

**MINUTES**  
**ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE**  
**COMMITTEE ROOM 1, MUNICIPAL HALL**  
**THURSDAY, NOVEMBER 27, 2008 AT 9:00 A.M.**

---

Present: Chair: Councillor Derman  
Members: Hazel Bowman; Kathryn Bridge; Peggy Capek, Pauline Cohen,  
Valerie Green, Sharon Hallsor, Anne Lansdell  
Guest: Lily Wallace  
Staff: Ken Kreiger, Director of Parks and Recreation, Anna Haney,  
Special Events Coordinator, Diane Thorpe, Community Arts  
Specialist, Isobel Hoffmann, Sr. Committee Clerk.

---

**MINUTES**

**MOVED by A. Lansdell and seconded by Pauline Cohen: "That the Minutes of the Arts, Culture and Heritage Advisory Committee meeting held October 30, 2008 be adopted as circulated."**

**CARRIED**

**COMMUNITY ARTS WEEK CELEBRATIONS – Anna Haney**

A list of the proposed activities during Community Arts Week 2009 was distributed, noting the date, location, activity, how many volunteers are needed, and the person in charge of the event. Some events are organized by outside agencies; the three main events are the banner project, the reception at the Fireside Grill and the family event at Cedar Hill Recreation Centre.

**Banner Project**

The banner project is one of the more ambitious and time-consuming events; Anna Haney has asked Lily Wallace to consider coordinating this project.

Lily Wallace stated:

- She organized the Year 2000 Banner Project which was very successful.
- It is a large task and there are many things to consider, such as:
  - Does the Committee want to do this project and who is to be involved?
  - Which schools and how do we make contact?
  - We must provide a clear outline and strong guidelines for the teachers – what is the goal, the theme, the expectations, the timeline?
  - Some theme suggestions may include Arts, Arts & Sports, My Saanich, Saanich Celebrates Arts and Activities.
  - As the banners won't be printed and ready to be hung until fall 2009 at the earliest, and this is leading into the Olympic year, perhaps a sports and art theme could be used.
  - Timelines will be tight: she suggested schools be told the deadline for submissions is the end of January.
  - A committee will then select about 25 of the banners, be put on display for public input at the recreation centres and libraries; they should be professionally displayed, and numbered, so people can select their favourite.
  - Depending on the budget, only one or two of the banners will be printed. This has to be decided by April 25 for the Arts Celebration at Cedar Hill Recreation Centre when the winning banner(s) is announced.

- The actual production stage is where Karol Story gets involved.
- The panels not selected can be made into bookmarks; they could be sponsored also.
- If the banners are sponsored, a tail can be added with the sponsor's name; this also cuts down on the cost.
- Today, the Committee must decide on a theme, the schools to be contacted and a sub-committee.
- The price of the banners is determined by how many are sold.
- Re selling the banners: the printing company has the contacts at the malls etc. the participating schools will buy banners also, as will Saanich, the recreation centres, and perhaps the libraries.

Anna Haney stated she received a quote from Karol Story as follows:

- 25 banners of one design - \$87.50 each; (total cost \$4,375)
- 50 banners of one design - \$66.00 each; (total cost \$6,600)
- She hoped that the Saanich Legacy Foundation could sponsor some banners.

General discussion ensued, noting:

- If the Committee decides to proceed with the project, Lily Wallace has requested \$1,000 for work to be completed before year-end, and an additional \$1,500 to see the project through to selection of the winning design on April 25, 2009.
- The Committee has \$1,000 set aside for a Centennial Project and it was suggested this could be used towards the banner project; however, Ms. Cohen thought those funds were earmarked for something permanent in front of Cedar Hill Recreation Centre when the arts facility is completed.
- Regarding the theme, noted that it is intended to have a large cultural component as part of the Olympics.

**MOTION:** Moved by Anne Lansdell and Seconded by Valerie Green: "That the Arts, Culture and Heritage Committee proceed with the banner project as proposed."  
Carried.

**MOTION:** Moved by Pauline Cohen and Seconded by Anne Lansdell: "That the Arts, Culture and Heritage Committee accept Lily Wallace's proposal as outlined to act as the coordinator for the banner project, for a total of \$2,500, to see the banner project through to the selection of the winning design in April, 2009."  
Carried.

**MOTION:** Moved by Kathryn Bridge and Seconded by Anne Lansdell: "That the theme for the banners be Saanich Culture, Arts and Sports."  
Carried.

Discussion continued:

- Agreed that middle and high schools in Saanich be contacted, as well as private schools.
- The end of January deadline was considered tight and a suggestion of mid-February was put forward. However, agreed that those schools who really wish to participate would be able to meet the end of January deadline.
- Councillor Derman noted that the new "Uptown" development may become the centre for community arts, culture and heritage; the developers, Morguard, are quite serious about this and will be coming to this committee at some point to discuss the matter.

**Celebration of the Arts Events - Reception at the Fireside**

- Agreed to call the reception at the Fireside Grill on April 23, 2008 “Celebration of the Arts – Champagne Reception”.
- We have the venue from about 3:00 p.m. (after lunch has finished) until about 7:00 pm (as dinner will be served).
- Suggested the reception be from 4:30 pm to 6:30 pm. This leaves time for setup and clean up, and will catch people coming home from work.
- The restaurant has put together a sample menu of appetizers, which will be served rather than buffet style.
- Agreed to charge \$20 per person, which will cover the food costs, tip, and leave a small amount over as a cushion, perhaps contribute towards an honorarium for the performers.
- Sharon Hallsor and Pauline Cohen offered to assist Anna with the planning.
- **Assistance will be needed on the day of the event for setup, take down, greeters, and monitoring the silent auction bids, as well as obtaining items for the silent auction.**
- The secretary can start preparing the mailing list for invites; at least 400 to be sent. Suggestions from Committee Members welcome.
- Mail out date for invites to be determined: some people thought because everyone has busy schedules, it should be January, others thought we shouldn't send them out too early as people will forget, or put it aside thinking they have lots of time. 6 weeks is generally acceptable.
- We should use the Saanich website to advertise the event, noting where people can buy tickets; posters could be sent to the Art Gallery, Mary Winspear, etc. and perhaps they would even sell tickets.
- Agreed this should be a “classy” event with high-calibre entertainment.

**Family Event**

- Regarding the family event scheduled for the Saturday, April 25, it was suggested this be called “Carnival of the Arts” – to make it more “kid friendly”.
- This event will showcase the banners and the winner(s) will be announced.
- Other children's activities will be planned, including hands on arts and crafts.

**ARTS AND CULTURAL FACILITIES AT MIDDLE SCHOOLS - Carry to next mtg.****CHAIR'S PROGRESS REPORTS**

**Glendale Gardens Sculpture Park** – nothing to report at this time.

**Arts and Cultural Brochure for Saanich** – nothing to report at this time.

**CRD Community Matching Grants** - Still no official response, but the CRD Board is aware of the Committee's concerns about the process of not supporting community arts. The Saanich Legacy Foundation continues to push for some input into how grants are allocated. He will ask Paul McKivett, President of the Foundation, to attend the next meeting.

**Arts & Culture Brochure** – Although nothing has been started in this regard, he still feels it is a worthwhile project to pursue.

**MEMBERSHIP**

Three members are leaving the Committee this year – Sandra Gray, Kathryn Bridge and Hazel Bowman. The Chair stated his appreciation for their input and assistance over the years and asked people if they knew of anyone who is interested in joining the Committee to let him know.

**ADJOURNMENT**      The meeting adjourned at 10:40 a.m.

**NEXT MEETING**      The next meeting will be held January 29, 2009

\_\_\_\_\_  
Councillor Derman, Chair

I hereby certify these minutes are accurate.

\_\_\_\_\_  
Isobel Hoffmann, Committee Secretary