



MINUTES

**NANAIMO COMMUNITY HERITAGE COMMISSION (NCHC)
HELD ON WEDNESDAY, 2014-FEB-05 AT 5:15 PM
BOARD ROOM, SERVICE & RESOURCE CENTRE (411 DUNSMUIR STREET)**

Members Present: Diane Brennan, Chair
Bill Gard
Loyd Sherry
Christine Meutzner
Kerrie Low
Jill Stannard
John Hofman
Charlene Riches
John Manning
Geraldine Manson

Members Absent: --

Staff Present: Suzanne Samborski, Senior Manager, Culture & Heritage
Chris Sholberg, Culture & Heritage Planner
Rebecca Tubbs, Recording Secretary

1. Call to Order

Chair D. Brennan called the meeting to order at 5:36 pm.

2. Approval of Agenda & Late Items

The agenda was approved as presented with the addition of the following late item:

a) Ladysmith Heritage Week

For information. The Ladysmith Maritime Society and the Town of Ladysmith's Heritage Revitalization Advisory Committee will celebrate Heritage Week on February 22, from 11:00 am to 3:00 pm at the Ladysmith Community Marina with a day of fun and education for the whole family.

3. Adoption of Minutes (2014-JAN-08)

It was moved and seconded that the Minutes from 2014-JAN-08 be adopted as presented. The motion was carried.

4. Correspondence, Periodicals, & Newsletters

a) Morden Mine News

For information.

b) Nanaimo Historical Society Announcements

For information.

5. New Business

a) Draft Terms of Reference for Combined Culture and Heritage Commission – Review

Staff provided draft terms of reference for a combined culture and heritage commission. The Commission reviewed the draft terms of reference and raised some concerns which included:

- With restricted term limits, a loss of long time membership could mean loss of knowledge.
- Personal lack of interest to deal with arts issues.
- Issue of a balanced membership.
- Do not want heritage to take backseat to culture.
- Level of technical knowledge required for certain heritage issues.

Staff will include the Commission's concerns when presenting a revised terms of reference to Council for approval. G. Manson left the meeting at 6:08 pm.

- b) Agenda Format – Alignment with Council Procedures
For information. Staff noted that future agenda formatting will be revised to be more reflective of Council agendas and distributed a sample for review.

6. Ongoing Business

- a) Draft Cultural Plan – Copies for Distribution
For information. Copies of the draft “2014-2020 Cultural Plan for a Creative Nanaimo” were distributed at the meeting. Staff will present the plan to Council on 2014-MAR-10.
- b) Heritage Summit (2014-FEB-19) – Update
For information. Invitations have been sent and guest speaker Parker Williams has been confirmed.
- c) Manson Store / House (236/240 Haliburton Street) Demo Order – Status
For information. The building is still standing and will be removed by the City. Staff will provide more information once it becomes available.
- d) Old City Photo Survey / Heritage Walk Brochure
For information. Staff provided an update on the status of the Old City photo survey (still incomplete), and the Old City heritage walk brochure (no draft yet).
- e) China Steps Interpretive Sign Replacement
For information. The original sign (located on the building near the China Steps) was in poor conditions. As the building was repainted, the sign was removed and redesigned. The replacement sign will be installed near its former location soon. The Commission noted that a replacement strategy should be created to ensure that these signs receive the required maintenance.

7. Committee Reports

- a) Nanaimo Community Archives Society: Archives staff continues to update their website on a daily basis by adding new content.
- b) Nanaimo District and Museum: The Museum will be celebrating its 50th anniversary and will be holding an informal celebration in April. The current exhibit is called Navigating Nanaimo: Maps and Charts and is currently on display (January 22 to March 22).
- c) Design Advisory Panel: No report at this time.

8. Next Meeting

The next meeting (a combined meeting of the Nanaimo Community Heritage Commission and the Cultural Committee) is scheduled for **2014-MAR-05 at 4:30 pm** in the Board Room of the Service and Resource Centre (411 Dunsmuir Street).

9. Adjournment

The meeting adjourned at 7:05 pm.

APPROVED

Chair

Date