



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 April 4, 2018 commencing at 6:00 p.m.

Members Present: M. Rhodes, Chair  
J. Hinds, Councillor, District of Mission  
J. Schultz,

Members Absent: K. Charpentier  
J. Holmes  
E. Mackintosh,

Others Present: M. Bond, Senior Planner, District of Mission

**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 April 4, 2018 be approved as circulated.

CARRIED

**3. MINUTES FOR APPROVAL**

Moved and seconded,

That the minutes of the Mission Community Heritage Commission held on March 14, 2018 be approved as amended.

CARRIED

**4. OLD BUSINESS**

**(a) Heritage Definition:** J. Holmes was not at the meeting to provide an update on the heritage definition:

**Action Item:** M. Bond will contact J. Holmes and request that the definition be emailed to members prior to the Commission's next meeting.

- (b) Heritage BC Conference:** M. Rhodes will be attending as a presenter as part of another organization. J. Schultz will not be attending.

**Action:** M. Bond will contact other members to determine if they wish to attend the conference.

- (c) Heritage Award Nomination Form:** The form is now on the website in fillable pdf.

## NEW BUSINESS

- (a) Summer Student position:** At the April 4, 2018 meeting the Commission decided they would like to hire student to do some research work for the Commission.

**Moved by J. Schultz, seconded by M. Rhodes**

**That \$2000 be given to the Heritage Place Branch/Archives to hire a summer student to do work on behalf of the Heritage Commission.**

**CARRIED:**

**Action:** M. Bond will send a letter to the Heritage Places Branch/Archives letting them know that we will be providing them with \$2,000 towards the hiring of a summer position.

- (b) Heritage Commission Application Form and Information Letter:** The Commission reviewed the revised form.

Moved by J. Schultz, seconded by M. Rhodes

That the revised Heritage Commission application form and information letter be posted to the web site in fillable pdf and word format

**CARRIED**

**Action:** M. Bond will have them posted to the Commission's web page.

- (c) New Members for the Commission:** Discussion ensued regarding contacting people in the Community to see if they are interested in being on the Commission.

**Action:** M. Bond will reach out to community members to see if there is interest in being on the Commission.

- (d) Heritage Awards Consent Form:** The Commission reviewed heritage awards consent form.

**Action:** M. Bond will put the Heritage Awards consent letter on Commission's web page in word as well as fillable pdf.

## 5. NEXT MEETING

Wednesday May 9, at 6:00 p.m. in the Council Chambers at City Hall, 8645 Stave Lake Street, Mission, BC.

**6. ADJOURNMENT**

Moved and seconded,

That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 7:00 p.m.