

**NOTES OF THE REGULAR MEETING OF THE
CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2012-NOV-07, COMMENCING AT 4:00 P.M.**

PRESENT: Ms. Julie Bevan, Acting Chair

Members: Commissioner Howard Houle
Commissioner Alec McPherson
Commissioner Donald Rinald
Ms. Gerda Hofman
Ms. Geraldine Manson
Ms. Marianne Turley

Regrets: Commissioner Fred Pattje
Mr. Kim Smythe
Ms. Wendy Smitka

Staff: S. Samborski R. Tweed, recording
B. Kuhn

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:01 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add Agenda Item 9.(a) - Update on Cultural Forum – verbal – Bob Kuhn
- Add Agenda Item 11.(a) – Correspondence received from the Malaspina Choir.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

- (a) Notes of the Regular Cultural Committee Meeting held Wednesday, 2012-OCT-03 at 4:00 p.m., in the Bowen Park Complex Conference Room.

It was moved and seconded that the Meeting Notes be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

NONE.

6. CHAIR'S REPORT:

NONE.

7. COMMISSION REPORT: *(Presented by Commissioner Rinald)*

Commissioner Rinald provided an overview of the 2012-OCT-24 meeting of the Parks, Recreation and Culture Commission.

It was moved and seconded that the report by Commissioner Rinald be received. The motion carried unanimously.

8. REPORTS OF PROJECT COMMITTEES:

(a) Cultural Award Committee. *(Gerda Hofman, Chair)*

Council approved the selections for the 2012 Excellence in Culture Award and the 2012 Honour in Culture Award, and the recipients have been notified. Gary Peters, photographer, will be arrange the photographs. The resenatation evening will likely be in March at the Port Theatre.

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

(b) Art in Public Places Project Committee. *(Howard Houle, Chair)*

Staff provided an overview of the Temporary Public Art program

Discussion was held regarding members for the Temporary Public Art Selection Panel.

It was moved and seconded that Howard Houle, Gerda Hofman, Alec McPherson, and Donald Rinald, be selected for the Art in Public Places Selection panel. The motion carried unanimously.

Temporary Public Art Expression of Interest will be going out to artists on 2012-NOV-15, with a return date of 2013-JAN-14. The Cultural Committee requested that staff ensure that the Snuneymuxw First Nations (SFN) be notified of information on all of the public art matters.

A permanent public art project is being planned for the new Service and Resource Center with \$15,000 from the City of Nanaimo, Service and Resource Centre Project Budget (the new Annex).

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

(c) Cultural Forum Project Committee. *(Kim Smythe, Chair - absent)*

Staff advised that no meetings have been held.

9. **STAFF REPORTS:**

(a) **Cultural Forum.**

The venue was not optimum and there could have been more time for round table discussion. Currently organizing and transcribing information from the Forum and it should be ready in approximately one week. Then the data will be analysed and priorities set.

A community survey has been launched at www.surveymonkey.com/s/NanaimoVisionforCulture. This link was provided to the members and they were asked to participate in the survey and send on to others that might be interested. The survey is part of the community engagement process.

The cultural asset and resources inventory has been completed. Working with the City's IT Department to get the cultural map on line.

There will be stake holder meetings held in November and December about the cultural planning process, priorities, goals and strategies.

An open house will be held in the new year once the preliminary draft is available.

In the initial dialogue regarding the Cultural Plan there was some discussion about bringing in a professional consultant to work on the Cultural Plan. Staff are working with the Cultural technical team, Kathleen Darby - Conservatory of Music, Bruce Halliday – Port Theatre, Debbie Trueman – Nanaimo Museum, Holly Bright - Crimson Coast Dance, Daurel Neve - Theatre One, Aaramë Robillard – CVI Centre for the Arts, Margot Holmes – Vancouver Island Symphony, and Julie Bevan – Nanaimo Art Gallery. There will be a stakeholder meeting held that the Cultural Committee will be involved in. Looking at asking Gord Hume to hold a session on February 13th with cultural groups so that people can have more opportunity to benefit from Mr. Hume's expertise. Staff are looking to the technical team help develop the questions and review the key areas. These key areas will be discussed with focus groups. Will be planning two more forums – one at the museum and one at the art gallery – to give people opportunity to provide additional feedback.

The Cultural Plan open house that was planned for 2012-NOV-29 has been postponed to the new year.

Any suggestions as to who might be potential stakeholders should be e-mailed to staff. Once dates and times are finalized, they will be circulated to the Cultural Committee members.

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

10. **GRANT REVIEWS** - Verbal Overview & Discussion - Bob Kuhn

Binders were provided as well as the list of the requests for grants, and two sets of checklists (a tool for reviewing applications that addresses the criteria for each application.)

Staff provided an overview and advised that the applications would be reviewed and applicants may be interviewed, or, for simple questions, staff can telephone for the answers on behalf of the Cultural Committee. It is not necessary to interview applicants unless the Cultural Committee wishes to - in particular with a new group if their application isn't clear, or if there are financial questions.

(a) Arts, Cultural and Festival Events Grants.

Staff advised that some organizations have applied for both grants and the Committee will see applications for both categories in their binders.

(b) Cultural Operating Grants.

Three groups - Crimson Coast, Vancouver Island Symphony, and Theatre One have already received three-year grants.

The City allocated \$195,000 last year and there is \$205,000 available for this year.

(c) Set meeting dates for interviews.

The date to determine who will be interviewed and what questions they will be asked has been set for Thursday, 2012-NOV-29, 3:00 p.m. to 7:00 p.m. The meeting will be held in the Conference Room and dinner will be provided.

The date for interviews (if required) has been set for Tuesday, 2012-DEC-04, 3:00 p.m. to 7:00 p.m. The meeting will be held in the Conference Room and dinner will be provided.

11. CORRESPONDENCE:

- (a) Staff received a letter from the Malaspina Choir which had enclosed two complimentary tickets to their upcoming event being held on Saturday, 2012-NOV-10, at 4:00 p.m., at St. Andrew's United Church. Staff to follow up with absent members to see if they would like to attend.

12. NOTICE OF MOTION:

NONE.

13. OTHER BUSINESS:

NONE.

14. DELEGATIONS:

NONE.

15. UNFINISHED BUSINESS:

- (a) Poet Laureate - Kim Smythe to provide alternatives to the current criteria at the 2012-NOV-07 Cultural Committee meeting.

Staff provided two documents to the Committee members for review: Become Nanaimo's First Poet Laureate – Terms of Reference and Nomination Form – DRAFT COPY #4; and, Distribution Plan for Request for Expressions of Interest & Nominations for Poet Laureate Program.

The position has been revised to make it a little less onerous given the honorarium that is being offered.

To ensure that it is kept open and more inclusive, the criteria that a nominee live in Nanaimo has been amended to a "Resident of the regional district of Nanaimo".

Staff will return to the Cultural Committee on 2012-NOV-29 with a recommendation to the Cultural Committee, the Parks, Recreation and Culture Commission and Council.

- (b) Art in Public Places - Kirsty MacDonald and Julie Bevan have met and will bring recommendations to a future Cultural Committee meeting.

- (c) Cultural Forum - Staff are planning a second session with Mr. Gord Hume on 2013-FEB-12 for Commission and Committees as well as a possible third session for the public on 2013-FEB-13.

Staff advised that there is no additional information to provide at this time.

16. QUESTION PERIOD: *(Agenda Items Only)*

NONE.

17. ADJOURNMENT:

It was moved and seconded at 4:55 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held Wednesday, 2012-NOV-29, commencing at 3:00 p.m. in the Bowen Park Complex Conference Room. The motion carried unanimously.



for Julie Bevan
ACTING CHAIR
CULTURAL COMMITTEE

CERTIFIED CORRECT:



Suzanne Samborski
SENIOR MANAGER
RECREATION AND CULTURE SERVICES

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

2012-NOV-27

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