



The **Agenda** of the **Mission Community Heritage Commission** meeting to be held in Council Chambers at City Hall, 8645 Stave Lake Street, Mission, BC on Wednesday, September 2, 2020 at 6:00 pm.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. MINUTES FOR APPROVAL

- (a) Minutes of the Mission Community Heritage Commission meeting held on Wednesday, February 5, 2020. Page 2

4. NEW BUSINESS

- (a) Membership Updates
- (b) Updates:
1. Heritage Recognition Council Presentation on February 18, 2020
 2. Grant Research
 3. Strategic Plan Discussion
 4. Museum Heritage Conservation Plan
- (c) 2021 Budget
- (d) Branding
- (e) Heritage Week - February 15 to 21, 2021
- (f) Membership Renewal – National Trust

5. NEXT MEETING

WEDNESDAY, OCTOBER 7, 2020 at 6:00 pm in the Council Chambers at City Hall, 8645 Stave Lake Street, Mission, BC.

6. ADJOURNMENT

**DRAFT**

The **Minutes** of the **Mission Community Heritage Commission** meeting held in the Conference Room at the Welton Common Building, 7337 Welton Street, Mission, BC on Wednesday, February 5, 2020 commencing at 6:00 p.m.

Members Present: Michelle Rhodes, Chair
 Cal Crawford, Councillor
 Matt Brackley
 Angel Elias
 Prahleen Kaur
 Jennifer Penner
 Loretta White

Others Present: 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 at 6:05 pm.

2. ADOPTION OF AGENDA

Moved and seconded,

1. That the following item be added to this agenda under “New Business”:

(e) Museum Heritage Conservation Plan – Presentation to Council

2. That the February 5, 2020 Mission Community Heritage Commission agenda be approved as amended.

CARRIED

3. MINUTES FOR APPROVAL

Moved and seconded,

That the minutes of the Wednesday, January 8, 2020 meeting of the Mission Community Heritage Commission be approved.

CARRIED

4. NEW BUSINESS

(a) Review of Heritage Recognition Presentation to Council

The Commission reviewed the draft presentation boards for the Heritage Week presentation. Discussion ensued on branding and using consistent language for describing awards versus recognitions.

A Discussion was held on promoting the Heritage Commission through the Mission Record, the District’s City Page and social media by advertising the Heritage

Recognition for “Bringing the Past into the Future” and advertising the upcoming Heritage Week.

Moved and seconded,

That a \$250 maximum budget be allotted for advertising within the Mission Record for Heritage Week.

CARRIED

Action Item: A. Elias to talk to the Mission Record to find out options and costs for a heritage promotion during Heritage Week. M. Bond to forward the final display documents to A. Elias who will work with Mission Record on a proof. M. Stuart to coordinate with Corporate Administration to have Heritage Week noted on the City Page and through social media.

Action Item: M. Bond to send formal invitations to the recipients of the heritage recognition. Commission to create certificates and present to recipients following the initial Council meeting where they are being recognized.

(b) Membership Update

J. Schultz has resigned from the Mission Community Heritage Commission. The Commission recognized her many years of service for the community.

(c) Grant Research

M. Bond informed the Commission on a webinar on March 13th about grant funding. M. Brackley shared his research on the Canadian Cultural Spaces Fund through the federal government that supports renovation and construction projects, acquisition of specialized equipment and feasibility studies related to cultural spaces. The Commission discussed doing a due diligence grant for this year and next year look at a repair grant for the less urgent renovations.

Action Item: M. Bond to set up a meeting with K. Bourdeau and the Facilities Manager for planning the next steps for the Museum repairs. M. Bond to set up a subsequent meeting with K. Bourdeau about applying for a grant and set up weekly reminders to check the grant intake openings.

(d) Strategic Plan Discussion

Discussion was held on the benefit and cost of having an outside facilitator to assist with the Strategic Plan.

(e) Museum Heritage Conservation Plan – Presentation to Council

M. Rhodes presented the Mission Museum Heritage Conservation Plan to Council on Monday, February 3, 2020. A discussion was held on the outcome of the presentation and it was noted that the current building does not meet the museum standard and may be too costly to bring it up to those standards.

5. NEXT MEETING

Wednesday, March 4, 2020 at 6:00 p.m. in the Conference Room at the Welton Common Building, 7337 Welton Street, Mission, BC.

6. ADJOURNMENT

Moved and seconded,

That the meeting be adjourned.

CARRIED

- The meeting adjourned at 7:54 pm.