**STAFF PRESENT**

Lisa Zosiak	Staff Liaison, Community Planner
Sunny Schiller	Committee Clerk

**GUESTS**

Erica Williams	President, Maple Ridge Historical Society
Lindsay Foreman	Community Member

**REGRETS/ABSENT**

Councillor Craig Speirs	Council Liaison
Len Pettit	Member at Large
Steven Ranta, Vice-Chair	Member at Large

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**1. CALL TO ORDER**

There being a quorum present, the Chair called the meeting to order at 7:07 pm and introductions were made.

**2. AGENDA ADOPTION**

R17-016

It was moved and seconded

**That the agenda dated May 2, 2017 be adopted.**

CARRIED

**3. MINUTES APPROVAL**

R17-017

It was moved and seconded

**That the Minutes of the April 4, 2017 meeting be approved.**

CARRIED

**4. DELEGATIONS - Nil**

**5. FINANCE**

**5.1 Financial Update**

Russell Irvine provided an update on the CHC budget. 2018 Business Planning is anticipated to begin within the next couple of months. Members were asked to review past work to prepare for the next cycle of planning. The current Business Plan will be distributed to members for review.

**6. CORRESPONDENCE**

Thank you cards were distributed to members for Volunteer Appreciation week.

**7. NEW AND UNFINISHED BUSINESS**

**7.1 Membership**

Member at Large candidate Lindsay Foreman has completed an interview.

**7.1.1 Calendar of Events**

An updated calendar of events will be distributed. Upcoming events were reviewed. Members were asked to email suggested additions to the Chair.

**7.1.2 CHC Meeting Schedule**

The need to reschedule CHC meetings to avoid conflict with the new Council meeting schedule was discussed.

**7.2 Cultural Plan Update**

The Chair provided a report on the Cultural Plan update project.

**7.3 Tourism Strategy**

Russell Irvine provided a liaison update from the Tourism task force. A delegation from Economic Development will be arranged for an upcoming CHC meeting. Opportunities to provide educational "heritage tourism" events for the public were discussed. Lindsay Foreman shared details of a Lower Mainland Heritage Tourism Passport program organized by Vancouver Tourism.

**7.4 Canada 150**

Kevin Bennett reported seven Canada 150 geocaches are being setup. A City email address for the project has been setup - [geocaching@mapleridge.ca](mailto:geocaching@mapleridge.ca). The geocaches will officially kick off on June 4. The Chair reported on the Reminisce Kits update project. A public launch is planned at the library for September 30.

**7.5 Private Members Bill Tax Credit**

The Staff Liaison provided draft copies of the report to Council re: Federal Bill C-323. The report urges Council advocate to MPs to support the Bill.

**8. SUBCOMMITTEE REPORTS**

**8.1 Communications Subcommittee**

The Chair reported on the status of the CHC communications package, which will include brochures, business cards and a newsletter template. Suggested newsletter content should be forwarded to the Chair.

**8.1.1 Local Voices**

The Local Voices program is supported by the Education subcommittee. The Chair provided an update on plans for future editions of Local Voices.

**8.2 Recognitions Subcommittee**

The Recognitions subcommittee is made up of Julie Koehn, Kevin Bennett, Brenda Smith, Lisa Zosiak, Erica Williams and Lindsay Foreman. The subcommittee will meet prior to the next CHC meeting and discuss places and people to be recognized. A new brochure for the 2018 Heritage Awards 2018 is being prepared.

**8.3 Education Subcommittee**

The Chair provided an update on a proposed field trip to a local museum and archives – further details to follow.

**8.3.1 Webinars**

The opportunity for CHC to host educational webinars with partners will continue to be explored.

**8.4 Maple Ridge Oral History Project**

No update.

**8.5 Digitization Project Subcommittee**

The Chair reported on the Digitization Project.

**8.6 Heritage Inventory Project Update**

The Staff Liaison will request an update from the consultant on the heritage inventory project. Nominations for the inventory continue to be accepted ([www.mapleridge.ca/1384](http://www.mapleridge.ca/1384)).

**8.7 Robertson Family Cemetery Project Subcommittee**

The Staff Liaison has requested an updated quote from a survey company.

**8.8 Museum and Archives Update**

The Chair provided an update on the public engagement process around the proposed museum and archives facility. Erica Williams provided information on the archive facility in Chilliwack. Julie Koehn shared details on a recent visit to the museum in Gibsons.

**9. LIAISON UPDATES**

**9.1 BC Historical Federation**

The Chair shared details of the upcoming conference in Chilliwack BC May 25 -28, 2017.

**9.2 Heritage BC**

The Chair shared details of a nomination to Heritage BC for recognition.

**9.3 BC Museums Association**

The Chair shared details of the BC Museum Association conference, coming up October 3 – 6 in Victoria. The theme is “Climate for Change”. <http://museumsassn.bc.ca/conferences/current-conference/>

**9.4 Maple Ridge Historical Society**

Julie Koehn provided an update. MRHS recently held their board elections. They will soon have three summer students. Details from past events were reviewed and upcoming events were outlined. Plans for future Heritage Tea events were discussed.

**9.5 Council Liaison**

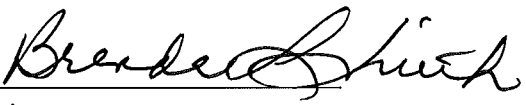
No update.

10. QUESTION PERIOD

11. ROUNDTABLE

12. ADJOURNMENT

It was moved that the meeting be adjourned at 9:02 pm.

  
Chair

/ss