



City of Maple Ridge  
Community Heritage Commission  
AGENDA

Thursday, May 13, 2021 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/98050645980?pwd=ZkhGWmFmUW9MKzJWVGxhYUVUQmduUT09>

Or join the meeting using your phone

Dial: 1-778-907-2071 Meeting ID: **980 5064 5980** Passcode: **583096**

---

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES**
  - 3.1 Regular Meeting – January 14, 2021
  - 3.2 Special Meeting – April 22, 2021
4. **DELEGATIONS**
5. **QUESTION PERIOD**
6. **NEW AND UNFINISHED BUSINESS**
  - 6.1. Anti-Discrimination Policy
  - 6.2. Respectful Workplace Policy
  - 6.3. Tolmie Park Sign Replacement
  - 6.4. Haney Brick & Tile Company Plaque
  - 6.5. BC Historical Federation 2021 Conference
  - 6.6. CHC Business Plan
7. **LIAISON UPDATES**
  - 7.1. Maple Ridge Historical Society
  - 7.2. Council Liaison
  - 7.3. Staff Liaison
8. **TASK FORCE UPDATES**
  - 8.1. Heritage Incentive Planning
  - 8.2. Heritage Plan
9. **ROUNDTABLE**
10. **ADJOURNMENT**

**Next Meeting: TBD**

**Agenda Items Submission Deadline: TBD**

**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

The Minutes of the Regular Meeting of the Community Heritage Commission,  
held via Zoom teleconference on January 14, 2021 at 7:04 pm.

---

**COMMISSION MEMBERS PRESENT**

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

**STAFF PRESENT**

Krista Gowan	Staff Liaison, Planner 1
Sabina Chand	Committee Clerk

**Guest**

Len Pettit	Former Member at Large
------------	------------------------

**Absent**

Ross Dunning	Maple Ridge Historical Society Representative
--------------	---

---

Krista Gowan, Staff Liaison chaired the meeting until the election of the Chair.

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2021-001

It was moved and seconded

**That the agenda for the January 14, 2021 Community Heritage Commission meeting be approved as circulated.**

**CARRIED**

**3. ADOPTION OF MINUTES**

R/2021-002

It was moved and seconded

**That the minutes of the Maple Ridge Community Heritage Commission for November 12, 2021 be adopted.**

**CARRIED**

**4. DELEGATIONS**

**4.1 Feedback on Hammond Cedar Mill Plaque, Len Pettit, Former CHC Member at Large**

The Commission welcomed Len Pettit, previous member of the project, for an opportunity to provide final comments on the Hammond Cedar Mill Plaque in which he provided.

5. **QUESTION PERIOD FROM THE PUBLIC- NIL**

6. **NEW AND UNFINISHED BUSINESS**

6.1. **Welcome/Member Introductions**

Members introduced themselves and welcomed new Member at Large Romana Osborne.

6.2. **Advisory Committee Overview**

The Staff Liaison and Committee Clerk provided a Community Heritage Commission orientation presentation that outlined the Commission's purpose, mandate and legislative procedures.

6.3. **Chair and Vice Chair Selection**

The Staff Liaison opened up the floor to nominations for Chair and Vice Chair of the CHC.

R/2021-003

It was moved and seconded

**That Shane Gehring be elected as Chair of the Community Heritage Commission for 2021.**

CARRIED

R/2021-004

It was moved and seconded

**That Jared Bissky be elected as Vice Chair of the Community Heritage Commission for 2021.**

CARRIED

6.4. **2021 Meeting Schedule**

The Commission discussed the advantages of focusing on task forces to complete items on the work plan as needed.

R/2020-005

It was moved and seconded

**That the Community Heritage Commission amends the 2021 Meeting Schedule to meet quarterly on the following dates:**

- **January 14, 2021**
- **May 13, 2021**
- **September 9, 2021**
- **November 18, 2021**

CARRIED

6.5 **Heritage Resource Protection Mechanisms**

Members discussed exploring different ways to educate and engage the public the on the importance of the City's heritage and noted the current policies and programs in place.

R/2020-006

It was moved and seconded

**That the Community Heritage Commission create a Heritage Incentive Planning Task Force to develop community interest on heritage including Jared Bissky and Romana Osborne with the Staff Liaison.**

CARRIED

## 7. LIAISON UPDATES

### 7.1. Maple Ridge Historical Society

Julie Koehn provided an update on the online Library Literacy events.

### 7.2. Council Liaison

Councillor Svendsen provided a brief update on community events.

Note: Councillor Svendsen left at 8:05 pm

### 7.3. Staff Liaison

The Staff liaison informed that there has been theft of a bronze plaque at the Maple Ridge Museum and that further information on replacement will be provided at the next meeting.

Upcoming event: The Museum is hosting a virtual trivia night on February 17, 2021 via Zoom, in honour of Heritage Week (February 15-21).

The Commission was invited to provide their feedback on the Hammond Recreation Centre survey on new public artwork: <http://documents.mapleridge.ca/Forms/HammondPublicArtSurvey>

## 8. TASK FORCE UPDATES

### 8.1. Hammond Cedar Mill Plaque – Final Draft Review

Jared Bissky provided an update on the final draft of the Hammond Cedar Mill Plaque and noted that the Commission's feedback from the previous meeting was taking into consideration for the final outcome.

R/2021-007

It was moved and seconded

**That the Community Heritage Commission approve the Hammond Cedar Mill Plaque Final Draft and allocate a budget of up to \$2,500.**

CARRIED

R/2021-008

It was moved and seconded

**That the Community Heritage Commission directs the Staff Liaison to review the current condition of the Tolmie Park Sign and report back to the Committee with a quote on replacement of the sign within the existing frame.**

CARRIED

**8.2. Heritage Awards**

The Staff Liaison noted that the winners of the Heritage Awards have been contacted and individuals will be interviewed for a short heritage awards video. Due to COVID-19, winners will be digitally awarded and recognized at a future Council meeting.

**8.3 Heritage Plan**

The Staff Liaison reported on the status of the Heritage Plan and will provide more information once the draft for proposal is complete.

**9. ROUNDTABLE**

Members discussed relevant community events and initiatives.

**10. ADJOURNMENT**

There being no further business, the meeting adjourned at 8:39 pm.

The next regular meeting of the Community Heritage Commission will be held on Thursday, May 13, 2021 at 7:00 pm

---

Shane Gehring, Chair

/sc



City of Maple Ridge  
Community Heritage Commission  
SPECIAL MINUTES

The Minutes of the Special Meeting of the Community Heritage Commission,  
held via Zoom teleconference on April 22, 2021 at 7:00 pm.

---

**COMMISSION MEMBERS PRESENT**

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

**STAFF PRESENT**

Krista Gowan	Staff Liaison, Planner 1
--------------	--------------------------

**ABSENT**

Shane Gehring, Chair	Member at Large
----------------------	-----------------

---

Note: Councillor Ryan Svendsen and Ross Dunning joined the meeting at 7:08 pm

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2021-009

It was moved and seconded

**That the special agenda for the April 22, 2021 Community Heritage Commission meeting be approved as circulated.**

**CARRIED**

**3. QUESTION PERIOD – NIL**

**4. NEW AND UNFINISHED BUSINESS**

**4.1. Heritage Plan Review and Update- Project Proposal from Donald Luxton & Associates**

The Staff Liaison provided background information regarding the current Maple Ridge Heritage Plan 2013-2020. Ross Dunning provided an update on the work that Heritage Plan Task Force has done to date.

R/2021-010

It was moved and seconded

**That the Community Heritage Commission award the contact for the Maple Ridge Heritage Plan Review and Update to Donald Luxton and Associates Inc; and**

**That \$15,000 excluding taxes be allocated from the budget for the Maple Ridge Heritage Plan Review and Update.**

**CARRIED**

**5. ADJOURNMENT**

The meeting adjourned at 7:21 pm.

The next regular meeting of the Community Heritage Commission will be held on Thursday, May 13, 2021 at 7:00 pm

---

Jared Bissky, Vice Chair

/kg