

M I N U T E S
ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE MEETING
COMMITTEE ROOM 2, MUNICIPAL HALL
THURSDAY, JUNE 28, 2007 - 9:00 am

Present: Chair: Councillor Derman
Members: P. Capek; Hazel Bowman; Sharon Hallsor; Anne Lansdell
Staff: S. Hvosdanski, Planner; D. Thorpe, Community Arts Specialist; A. Haney, Special Events Coordinator; I. Hoffmann, Sr. Committee Clerk Assistant

There was no quorum for the meeting; adoption of the May 24, 2007 minutes was deferred.

ARTS & CULTURE STRATEGY UPDATE – Diane Thorpe

- The Strategy is being developed through focus sessions with staff, artists, arts organizations and community associations, as well as the general public.
- LifeCycles and Common Ground have been hired as consultants to help with the facilitation and cultural mapping.
- The Strategy will provide a clear vision and assist with long-term planning to address arts and culture in the municipality.
- Three focus group sessions have been held with various groups and the input was reviewed in the fourth session held on June 20th, and some good ideas were put forward. She thanked members from this committee who attended. James Lam (CRD Arts Development) and Paul Scrivener (Community Arts Council of Greater Victoria) also attended.
- Over the next few months, rack cards outlining the purpose and background of the strategy will be distributed encouraging the public to complete a survey on arts and culture.
- This information, as well as the input from the four focus sessions, will be analyzed over the summer and a draft report will be reviewed by the Committee in September.
- She may conduct some interviews with select people.
- A community forum is planned on November 3 at Cedar Hill Recreation Centre.

Councillor Derman stated:

- The Strategy is about implementing an arts policy in Saanich; there will always be an overlap with arts and policy.
- In the fall, he intends to bring forward the existing Arts Policy for review as it has been some time since this document has been reviewed, and it makes sense to do the policy review and the arts strategy at the same time.

ARCHIVES UPDATE – Caroline Duncan

Move to the new library branch

- Everything is on schedule for moving the Archives to the new library branch at Tillicum in September.
 - The archives will have 2,000 square feet of space and will have a state of the art storage
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- vault with environmental controls and a chemical fire suppression system.
- There could be a slight delay for the move if the fire suppression system has not arrived; but Archives will participate in the Grand Opening in late September.
 - There will be an expanded public reference room with display cases and a good selection of history books; staff work stations will overlook the reference room.
 - An oral history station with a DVD player and monitor will also be available.
 - A lot of preparation work for the move will be done over the summer, creating a complete inventory of archival holdings, disposing and transferring non-archival materials, labeling boxes etc.
 - A temporary staff person has been hired for July and August to help with these tasks.
 - The Archives will be closed for at least 3 weeks prior to the moving date and records will be temporarily inaccessible to the public.

In response to questions from the Committee, Ms. Duncan advised:

- The Archives will be open for four hours a day, five days a week for 2007.
- The library will not open until 10:00 a.m., so the hours will be 10:00 – 2:00 p.m.
- She hopes in 2008, with an increase in the budget for staff, it could be open for two full days a week.
- Volunteers can help, with limitations, because of union regulations.

The Chair suggested that the issue of increased opening hours for the Archives be placed on the September Agenda; perhaps the Committee can recommend that Council increase the operating budget.

Digitization of Photographs

- Thanks to a grant from the Irving K. Barber Learning Centre at UBC, another staff person has been hired to take on the task of scanning and captioning 2,500 images from photographs.
- Eventually, these images will be accessible to the public through the Saanich website.
- Although there will be disruption of the project during the move, it is expected it will be on schedule and at the half-way point by November.

Oral History Project

- Throughout July and August, oral interviews will be conducted to capture the stories and experiences of long-time Saanich residents.
- The interviews will be recorded on video and a digital voice recorder, and transferred to DVDs and CDs for preservation and access.
- Eventually it is hoped the interviews would be available on the website.
- Louise Ditmars, who previously conducted oral history interviews for the Archives, will help with the project during the summer.
- Suggestions from the committee are welcomed for additional names of potential individuals and long-time residents of Saanich who could be interviewed.

The Chair suggested that community associations be asked to submit suggestions. He also urged Committee members to send any ideas they have to the Secretary or the Archives.

TOWN & COUNTRY DEVELOPMENT – Art Components

Councillor Derman circulated a draft report that he prepared based on input from committee members and discussions at the May meeting with respect to the inclusion of arts, culture and heritage in the redevelopment of the Town and Country Shopping Centre.

- As there is no quorum for the meeting, it was suggested that copies of the report be circulated by email to the other members; once comments or endorsement has been received, the report can be forwarded to Jeff Nagle, Morgard Investments.

Some points noted during discussion included:

- A “hands-on” activity and play area for children would be a good addition. Climbing apparatus, perhaps in the form of wagons and tractors to reflect our heritage, while at the same time attracting children.
- Perhaps ‘hands-on” art projects could be held during special events or holiday weekends.
- The internal roads and walkways could be named after well-known residents or pioneers.
- An area near the Central Plaza could feature a “calendar of special events” being held - not only at the shopping centre - but around town that relate to arts, culture and heritage. Events such as the Gorge Tillicum Canada Day Picnic, the Strawberry Festival, Heritage Week, Arts Week, etc.
- Media could range from simple signage to attractive displays and live performances. In this manner, the plaza activities could entertain patrons while informing them of upcoming municipal events.

Councillor Derman urged members to provide any additional thoughts and comments as soon as possible.

COMMUNITY ARTS WEEK – review of staff meeting (Chair)

Councillor Derman stated:

- Although there were some growing pains because of the new venue, the Community Arts Week Finale was very successful this year, with major thanks to Anna Haney.
- A staff meeting was held recently to discuss future funding and the direction of Arts Week, and whether or not it should continue.
- The general agreement was that it should continue, but how the event is structured and who should be running it was up for discussion.
- For the time being, the event will be under the auspices of this committee, with the committee having the overall responsibility for the event.
- However, the mandate of this committee does not include running special events.
- He suggested a sub-committee be established, made up of not only committee members, but other people who would like to be involved.
- People within the sub-committee could be responsible for certain tasks: entertainment, silent auction, etc.
- Staff should be given clear direction of what is expected of them in terms of time, commitment and budget.
- This year’s event went into the surplus by about \$2,000 and we don’t want this to happen on an on-going basis.

- Next year, the revenue and expenditures, including in-kind support from staff, will have to be considered carefully. Is it right to expect up to \$4,000 of "in-kind" support in marketing and promotional materials, or is this something that volunteers could do?
- We need to look at ways to increase revenue – perhaps getting a major sponsor for the event. RBC has expressed an interest, possibly to the tune of \$4,000 +.
- Another suggestion is to approach the Quadra Cedar Hill Community Association to see if they want to be associated with the event; as a registered, non-profit society, they could apply for a grant through the CRD Arts programme.
- He acknowledged there are some concerns about the operation of the CRD Arts programme, such as how much is spent on administration, and the amount that Saanich contributes.
- He recommended beginning work on the issues that need to be addressed this summer – governance, expenditures and revenue. He will send an email to members within the next month with some ideas.

UPCOMING SPECIAL EVENTS

- **Gorge Canada Day Picnic** – Sunday, July 1, 2007
- **Strawberry Festival** - Sunday, July 8, 2007
- **Gorge on Art** – Saturday, July 7, 2007, from 11:00 a.m. to 4:00 p.m.
- **Heritage Bus Tour** – Sunday, September 16, 2007

Re the Heritage Bus Tour, the secretary advised that a map of the route and brief details about the places of interest along the way, as well as scheduled stops, has been prepared. A copy of the poster of circulated for comments. Copies will be posted in various locations as per previous years.

HERITAGE PANELS

Councillor Derman stated an email has been received from MUSE indicating that the Vancouver supplier will be replacing the panels that have faded and they should be ready in a couple of weeks. Some of the panels are worse than others, and they are in five sets of 3 panels each. It may look odd if some of the panels are replaced, and others are not.

ADJOURNMENT The meeting adjourned at 10:20 a.m.

NEXT MEETING The next Arts, Culture and Heritage Advisory Committee meeting will be held on **Thursday, September 27, 2007**, at 9:00 a.m. in Committee Room 2.

Councillor Vic Derman, Chair

I hereby certify these Minutes are accurate.

Committee Secretary