



The **Agenda** of the **Mission Community Heritage Commission** meeting to be held in the Conference Room at the Welton Common Building, 7337 Welton Street, Mission, BC on Wednesday, January 8, 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 December 4, 2019

**4. ELECTIONS**

- (a) Vice Chair – 2 year term

**5. NEW BUSINESS**

- (a) Demolition Permit Heritage Referral Requests
- (b) 2020 Workplan
- (c) Mission Museum Conservation Plan – follow up
- (d) Heritage Awards - update
- (e) Legacy Grant Application
- (f) Heritage Protection Tools - Presentation (Part 2) – Carried forward

**6. NEXT MEETING**

Wednesday, February 5, 2020 at 6:00 pm in the Conference Room at 7337 Welton Street

**7. ADJOURNMENT**

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, December 4, 2019 commencing at 6:00 pm.

Members Present: Michelle Rhodes, Chair  
Loretta White  
Matt Brackley  
Cal Crawford, Councillor

Members Absent: Angel Elias  
Jennifer Penner  
Prahleen Kaur  
Janis Schultz

Others Present: Marcy Bond, Senior Planner, District of Mission  
Martina Rohde, Administrative Clerk, District of Mission  
Jennifer Russell, Corporate Officer, District of Mission  
Monica Stuart, Planning Assistant, 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 December 4, 2019 be approved as circulated.

CARRIED

**3. MINUTES FOR APPROVAL**

Moved and seconded,

That the minutes of the May 15, 2019 meeting of the Mission Community Heritage Commission be approved.

CARRIED

**4. COMMISSION ELECTIONS**

Moved and seconded,

1. That Michelle Rhodes will hold the position of Chair for a two-year term, and
2. That the Vice Chair position will be brought forward to the next meeting due to no nominations received.

CARRIED

#### **4. NEW BUSINESS**

##### **(a) Corporate Administration Presentation – Corporate Officer**

Presentation provided by Corporate Officer providing an overview on responsibilities and expectations of a Commission to Council.

##### **(b) 2020 Meeting Schedule**

The Commission reviewed the 2020 schedule which will remain as the first Wednesday of each month with no meeting in July and August.

**Action Item:** M. Stuart to setup Outlook calendar meetings for the Commission members prior to January meeting.

##### **(c) Mission Museum Heritage Conservation Plan – Review**

The Heritage Conservation Plan was presented to the Commission by M. Bond. Members were requested to review the Plan for any errors or omissions. Members were also requested to review the recommendations and decide what recommendations the Commission would like to endorse. The Commission's recommendations will be presented in a staff report to Council on January 20, 2020 by the Chair.

**Action Item:** M. Rhodes and M. Bond to meet the week of December 16<sup>th</sup> to prepare the January 20, 2020 Council report. M. Rhodes to send an email to the Commission to request any feedback by January 3, 2020 for their comments to be considered or included in the report.

##### **(d) Heritage Awards (Heritage Week Feb. 17 to 23, 2020) – Update**

Discussion ensued regarding the Heritage Recognition Awards. It was decided that display boards for the awards would be displayed at the same locations as last year (Mission Leisure Centre and the Library). There was also discussion on updating the Heritage Application Form and Nomination Brochures next year.

**Action Item:** Commission members to provide information and photos for recognition awards by mid January 2020. The following members will be providing information on the following awards however any information provide by the commission is welcomed: L. White / Olde Stove Works, M. Brackley / Arnolds Shoe Repair, J. Schultz / Hotties Emporium, A. Elias / Pioneer Auto or Rex Cox. M. Rhode will finalize the posters by February 6, 2020.

**Action Item:** M. Stuart to post on the District website a call for Heritage Awards Nominations and book the display space at the Mission Leisure Centre and Library by January 6, 2020.

##### **(e) 2020 Workplan – Review**

The Committee reviewed the draft 2020 Workplan and discussed what items should be worked next year.

##### **(f) National Trust for Canada Donation**

Discussion ensued regarding the National Trust for Canada yearly subscription and suggested donation. No decision was made.

**(g) Heritage Protection Tools – Presentation (Part 2)**

Deferred to the next meeting.

**5. NEXT MEETING**

Monday, January 8, 2020 at 6:00 pm 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 7:55 pm