

MINUTES
COMBINED MEETING OF THE CULTURAL COMMITTEE &
NANAIMO COMMUNITY HERITAGE COMMISSION
HELD IN THE SERVICE & RESOURCE CENTRE BOARD ROOM, 411 DUNSMUIR STREET
WEDNESDAY, 2014-SEP-03, COMMENCING AT 4:30 PM

ATTENDANCE: Mr. Fred Pattje / Ms. Diane Brennan, Chairs

Cultural Committee Members: Ms. Gerda Hofman
Ms. Julie Bevan
Ms. Marianne Turley
Mr. Kim Smythe

Heritage Commission Members: Mr. W.E. Gard
Ms. Charlene Riches
Mr. John Manning
Ms. Kerrie Low
Mr. John Hofman
Mr. Loyd Sherry

Regrets: Ms. Jill Stannard
Ms. Christine Meutzner
Ms. Geraldine Manson
Ms. Wendy Smitka

Staff: S. Samborski, Senior Manager, Culture and Heritage
C. Sholberg, Culture and Heritage Planner
R. Tubbs, Recording Secretary

Guests: Jim Taylor, Resident
Jesse Birch, Nanaimo Art Gallery
Carolyn Carroll, Resident of 320 Machleary Street
Mayor John Ruttan

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 4:32 pm.

2. INTRODUCTION OF LATE ITEMS:

(a) Item 7f) Harbour City Theatre – July / August 2014 Monthly Report

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted as amended. 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-JUN-04 at 4:30 pm, in the Service and Resource Centre Board Room be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Presentation on Black Diamond Dust Tour / Brick Miner's Cottage by Jesse Birch, Interim Executive Director of the Nanaimo Art Gallery.

For information. J. Birch provided informational brochures and a Powerpoint presentation on the Art Gallery's upcoming exhibit: Black Diamond Dust, is a multi-site art exhibition which considers the sedimentary nature of stories and histories, and the coal mining industry that Nanaimo was built upon. Details at www.nanaimoartgallery.com. The exhibit will open at both galleries on Friday, 2014-SEP-19 at both locations, and everyone is welcome to attend.

- Campus – 4:00 to 6:00 pm
- Downtown – 7:00 to 10:00 pm

In addition, the Gallery has collaborated with the Friends of Morden Mine to provide a free tour of the Morden Mine. A collaboration between the Gallery and the Culture and Heritage Department has allowed the historic Miner's Cottage (1904 Jinglepot Road) to be utilized by local artists as part of a temporary artist residency.

6. CHAIR'S REPORT:

No report.

7. REPORTS OF ADVISORY BODIES:

(a) Nanaimo Community Archives Society.
No report received. C. Meutzner not in attendance.

(b) Design Advisory Panel.
No report.

(c) Port Theatre – May / June / July 2014.
For information (attached).

(d) Nanaimo Art Gallery – May / June / July 2014.
For information (attached).

(e) Nanaimo District Museum – June / July 2014.
For information (attached).

(f) Harbour City Theatre – July / August 2014.
For information (attached).

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.

For information. S. Samborski provided a verbal update regarding the recently completed grant review “City of Nanaimo Cultural Funding Program Review” by Mollineaux Management (see attached). This item will be discussed in further detail under Item 9d) Updates to the Cultural Grant Intake Process for 2015.

(b) Cultural Grants Review Working Group.

For information. S. Samborski noted that the selection of a five-member working group is recommended in order to streamline the upcoming review of 2015 grants (grant intake deadline 2014-OCT-31).

(c) Sponsorship Policy Working Group.

For information. J. Manning provided a verbal update regarding the status of the sponsorship policy, noting that the group has reviewed and provided input on an initial draft. A revised draft is to be presented back to the working group in late September (date to be determined).

9. STAFF REPORTS

(a) Heritage Home Grant Application – 320 Machleary Street.

For information. C. Sholberg provided an overview of the heritage home grant program, noting that this is the first application received since 2012. The owner would like to replace the front stairway and side elements due to significant wood rot for an estimated total of \$2,821 and is requesting a grant in the amount of \$1,410.50 (50% total cost). The replacement stairs will be consistent with the style of the building.

It was moved and seconded that a Heritage Home Grant of \$1,410.50 be approved for the exterior rehabilitation of the Rowbottom Residence, located at 320 Machleary Street. The motion was carried unanimously.

(b) Culture Managers Working Group Charter.

For information.

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

(c) A Review of the Cultural Funding Programs.

For information. A full sized document and summarized version was provided to members for review (see attached). It is recommended that the following timeline be used:

- November 2014 - Applicant Information Session
- January 2015 - Present to Commission
- February 2015 - Present to Council
- March 2015 - New Intake for 2015

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

(d) Updates to the Cultural Grant Intake Process for 2015.

For information. S. Samborski provided an overview of the process to be used for the 2015 intake of grants (deadline October 31, 2014). The process will be similar to previous years, except for a few language changes on the application form (for consistency). It was recommended that a five member subcommittee be selected in order to review the grant applications and make recommendations to the Culture and Heritage Commission.

M. Turley, G. Hofman, K. Low, C. Riches, and W. Smitka will participate in the working group. Staff will contact these members in order to set up the extra meetings required for the review.

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

(e) Temporary Public Art Program – 2015 Call for Artists.

For information. The 2015 Call for Artists will be released this week, with applications accepted until 2014-NOV-18.

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

(f) Sponsorship Process (Verbal Report).

For information. A verbal report was provided by J. Manning under Item 8c) Sponsorship Policy Working Group.

(g) Activity Update (June/July/August 2014) by C. Sholberg, Culture & Heritage Planner.

For information.

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

(h) Activity Update (June/July/August 2014) by C. Barfoot, Culture & Heritage Coordinator.

For information.

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

10. CORRESPONDENCE:

- (a) Letter from Vancouver Island Short Film Festival re thank you for 2014 Events & Festivals grant funding.

- (b) Letter dated 2014-MAY-26 Newcastle Island Society, requesting advice on long term collection preservation, and suggestion of a one-stop community repository. C. Sholberg has contacted to both the Newcastle Island Society and the Archives but is unsure what the issue might be. The Archives is happy to receive the Society's collection (and is the repository in which the City uses to archive their own information). The Archives will approach the Society again and encourage them to submit information to the Archives.

It was moved and seconded that staff provide a report to the Commission at a future meeting date. The motion was carried unanimously.

- (c) Letter dated 2014-MAY-30 from the Parliamentary Poet Laureate of Canada, thanking the City of Nanaimo for participation in the 2014 Mayor's Poetry City Challenge.
- (d) News article dated 2014-JUN-14: The colour of music - Painted pianos will add to Oak Bay streetscapes.
- (e) News article dated 2014-JUN-14: Public art is right up their alley.
- (f) Final report dated 2014-JUN-26 from the Nanaimo Men's Centre re 2014 Events & Festivals grant funding.
- (g) News article dated 2014-JUN-27: Naomi Beth Wakan promotes poetry's next generation.
- (h) Final report dated 2014-JUL-02 from L'Association des francophones de Nanaimo re 2014 Operating grant funding.
- (i) Final report dated 2014-JUL-15 from Friends of Jazz Society re 2014 Events & Festivals grant funding.
- (j) Final report dated 2014-JUN-11 from Theatre One re 2014 Operating grant funding.
- (k) Heritage BC Annual Conference & Awards Gala – 2014-SEP-26 & 27
C. Sholberg will be attending this event for one day and asked the Commission if any other members were interested in attending. The workshops are geared toward Commission members and are always helpful. J. Manning volunteered to attend.

It was moved and seconded that the registration and transportation fees be covered for a Commission member to attend the Heritage BC Annual Conference & Awards Gala. The motion was carried unanimously.

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

11. NOTICE OF MOTION:

None.

12. OTHER BUSINESS:

- (a) Update by John Hofman, on Morden Mine.
For information. The Friends of Morden Mine had commissioned an engineering firm to conduct an investigation of the condition of the mine, upgrade options, cost estimates, etc. and have begun their work. A report is expected in late Fall.

J. Manning left the meeting at 5:36 pm.

13. DELEGATIONS:

None.

14. QUESTION PERIOD:

None.

15. ADJOURNMENT:

It was moved and seconded at 5:38 pm that the meeting adjourn. The motion carried unanimously.

Fred Pattje
CHAIR
CULTURAL COMMITTEE

Diane Brennan
CHAIR
NANAIMO COMMUNITY HERITAGE COMMISSION

CERTIFIED CORRECT:

Suzanne Samborski
SENIOR MANAGER
CULTURE AND HERITAGE