

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 February 7, 2018 commencing at 6:00 p.m.

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

Members Absent: 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 February 7, 2018 be approved as circulated.

CARRIED

3. MINUTES FOR APPROVAL

(a) As there was no quorum for the January 2018 meeting there are no minutes.

4. NEW BUSINESS

(a) SWOT Analysis: The Commission reviewed the findings of the SWOT Analysis; It was determined that to proceed with the revisions to the Heritage Strategic Plan the definition of heritage needs to be clarified. K. Charpentier will bring info on heritage definition for next meeting.

(b) Work Plan for 2018: Staff reviewed the proposed work plan that would be going to Council.

(c) Application Form for New Members: the Commission determined that the form needs to be revised. M. Bond will send an electronic word version to members so that it can be looked at and discussed further and whether we can make the form pdf fillable.

(d) Monthly Tasks: M. Bond reviewed the monthly tasks of the Commission.

(e) Ukrainian Orthodox Church Statement of Significance: K. Charpentier provided an update on the research she has done for the project so far.

- (f) **Mission Moments:** Commission discussed the possibility of undertaking a Mission Moments presentation four times per year. At the moment we do not have enough members to take on this type of project. It was suggested another group with more members may be able to take on this type of project.
- (g) **Application Form for Heritage Awards:** M. Bond would email the form to members to review. Members requested that the form be a fillable pdf to make it easier to fill out on line.
- (h) **Renewal of Membership with National Trust of Canada:** Members confirmed they want to renew the membership with the National Trust of Canada.

5. NEXT MEETING

To be held on March 7, 2018 at 6:00 p.m. in the Conference Room at City Hall, 8645 Stave Lake Street, Mission, BC.

6. ADJOURNMENT

Moved and seconded,

That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:30 p.m.