



City of Maple Ridge
Community Heritage Commission
AGENDA – REGULAR MEETING
Thursday, January 13, 2022 at 7:00 pm
Held via Zoom Teleconference

Meeting Access Information

To practice social distancing during the COVID-19 pandemic we will be holding the Community Heritage Commission (CHC) meeting via Zoom teleconference. Members of the CHC and the public are asked to join the meeting from home using the following access information:

Join the meeting from your computer, tablet or smartphone

<https://mapleridge-ca.zoom.us/j/89532346706?pwd=TOP3YkRnN2duK3IJZERReDhnbEU0dz09>

Or join the meeting using your phone

Dial: 1-778-907-2071 Meeting ID: **895 3234 6706** Passcode: **742410**

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES**
 - 3.1. November 18, 2021 Regular Meeting
 - 3.2. December 16, 2021 Special Meeting
4. **DELEGATIONS – NIL**
5. **NEW AND UNFINISHED BUSINESS**
 - 5.1. Welcome/Member Introduction
 - 5.2. Committee Orientation
 - 5.3. 2022 Meeting Schedule
 - 5.4. Chair and Vice Chair Selection
 - 5.5. Workplan Review
6. **LIAISON UPDATES**
 - 6.1. Maple Ridge Historical Society
 - 6.2. Council Liaison
 - 6.3. Staff Liaison
7. **TASK FORCE UPDATES**
 - 7.1. Heritage Awards
 - 7.2. Heritage Plan
8. **QUESTION PERIOD FROM THE PUBLIC**
9. **ROUNDTABLE**
10. **ADJOURNMENT**

Next Meeting: May 12, 2022

Agenda Items Submission Deadline: April 28, 2022

QUESTION PERIOD

Question Period provides the public with the opportunity to ask questions or make comments on subjects that are of concern to them. Each person will be given 2 minutes to speak.
Up to ten minutes in total is allotted for Question Period.



City of Maple Ridge
Community Heritage Commission
MINUTES – REGULAR MEETING
Thursday, November 18, 2021

The Minutes of the Regular Meeting of the Community Heritage Commission,
held via Zoom teleconference on November 18, 2021 at 7:00 pm.

COMMISSION MEMBERS PRESENT

Councillor Ryan Svendsen	Council Liaison
Shane Gehring, Chair	Member at Large
Jared Bissky, Vice Chair	Member at Large
Eric Phillips	Member at Large
Julie Koehn	Maple Ridge Historical Society Representative

STAFF PRESENT

Krista Gowan	Staff Liaison, Planner 1
Mike McLean	Committee Clerk, Legal and Legislative Services

ABSENT

Romona Osborne	Member at Large
Ross Dunning	Maple Ridge Historical Society Representative

1. CALL TO ORDER – 7:01 p.m.

2. APPROVAL OF THE AGENDA

R/2021-020

It was moved and seconded

That the agenda for the November 18, 2021 Community Heritage Commission Regular Meeting be approved as circulated.

CARRIED

Note: Eric Phillips left the meeting at 7:02 p.m.

Note: Julie Koehn joined the meeting at 7:16 p.m.

3. ADOPTION OF MINUTES

R/2021-021

It was moved and seconded

That the minutes of the October 7, 2021 Community Heritage Commission Regular Meeting be adopted.

CARRIED

4. DELEGATIONS – NIL

5. NEW AND UNFINISHED BUSINESS

5.1 Municipal Scan of Heritage Plaques/Signage Presentation

Chair Shane Gehring suggested this item be discussed at the next Committee meeting as Romona Osborne is not in attendance.

5.2 Youth Grant Research Presentation

Chair Gehring discussed the potential of offering youth scholarships, including bursaries, entrance awards and other means of providing financial support for students. Councillor Ryan Svendsen expressed his support for such a program.

5.3 Whonnock Cemetery

The Staff Liaison discussed current maintenance responsibilities for grave and memorial markers and the potential to add resources through networking.

R/2021-022

It was moved and seconded

That the Committee supports the response by the Staff Liaison as presented to a letter received regarding Whonnock Cemetery and the maintenance of grave and memorial markers.

CARRIED

6. LIASION UPDATES

6.1 Council Liaison

Councillor Svendsen provided an update on the following:

- Strategic Transportation Plan Phase 3 public engagement
- Open houses for the Thornhill Trails network
- Building Permit Function Review

6.2 Staff Liaison - NIL

6.3 Maple Ridge Historical Society

J. Koehn provided an update on the Maple Ridge Historical Society.

7. TASK FORCE UPDATES

7.1 Heritage Awards

The Staff Liaison provided an update on the Heritage Awards. The Committee discussed the feasibility of holding an in-person event and the logistics of preparing for a virtual event.

Note: Eric Phillips joined the meeting at 7:52 pm

7.2 Heritage Plan

The Staff Liaison spoke about public engagement efforts in support of the Heritage Plan review.

8. QUESTION PERIOD FOR THE PUBLIC – NIL

9. ROUNDTABLE

Members discussed relevant community events and initiatives.

10. ADJOURNMENT – 8:13 p.m.

The next regular meeting of the Community Heritage Commission will be held on Thursday, January 13, 2022 at 7:00 p.m.

Shane Gehring, Chair

/mm



City of Maple Ridge
Community Heritage Commission (CHC)
MINUTES – SPECIAL MEETING
Thursday, December 16, 2021

The Minutes of the Special Meeting of the Community Heritage Commission (CHC),
held via Zoom teleconference on December 16, 2021 at 7:00 pm.

COMMISSION MEMBERS PRESENT

Councillor Ryan Svendsen	Council Liaison
Jared Bissky, Vice Chair	Member at Large
Eric Phillips	Member at Large
Romona Osborne	Member at Large
Ross Dunning	Maple Ridge Historical Society Representative
Julie Koehn	Maple Ridge Historical Society Representative

STAFF PRESENT

Krista Gowan	Staff Liaison, Planner 1
Mike McLean	Committee Clerk, Legal and Legislative Services

ABSENT

Shane Gehring, Chair	Member at Large
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1. CALL TO ORDER – 7:02 p.m.

2. APPROVAL OF THE AGENDA

R/2021-023

It was moved and seconded

That the agenda for the December 16, 2021 Community Heritage Commission meeting be approved as amended.

CARRIED

3. QUESTION PERIOD

4. NEW AND UNFINISHED BUSINESS

4.1 Heritage Award Winner Selections

The Committee reviewed the nominations received in each of the categories and selected recipients for the 2022 Heritage Awards.

Note: Eric Phillips joined the meeting at 7:16 p.m.

R/2021-024

It was moved and seconded

That the Kanaka Education and Environmental Partnership Society (KEEPS) be awarded the Stewardship of a Community Cultural Asset Award, Andrea Lister be awarded the Sheila Nickols Award, the Anglican Church in Whonnock be awarded the Heritage Site Award, and the Maple Ridge Family History Group be awarded the History Hero Award.

CARRIED

Note: Councillor Svendsen left the meeting at 7:34 p.m.

5. ADJOURNMENT – 7:52 p.m.

The next regular meeting of the Community Heritage Commission will be held on Thursday, January 13, 2022 at 7:00 pm.

Jared Bissky, Acting Chair

/mm

Community Heritage Commission Terms of Reference

This Schedule is provided for information purposes only; the Terms of Reference for the CHC is enabled through Maple Ridge Community Heritage Commission Bylaw 7588-2019.

Mandate

To advise Council in respect of heritage conservation matters and to undertake and provide support for activities that benefit and provide for the advancement of heritage conservation in the City.

The Community Heritage Commission (CHC) Commission may:

1. develop and implement educational and public awareness programs related to heritage conservation in the City;
2. support and raise funds for projects of local heritage significance;
3. make recommendations on heritage policy and advise Council on policy issues related to heritage property and neighbourhoods;
4. provide information and advice to an individual or community group regarding heritage conservation and policy, upon receipt of a request from the individual or community group;
5. establish and administer a grants application process for organizations, institutions, or other groups requiring financial assistance to engage in activities:
 - a. to conserve or relating to the conservation of heritage property or heritage resources;
 - b. to gain knowledge about the community's history and heritage;
 - c. to increase public awareness, understanding and appreciation of the community's history and heritage; and
 - d. necessary or desirable with respect to conservation of heritage property or heritage resources.

And to evaluate such applications and recommend to Council grants and financial assistance that the Commission considers ought to be given.

Membership Composition

The Commission will be comprised of the following 7 voting members:

- One Council Liaison (or alternate)
- Two members representing the Maple Ridge Historical Society (or alternate)
- Four Members at Large appointed by Council, with interest and/or expertise in heritage matters and a goal of representation from the youth, senior and business communities

Quorum

- Majority of voting members (4)

Meetings

- Meetings are typically the second Thursday of each month at 7:00 pm in the Blaney Room at City Hall, 11995 Haney Place, Maple Ridge
- Meetings are typically held from January to June and September to November

Subcommittees

- N/A

Tentative Meeting Dates - 7:00 pm via Zoom (subject to change)

Thursday, January 13, 2022
Thursday, May 12, 2022

Thursday, September 8, 2022
Thursday, November 10, 2022

January						
Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22
23/ 30	24/ 31	25	26	27	28	29

February						
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27	28					

March						
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27	28	29	30	31		

April						
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May						
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29	30	31				

June						
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July						
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24/31	25	26	27	28	29	30

August						
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28	29	30	31			

September						
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October						
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23/ 30	24/ 31	25	26	27	28	29

November						
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December						
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25	26	27	28	29	30	31



Community Heritage Commission (CHC)

TO: Committee Members

MEETING: January 13, 2022

FROM: Committee Clerk

SUBJECT: Chair and Vice Chair Selection

BACKGROUND:

The goal of the Chairperson is to ensure that the Commission functions properly, that there is full participation during meetings, that all relevant matters are discussed, and that effective decisions are made and carried out.

There are three main spheres that the Chairperson has to manage:

- Assisting with the planning of meetings
- Running the meetings
- Ensuring that the Committee is achieving its goals

The previous Chair or Council Liaison will chair the meeting as the Acting Chair until a new Chair is appointed or for the duration of the meeting. During the meeting, the floor will be opened for Committee members to nominate fellow members for the position of Chair and Vice Chair. In order for their name to stand, an individual must accept the nomination.

If there are multiple nominations (and nominees are willing to serve), voting will be done virtually via Zoom. Each member will send a private Zoom chat message to the Committee Clerk with their vote. The Committee Clerk will compile all the votes and submit the results to the Acting Chair.

The Acting Chair will then ask if any member would like to put forward a motion that the selected individual be appointed as Chair or Vice Chair for 2022. Once the Chair and Vice Chair have been appointed, the meeting can be turned over or the previous Chair or Council Liaison can continue as the Acting Chair for the remainder of the meeting with approval from the newly elected Chair.

RECOMMENDATION(S):

That _____ be appointed as Chair of the Community Heritage Commission for 2022.

That _____ be appointed as Vice Chair of the Community Heritage Commission for 2022.