

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES** – November 14, 2019
4. **DELEGATIONS**
5. **QUESTION PERIOD**
6. **NEW AND UNFINISHED BUSINESS**
  - 6.1. Member Introductions
  - 6.2. Hammond Cedar Mill Plaque
  - 6.3. Tolmie Park Signage
7. **LIAISON UPDATES**
  - 7.1. Advisory Committee Overview
  - 7.2. Maple Ridge Historical Society
  - 7.3. Council Liaison
8. **SUBCOMMITTEE & TASK FORCE UPDATES**
  - 8.1. 2020 Heritage Awards Planning
9. **ROUNDTABLE**
10. **ADJOURNMENT**

**Next Meeting:** May 14, 2020

**Agenda Items Submission Deadline:** April 30, 2020

**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.



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 November 14, 2019 at 7:07 pm.

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**COMMISSION MEMBERS PRESENT**

Councillor Ryan Svendsen	City of Maple Ridge
Shane Gehring, Chair	Member at Large
Eric Phillips, Vice Chair	Member at Large
Julie Koehn	Maple Ridge Historical Society
Len Pettit	Member at Large
Erica Williams	Maple Ridge Historical Society - Alternate

**STAFF PRESENT**

Amelia Bowden	Staff Liaison / Planner 1
Erin Mark	Committee Clerk

**ABSENT**

Ross Dunning	Maple Ridge Historical Society
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1. ***CALL TO ORDER***

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

R/2019-031

It was moved and seconded

**That the agenda for the November 14, 2019 Community Heritage Commission meeting be approved as presented with the following amendment:**

- addition of Item 6.5 – Hammond Mill Plaque.

CARRIED

3. ***ADOPTION OF MINUTES***

R/2019-032

It was moved and seconded

**That the minutes of the Maple Ridge Community Heritage Commission meeting dated September 12, 2019 be adopted.**

CARRIED

4. ***DELEGATIONS - Nil***

5. ***QUESTION PERIOD – Nil***

6. ***NEW AND UNFINISHED BUSINESS***

6.1. **Tolmie Park**

Eric Phillips raised a concern about the Tolmie Park heritage sign that is in disrepair and suggested it should be updated to the standard of other heritage signs in the neighbourhood.

R/2019-033

It was moved and seconded

**That the Tolmie Park signage be referred to the task force to review.**

CARRIED

6.2. **Heritage Award Nominations Review**

The Committee reviewed the nominations received in each of the categories and selected recipients from the nominations.

R/2019-034

It was moved and seconded

**That the staff liaison contact the individuals selected to notify them that they will be receiving a Heritage award.**

CARRIED

R/2019-035

It was moved and seconded

**That the historical site requirement for Heritage Awards be referred to the Recognitions Subcommittee for further discussion and brought back to the Commission for final decision.**

CARRIED

6.3. **Advisory Committee Review / 2020 Membership**

Councillor Svendsen reviewed the changes to the Advisory Committees that were approved by Council on November 12, 2019 and confirmed that recruitment for a new CHC member to fill a vacancy was underway.

6.4. **2020 Meeting Dates**

The Commission discussed meeting quarterly in 2020 with the addition of task force meetings as required.

R/2019-036

It was moved and seconded

**That the Community Heritage Commission will meet quarterly in 2020 on January 16, May 14, September 10, and November 12 at 7:00 pm, Blaney Room City Hall.**

CARRIED

6.5. **Hammond Mill Plaque**

The Commission discussed the installation of a bench or plaque to commemorate the Hammond Mill.

R/2019-037

It was moved and seconded

**That the staff liaison work with the Engineering department to determine potential locations for the commemorative plaque or bench and bring that information to an upcoming CHC meeting for consideration.**

CARRIED

7. **CORRESPONDENCE - Nil**

8. **LIAISON UPDATES**

8.1. **Maple Ridge Historical Society**

Julie Koehn confirmed that Ross Dunning had been nominated to the CHC by the Maple Ridge Historical Society for the remainder of 2019 and 2020. Erica Williams has been identified as the Alternate for Maple Ridge Historical Society's representatives Ross Dunning and Julie Koehn.

Ms. Koehn updated the Commission on the Historical Society's recent events including a Paranormal night, Halloween Event, and upcoming Escape Rooms.

8.2. **Council Liaison**

Councillor Svendsen provided an update on recent Council business including the selection of the new City CAO and upcoming Business Planning.

9. **ROUNDTABLE**

Members shared their experiences at relevant heritage locations.

10. **ADJOURNMENT** – 9:03 pm.

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S. Gehring, Chair

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