

**AGENDA**  
**CULTURAL COMMITTEE MEETING**  
**BOWEN PARK COMPLEX CONFERENCE ROOM**  
**WEDNESDAY, 2011-NOV-02, COMMENCING AT 4:15 P.M.**

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1. **CALL MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

*(Motion required to adopt the agenda.)*

4. **ADOPTION OF MEETING NOTES:**

- (a) Notes of the Regular Cultural Committee Meeting held Wednesday, 2011-OCT-05, at 4:14 p.m. in the Conference Room of the Bowen Park Complex.

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*091-093*

*(Motion required to adopt the meeting notes of 2011-OCT-05 as circulated)*

5. **DELEGATIONS:** (10 MINUTES) (None.)

6. **COMMISSION REPORT:**

Commissioner Pattje to provide to provide a verbal report on the Parks, Recreation and Culture Commission meeting held on Wednesday, 2011-OCT-26.

*(Motion required to receive verbal report.)*

7. **REPORTS OF PROJECT COMMITTEES:**

- (a) **Cultural Award Committee.**

*(Motion required to receive verbal report.)*

- (b) **Art in Public Places Project Committee.**

*(Motion required to receive verbal report.)*

- (c) **Cultural Forum Project Committee.**

*(Motion required to receive verbal report.)*

8. **STAFF REPORTS** (Action): (None.)

9. **INFORMATION ONLY ITEMS** (Staff reports): (None.)

10. **GRANT REVIEWS:**

- (a) Arts, Cultural and Festival Events Grants.
- (b) Cultural Operating Grants.
- (c) Set meeting dates for interviews.

11. **CORRESPONDENCE:** (Action) (None.)

**CORRESPONDENCE:** (Information)

- (a) Correspondence from Ms. Bridget Deighton, Treasurer, Nanaimo Musicians Association Society, dated 2011-OCT-21, regarding their 2011 Arts, Cultural and Festivals Events Fund Grant.

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*(Motion required to receive correspondence.)*

12. **NOTICE OF MOTION:**

13. **CONSIDERATION OF OTHER BUSINESS:**

*(Motion required if there is other business.)*

14. **BUSINESS ARISING FROM DELEGATIONS:**

15. **UNFINISHED BUSINESS:**

- (a) Temporary Public Art Piece Donation – Mrs. Lee-Anne Stark, President, and, Mr. Warren Jaques, Secretary, Newcastle Neighbourhood Association (NNA).
- (b) Film on the EJ Hughes Restoration – to be viewed at a future Committee meeting. *(Note: viewed by members following the 2011-OCT-05 meeting.)*
- (c) Canada Revenue Agency, Charities Directorate, Information Session – Staff to research if CRA would be available to present to Cultural organizations regarding Income Tax matters.
- (d) Set up Poet Laureate Project Committee (2 members).

*(Note: A motion is required if items are to be removed from “Unfinished Business”).*

16. **QUESTION PERIOD:**

17. **ADJOURNMENT:**

*(Motion required to adjourn with next meeting to be held, if required, on Wednesday, 2012-JAN-04, commencing at 4:15 p.m. in the Bowen Park Complex Conference Room.)*

**NOTES  
REGULAR CULTURAL COMMITTEE MEETING  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2011-OCT-05, COMMENCING AT 4:15 P.M.**

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PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone  
Commissioner Fred Pattje  
Commissioner Lynda Avis  
Commissioner Shirley Lance  
Ms. Julie Bevan  
Ms. Gerda Hofman  
Ms. Joanne Husband  
Ms. George McGladrey

Regrets: Ms. Kamal Parmar

Staff: E. Williams C. Kuziw, recording  
C. Barfoot R. Tweed, observing

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:14 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add item 12.(a.) - Waiver of fees request - Nanaimo Concert Band.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

- (a) Meeting Notes of the Regular Cultural Committee Meeting held Wednesday, 2011-SEP-21, at 4:17 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. DELEGATIONS: (None.)

6. COMMISSION REPORT:

- (a) Commissioner Johnstone provided a verbal report on the Parks, Recreation and Culture Commission meeting held on Wednesday, 2011-SEP-21.

It was moved and seconded that the Commission Report presented by Commissioner Johnstone be received. The motion carried unanimously.

7. REPORTS OF PROJECT COMMITTEES:

- (a) Cultural Award Committee. (None.)
- (b) Art in Public Places Project Committee. (None.)
- (c) Cultural Forum Project Committee. Chair O'Rourke advised that the Cultural Forum Project Committee will have a meeting on Thursday 2011-OCT-13, prior to the Forum which is scheduled for 2011-NOV-01 (8:30 a.m. to 4:30 p.m.).

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

8. STAFF REPORTS: - ACTION: (None.)

9. STAFF REPORTS - INFORMATION ONLY: (None.)

10. CORRESPONDENCE: (Action.) (None.)

CORRESPONDENCE: (Information Only.)

- (a) Letter of thanks was received from Mr. Michael Wright, Arts Alive, P.O. Box 2085, Station A, Nanaimo, BC V9R 6X5, for the generous grant provided by the Cultural Committee and the City of Nanaimo.

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

11. NOTICE OF MOTION: (None.)

12. CONSIDERATION OF OTHER BUSINESS:

- (a) Waiver of fees request - Nanaimo Concert Band.

Staff advised that the Nanaimo Concert Band had contacted the City with regard to a possible waiver of fees and had indicated that some discussion of same had occurred during the Special Grant Review Meeting of 2009-NOV-23.

The matter was discussed by the Committee; however, it was felt that more information was required prior to making a recommendation. Staff are to review the minutes from the Special Grant Review Meeting of 2009-NOV-23 and provide this information to the Committee at a future meeting.

13. UNFINISHED BUSINESS:

- (a) Temporary Public Art Piece Donation – Mrs. Lee-Anne Stark, President, and, Mr. Warren Jaques, Secretary, Newcastle Neighbourhood Association (NNA). *Staff are to follow up with Mrs. Stark and Mr. Jaques to determine if the requirements of the installation of the temporary art piece have been met and if so, if they are prepared to provide an update to the Cultural Committee.*

- (b) Film on the EJ Hughes Restoration. (*Note: film was viewed following the adjournment of the regular and "In Camera" meetings of 2011-OCT-05.*)
- (c) Gaming Funds – allocation of revenues from gambling grants.
- (d) Poet Laureate For Nanaimo (*Note: forwarded by PRCC to Council for 2011-OCT-03, approved by Council*).
- (e) Canada Revenue Agency, Charities Directorate, Information Session – Staff to research if CRA would be available to present to Cultural organizations regarding Income Tax matters.

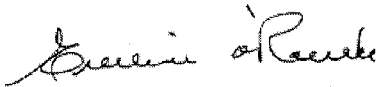
It was moved and seconded that the Items 13.(c), and 13.(d) be removed from Unfinished Business. The motion carried unanimously.

14. QUESTION PERIOD: (No Questions.)

15. ADJOURNMENT:

It was moved and seconded at 4:29 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held Wednesday, 2011-NOV-02, commencing at 4:15 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Eveline O'Rourke, Chair  
Cultural Committee

CERTIFIED CORRECT:



E. Williams, Manager for  
S. Samborski, Senior Manager  
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director  
Parks, Recreation and Culture



*"Preserving  
encouraging and  
supporting Nanaimo's  
musical heritage  
through scholarships  
performance opportunities  
and mentorship."*

*This year in 2011,  
help us celebrate the  
80th Anniversary of  
Nanaimo's Pygmy  
Ballroom.*

NMA Society  
c/o Cynthia Cormier  
1031 Timberwoods Drive  
Nanaimo, B.C.  
V9R 6N9

250-754-6922  
[nmasocietyevents@gmail.com](mailto:nmasocietyevents@gmail.com)

*We are a non-profit organization.*

Park, Recreation and Culture  
City of Nanaimo  
455 Wallace St.  
Nanaimo, V9R 5J6

October 21, 2011

Dear Diana Johnstone, (Chair of Parks and Rec)

Re: 2011 Arts, Cultural and Festivals Events Fund Grant

It is with much regret that we were unable to proceed with our event as planned and are returning the cheque that was generously given to our society earlier this year. Please accept our sincerest apologies. A cheque in the amount of \$3,150.00 is attached.

Yours truly,

Bridget Deighton,  
Treasurer  
NMA Society

**RECEIVED**

OCT 24 2011

DEPARTMENT OF  
PARKS RECREATION AND CULTURE