



MINUTES
NANAIMO COMMUNITY HERITAGE COMMISSION
HELD ON WEDNESDAY, 2009-DEC-02 AT 5:00 PM
FIREHOUSE GRILL (7 VICTORIA ROAD)

Present:	William E. Gard, Chair John Hofman	Charlene Riches Jill Stannard
Staff:	Chris Sholberg, Heritage Planner	Rebecca Tubbs, Recording Secretary
Regrets:	Joan Perry Sandra Penn Loyd Sherry	Christine Meutzner Karen Hovestad John Manning

1. Call to Order

Chair W.E. Gard called the meeting to order at 5:11 p.m. at the Firehouse Grill.

2. Approval of Agenda & Late Items

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

a) Memo to Council RE: Bastion Structural Repair:

At a previous meeting, the Commission passed a motion to send a letter to Council regarding the urgency of the Bastion's structural repair. C. Sholberg distributed a draft letter to members for review (see attached). The Commission approved the letter and asked C. Sholberg to forward the letter to Council.

b) Commission to address Façade Grant Applications:

The façade grant program is a program that business owners can apply for to receive funding for façade renovation. The grant can award a total of \$10,000 or up to 50% of the project cost, whichever is lesser. C. Sholberg explained that because the DNPS has been undergoing reorganization, they no longer have a design committee to participate in the review of façade grant applications. He asked the Commission if they would be interested in taking on the role.

W.E. Gard asked what type of system is used to approve grants. C. Sholberg noted that as with heritage home grant program, members are provided with background information and a staff recommendation. Selection of a recipient can be based on many things from whether or not money has been received in the past, to legitimacy for heritage conservation.

The Commission members that were in attendance agreed that they should participate in the selection of these grant recipients. C. Sholberg will place façade grant applications received to date on the Commission's next regular meeting agenda (2010-Jan-06) for consideration.

c) Princess Royal Day – Debrief:

W.E. Gard noted that the turnout for this event was lower than usual, but that the Mayor and many Councillors were in attendance.

3. Adoption of Minutes (2009-Nov-04)

Minutes to be adopted at next meeting as no quorum was present.

4. Budget Review (\$0.00)

5. Correspondence, Periodicals, & Newsletters

- a) Heritage B.C. Letter Re: Recent Financial Situation
- b) Nanaimo Arts Council Newsletter

6. New Business

- a) 2010 Heritage Summit, 2010-Feb-17 tentative date, at Museum. Theme: The Heritage of Sports and Recreation:

C. Sholberg distributed copies of Heritage Week poster to interested members and explained that the Museum has offered to host this years' Summit amongst their exhibits. C. Sholberg will book the location for 2010-Feb-17, during Heritage Week.

- b) Heritage Action Plan Review:

C. Sholberg provided the Commission with a summary of objectives and recommended actions of the Heritage Action Plan, as well as a copy of the plan itself. He noted that the majority of the recommended actions have been completed. C. Sholberg noted that the Commission will do a more comprehensive review at the next meeting. This review will determine what, if any, changes need to be made to the Plan. C. Sholberg suggested that the Commission start considering the possibility of hosting an open house or other public event to seek public input on heritage issues in the city.

7. Old Business

- a) Heritage Nanaimo Posters – Update:

C. Sholberg provided the Commission with a copy of one of the posters and a cost estimate for printing from Kwik Kopy (see attached). C. Sholberg explained that the posters would be printed on a heavy, glossy paper and reminded them that their budget for publications is \$5,000, based on money currently located in the old "Columns, Cornices, and Coal" reserve account.

Units	Details	Cost	Price / Poster
50 posters	22" x 30" full color on one side, 100 lb txt	1,117.50	\$23 each
150 posters	22" x 30" full color on one side, 100 lb txt	2,242.00	\$16 each

The Commission felt that the prices per unit are too high. If the posters are not affordable, they will not sell. C. Sholberg reminded the Commission that there are three different posters in the series. He will find out if it is possible to get 50 of each poster printed for \$2,242.00, or if all 150 have to be the same poster. C. Sholberg will collect cost estimates from other print shops for comparison, and present them at the next meeting.

- b) Foundry Timbers Sign at Oliver Woods Community Centre – Update:

C. Sholberg provided the Commission with a copy of the set of plaques that will be created for the Oliver Woods Community Centre (see attached) which include reference to the Foundry timbers.

8. Committee Reports

- a) Plan Nanaimo Advisory Committee:
Nothing to report.

- b) Snuneymuxw First Nation:
S. Penn not in attendance.

- c) Nanaimo Community Archives Society:
C. Meutzner not in attendance.

- d) Nanaimo District and Museum:
J. Manning not in attendance.
- e) Design Advisory Panel:
J. Perry not in attendance

9. Next Meeting

The next regular meeting is scheduled for 2010-Jan-06 in the City Hall Board Room at 5:00 pm.

10. Adjournment

The meeting adjourned at 5:46 p.m.

APPROVED:

Chair

Date