



The **Agenda** of the **Mission Community Heritage Commission** meeting to be held in the Conference Room at City Hall, 8645 Stave Lake Street, Mission, BC on **March 6, 2019** at **6:00 p.m.**

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommend that the agenda of the Mission Community Heritage commission be approved as presented.

3. MINUTES FOR APPROVAL

- (a) September 12, 2018 minutes for approval.
- (b) January 2, 2019 minutes for approval.
- (c) February 6, 2019 minutes for approval.

4. OLD BUSINESS

- (a) Ukrainian Church - Statement of Significance (SoS) - update.
- (b) Silverdale School – update
- (c) Silverhill Hall – update.
- (d) Workplan and budget for 2018 - 2019 – update.
- (e) Advertise for 2018 Heritage Awards nomination – update.
- (f) Streetscape display – update
- (g) Membership vacancies & advertising – update

5. NEW BUSINESS

- (a) Elect Chair and Alternate
- (b) Discussion items for next meeting

6. NEXT MEETING

Wednesday, April 3, 2019 at 6:00 p.m.

7. ADJOURNMENT

The **Minutes** of the **Mission Community Heritage Commission** meeting held in the Conference Room at the City Hall, 8645 Stave Lake Street, Mission, BC on Wednesday, **September 12, 2018** commencing at 6:00 p.m.

Members Present: Michelle Rhodes, Chair
Korina Charpentier
Jennifer Holmes
Janis Laekeman
Danny Plecas, Councillor
Ken Bourdeau, Manager of Long Range Planning,

Members Absent: Erin Mackintosh
Janis Schultz,
Jim Hinds Councillor
Marcy Bond, Senior Planner

1. CALL TO ORDER

The Chair called the meeting to order.

2. ADOPTION OF AGENDA

Moved and seconded,

That the agenda of the Mission Community Heritage Commission meeting held on September 12, 2018 be approved as circulated.

CARRIED

3. MINUTES FOR APPROVAL

No minutes for approval.

4. OLD BUSINESS

(a) Heritage Awards – Plaque or sign

Heritage Awards will be held on October 15, 2018 during the evening portion of the District of Mission regular Council meeting. K. Bourdeau presented information to the Committee regarding engineering costs, etc. Leisure Centre display space and a letter from M. Rhodes.

5. NEW BUSINESS

(a) Silverdale School – Request to place on Heritage Registry

Request has been received to place Silverdale School on heritage registry. Discussion ensued regarding Al Kendal, Silverdale School, October meeting, scanning documents to Val.

(b) Street signs

Discussion ensued regarding recognizing the old street names, or some historically significant street names, by way of adding a sign to the existing sign pole. Ken advised he contacted Engineering and they advised of three items to consider:

- i) Cost to install and maintain signs. The District's current street sign poles can accommodate one sign. Having two signs (i.e street name sign and commemorative sign) would necessitate replacing the pole as well.
- ii) Engineering is doubtful Ministry of Transportation and Infrastructure (MoTI) would approve; and
- iii) Could cause confusion with wayfinding.

(c) Statement of significance (SoS) for Ukrainian Church

Discussion ensued regarding request from property owner of Ukrainian Church at 33059 Dewdney Trunk Road. Ken advised due to Marcy's absences and shortage of staff that this will be delayed until December or January. Staff report is required and there isn't sufficient capacity to write the report at this time.

6. NEXT MEETING

October 10, 2018 at 6:00 p.m. in the Mission Leisure Centre at City Hall, 8645 Stave Lake Street, Mission, BC.

7. ADJOURNMENT

That the meeting be adjourned.

CARRIED

The **Minutes** of the **Mission Community Heritage Commission** meeting held in the Conference Room at the City Hall, 8645 Stave Lake Street, Mission, BC on Wednesday, January 2, 2019 commencing at 6:00 p.m.

Members Present: Michelle Rhodes, Chair
Cal Crawford, Councillor, District of Mission
Korina Charpentier

Members Absent: Jennifer Holmes
Erin Mackintosh
Janis Schulz

Others Present: Ken Bourdeau, Manager of Long Range Planning, District of Mission
Monica Stuart, Planning Assistant, District of Mission

1. CALL TO ORDER

The Chair called the meeting to order declaring no quorum was present. It was agreed by the members present that the meeting should proceed in a limited capacity so that the business and work of the Commission could proceed.

2. ADOPTION OF AGENDA

No quorum available for approval of January 2, 2019 agenda.

3. MINUTES FOR APPROVAL

No quorum available for approval of minutes.

4. OLD BUSINESS

(a) **Statement of Significance (SoS) for Ukrainian Church** – K. Bourdeau reported that a staff report will be presented to Council on January 21, 2019.

(b) **Silverdale School** – A discussion on the placement of Silverdale School on Heritage Registry was held and it was determined that further information would be needed as the current building has been converted from the original school to a residential use and has had a few additions over the years.

Action Item: K. Bourdeau is to gather more information and photos of the Silverdale School and invite the current property owners to a future meeting.

5. NEW BUSINESS

- (a) **2019 Meeting Dates and Times** – The meetings for the Commission will remain on the first Wednesday of each month at 6:00 p.m.

- (b) **2019 Work Plan and Budget** – A discussion ensued on possible items for the 2019 Work Plan and Budget. Last year's workplan involved the Strategic Plan, a Statement of Significance for the Ukrainian Hall and the 2018 Streetscape Awards. Further discussion on the need to have a membership drive followed.
Action Item: M. Rhodes to provide draft Work Plan items and review the spending budget for 2019.
Action Item: M. Rhodes to provide a draft Strategic Plan by March 2019.

- (c) **Contract for Archives** – A discussion ensued on hiring summer students for undetermined upcoming projects. Last year's student was funded jointly with the Mission Archives.
Action Item: M. Rhodes to discuss with Mission Archives possible joint heritage projects to pursue for this year.
Action Item: M. Rhodes to provide the Commission copies of the flyers created by last year's summer students.
Action Item: K. Charpentier to research the hotspots for heritage and create inventory of possible spots.

- (d) **Silverhill Hall** – Item to be discussed at next meeting.

- (e) **Advertise for 2019 Heritage Awards** – A discussion ensued on advertising for 2019 Heritage Awards nominations & the upcoming display at the Leisure Centre from January 15th to January 30th for the 2018 Streetscape Awards. Further discussion on ways to increase community involvement in determining Mission heritage or being involved as a Commission member.

5. NEXT MEETING

Wednesday, February 6, 2019 at 6:00 p.m. in the Conference Room at City Hall, 8645 Stave Lake Street, Mission, BC.

6. ADJOURNMENT

The meeting adjourned at 7:30 p.m.

The **Minutes** of the **Mission Community Heritage Commission** meeting held in the Conference Room at the City Hall, 8645 Stave Lake Street, Mission, BC on Wednesday, February 6, 2019 commencing at 6:00 p.m.

Members Present: Michelle Rhodes, Chair
Jennifer Holmes

Members Absent: Janis Schulz

Others Present: Cal Crawford, Councillor, District of Mission
Marcy Bond, Senior Planner, District of Mission
Monica Stuart, Planning Assistant, District of Mission

1. CALL TO ORDER

The Chair called the meeting to order declaring no quorum was present. It was agreed by the members present that the meeting should proceed in a limited capacity so that the business and work of the Commission could proceed.

2. ADOPTION OF AGENDA

No quorum available for approval of February 6, 2019 agenda.

3. MINUTES FOR APPROVAL

One correction noted on the Sept. 12, 2018 minutes to spelling of M. Rhodes name. No quorum available for approval of minutes.

4. OLD BUSINESS

- (a) **Ukrainian Church – Statement of Significance (SoS)** – Council passed a resolution to add the Ukrainian Orthodox Church to the Mission Heritage Registry. A letter to the province is the next step.

Action: M. Bond to complete the required supporting documents and forward the letter to the province.

Action: M. Bond to inquire with the province as to what other Mission Heritage sites are on not on the provincial registry.

- (b) **Silverdale School** – A discussion was held about what the defining character elements are for this building that would make it eligible to be on the heritage register.

Action: M. Bond to check if Silverdale School was listed on the Context Study and M. Rhodes to check with the Mission Archives for pictures to show original school.

- (c) **Silverhill Hall** – More information on the future of the hall will come available as time progresses.

Action: M. Bond to provide update to the Commission following a meeting with a local retired Fire Chief as well as on any research.

- (d) **Workplan and Budget** – Discussion held on the possibility of funding the Mission Archives to do hire a summer student for a research project. Other ideas included taking the Commission on the road for monthly meetings (Steelhead, Ukrainian Hall, Mission Library, Leisure Centre). This may include alternating meeting times. Also discussed contacting UFV to have students create a logo for a sign to put up for “on the road” meetings.

Action: M. Rhodes to contact Mission Archives regarding last year’s summer student and get feedback on possibilities for this year.

Action: M. Rhodes to contact UFV to inquire about students creating a logo for the Commission.

- (e) **Advertise for 2018 Heritage Awards Nomination** – Discussion held on the timeline for receiving nominations and doing the research for the next awards. The Commission talked about different ideas and themes for next Heritage Awards. A few theme ideas discussed were:

- neighbourhoods in transition;
- back from the dead (buildings that have been revitalized);
- gone but not forgotten;
- industry (mills, old cannery);
- Stave Lake & First Nations; and
- Silverdale Development & Logging.

Action: M. Stuart to setup social media advertising for heritage awards through the District website and the Heritage Commission facebook page.

- (f) **Streetscape Display** – Display to be moved and setup at the Library with nomination forms attached during Heritage Week, February 18th to 24th .

Action: M. Bond and M. Rhodes to create and organize the creation and setup of the Mission Library display to be installed on Thursday, February 14th.

- (g) **Membership vacancies and advertising** – Discussion held on membership drive and the current vacancy created from the membership expiry for E. Mackintosh

- (h) **Contract for Archives with funding of \$500** – No discussion held.

5. NEW BUSINESS

- (a) **Discussion item for next meeting – The following items were discussed:**

- Themes and ideas for Heritage awards
- Updates to workplan and budget
- Start planning community meetings
- Need to carry on with the Strategic Plan
- Elections next meeting

- (b) **New public consultation website for District website** – A brief overview was presented to the Commission of the new public consultation website <https://engage.mission.ca/> that may be used by the Commission when public engagement is needed.

- (c) **Elect Chair and Alternate** – No elections held due to no quorum.

- (d) **Heritage BC Annual Conference** – Discussion on the annual conference that some members had attended in the past and to see if there was any interest in 2019 for current members to attend.

- (e) **Added agenda item – Membership for National Trust for Canada** – It was asked if the Commission wished to renew membership for the National Trust for Canada. Due to no quorum an email vote will be sent to Commission members.

Action: M. Bond will send out email to Commission members for vote on renewing membership for the National Trust for Canada.

5. NEXT MEETING

Wednesday, March 6, 2019 at 6:00 p.m. in the Conference Room at City Hall, 8645 Stave Lake Street, Mission, BC.

6. ADJOURNMENT

The meeting adjourned at 7:50 p.m.