

**MINUTES**  
COMBINED MEETING OF THE CULTURAL COMMITTEE &  
NANAIMO COMMUNITY HERITAGE COMMISSION  
HELD IN THE SERVICE & RESOURCE CENTRE BOARD ROOM, 411 DUNSMUIR STREET  
WEDNESDAY, 2014-NOV-05, COMMENCING AT 4:30 PM

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ATTENDANCE: Mr. Fred Pattje, Councillor

Cultural Committee Members: Ms. Wendy Smitka  
Ms. Gerda Hofman  
Ms. Marianne Turley  
Mr. Kim Smythe

Heritage Commission Members: Mr. W.E. Gard  
Mr. John Manning, Designate Chair  
Ms. Kerrie Low  
Mr. John Hofman  
Mr. Loyd Sherry  
Ms. Jill Stannard  
Ms. Christine Meutzner

Member Regrets: Ms. Diane Brennan, Councillor  
Ms. Julie Bevan  
Ms. Geraldine Manson  
Ms. Charlene Riches

Staff: S. Samborski, Senior Manager, Culture and Heritage  
P. Cooper, Communications Manager  
C. Sholberg, Culture and Heritage Planner  
C. Barfoot, Culture and Heritage Coordinator  
R. Buckler, Recording Secretary

Guests: Sue Dawson, Friends of Nanaimo Jazz Society  
Kenton Dick, Friends of Nanaimo Jazz Society  
Tiana Dick, Friends of Nanaimo Jazz Society  
Terry, Nanaimo Community Archives Society

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1. CALL THE OPEN MEETING TO ORDER:

The Combined Meeting of the Cultural Committee and the Nanaimo Community Heritage Commission was called to order at 4:34 pm by Designate Chair J. Manning.

2. INTRODUCTION OF LATE ITEMS:

None.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted as presented. The motion carried unanimously.

4. ADOPTION OF MEETING NOTES:

It was moved and seconded that the Minutes of the combined Cultural Committee and Heritage Commission Meeting of Wednesday, 2014-OCT-01 at 4:30 pm, in the Service and Resource Centre Board Room be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Presentation and performance by the Friends of Nanaimo Jazz Society regarding thank you for 2014 Cultural Grant.

The Friends of Nanaimo Jazz Society President Sue Dawson attended the meeting in order to present a plaque to the City of Nanaimo as thank you for the 2014 Cultural Grant and continued program support that helps to produce so much young talent. She introduced students Kenton & Tiana Dick who attended the meeting to play some songs.

C. Meutzner and and Terry arrived at 4:43 pm.

It was moved and seconded that the presentation be received as presented. The motion carried unanimously.

(b) Presentation by C. Meutzner, Community Archivist; and C. Sholberg, Culture and Heritage Planner regarding “An Orientation to Heritage Conservation”.

For information (see attached). C. Meutzner provided a presentation on the the methods of determining heritage values of building and sites.

It was moved and seconded that the motion be received as presented. The motion carried unanimously.

(c) Presentation by P. Cooper, Communications Officer; and S. Samborski, Senior Manager of Culture and Heritage, regarding a draft Sponsorship Policy for the City of Nanaimo.

For information. S. Samborski provided an overview of the sponsorship policy process to date, noting that staff would seek Council direction in order to consider separate policies for naming rights; and advertising.

Councillor F. Pattje left the meeting at 5:27 pm.

It was moved and seconded that the Culture and Heritage Commission approve the corporate sponsorship policy for City of Nanaimo and direct staff to develop separate Naming Rights and Advertising Policies for feedback and recommendations prior to bringing forward to Council. The motion carried unanimously.

P. Cooper left the meeting at 5:30 pm.

6. CHAIR’S REPORT:

No report.

7. REPORTS OF ADVISORY BODIES:

- (a) Design Advisory Panel.  
No report. C.Riches not in attendance.
- (b) Nanaimo Community Archives Society.  
For information (verbal).
- (b) Port Theatre – September / October 2014.  
For information (attached).
- (c) Nanaimo Art Gallery – September / October 2014.  
For information (attached).
- (d) Nanaimo District Museum – September / October 2014.  
For information (attached).
- (e) Harbour City Theatre – September / October 2014.  
For information (verbal).

It was moved and seconded that the above noted reports be accepted as presented. The motion was carried unanimously.

8. REPORTS OF PROJECT WORKING GROUPS:

- (a) Grant Review Working Group  
M. Turley noted that the working group has began their review of the applications.
- (b) Art in Public Places Working Group  
G. Hofman, C. Meutzner and J. Bevan will participate in this working group.
- (c) Cultural & Heritage Awards Working Group  
K. Smythe, M. Turley, G. Hofman, J. Stannard, W. Smitka and J. Bevan will participate in this working group.

9. STAFF REPORTS

- (a) Relocation of the model ship “The Resolution”.  
For information (attached).

It was moved and seconded that the report be received as presented. The motion was carried unanimously.

- (b) Activity Update (October 2014) by C.Sholberg, Culture & Heritage Planner.  
For information (attached). It was verbally noted that the Manson Store located at 236-240 Haliburton Street has been demolished.

It was moved and seconded that the report be received as presented. The motion was carried unanimously.

- (b) Activity Update (October 2014) by C.Barfoot, Culture & Heritage Coordinator.  
For information (attached). It was verbally noted that the Military Museum's Veteran's Wall of Honour celebration will be postponed until late November / early December in order to better accommodate staff capacity.

It was moved and seconded that the report be received as information. The motion was carried unanimously.

10. CORRESPONDENCE:

None.

11. NOTICE OF MOTION:

None.

12. OTHER BUSINESS:

- (a) Update by John Hofman, on Morden Mine.  
For information (verbal). The Friends of Morden Mine AGM will be held at the Nanaimo Museum and will feature a presentation of the final draft engineering report. Everyone is welcome to attend.
- (b) December Meeting and Christmas Dinner.  
The next regular meeting date is set for 2014-DEC-03 and will be followed by a dinner at a local restaurant (location to be determined).

It was moved and seconded that the above noted reports be accepted as presented. The motion was carried unanimously.

13. DELEGATIONS:

None.

14. QUESTION PERIOD:

None.

15. ADJOURNMENT:

It was moved and seconded at 6:20 pm that the meeting adjourn. The motion carried unanimously.

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Fred Pattje  
CHAIR  
CULTURAL COMMITTEE

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Diane Brennan  
CHAIR  
NANAIMO COMMUNITY HERITAGE COMMISSION

CERTIFIED CORRECT:

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Suzanne Samborski  
SENIOR MANAGER  
CULTURE AND HERITAGE

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