



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 March 14, 2018 commencing at 6:00 p.m.

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

Members Absent: E. Mackintosh  
J. Schultz

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 March 14, 2018 be approved as circulated.

#### 3. MINUTES FOR APPROVAL

Moved and seconded,

That the minutes of the February 7, 2018 meeting of the Mission Community Heritage Commission be approved.

CARRIED

#### 4. NEW BUSINESS

**(a) Heritage Definition:** The Commission reviewed a variety of definitions of heritage and which would be the most appropriate for the Commission.

**Action Item;** Heritage definition will be finalized at the April 4, 2018 meeting.

**(b) Heritage Conference:** Members will get back to M. Bond about whether they wish to attend the Heritage BC's Annual Conference in May.

**(c) Heritage Award Nomination Form:** The form has been created in a fillable pdf format and is now on the Commission's page on the District of Mission website.

**Action Item:** M. Bond will work on a letter of consent that be used in conjunction with the Heritage Award Nomination form.

**(d) Terms of Reference- Strategic Plan:** the Commission goals and role was discussed. The hiring of a student to help with research and background information for a revised Strategic Plan was discussed.

**(e) Heritage Member Application Form:** The Commission will continue to look at improving the form in the hope of attracting more members.

**5. NEXT MEETING**

April 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 7:30 p.m.