

AGENDA
NANAIMO CULTURE AND HERITAGE COMMISSION
MEETING TO BE HELD WEDNESDAY, 2015-DEC-02 AT 4:30 PM
IN THE BOARD ROOM OF THE SERVICE & RESOURCE CENTRE (411 DUNSMUIR STREET)

CHAIR: DIANA JOHNSTONE

1. **CALL MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

(Motion required to adopt agenda.)

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Nanaimo Culture and Heritage Commission Meeting held Wednesday, 2015-NOV-04 at 4:30 pm in the Service and Resource Centre Board Room.

Pg. 1-4

(Motion required to adopt minutes.)

5. **PRESENTATIONS:**

- (a) Overview of October 2015 Creative Cities Conference by C. Barfoot and C. Sholberg, Culture & Heritage Department.

(Motion required to receive presentation.)

6. **CHAIR'S REPORT:**

- (a) Welcome to Ms. Tracy Samra, Interim City Manager
(b) Commission Member Attendance at Events

(Motion required to receive report.)

7. **REPORTS OF ADVISORY BODIES & PARTNERS:**

- (a) Design Advisory Panel
(b) Grants Advisory Committee
(c) Nanaimo Community Archives Society – October 2015.
(d) Port Theatre – October 2015.
(e) Nanaimo Art Gallery – November 2015.
(f) Nanaimo District Museum – October / November 2015.
(g) Harbour City Theatre – November 2015.

Verbal

Verbal

Pg. 5

Pg. 6-8

Pg. 9-13

Pg. 14

Pg. 15

(Motion required to receive reports.)

8. **REPORTS OF WORKING GROUPS:**

(Motion required to receive reports.)

9. **STAFF REPORTS:**

- (a) **Recommendations for 2016 Culture & Heritage Grants by S. Samborski, Senior Manager of Culture & Heritage.** Pg. 16-21

Staff Recommendation: That the Nanaimo Culture and Heritage Commission direct staff bring forward the 2016 Culture and Heritage Grant recommendations on the 2015-DEC-02 open Culture and Heritage Commission Meeting agenda, and recommend that Council approve:

1. the included 2016 Culture and Heritage Grant funding (Operating and Projects) recommendations of \$287,945 as outlined in the report; and
2. three-year Operating Grant funding for the following groups:
 - Crimson Coast Dance Society
 - Vancouver Island Symphony
 - Nanaimo Festival Heritage Theatre Society (TheatreOne).
 - Nanaimo Conservatory of Music

- (b) **Activity Update (November 2015) by C. Barfoot, Culture & Heritage Coordinator.** Pg. 22-25

Staff Recommendation: That the report be received as information.

(Motion required to receive report.)

- (c) **Activity Update (November 2015) by C. Sholberg, Culture & Heritage Planner.** Pg. 26-32

Staff Recommendation: That the report be received as information.

(Motion required to receive report.)

10. **CORRESPONDENCE:** (not related to a report to the Commission)

- (a) 2016 Culture & Heritage Commission – KEY DATE CALENDAR Pg. 33
(b) 2016 Council – KEY DATE CALENDAR Pg. 34-35
(c) Press release (2015-NOV-10): City invites residents to take a drive through time (Explore Nanaimo’s historic cemeteries, burial areas and memorial sites). Pg. 36
(d) Letter dated (2015-NOV-13): Thank you to Debbie Trueman for BCMA Award Nomination Pg. 37
(e) Heritage Week 2016 Photo Contest: Distinctive Destinations Pg. 38
(f) Awaken the Spirit: First Nations Christmas Art Show & Cultural Festival Pg. 39
(g) VIU Faculty of Arts and Humanities – STRATEGIC PLAN Pg. 40-60

(Motion required to receive correspondence.)

11. **NOTICE OF MOTION:**

12. **OTHER BUSINESS:**

13. **DELEGATIONS** (not related to a Report to the Commission): (10 MINUTES)

(Motion required to receive delegation.)

14. **QUESTION PERIOD:**

(Agenda items only.)

15. **NEXT MEETING:**

The next regular meeting is scheduled for **4:30 pm on Wednesday, 2016-JAN-06 at 4:30 pm in the Board Room**, of the Service & Resource Centre (411 Dunsmuir Street).

16. **ADJOURNMENT:**

(Motion required to adjourn the meeting.)

MINUTES

NANAIMO CULTURE AND HERITAGE COMMISSION
MEETING TO BE HELD WEDNESDAY, 2015-NOV-04 AT 4:30 PM
IN THE BOARD ROOM OF THE SERVICE & RESOURCE CENTRE (411 DUNSMUIR STREET)

PRESENT: Jill Stannard Diana Johnstone, Chair Diane Brennan
Wendy Pratt Jacquie Howardson John Manning
Dawn Marusin Mark Robinson Dan Appell
Ross MacKay

REGRETS: Richard Finnegan

GUESTS: Ms. Julie Bevan, Executive Director, Nanaimo Art Gallery
Ms. Karen Hovestad, Nanaimo Horticultural Society
Ms. Christine Meutzner, Manager, Nanaimo Community Archives

STAFF: Suzanne Samborski, Senior Manager of Culture and Heritage
Chris Sholberg, Culture and Heritage Planner
Chris Barfoot, Culture and Heritage Coordinator
Rebecca Buckler, Recording Secretary

1. **CALL MEETING TO ORDER:**

Chair D. Johnstone called the meeting to order at 4:30 pm.

2. **INTRODUCTION OF LATE ITEMS:**

None.

3. **ADOPTION OF AGENDA:**

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

4. **ADOPTION OF MINUTES:**

It was moved and seconded that the Minutes of the Nanaimo Culture and Heritage Commission meeting held 2015-OCT-07 be adopted as presented. The motion carried unanimously.

C. Meutzner entered the meeting at 4:33 pm.

5. **PRESENTATIONS:**

- (a) Nanaimo Art Gallery's 2015 Report to the Community
by Julie Bevan, Executive Director.
-

Julie Bevan, Executive Director of the Nanaimo Art Gallery attended in order to give a presentation on the Nanaimo Art Gallery's history, mandate, programming, impact, partnerships, plans for future phased renovations, 2015 achievements, and recent exhibitions.

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

J. Bevan left the meeting at 4:58 pm.

- (b) Horticultural Society's 70th Anniversary & City Street Banner Design Theme by Karen Hovestad, Member of the Horticultural Society.

Karen Hovestad of the Nanaimo Horticultural Society, attended in order to introduce the Society and highlight its upcoming 70th anniversary. The society suggested that the Commission consider making this year's City street banner design theme related to horticulture in order to help promote awareness.

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

K. Hovestad left the meeting at 5:08 pm.

6. **CHAIR'S REPORT:**

D. Johnstone provided a verbal report including reminders about the:

- Commission Christmas Dinner on December 2 (following the regular meeting);
- upcoming deadline for 2016 Culture & Heritage Award nominations (2015-NOV-17);
- upcoming deadline for 2016 Temporary Public Art proposals (2015-NOV-17).
- upcoming event Culture FUNDamentals (2015-NOV-05).
- special Canada 150 celebrations being planned for Canada Day 2017 (those interested in volunteering for the event can contact cbeaton@nanaimoaboriginalcentre.ca).

It was noted that the Culture & Heritage Department's recent award by the BC Museums Association for "Outstanding Achievement Corporate Service".

It was moved and seconded that staff send a letter of thank you from the Commission to Ms. Debbie Trueman, for nominating the department for a BCMA Award. The motion carried unanimously.

It was noted that the Culture & Heritage Department will be working in partnership with the Nanaimo Youth Council to assist them in being part of public process. It was suggested that a member be invited to sit on the Commission's "Art in Public Places" working group, which will soon be meeting to review the submissions for the 2016 Call for Temporary Public Art.

It was moved and seconded that staff invite a member of the Nanaimo Youth Council to sit on the Art in Public Places working group. The motion carried unanimously.

It was moved and seconded that the Chair's Report be received as presented. The motion carried unanimously.

7. **REPORTS OF ADVISORY BODIES & PARTNERS:**

- (a) Design Advisory Panel
- (b) Grants Advisory Committee
- (c) Nanaimo Community Archives Society – October 2015.
C. Meutzner attended the meeting to provide a verbal update on the Society. This month, they launched an updated website and received two large donations of artifacts (from the hospital and a local sorority). The society is always seeking volunteers to help transcribe tapes.
- (d) Port Theatre – October 2015.
- (e) Nanaimo Art Gallery – October 2015.
- (f) Nanaimo District Museum – October 2015.
- (g) Harbour City Theatre – October 2015.

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

8. **REPORTS OF WORKING GROUPS:**

None.

9. **STAFF REPORTS:**

- (a) **Activity Update (October 2015)**
by C. Barfoot, Culture & Heritage Coordinator.

Staff Recommendation: That the report be received as information.

It was moved and seconded that the theme for the 2016 City Street Banner Design competition be “Culture in Horticulture”, in honour of the Horticultural Society’s upcoming 70th anniversary. The motion was carried unanimously.

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

- (b) **Activity Update (October 2015)**
by C. Sholberg, Culture & Heritage Planner.

Staff Recommendation: That the report be received as information.

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

10. **CORRESPONDENCE:** (not related to a report to the Commission)

- (a) Press release (2015-OCT-21): City releases another Heritage Walk Brochure – Old City Neighbourhood (online @ <http://cnan.ca/1GNCz5A>).
- (b) Invitation to Naomi Beth Wakan’s second year celebration as Nanaimo’s Poet Laureate on November 21, 2015.
- (c) Press release (2015-OCT-20): City receives BC Museums Association Award (online @ <http://cnan.ca/1KGx3wA>).

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

11. **NOTICE OF MOTION:**

None.

12. **OTHER BUSINESS:**

D. Appell requested that the Commission request that staff proceed with designating Swy-a-lana lagoon as a heritage site in order to ensure that its cultural significance is considered during the current Maffeo Sutton Park planning process.

M. Robinson left the meeting at 5:57

Staff noted that there continues to be a lengthy public engagement process associated with Maffeo Sutton Park. Constructed in the 80s, the current lagoon structure (waterfall) is nearing the end of its life. Recommendations regarding Maffeo Sutton Park will represent the public input received through the process. If individuals have concerns regarding the public input process for the Park, they should present those concerns to the Parks, Recreation and Environment Commission who is overseeing the process. Next step would be to approach Council. C. Meutzner noted that Parks Canada has very strict guidelines for the creation of Statements of Significance (SOS) for heritage sites.

C. Barfoot left the meeting at 6:09 pm.

It was moved and seconded that the Commission request that staff proceed with seeking a cultural heritage designation on the lagoon area and bridge. The motion failed.

Opposed: *J. Stannard* *D. Johnstone* *D. Brennan*
 W. Pratt *J. Manning* *R. MacKay*
 D. Marusin

13. **DELEGATIONS** (not related to a Report to the Commission): (10 MINUTES)

14. **QUESTION PERIOD:** (*Agenda items only.*)

15. **NEXT MEETING:**

A Special "In-Camera" meeting has been scheduled for **4:00 pm on Wednesday, 2015-NOV-18** in the Board Room of the Service & Resource Centre (411 Dunsmuir Street).

The next regular meeting is scheduled for **4:30 pm on Wednesday, 2015-DEC-02 in the Board Room** of the Service & Resource Centre (411 Dunsmuir Street). Christmas dinner to follow at Asteras Greek Taverna (347 Wesley Street).

16. **ADJOURNMENT:**

It was moved and seconded that the meeting be adjourned at 6:18 pm. The motion carried unanimously.

Rebecca Buckler

From: Christine Meutzner [christineeckes@gmail.com]
Sent: Wednesday, November 04, 2015 12:09 PM
To: Rebecca Buckler
Subject: MONTHLY REPORT - *october 2015*

Follow Up Flag: Follow up
Flag Status: Completed

Categories: To be filed

Hello,

First, my apologies. As we don't do events, my reports will be substantially the same from month to month. In October, we took in a few large record groups, including records from NRGH and the local Beta Sigma Phi sorority, which has operated in Nanaimo since 1941.

In addition, we took in a few individual photographs, reports etc.

We also released our updated webpage which is essentially the same but with a better internal search engine and a new, fresh look. Please check it out at nanaimoarchives.ca

Four new transcripts have been added to the Audio Recordings section on the site including: Wallace Street, Logging on the BC Coast, Stevens & Manson families and the Harmac Arboreteum.

As you can imagine, transcription is a long and difficult process. First we have to appraise which recordings have research value and were well done (a few have virtually no real information), The transcriber then has to listen to some very creaky old recordings and try to capture the words as a document. That document then has to be reviewed for style and content consistency before it is uploaded and re-formatted for the website. Tough work but worthwhile; the transcripts are among the site's most popular pages.

Having enticed you with the above, we are currently looking for more volunteers. If you or anyone you know has a few hours of week and has good computer skills, we would love for you to join us. Please email me if you are interested.

Christine Meutzner
Archives Manager



MONTHLY ACTIVITY REPORT

October 2015

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	1	Naden Band	7:30pm	music	199	64
2	3	NCDC Telethon	all day	tech/rehearsal		6
3	4	NCDC Telethon	12:00pm	telethon	100	235
4	5	Guy Mendilow	7:30pm	music	265	9
5	8	Nanaimo Women's Centre AGM	6:00pm	meeting	50	
6	15	Investor's Group client appreciation	6:00pm	private show	497	7
7	15	Investor's Group client appreciation	8:30pm	private show	592	7
8	17	Murray McLauchlan	7:30pm	music	379	5
9	18	Nanaimo Sings Gala	all day	tech/rehearsal		253
10	18	Nanaimo Sings Gala	7:00pm	music	519	253
11	19	Blues Brothers	7:30pm	music	483	15
12	20	Classical Coffee Concert	10:30am	music	85	2
13	20	Chris Hadfield	7:30pm	speaker	804	4
14	22	VI Symphony	7:30pm	rehearsal		65
15	23	VI Symphony	3:00pm	rehearsal		65
16	23	VI Symphony	7:00pm	rehearsal		65
17	24	VI Symphony Community Day	11:00am	open rehearsal	414	65
18	24	VI Symphony	7:30pm	music	615	65
19	25	Reveen	7:30pm	hypnotist	386	8
20	30	Allison Crowe	7:30pm	music	345	8
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						

TOTALS

Number of Events: 20

Estimated Audience Attendance: 5733

Estimated Number of Artists/Crew: 1201

Total people through the building: 6934



Monthly Event Report

October 2015

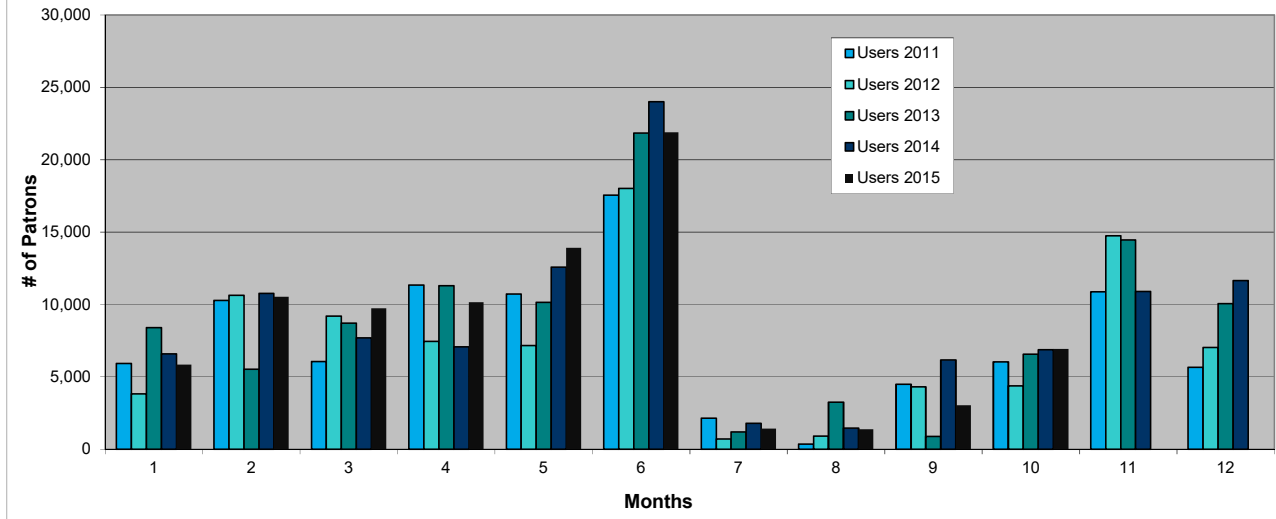
	# Events 2011	# Events 2012	# Events 2013	# Events 2014	# Events 2015	# Users 2011	# Users 2012	# Users 2013	# Users 2014	# Users 2015
Jan	17	11	23	18	13	5,912	3,813	8,381	6,584	5,845
Feb	34	18	16	28	22	10,271	10,616	5,513	10,745	10,530
Mar	15	24	16	22	25	6,056	9,176	8,691	7,691	9,738
Apr	25	20	27	23	27	11,333	7,436	11,295	7,059	10,148
May	26	17	27	25	26	10,709	7,161	10,131	12,568	13,921
Jun	28	33	34	43	35	17,535	18,000	21,824	24,000	21,893
Jul	17	7	4	7	25	2,132	703	1,174	1,775	1,420
Aug	2	13	13	5	10	334	885	3,249	1,454	1,379
Sep	15	11	9	22	12	4,468	4,294	874	6,158	3,044
Oct	18	13	26	25	20	6,021	4,373	6,549	6,873	6,934
Nov	24	29	33	35		10,873	14,729	14,443	10,886	
Dec	24	15	21	22		5,647	7,008	10,044	11,637	
TOTALS	245	211	249	275	215	91,291	88,194	102,168	107,430	84,852

Five year average attendance for same month
 Five year average number of events same month

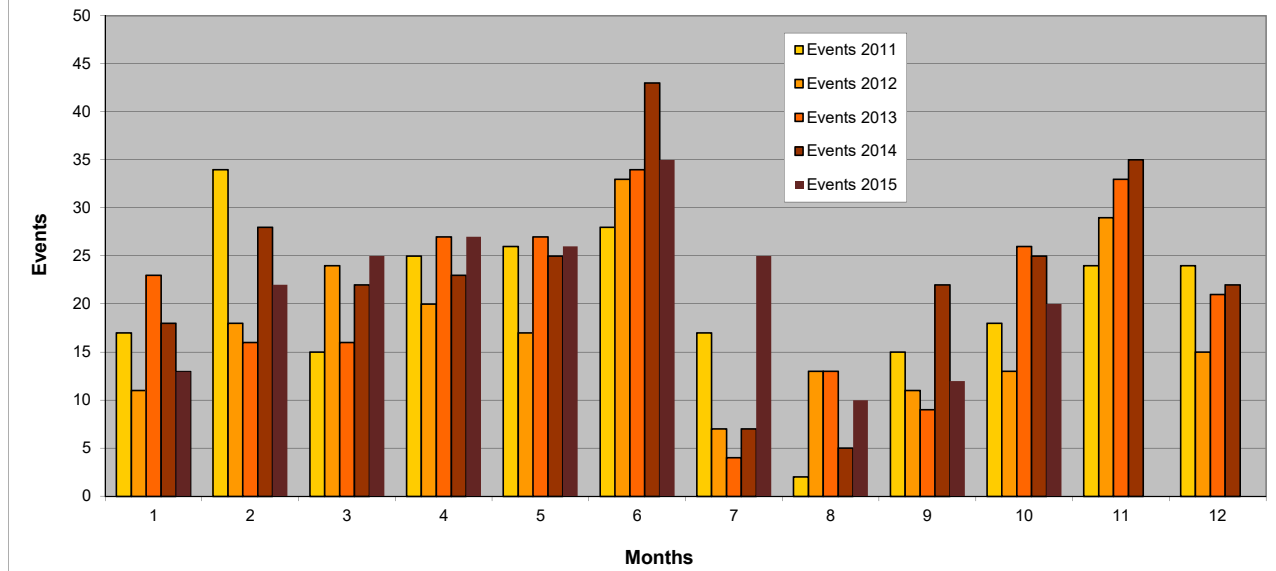
6,150
20



Patron Attendance Comparison



Event Comparison



ACTIVITY REPORT: November 2015

Exhibition:

This fall Nanaimo Art Gallery presents ***Silva***, a contemporary art project that follows a thematic path from the microcosms of the forest floor, to the quantifying and processing of lumber, to the global distribution of forestry products. *Silva* consists of two exhibitions (*O Horizon* and *Booming Grounds*), a publication (*The Mill*), and a series of public events including artist talks, tours, readings, and performances.



Image: Al Bersch and Leslie Grant, *Forestry*, Abram Quinton debarking fence posts, Chuck Quinton in the background, Quinton Brothers Post and Pole Ltd., C-print

Silva Part II: Booming Grounds

Marian Penner Bancroft, Al Bersch and Leslie Grant, Jason de Haan and Miruna Dragan, Wilmer Gold, Robert Guest, Liz Magor, George Sawchuk, Carol Sawyer, Kathy Slade, Kate Stefiuk, and Elias Wakan

November 21, 2015 to February 13, 2016

Curated by: Jesse Birch

Booming Grounds is an exhibition informed by the shifts that occur when trees become commodities. In South Nanaimo great log rafts float in limbo before moving further down the commodity chain as raw logs, lumber, wood chips, and pulp, to be distributed both locally and globally. This process begins before the trees have been cut, and sometimes even before they have been planted. Forestry has always been a mobile industry: logging camps move with the trees, prices rise and fall, mills open and close, and communities boom and bust. The exhibition *Booming Grounds* offers visitors a place to pause and consider this cycle through a wide range of artworks that respond to contemporary and historical forestry practices.

In addition to the works of photography, painting, film, video, and sculpture featured in the gallery, there will be a number of public artworks and other presentations as part of the exhibition:

- Carol Sawyer's video *Wood Work* (2011) will play throughout the exhibition on the Live Site Screen at Diana Krall Plaza, and on a large monitor in the lobby of the Downtown Nanaimo Branch of the Vancouver Island Regional Library
- We will initiate *Notes From The Collection*: a showcase of selected work from the Nanaimo Art Gallery Permanent Collection that will change with each gallery exhibition. In dialogue with *Booming Grounds* we will present the painting *Night Hills, Vancouver Island* (1975) by Max Maynard, which was collected by Nanaimo Art Gallery in 1985.
- Artists Al Bersch and Leslie Grant will give a talk about their art practice and collaborations with those working in resource based industries. The artists will speak before the opening on November 20, at 6:15pm in Art Lab
- A tour of George Sawchuk's forest gallery in Fanny Bay, led by writer Grant Shilling, who is developing a major publication about Sawchuk's life and work. November 28, 2015, 2pm.
- Painter Robert Guest will tell stories from the 23 summers he spent working on forest fire lookout towers, observing and painting the landscape. February 2016
- Local actor and director Jessica Lowry will present a new performance about her family's connections to forestry. "My father grew up on logging camps all over the island and gulf islands and my grandfather and great-grandfather all made their living from cutting down trees." Lowry examines family photographs and explores that history through her performance. February 2016

Partnership Exhibition



Emily Carr, *Loggers' Culls*, 1935, oil on canvas, Collection of the Vancouver Art Gallery, Gift of Miss I. Parkyn

A Terrible Beauty: Edward Burtynsky in Dialogue with Emily Carr September 4 to November 21, 2015 at the Nanaimo Museum

Nanaimo Art Gallery has partnered with Nanaimo Museum to present *A Terrible Beauty: Edward Burtynsky in Dialogue with Emily Carr*. The exhibition is organized and circulated by the Vancouver Art Gallery with the generous support of the Killy Foundation.

Toronto-based photographer Edward Burtynsky is internationally renowned for his captivating images of natural and man-made landscapes that reflect both the impressive reach of human enterprise and the extraordinary impact of our hubris. This exhibition presents a selection of photographs Burtynsky produced between 1983 and 2013 that together represent all his major bodies of work, from his early series of homestead photographs shot in British Columbia in the early 1980s, to his new, groundbreaking project that explores water's fundamental place in the world ecology.

Burtynsky's work is presented in dialogue with a selection of paintings and drawings by Emily Carr, one of Canada's best known artists. Carr was painting in British Columbia in the early twentieth century, a time when industrialized agriculture, resource extraction and practices such as large-scale logging were on the rise. Though working in different media and over fifty years apart, both artists sought to record the changing landscape and our place in it.

"*A Terrible Beauty* will resonate with audiences on Vancouver Island, because of the international profile of the artists involved, and also because of the theme's relevance to our context," says Julie Bevan, Executive Director at Nanaimo Art Gallery. "It's our hope that the presentation of this important exhibition in Nanaimo, paired with Gallery's fall project *Silva*, which explores our connection to the forest, will contribute in a meaningful way to conversations around our complex relationship with the land."

"We believe this is the first time Emily Carr paintings will be on public exhibit in Nanaimo," says Debbie Trueman, General Manager at the Nanaimo Museum. "These amazing Burtynsky and Carr works are being displayed in our community because of a strong partnership between the Nanaimo Museum and Nanaimo Art Gallery."

EDUCATION – ART LAB

Saturday Studio – Four themed workshops for children ages 5 to 11, sponsored by RBC were held in November.

Life Drawing – Life drawing with a model is held every Monday in Art Lab.

Art Lab Adults Open Studio – Art Lab offers adults in all disciplines an opportunity to interact, find inspiration, and create a friendly studio setting on a monthly basis. All are welcome to bring in their own projects or experiment with the supplies on offer.

Barton and Leier Workshop & Exhibit – A two day workshop was held with Grant Leier and Nixie Barton exploring the dynamic world of assemblage. The two day workshop gave an overview of techniques, products, tricks, and approaches to assemblage and then putting these new skills to work on personal assemblage pieces for inclusion in the pop-up exhibit with Grant's new assemblage series at Art Lab.

Adult Workshop - Entering the Abstract Space

Artist Instructor: Alison Watt

Every painting is an abstract painting, in that once you transform something three dimensional into two dimensions it is an abstraction of reality. The skills of abstract painting can enrich the painter working in any genre.

The aim of this course is to help students become comfortable with the non-objective process, one that can feel daunting to painters used to the careful planning and execution of representational work. The abstract process is more intuitive, though supported by an understanding of colour, value, line, and composition.

Working with acrylic paints and archival markers on paper and mounting on wooden cradles, participants will learn ways of beginning the abstract painting, including introducing random elements through free line drawing and creation of rich underpaintings. We will then impose form on these under paintings by painting out and additional mark-making. This is an important part of abstract painting, one which elevates the painting from being a simply decorative surface to strong compositions.

Total Gallery Attendance: 1014

In addition to our regular attendance Nanaimo Art Gallery participated in the Downtown Trick or Treat Halloween Saturday and had 750 children enter the gallery doors to receive a special treat.

***Note Nanaimo Art Gallery was closed November 1st through November 19th for exhibition change over. The gallery reopened on November 20th for the exhibit SILVA Part II – Booming Grounds.**



NANAIMO MUSEUM

Report to the City of Nanaimo Culture and Heritage Commission

October/November 2015 submitted November 16, 2015 by Debbie Trueman

Administration/Revenue

- Numbers/Revenue - Overall numbers YTD have rallied to only 3% down from last year overall despite a drop by 2 thirds in programming numbers. Program revenue is up however thanks to added public tours. This year may be our first dip in numbers. Admission/donation, venue rental revenue is up as well.
- Cultural Services - submitted early, we should know early January-we asked (as we were told to ask) for a 25% increase to \$37,500.
- Marketing- we are looking at proposals to redesign the website and update our "look" using same logo and colors....to be completed for launch at AGM in March.
- Insurance - I talked to the Marsh representative at BCMA and got lots of great info and advice-I am submitting material to them for a quote.
- New IT - working out very well-they are already training Becka to do most of the "routine" updates.
- Succession Planning- next step is to approve Role Profile and to review and rank evaluation criteria list.

Exhibit Programming/Collection

- Christmas in the Golden Age of Radio - will be this year's Christmas themed exhibit. This exhibit will have some cool Nanaimo snow then and now pictures-we are producing a small catalogue in house.
- Characters, Con Men and Celebrities - I reviewed Aimee's list-quite a few names I didn't know which is the idea...we won't be "labeling" who is in what category and they are all deceased...
- What is an Artifact - also reviewed this which will look at the trail an artifact follows and more importantly, what makes it an artifact we want. An opportunity to renew Adopt and Artifact and do some active collecting to fill holes in the collection.
- Permanent Exhibit additions - stories from both previously mentions shows will be incorporated into the permanent exhibit. Costs for these 2 exhibits will come from the Mary Holes fund and may include an interactive component purchase which will also be added to the permanent gallery.
- Chinese Collection Inventory project - continues with first part of the next broader collection project being some translations.

Programs and Events

- First Museum Tour - we will try again with some different approaches to targeting a potential audience.
- Behind the Scenes - first tour was Thursday with 5 people-we will continue to expand marketing on this as well-first tour was enjoyed.
- Christmas - no family event this year due to poor uptake last 2 years....Santa's workshop brings in a lot of visitors without the hassle of an event. Admission being shared (all admission donations up to last open day before Christmas) go to food bank again in December.
- School Programs- are starting up slowly, ESL in full swing.
- Princess Royal - same day same place.....Nov. 27th 11am Bastion with light lunch to follow here-you are all invited.
- Halloween - almost twice the people this year (1520!!!!) Haunted Coal Mine was popular.

Community Partnerships

- BCMA Conference - Aimee's presentations were very well received.
- Venue Rental - is picking up for fall.
- Cultural Managers Group - continues to meet-current discussions around advocacy and education efforts needed to maintain the Cultural Department
- Tourism Nanaimo/DNBIA meetings - with Lesley and a later meeting with Corry (with Art Gallery and Theatre) to discuss "using" the 3 main groups more in promotions and marketing and steps to try make this happen.

From: [Charlotte deRook](#)
To: [Rebecca Buckler](#)
Cc: [Suzanne Samborski](#); [Chris Sholberg](#); [Board](#)
Subject: Monthly Report for November 2016
Date: Wednesday, November 25, 2015 1:51:25 PM

Harbour City Theatre Alliance is pleased to report that we are having another busy month in November at HCT.

We are currently hosting Schmooze Productions Ltd. musical theatre production of "Net to Normal". This show runs through the first weekend of December as well.

Schmooze Productions rehearsals	
November 1, 2, 4, 8 & 9	Total attendees 90

Schmooze Productions "Next to Normal"	
November 12, 13, 14, 15	
November 19, 20, 21, 22	
November 26, 27, 28, 29	Total attendees 950

Theatre One Emerging Voices	
November 10	Total attendees 30

Monthly Total Attendees = 1070

Harbour City Theatre Alliance continues to provide local live theatre and events to our community.

Regards,

Charlotte deRook
Administrator
Harbour City Theatre Alliance
250-753-5331
cderook@shaw.ca
www.hcta.ca

City of Nanaimo
REPORT TO THE
CULTURE & HERITAGE COMMISSION

DATE OF MEETING: 2015-DEC-02

AUTHORED BY: SUZANNE SAMBORSKI, SENIOR MANAGER
CULTURE & HERITAGE DEPARTMENT

RE: RECOMMENDATIONS FOR 2016 CULTURE & HERITAGE GRANTS

CULTURE AND HERITAGE COMMISSION RECOMMENDATION:

That the Nanaimo Culture and Heritage Commission direct staff bring forward the 2016 Culture and Heritage Grant recommendations on the 2015-DEC-02 open Culture and Heritage Commission Meeting agenda, and recommend that Council approve:

1. the included 2016 Culture and Heritage Grant funding (Operating and Projects) recommendations of \$287,945 as outlined in the report; and
2. three-year Operating Grant funding for the following groups:
 - Crimson Coast Dance Society
 - Vancouver Island Symphony
 - Nanaimo Festival Heritage Theatre Society (TheatreOne).
 - Nanaimo Conservatory of Music

PURPOSE:

To obtain City Council and Culture and Heritage Commission approval for the 2016 Culture & Heritage Grant (Operating and Projects) funding to provide support to non-profit culture and heritage organizations.

DISCUSSION:

At their Special In-Camera meeting held 2015-NOV-18, the Nanaimo Culture and Heritage Commission reviewed and discussed all eligible grant applications. Funds were allocated based on Council's approved Assessment Criteria for the Project and Operating funding programs.

Further, the Commission made recommendations that Crimson Coast Dance Society, Vancouver Island Symphony, TheatreOne, and the Nanaimo Conservatory of Music receive three-year funding. Crimson Coast Dance Society, Vancouver Island Symphony and TheatreOne have previously received three-year funding status. The Conservatory of Music meets the requirements to be granted three-year funding as further outlined below. Three year operating funding is awarded to professional arts groups to support them in receiving three-year operating funding from higher levels of government.

It is important to note that groups are aware that while three-year funding does not guarantee that the City will maintain a cultural operating funding program, it ensures them that while the program is in place, their funding will remain consistent for the three-year period.

According to Council's funding criteria; three-year funding is available to established not-for-profit professional culture and heritage organizations that have been in existence for at least four (4) years. In order to be eligible, applicants must have received at least one annual grant through the City of Nanaimo's Culture & Heritage Funding Program. The organization must have an arts, culture and heritage mandate should this funding be removed, be recognized for excellence in their artistic discipline, provide annual programming to the community, demonstrate long-range financial stability on a year-round basis, be able to articulate long-term artistic visioning and planning, and receive operating funding from the provincial and / or federal level.

Definition of Professional Organization:

A "professional organization" is defined as organizations that employ professional artists and pay industry standard artist fees and have paid administrative staff.

Project Grants Eligibility Criteria

Groups must be:

- be based in Nanaimo and incorporated in good standing (provincially and/or federally) as a non-profit Canadian arts, culture or heritage organization with a mandate to serve the public;
- be in operation for minimum of one (1) year;
- have successfully produced and documented at least one prior project or event;
- show evidence of support from other sources (public and/or private, cash and/or in kind); and
- new and emerging groups will be evaluated on a case-by-case basis.

Eligible projects fall into four main areas:

- Events (i.e. public events and community arts, culture and heritage projects that animate the downtown core and/or community neighborhoods).
- Festivals (i.e. recurring and one-off culture and heritage festivals).
- Collaborations and Partnerships (i.e. special projects that are based upon collaborations and partnerships with other culture and heritage or cross-sector organizations (public and private, non-profit and for-profit).
- Organizational Capacity Buildings (i.e. capacity building initiatives that seek to advance the organizational capacity and longterm sustainability of the organization).

Project Grant Assessment Criteria

(40%) MERIT:

- quality of proposed project, participating artists and/or contributors;
- the degree to which proposed activities are innovative or distinctive; and
- the degree to which the proposed project has community support.

(40%) RELEVANCE / FEASIBILITY:

- activities that reflect the strategic priorities of the City and 2014-2020 Cultural Plan for a Creative Nanaimo;
- planning and administrative skills to effectively underpin the proposed project; and
- provision of realistic proposed budgets with diversified sources of revenue.

(20%) POTENTIAL IMPACT:

- public impact in terms of providing rich experiences and learning opportunities that build appreciation for and connection to arts, culture and heritage;
- economic impact in the community, contribution towards the health and vitality of the arts, culture and heritage sector; and
- potential to raise the profile of Nanaimo through promotion of its arts, culture and heritage offerings locally and regionally.

Project Grants Recommendations

A total of ten (10) Project Grant applications were received prior to the 2015-OCT-19 deadline.

Organization Name	Project Name	Requested	Recommended
Harbour City Jazz Society	Jazz Fest 2016	\$1,000 (5.91% of total project budget)	\$1,000 (5.91% of total project budget)
L'Association des Francophones	Maple Sugar Festival du Sucre d'Erable	\$5,000 (2.74% of total project budget)	\$4,000 (2.19% of total project budget)
Nanaimo African Heritage Society	Black History Month	\$10,200 (15.54% of total project budget)	\$3,400 (5.18% of total project budget)
Nanaimo Ballroom Dance Society	Island Fantasy Ball Dance Competition	\$5,000 (7.62% of total project budget)	\$3,500 (5.33% of total project budget)
Nanaimo Literacy Association	Vancouver Island Bookfest	\$3,813 (16.74% of total project budget)	\$3,810 (16.73% of total project budget)
Nanaimo Old City Association	Urban Spring Faire	\$575 (19.30% of total project budget)	\$520 (17.45% of total project budget)
Opera Nanaimo	2016 Concert Events	\$2,500 (15.15% of total project budget)	\$1,780 (10.79% of total project budget)
Pacific Coast Stage Company	Nanaimo Fringe Festival	\$7,880 (24.97% of total project budget)	\$6,970 (22.09% of total project budget)
Pacific Institute of Bagpiping	Pacific Gael Youth Band	\$2,425 (25.00% of total project budget)	\$1,695 (17.47% of total project budget)
South End Community Association	Miner's Heritage Picnic	\$2,200 (24.79% of total project budget)	\$1,775 (20.00% of total project budget)
TOTAL		\$40,593	\$28,458

Operating Grant Eligibility

Organizations must:

- be based in Nanaimo and incorporated in good standing (provincially and/ or federally) as a non-profit Canadian arts, culture or heritage organization with a mandate to serve the public;
- be in operation for at least three (3) years;
- offer year-round operation / seasonal public programming and / or services to artists; and
- show evidence of support from other sources (public and / or private).

Eligible activities include proposed programs of work (one or three years) will comprise of multiple activities that fall into the main areas of public programming, audience development, administrative and promotion:

- arts, culture and heritage offerings, public engagement and community outreach initiatives;
- special administrative activities that advance strategic and organizational capacity;
- specific initiatives that foster collaborations and partnerships with other organizations (public and private, non profit and for-profit);
- specific ongoing administrative and programming activities that demonstrate they meet the objectives of the program (i.e. no longer compensate for deficits).

Operating Grants Assessment Criteria

(40%) MERIT:

- quality of proposed programming activities, participating artists and/or contributors;
- alignment of proposed activities and goals with the organization's mandate, vision and mission;
- degree to which proposed activities are innovative and / or degree to which proposed activities have community support; and
- alignment with program outcomes.

(40%) RELEVANCE / FEASIBILITY:

- activities that reflect the strategic priorities of the City and furthers the 2014-2020 Cultural Plan for a Creative Nanaimo;
- organizational capacity, governance and administrative skills to effectively underpin the organization and its proposed activities;
- financial health of the organization, as demonstrated by financial statements and provision of realistic proposed budgets with diversified sources of revenue; and
- the degree to which the organization can effectively generate and participate in partnerships and collaborations with other organizations and community groups and artists.

(20%) POTENTIAL:

- public impact in terms of providing rich experiences and learning opportunities that build appreciation for the connection to arts, culture and heritage;
- benefits to participating artists in terms of opportunities and professional services provided; and potential for advancing their work or career;
- economic impact in the community, contribution towards the health and vitality of the arts, culture and heritage sector; and

- potential to raise the profile of Nanaimo through promotion of its arts, culture and heritage offerings locally, regionally, nationally, and internationally.

Operating Grants Recommendations

A total of sixteen (16) Project Grant applications were received prior to the 2015-OCT-19 deadline.

Organization Name	Requested	Recommended
Crimson Coast Dance Society	\$36,800 (13.25% of total budget)	\$23,900 (8.63% of total budget)
Heart of the Island Chorus Society	\$3,500 (23.77% of total budget)	\$1,800 (12.22% of total budget)
Island Consort Society	\$1,300 (22.97% of total budget)	\$1,075 (18.99% of total budget)
L'Association des francophones de Nanaimo	\$30,000 (8.88% of total budget)	\$15,400 (4.56% of total budget)
Malaspina Choir Society	\$5,000 (13.51% of total budget)	\$4,000 (10.81% of total budget)
Mid Island Metis Nation	\$14,900 (24.19% of total budget)	\$8,800 (14.27% of total budget)
Nanaimo Arts Council	\$27,000 (17.75% of total budget)	\$24,500 (16.11% of total budget)
Nanaimo Chamber Orchestra	\$4,250 (24.50% of total budget)	\$3,700 (21.33% of total budget)
Nanaimo Concert Band Society	\$7,000 (24.93% of total budget)	\$6,570 (23.40% of total budget)
Nanaimo Conservatory of Music	\$25,000 (6.18% of total budget)	\$18,500 (4.57% of total budget)
Nanaimo Festival Heritage Theatre Society (TheatreOne)	\$45,000 (12.71% of total budget)	\$42,900 (12.11% of total budget)
Pacific Institute of Bagpiping	\$2,750 (23.50% of total budget)	\$2,500 (21.37% of total budget)
Tidesmen Barbershop Chorus	\$2,500 (5.75% of total budget)	\$2,150 (4.94% of total budget)
Vancouver Island Symphony	\$90,000 (11.38% of total budget)	\$87,400 (11.05% of total budget)
Western Edge Theatre Society	\$15,000 (22.12% of total budget)	\$12,600 (18.58% of total budget)
Wordstorm Society of the Arts	\$4,350 (22.96% of total budget)	\$3,700 (19.53% of total budget)
TOTAL	\$314,350	\$259,495

STRATEGIC PLAN CONSIDERATIONS:

Community Building Partnerships: The City of Nanaimo wants to work with the arts, culture and heritage sector in providing cultural experiences for residents and visitor that enhance the quality of life and create community. As part of the creative sector, arts, culture and heritage organizations contribute \$93 million in direct economic benefit to the commuty. Through collaboration with the arts, culture and heritage sector, we promote and celebrate Nanaimo's uniqueness and cultural vitality to residents and visitors.

Respectfully submitted,



Suzanne Samborski
SENIOR MANAGER
CULTURE & HERITAGE DEPARTMENT

Files: 1850-20-C03 Culture & Heritage Projects (2016-Present) / 1850-20-C04 Culture & Heritage Operating (2016-Present)
G:\Admin - Council & Commission Reports\2015\CHCRPT151202-2016Culture&HeritageGrants-OPEN.doc
/rb

City of Nanaimo
REPORT TO THE
CULTURE AND HERITAGE COMMISSION

DATE OF MEETING: 2015-DEC-02

AUTHORED BY: CHRIS BARFOOT, CULTURE & HERITAGE COORDINATOR
CULTURE AND HERITAGE DEPARTMENT

RE: ACTIVITY UPDATE FOR NOVEMBER 2015

STAFF RECOMMENDATION:

That the information be received as presented.

PURPOSE:

To provide an update to the Nanaimo Culture and Heritage Commission.

PROJECT UPDATES:

2016 Culture & Heritage Grants:

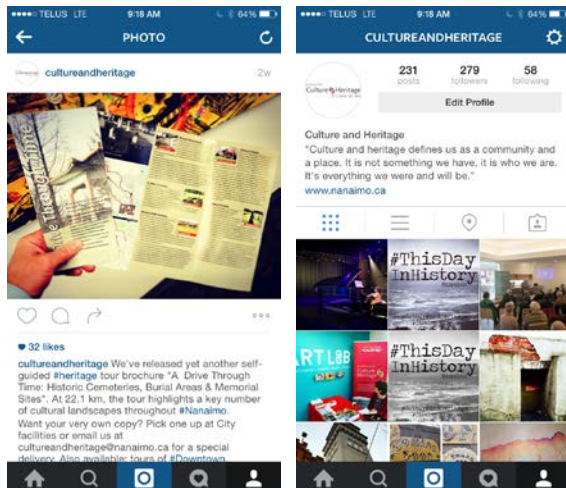
29 applications submitted, with 26 of those meeting eligibility requirements and the intake deadline of October 19th at 8:30 am that went forward for review.

- 10 C & H Project Funding requests
- 16 C & H Operating Funding Requests

Next Steps:

- December 03 – Staff to inform groups of recommendations
- Early January 2016 – Report to Council for Final Approval

Instagram & Social Media:



As of 2015-NOV-24, the Culture and Heritage Department has:

279 (+30) Instagram followers
130 (+19) Ghost followers
231 (+26) Photos
2,901 (+510) Likes
18.8 (+3.3) Average likes per photo

Follow us at
www.instagram.com/cultureandheritage

Poet Laureate:

Naomi Beth Wakan is now well into her second of three years as Nanaimo's inaugural Poet Laureate. For more information on the many initiatives and upcoming events for Nanaimo's Poet Laureate, visit www.nanaimo.ca/goto/poetry.

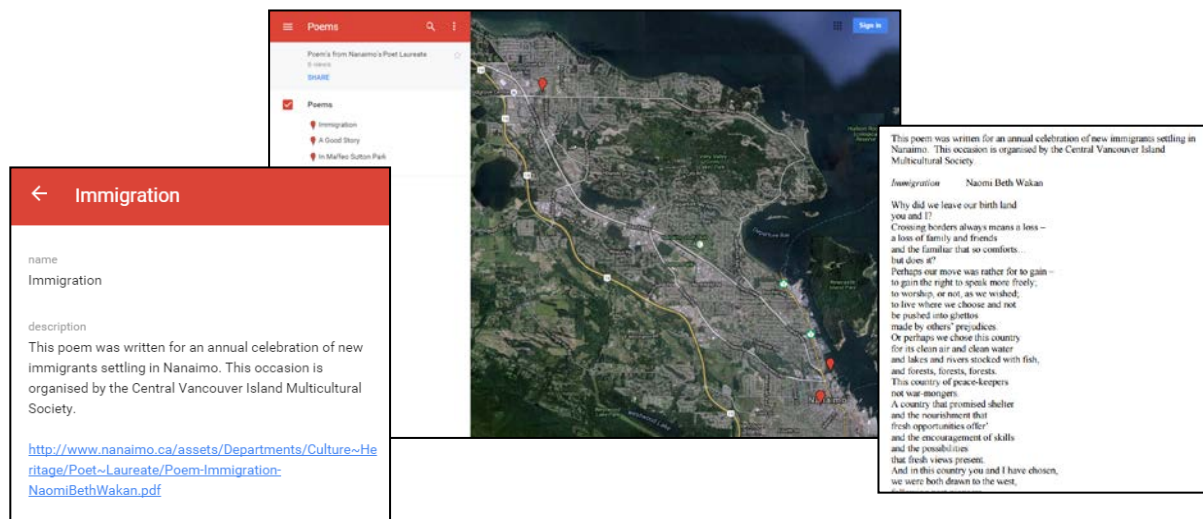
- Naomi's 2nd Year Celebration:

The celebration was held on Saturday 2015-NOV-21 @ 2:00 pm at the Nanaimo Art Galley's Art Lab. This was also the launch of "Naomi in Nanaimo Again" chap book. There were approximately a little over 50 people attending with poems read by some of the successful poets from the newspaper poetry column and competition.



- Poetry Map:

Naomi has been working with staff to create a Poetry Map that will connect poetry to certain areas or locations in Nanaimo. Users will be able to select a location on the map and read a poem that relates to the location or area. The map will utilize the Google Map format with poems showing up as PDF's. A map, generally speaking, imposes a system of knowledge upon a place as it shows the official names of streets and buildings and basically assists the reader to find a particular location. Nanaimo's poetry map will be different. This map is intended to encourage the reader to explore the city through poetry, to understand the experiences within it differently because of the poems.



- **Poetry on Buses:**



The Nanaimo Poetry Map is a way to rethink and re-know your city. A map, generally speaking, imposes a system of knowledge upon a place as it shows the official names of streets and buildings and basically assists the reader to find a particular location. Nanaimo's poetry map will be different. This map is intended to encourage the reader to explore the city through poetry, to understand the experiences within it differently because of the poems.

Poets will contribute works that are in some way related to a particular point on the map or site in the city. The poems are not intended to be descriptions of a place rather they are impressions of place. The poet may be sharing a connection his/her poem to a location.

Public Art:

- **CALL FOR ARTISTS NO. 1677 for 2016 Temporary Public Art:**

A "Call for Artists" was issued on 2015-SEP-10. Artists were invited to submit proposed artwork with the successful artworks installed in City parks and public places in May 2016, as part of Public Art Week. The Temporary Public Art process was open to all artists within British Columbia and across Canada to enter a submission.

In 2016 the City has received **16** proposals consisting of both local and artists from across Canada.

Next step will be to organize a review and selection meeting with the Art in Public Spaces working group and 3 members from the public with representation from the art and design community. New this year will be the addition of a youth representative from the Nanaimo Youth Advisory Council.

Little Libraries:

The "little libraries" project began in 2014 through the group Play Nanaimo. This project is collaboration with the City of Nanaimo, the Vancouver Island Regional Library, Literacy Nanaimo and the Vancouver Island University's International High School program.

5 more "little libraries" will be distributed in December of 2015. All the construction has been donated through members of the Nanaimo Rotary Club.

Locations are based on a "on request" basis with the program partners selecting sites so ensuring the libraries are effectively distributed.



EVENTS:

Culture and Heritage Awards:

A call for nominations for the 2016 Culture & Heritage Awards closed on 2015-NOV-17. The public had the opportunity to nominate people in the following award categories; the Excellence in Culture, Honour in Culture, Emerging Cultural Leader and the John Thomson Heritage Memorial Award. There were a total of 13 nominations for the 2016 awards.

Next step will be to organize a review and selection meeting with the Culture & Heritage Awards working group.

- The 2016 Culture and Heritage Awards ceremony: will be themed around Nanaimo's Future with much of the entertainment being built around youth performances. Dance performances will include those from Snuneymuxw, Vibe Dance, Brigadoon Dance Academy and music from the Wellington Jazz.

PROFESSIONAL DEVELOPMENT:

None planned at this time.

Respectfully Submitted,



Chris Barfoot
CULTURE & HERITAGE COORDINATOR
CULTURE AND HERITAGE DEPARTMENT

Concurrence by:



Suzanne Samborski
SENIOR MANAGER
CULTURE AND HERITAGE DEPARTMENT

File: 0360-20-C02
G:\COMMISSION\Staff Update Reports\RPTChrisBarfootMonthly

City of Nanaimo

REPORT TO THE CULTURE AND HERITAGE COMMISSION

DATE OF MEETING: 2015-DEC-02

AUTHORED BY: CHRIS SHOLBERG, CULTURE / HERITAGE PLANNER
CULTURE AND HERITAGE DEPARTMENT

RE: ACTIVITY UPDATE FOR NOVEMBER 2015

STAFF RECOMMENDATION:

To receive the information as presented.

PURPOSE:

To provide an update to the Culture and Heritage Commission.

PROJECT UPDATES:

Heritage Interpretive Signs:

- Newcastle Pioneers – working to develop a sign that incorporates Newcastle Heritage Walk brochure content as well as brief biographical information on notable early residents, including Victor Harrison (connected with 215 Newcastle Avenue) who was a local lawyer and mayor of Nanaimo. Finalizing draft. Preparing for sign manufacture.
- Wellington Pioneers/Jimmy Claxton (Early Black American baseball player born in Wellington) – Interpretive Sign for placement (Design and installation) – working to develop, in partnership with Wellington Neighbourhood Association and Nanaimo African Heritage Society, a sign that will provide information on the history of the Wellington Area, plus a special section on Jimmy Claxton and a few other notable Wellington residents. Working on draft with Community Archives, NAHS and Wellington Neighbourhood Association.
- Westwood Lake Heritage Interpretive Sign (Design and installation) – working in partnerships with descendants of the Westwood family and the City's Parks, Rec & Environment Department, the sign will provide information on Westwood Lake park, its connection to the Westwood family, and the early settlement of Nanaimo. Currently gathering historical information to prepare initial draft.

1 Port Place – Archaeological Impact Assessment:

The City is proceeding with an archaeological impact assessment of the lands located at 1 Port Place to determine the extent of archaeological resources located on the site. Drill hole testing took place on Aug. 11 and 12, and it is anticipated a final report will be produced by the archaeological consultant in December. The report will help guide future redevelopment considerations on the site.



Heritage Conservation Program Review and Update:

The Heritage Conservation Program Review and Update has commenced. The following key public engagement events that have been completed to date:

- SEPTEMBER 15 - Public Open House from 4:00 pm to 8:00 pm (drop-in) at the Nanaimo Museum. Drop-in, ask questions, review the display boards and learn about the City's current heritage program, objectives of the update, and further opportunities for input. About 30 people attended. (Completed).
- SEPTEMBER 26 - Mines & Yours: Honouring Heritage in Nanaimo (Pecha Kucha Night Nanaimo Vol. 2) from 7:30 pm to 10:00 pm at the Port Theatre. Facilitated by the Nanaimo Design Nerds. Close to 100 people attended. (Completed).
- OCTOBER 15 – Identifying Heritage Values Workshop – Facilitated by Heritage BC, 1-4:30 p.m. at the Vancouver Island Conference Centre (Nanaimo River Room) – 26 people participated. (Completed).
- OCTOBER 15 - Heritage Basics Presentation - Facilitated by Heritage BC, 7-9 p.m. at the Museum. Around 20 people attended. (Completed)

The next phase of the public engagement process will focus on stakeholder interviews between December, 2015 and March, 2016.

The deadline for completing the on-line survey questions posted in September has been extended and the survey will be accessible to the public through to March, 2016. The survey questions can be accessed at this weblink: <https://www.surveymonkey.com/r/KS7CS9L>

EVENTS:

Heritage Home Light Up Tour:

The goal of the initiative is to celebrate and recognize the many homes listed on the City's heritage register, broaden public awareness of Nanaimo's heritage, promote friendly competition among the home owners, and of course, have fun.

Nine Property owners have committed to participating in the event – these include: McCourt Residence (750 Franklyn Street); Newbury Residence (39 Milton Street); Van Houten Residence (184 Mount Benson Street); Harrison Residence (546 Prideaux Street); Jones Residence (639-41 Prideaux Street); Newbury Farm House (678 Second Street); Sharp Residence (261 Vancouver Avenue); Bird Residence (461 Vancouver Avenue); Rowe Residence (545 Haliburton Street).

We are currently working to promote the heritage home Christmas light-up tour in partnership with the Chamber of Commerce as part of the Chamber's annual Residential Light-Up event under the theme "An Old Fashioned Christmas". A special prize for the best lit Heritage Home as selected by the Commission will be given out in January.

COMMUNITY DEVELOPMENT:

Heritage Façade Grants:

See attached grant program summary. Project successfully completed at 37-45 Commercial Street – covenant register on the property title and façade grant paid.

Heritage Home Grants:

See attached grant program summary. One project approved and in process at 320 Machleary Street.

Heritage Tax Exemption Program:

See attached tax exemption program summary. Currently, no active tax exemption applications.

OTHER:

Morden Mine Update – The Friends of the Morden Mine are currently working to put a small memorial on site. New board was elected in mid-November, and advocacy for rehab of the Morden Mine site will continue under the new board. This represents a change in direction from the original intent to wind down the activities FOMM and disband the group.



Respectfully Submitted,

Chris Sholberg
CULTURE / HERITAGE PLANNER
CULTURE AND HERITAGE DEPARTMENT

Concurrence by:

Suzanne Samborski
SENIOR MANAGER
CULTURE AND HERITAGE DEPARTMENT

File: 0360-20-C02
G:\COMMISSION\Staff Update Reports\RPT140604ChrisSholbergMonthly_2015-12

Heritage Façade Grants Paid or Committed (as of 2015-Nov-25):

Location	Amount	Private Investment (Total Project Expenditure)	Status	Year
1. Free Press Building (223 Commercial Street)	\$5,100	\$10,200	Paid	2003
2. Modern Café (221 Commercial Street)	\$5,400	\$10,800	Paid	2003
3. Old Fire Hall (#2 – 34 Nicol Street)	\$7,366	\$16,088.78	Paid	2003
4. Hall Block (37 Commercial Street)	\$1,770	\$3,540	Paid	2003
5. S&W Apartment (403 Fitzwilliam Street)	\$10,000	\$41,152.20	Paid	2004
6. Rawlinson and Glaholm Grocers (437 Fitzwilliam Street)	\$6,839	\$14,161.78	Paid	2004
7. Earl Block (Grassicks) (2 Church Street)	\$10,000	\$22,737.88	Paid	2004
8. B.C. Telephone Exchange (70 Bastion Street)	\$1,180	\$2,360	Paid	2004
9. B.C. Hydro Building (13 Commercial Street)	n/a (\$1,500)	n/a	Application Withdrawn	2004
10. A.R. Johnstone Block (174 Commercial Street)	\$7,661	\$15,322.67	Paid	2004
11. Commercial Hotel (121 Bastion Street)	\$12,063	\$304,364.95	Paid	2004
12. Angell's Trading (426 Fitzwilliam Street)	\$4,031	\$8,062	Paid	2005
13. Dakin Block (93-97 Commercial Street)	\$8,516	\$19,867.80	Paid	2005
14. Halse Block (200-206 Commercial Street)	\$1,980	\$3,960	Paid	2005
15. Gusola Block (120 Commercial Street)	\$20,000	\$1,189,965.49	Paid	2006
16. Mitchell Market (411 Fitzwilliam Street)	\$10,000	\$48,795.84	Paid	2006
17. Merchants Bank (499 Wallace Street)	n/a (\$20,000)	n/a (\$66,500)	Committed – did not proceed	2006 (renewed for 2008)
18. Great National Land Building (17 Church Street)	\$1,719	\$3,437.69	Paid	2006
19. Brumpton Block (489 Wallace Street)	\$10,000	\$46,384.61	Paid	2006
20. St. Andrew's United Church (315 Fitzwilliam Street)	\$20,000	\$84,477.59	Paid	2007
21. Ranger's Shoes (306-314 Fitzwilliam Street)	\$10,000	\$26,933.28	Paid	2007
22. Willard Service Station (291-299 Wallace Street)	\$20,000	\$41,048.69	Paid	2008
23. Provincial Liquor Store (25 Cavan Street)	\$10,544	\$21,088	Paid	2009
24. Modern Café (221 Commercial Street)	\$10,000	\$70,000	Paid	2009
25. E&N Railway Station (321 Selby Street)	\$10,000	\$2,269,566	Paid	2010
26. Nash Hardware (19 Commercial Street)	\$17,000	\$47,657.86	Paid	2010/2011 – two grant phases
27. Harris House (375 Franklyn Street)	\$3,000	\$10,290.00	Paid	2010
28. Palace Hotel (275 Skinner Street)	\$10,000	\$47,566.40	Paid	2012
29. St. Andrew's United Church (315 Fitzwilliam Street)	\$10,000	\$50,008.00	Paid	2012
30. Free Press Building (223 Commercial Street)	\$10,000	\$2,436,088.36	Paid	2013
31. St. Paul's Anglican Church (100 Chapel Street)	\$20,000	\$260,197.35	Paid	2013
32. S&W Apartment (403 Fitzwilliam Street)	\$13,826.17	\$27,652.34	Paid	2015
33. Hall Block (37 Commercial Street)	\$845.25	\$3,843.00	Paid	2015
Total Grants:	\$288,840.42	\$7,044,103.60		
<i>Total Budget for 2003</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2004</i>	<i>(\$50,000)</i>			
<i>Total Budget for 2005</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2006</i>	<i>(\$60,000)</i>			
<i>Total Budget for 2007</i>	<i>(\$50,000)</i>			
<i>Total Budget for 2008</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2009</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2010</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2011</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2012</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2013</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2014</i>	<i>(\$20,000)</i>			
<i>Total Budget for 2015</i>	<i>(\$20,000)</i>			

Heritage Home Grants Paid or Committed (as of 2014-Sep-25):

Location	Amount	Private Investment	Status	Year
1. Garland Farm House (467 Eighth Street)	\$1,600	\$3,435.57	Paid – gutter replacement and rear façade/deck improvement	2006
2. Western Fuel Company House (#24–715 Farquhar Street)	\$2,500	\$12,987.66	Paid – roof repair	2006
3. Sullivan Residence (673 Selby Street)	\$2,500	\$8,600	Paid – roof repair	2006
4. Newbury Farmhouse (678 Second Street)	\$2,500		Committed – siding repair and repaint - canceled	2006
5. Dykes Residence (639 Kennedy Street)	\$2,500		Committed – front porch repair completed, but application cancelled by new owners	2006
6. Newbury Residence (39 Milton Street)	\$2,500	\$5,749.30	Paid – roof repair	2007
7. Hall-Layer Residence (115 Machleary Street)	\$2,500	\$7,000	Paid – repaint	2007
8. Gulliford Residence (285 Wall Street)	\$2,500	\$6,340.47	Paid - repaint	2007
9. Van Houten Residence (185 Mt. Benson Street)	\$2,500	\$7,167.72	Paid – repaint	2007
10. Wilkinson Residence (305 Kennedy Street)	\$2,500	\$7,500	Paid – fireplace repair/reconstruction	2008
11. Parrot Residence (411 Machleary Street)	\$2,500	\$6,357.75	Paid – repaint	2008
12. Sharp Residence (261 Vancouver Avenue)	\$2,500	\$8,550.83	Paid – porch repair/reconstruction	2008
13. Wells Residence (904 Wentworth Street)	\$2,500	\$10,400	Paid – roof repair	2008
14. Spence House (746 Railway Avenue)	\$2,500	\$7,795.98	Paid – repaint	2009
15. Bird Residence (461 Vancouver Avenue)	\$2,500	\$8,950	Paid – repaint	2009
16. Girvin Avenue Residence (797 Girvin Avenue)	\$2,500	\$6,562.50	Paid – repaint	2009
17. Newbury Farmhouse (678 Second Street)	\$2,500	\$6,579.14	Paid - Recommitment from approval in 2006 – project now complete – siding repair and repaint	2009
18. Garland Farmhouse (467 Eighth Street)	\$900	\$8,436.50	Paid – roof repair	2010
19. Harrison Residence (546 Prideaux Street)	\$2,500	\$30,450	Paid – exterior repair and repaint	2010
20. Isherwood Residence (421 Victoria Road)	\$2,272.41	\$4,651	Paid – porch repair/reconstruction	2011
21. Victoria Road Residence (413 Victoria Road)	\$2,500	\$8,567.05	Paid – roof repair	2011
22. Booth Residence (302 Victoria Road)	\$2,500	\$7,957	Committed – remove vinyl, restore wood siding, repaint – Canceled (no covenant)	2011
23. Land Residence (167 Irwin Street)	\$2,500	\$93,500	Committed - relocate building, repair and restore siding – Canceled (no covenant)	2012
24. McCourt Residence (750 Franklyn Street)	\$2,500	\$10,300	Paid – restore wood siding and repaint	2012
25. Rowbottom Residence (320 Machleary Street)	\$1,410.50	\$2,821	Committed – front stair and deck rehabilitation and upgrade	2014
Total Grants:	\$51,182.91	\$187,159.47		
<i>Total Budget for 2006</i>	<i>\$12,000</i>			
<i>Total Budget for 2007</i>	<i>\$12,000</i>			
<i>Total Budget for 2008</i>	<i>\$12,000</i>			
<i>Total Budget for 2009</i>	<i>\$12,000</i>			
<i>Total Budget for 2010</i>	<i>\$12,000</i>			
<i>Total Budget for 2011</i>	<i>\$12,000</i>			
<i>Total Budget for 2012</i>	<i>\$12,000</i>			
<i>Total Budget for 2013</i>	<i>\$12,000</i>			
<i>Total Budget for 2014</i>	<i>\$12,000</i>			
<i>Total Budget for 2015</i>	<i>\$12,000</i>			

Downtown Residential Conversion Tax Exemptions Approved (as of 2014-Oct-30):

Property	Total Years of Property Exemption	Value of Exemption	Private Investment (Total Project Expenditure)
Commercial Hotel/Painted Turtle Guesthouse (121 Bastion Street)	5 years	2005-2009: \$70,955.26	\$304,364.95
Gusola Block (120 Commercial Street)	10 years	2007-2010: \$54,064.27 2011-2016: \$85,000.00 (estimate)	\$1,189,965.49
E&N Train Station (321 Selby Street)	10 years	2013-2022: \$300,000.00 (estimate)	\$2,269,566.00
Free Press Building (223 Commercial Street)	10 years	2015-2024: \$350,000.00 (estimate)	\$2,436,088.36
Total Exemptions	35 years	\$860,019.53	\$6,199,984.60

G:\commplan\heritage\20\R02\02\downtown residential conversion tax exemptions approved.doc



NANAIMO CULTURE & HERITAGE COMMISSION

2016 KEY DATE CALENDAR

Unless otherwise noted on the agenda, **meetings of the Culture & Heritage Commission are held on the first Wednesday of each month at 4:30 pm in the Service & Resource Centre Board Room, (411 Dunsmuir Street, Nanaimo, BC)** (unless otherwise noted on agendas). There is no meeting held in August. For further information, contact the Culture & Heritage Department at 250-755-4483 or cultureandheritage@nanaimo.ca.

Wednesday, January 6 @ 4:30 pm	Regular Meeting
Wednesday, February 3 @ 4:30 pm	Regular Meeting
Wednesday, March 2 @ 4:30 pm	Regular Meeting
Wednesday, April 6 @ 4:30 pm	Regular Meeting
<i>AVICC Convention (April 8 – 10) in Nanaimo</i>	
Wednesday, April 13	2016 Culture & Heritage Awards Ceremony (Port Theatre, Nanaimo BC)
Wednesday, May 4 @ 4:30 pm	Regular Meeting
Wednesday, June 1 @ 4:30 pm	Regular Meeting
<i>FCM Convention (June 3-5) in Winnipeg</i>	
Wednesday, July 6 @ 4:30 pm	Regular Meeting
August	No Meeting Held
Wednesday, September 7 @ 4:30 pm	Regular Meeting
<i>UBCM Conference (September 26-30) in Victoria</i>	
Wednesday, October 5 @ 4:30 pm	Regular Meeting
Wednesday, November 2 @ 4:30 pm	Regular Meeting
Wednesday, December 7 @ 4:30 pm	Regular Meeting

Last Updated: 2015-12

Doc: G:\Meetings - Nanaimo Culture & Heritage Commission (Feb 2015 - Present)\Orientation Binder\KEY DATE CALENDAR 2016.doc

City of Nanaimo
COUNCIL KEY DATE CALENDAR – 2016

All City of Nanaimo Regular Council Meetings commence at 7:00 p.m., and will be held in the Shaw Auditorium, Vancouver Island Conference Centre, located at 80 Commercial Street.

All City of Nanaimo Regular Committee of the Whole Meetings commence at 4:30 p.m., and will be held in the Shaw Auditorium, Vancouver Island Conference Centre, located at 80 Commercial Street.

<i>January 1</i>	<i>NEW YEAR'S DAY STAT</i>
January 7	Public Hearing
January 11	Committee of the Whole
January 18	Council Meeting
January 25	Committee of the Whole
January 25	FCM Resolution Deadline
February 1	Council Meeting
February 4	Public Hearing
February 8	<i>FAMILY DAY STAT</i>
February 15	Council Meeting
February 22	Committee of the Whole
February 22	AVICC Resolution Deadline
March 3	Public Hearing
March 7	Council Meeting
March 14	Committee of the Whole
March 21	Council Meeting
March 25	<i>GOOD FRIDAY</i>
March 28	<i>EASTER MONDAY</i>
April 4	Council Meeting
April 7	Public Hearing
April 8 to 10	AVICC Convention – Nanaimo
April 11	Committee of the Whole
April 18	Council Meeting
April 25	Committee of the Whole
May 2	Council Meeting
May 5	Public Hearing
May 9	Committee of the Whole
May 15	Deadline – Adoption of Tax Rates & Financial Plan Bylaws
May 16	Council Meeting
May 23	<i>VICTORIA DAY</i>
May 30	Committee of the Whole

June 2	Public Hearing
June 3 to 5	FCM Convention – Winnipeg
June 13	Council Meeting
June 20	Council Meeting
June 27	Committee of the Whole
June 30	UBCM Resolution Deadline
July 1	<i>CANADA DAY</i>
July 7	Public Hearing
July 11	Council Meeting
July 25	Committee of the Whole
August 1	<i>BC DAY STAT</i>
August 4	Public Hearing
August 8	Council Meeting
August 22	Committee of the Whole
September 1	Public Hearing
September 5	<i>LABOUR DAY</i>
September 12	Council Meeting
September 19	Council Meeting
September 26 to 30	UBCM Conference – Victoria
October 3	Council Meeting
October 6	Public Hearing
October 10	<i>THANKSGIVING DAY</i>
October 17	Council Meeting
October 24	Committee of the Whole
November 3	Public Hearing
November 7	Council Meeting
November 11	<i>REMEMBRANCE DAY</i>
November 14	Committee of the Whole
November 21	Council Meeting
November 28	Committee of the Whole
December 1	Public Hearing
December 5	Council Meeting
December 12	Committee of the Whole
December 19	Council Meeting
December 25	<i>CHRISTMAS DAY</i>
December 26	<i>BOXING DAY</i>

Updated: 2015-NOV-03

NEWS RELEASE

Distributed November 10, 2015

City of Nanaimo invites residents to take a drive through time

Explore Nanaimo's historic cemeteries, burial areas and memorial sites

Summary

In partnership with the Nanaimo Museum, the City of Nanaimo has released another self-guided heritage tour brochure entitled "A Drive Through Time: Your Guide to Nanaimo's Historic Cemeteries, Burial Areas & Memorial Sites". At approximately 22.1 km in length, the self-guided tour highlights a number of key cultural landscapes throughout Nanaimo.

Strategic Link: Self-guided heritage tours further the goals of the Cultural Vitality (Creativity, Diversity, Heritage and Innovation) pillar of the Strategic Plan.

Key Points

- "A Drive Through Time: Your Guide to Nanaimo's Historic Cemeteries, Burial Areas & Memorial Sites" is the eighth addition to Nanaimo's series of self-guided heritage tour brochures produced by the Culture & Heritage Department.
- The series includes walking tours of Downtown, Harewood, Newcastle, South End, Nob Hill/Chinatown, and Old City; as well as a bike tour of Downtown.
- Copies are available free of charge at City facilities, or can be sent directly to residents upon request by contacting the Culture & Heritage Department.

Quotes

"This self-guided driving tour identifies a number of key places of reflection and remembrance. In many cases, these historic cemeteries, burial areas and memorial sites are the only connection we have with the people who originally settled in Nanaimo and the surrounding lands."

Chris Sholberg
Culture & Heritage Planner
City of Nanaimo

2015-NOV-13

File: 7780-01-N03 Nanaimo District Museum /
7710-01-B01 BCMA Award

Via Email: debbie@nanaimomuseum.ca

Ms. Debbie Trueman, General Manager
Nanaimo District Museum
100 Museum Way
Nanaimo, BC V9R 5G6

Subject: **Thank you for BCMA Awards Nomination**

On behalf of the Nanaimo Culture and Heritage Commission, we thank you for nominating the Culture and Heritage Department for the BC Museum Association's Outstanding Achievement Corporate Service Award.

We truly appreciate your efforts in recognizing the work of the Department and the success of the Cultural Manager's Working Group.

Again, thank you so much for the nomination.

Yours truly,


Diana Johnstone, Chair
Nanaimo Culture & Heritage Commission

G:\Admin - Letters\2015 11 12 Letter of thanks to debbie trueman, nanaimo museum re nomination for bcma award
File: 7780-01-N03 Nanaimo District Museum / 7710-01-B01 BCMA Award



Show us your Distinctive Destination and you could win!

The theme for Heritage Week 2016 in British Columbia is Distinctive Destinations: Experience Historic Places. British Columbia's Distinctive Destinations are as varied and abundant as the province. Heritage and cultural tourism provides unique and authentic visitor experiences and British Columbia's historic places play a central role in these experiences.

Heritage BC is holding a 2016 Heritage Week poster photo contest. Anyone can enter by sending a photo of an historic place in B.C. that represents a Distinctive Destination, somewhere that attracts locals and tourists alike to experience B.C.'s heritage. Entries will be evaluated on the photographic image quality and composition, how well the historic place represents B.C.'s unique and diverse heritage, and how well the description evokes the distinctiveness of the historic place.

Please complete the fillable PDF form below and email to info@heritagebc.ca along with your contest entry photo in print-quality (300+ DPI) JPEG or TIFF format. Entries will be received until the end of the day on Friday December 11, 2015. **Ensure you complete the photograph information including photo caption and credit.**

The winning photo will be seen throughout the province on Heritage BC's Heritage Week poster and will be featured in the Winter 2016 Quarterly magazine. Other prizes will be available.

Contest Rules

1. Entries must be received by email by the end of the day on Friday December 11, 2015. Email entries to info@heritagebc.ca.
2. To ensure fairness and equality, Heritage BC staff, Board of Directors, and immediate family of Heritage BC staff and/or Board of Directors, are ineligible to submit an entry.
3. You must have full rights to the photograph that you submit.
4. You must give Heritage BC permission to use the information provided and photographs submitted.

Awaken the Spirit & VI Conference Centre



Presents

All are
welcome
to attend!



*First
Annual*

Awaken the Spirit

FIRST NATIONS CHRISTMAS ART SHOW & CULTURAL FESTIVAL DECEMBER 20th - 23rd, 2015

Featuring BRITISH COLUMBIA'S
AUTHENTIC ARTISANS

- Original Art • Prints • Art Cards • Glass Work
- Pottery • Wood Turning • Weaving • Photography
- Rock Sculptures • First Nations Carvings
- Gold & Silver Jewelry • Bead Work and more!

Events GREAT WEST COAST
ENTERTAINMENT

- First Nations Drumming and Dancing
- Live Music Daily • Fashion Shows
- Loonie Twoonie Auctions • Silent Auction
- Door Prizes with Featured Entertainment
Daily from 7 - 8 PM

**Special
Invitation**

All people welcome! Great fun for the entire family
Meet the artists in person and take in the special events.

ENJOY A JOURNEY INTO THE CULTURAL SPIRIT OF BRITISH COLUMBIA

ARTISTS

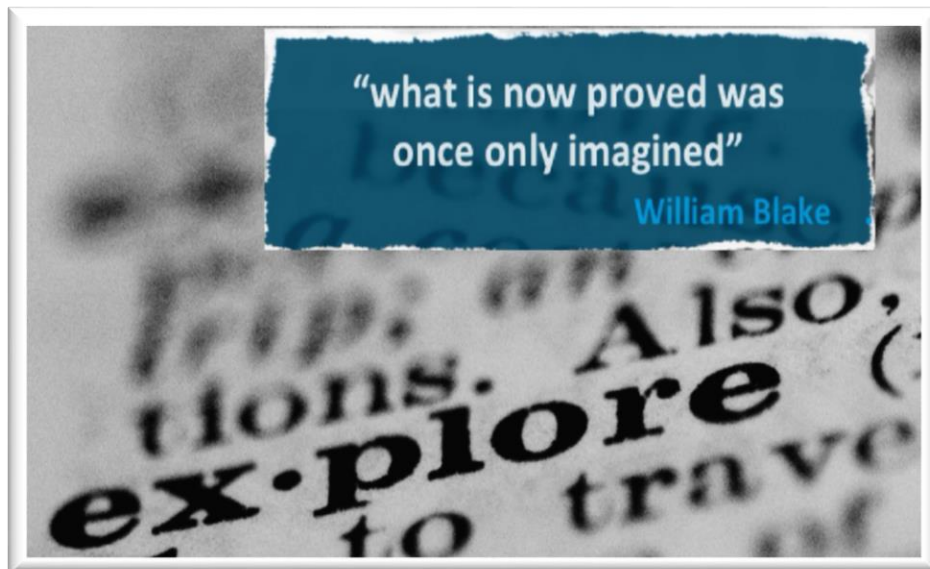
If you are a First Nations or Metis and you are interested in being a vendor, tables are available at \$300.00 for an 8x10' space.

Please contact us at firstpeoples@live.ca or call 250-816-4836. Limited space available.

**MORE DETAILS
AVAILABLE SOON**

Vancouver Island University
Faculty of Arts and Humanities

Strategic Plan



Dear Colleagues and Friends:

I am very pleased to share with you the Strategic Plan for the Faculty of Arts and Humanities at Vancouver Island University. Our plan builds on the strengths of faculty, staff, students, and alumni – past and present. It represents more than two years of work by our capable and committed Steering Committee, as well as interactive All-Faculty workshops. We look forward to working with our partners at VIU and in our community as we undertake the challenging task of carrying out the action items of our plan, which charts a progressive course for the next five years. I thank you for your ongoing support of our vision, mission, and goals – we continue to be inspired, engaged, and fulfilled by this vital activity.

*Ross MacKay, Ph.D.
Dean, Arts and Humanities
Vancouver Island University
November 2015*

The Art and Humanities Strategic Plan Committee

<i>Daniel Burgoyne</i>	<i>Ross MacKay</i>
<i>Terri Doughty</i>	<i>Katharina Rout</i>
<i>Jason Gress</i>	<i>Alanna Williams</i>
<i>John Hinde</i>	<i>Annette Woolf</i>

Imagining Our Future

*It is difficult to get the news from poems, yet men die miserably every day
for lack of what is found there – William Carlos Williams.*

The Faculty of Arts and Humanities comprises 12 departments and 26 programs (7 Majors, 10 Minors, 3 Bachelor’s degrees, 5 Diplomas, and 1 certificate). Delivering roughly 50% of all FTEs in Baccalaureate Degree Programs, the Faculty encompasses diverse programs in the humanities, the fine and performing arts, design, languages, and applied technologies. Approximately 60% of all Degree and Diploma students are in the Faculty of Arts and Humanities (including 45% of Degree and Diploma Aboriginal students).

As such, the Arts and Humanities Faculty is well-positioned to fulfill Vancouver Island University’s mandate as a special-purpose teaching university. We are committed to small class size, meaningful interaction between students and professors, student mentorship, and outstanding teaching.

Study in the arts and humanities inspires creativity and original intellectual inquiry and provides education that is relevant to the twenty-first century. To meet the challenges of the evolving knowledge economy, students must develop multi-modal literacies, technical and performative skills, and creativity, thereby strengthening their ability to participate in, and critique, culture and cultural narratives.

We will continue to foster interdisciplinary paths to create synergies among departments, giving students enhanced opportunities to design their own projects and portfolios within integrated programs. The imaginative and creative abilities of students in Arts and Humanities will continue to be complemented by methodological rigour and critical analysis.

We are committed to further develop intercultural competencies and to promote diversity by strengthening our First Nations Studies program and engaging with Indigenous communities, by increasing collaboration with International Education and

regional cultural groups, and by accommodating disability. We remain committed to building and maintaining positive spaces for all.

The Faculty will encourage community engagement by maintaining a commitment to initiatives such as the Arts and Humanities Colloquium series, exhibits and performances, by continuing to promote Love of Learning enrolments in courses, and by pursuing relationships with community organizations. We will also create more opportunities for student activity in our local communities and increase experiential learning possibilities. As an open-access institution, we especially will reach out to non-traditional learners in the mid-Island region.

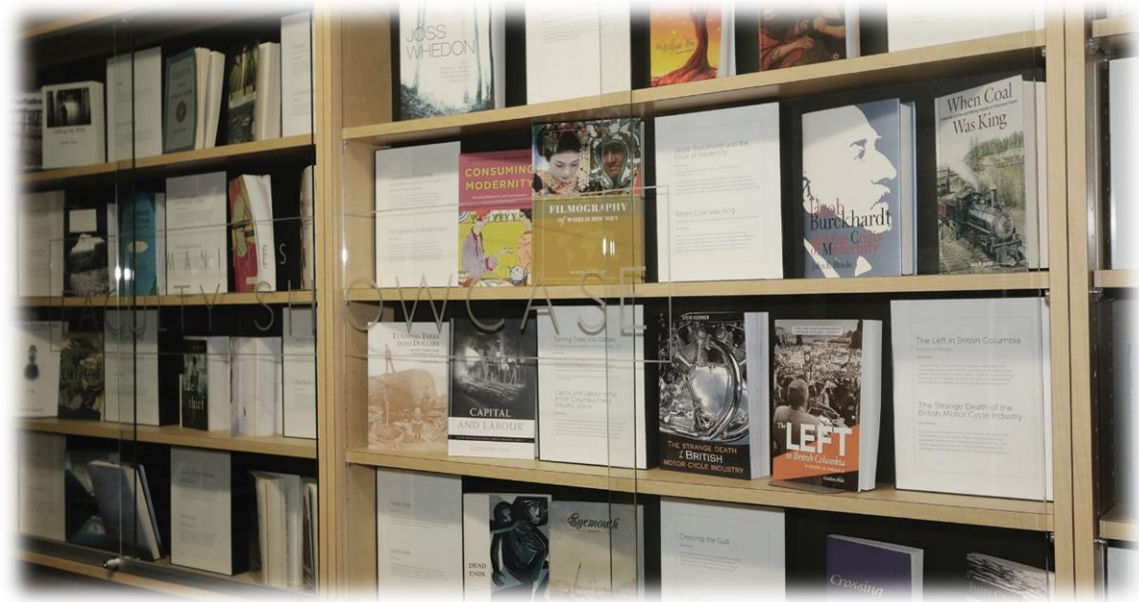
The arts and humanities provide a framework for understanding the complexities of the modern world. They are crucial in the formation of a socially-responsible citizenry and a prosperous and diverse economy. Our students are trained to formulate questions that need to be asked in a rapidly shifting society, and to disseminate information and ideas effectively in a variety of media.

The arts and humanities enrich our lives, both professionally and personally. By offering support to individuals in their search for meaning and their desire for self-actualization, the arts and humanities are an essential component of lifelong learning.



Our Vision

The Faculty of Arts and Humanities educates students to succeed in the knowledge and creative economy and to become leaders in our communities. By fostering knowledge of the self and others, the arts and humanities facilitate students' ability to imagine and shape their individual and our collective future. Through the practice of artistic expression, research, and scholarship, the arts and humanities provide students the opportunity to develop skills and knowledge to thrive intellectually, professionally, personally, and spiritually.



Our Mission

The Faculty of Art and Humanities is a community of students, scholars, artists, performers, and lifelong learners at the cultural and intellectual heart of Vancouver Island University and coastal British Columbia.

Within a global context, arts and humanities foster an appreciation of diversity and develop students' cultural and artistic literacy, critical thinking, communication skills, and knowledge of the past. We engage in personalized, student-centered, creative teaching and learning across a breadth of disciplines.

Core Values

Discovery

The Faculty of Arts and Humanities observes and studies how people have made and continue to make sense of the world through stories, images, music, and discourse. We support and encourage lifelong journeys of self-discovery and creative expression and explore how to address the challenges we face as individuals and communities.

Learning

We foster the development of diverse types of knowledge, creative expression, and communication skills among students, faculty, staff, and our broader coastal community through a combination of student-centred classes, professional development, and community engagement. We encourage creativity, historical understanding, critical thinking, and the exchange of ideas in an open, supportive environment that promotes lifelong learning.



Engagement

We are committed to small classes, open-door policies, one-on-one dialogue, mentorship, experiential learning, and student-centred learning. Our learning environments promote personal interactions between faculty, students, and

community, open up the possibility of self-discovery and transformative learning, and create active producers and critical consumers of culture.

Achievement

We provide a welcoming and responsive learning environment that allows individuals to realize their intellectual and creative potential.

Diversity

We believe in equity, inclusiveness, and the recognition of cultural diversity. In our studies, we are attentive to gender, sexuality, race, ethnicity, class, and disability. We explore different perspectives, and we foster inclusive dialogue. We treasure the voice of the individual and the infinite variety and range of human creativity.



Celebration

We celebrate the achievements of our faculty, staff, and students, and the nurturing of a collegial and supportive environment where individuals and communities can flourish.

Sustainability

We contribute to the growth of vibrant, living communities and to the creative, social, economic, and environmental sustainability of our region through the initiation and production of art and cultural events and our appreciation of cultural identities and literacies.

Objectives and Actions

1. *Student Learning, Engagement, and Success*



A. Promote student-faculty interaction

- i. Support students pursuing post-graduate studies, scholarships, career development, and employment
- ii. Create more research and other opportunities for faculty-student engagement
- iii. Create additional opportunities to enhance student leadership through student involvement in Faculty governance and student organizations
- iv. Continue to develop constructive relationships with student organizations

B. Advocate for instructional and technological resources to improve student success

- i. Increase course offering where necessary
- ii. Refine and develop new modes of delivery
- iii. Develop policy on online and blended delivery models
- iv. Develop strategies for improving student completion times



C. Improve and strengthen curriculum

- i. Institute cyclical curriculum review in all departments, assessing breadth, learning outcomes, laddering opportunities, core curriculum, and the structure of undergraduate and graduate programs (coordinated with Program Review and Summative Program Assessment)
- ii. Develop program-specific learning outcomes that articulate with VIU's institutional Learning Outcomes
- iii. Review and/or develop course-specific learning outcomes
- iv. Broaden variety in course delivery, including online and blended instruction
- v. Consider the development of additional Badges, Certificates, Diplomas, Associate Degrees, and post-Baccalaureate degrees with a focus on enhanced career development
- vi. Collaborate across disciplines and with other Faculties to develop course clusters, specializations, cross-listing, and interdisciplinary paths
- vii. Promote co- and team-teaching
- viii. Initiate dialogue with Administration and VIUFA in order to better clarify advantages and challenges, create incentives, and remove barriers to co- and team-teaching
- ix. Encourage student awareness of the value of an education in the arts and humanities

D. Focus on student-centered teaching

- i. Identify and promote best teaching and learning practices within the Faculty
- ii. Develop faculty workshops on student-centered pedagogy relevant to Arts and Humanities programs
- iii. Promote resources outside the classroom intended to facilitate student success: Writing Centre, Counseling, Student Union, Student Services

E. Foster and develop multimodal literacies and diverse ways of knowing in all programs

- i. Enhance interpretive and communication skills involving multimodal literacies in all degree programs
- ii. Share knowledge about cultural identities and literacies, and teach intercultural competencies
- iii. Seek ways to increase Indigenization of the curriculum and enhance collaboration with Aboriginal communities
- iv. Seek ways to increase Internationalization of the curriculum by inviting international students to share individual cultural experiences with our classes



F. Foster experiential learning opportunities

- i. Define “experiential learning” to guide discussion and action
- ii. Ensure that all Arts and Humanities graduates have some experiential education or learning component in their studies, through coursework, community-based learning, or internships
- iii. Publicize experiential learning opportunities
- iv. Enhance partnerships with the Campus Career Centre
- v. Create a Faculty position dedicated to developing experiential learning opportunities and liaising with the Campus Career Centre



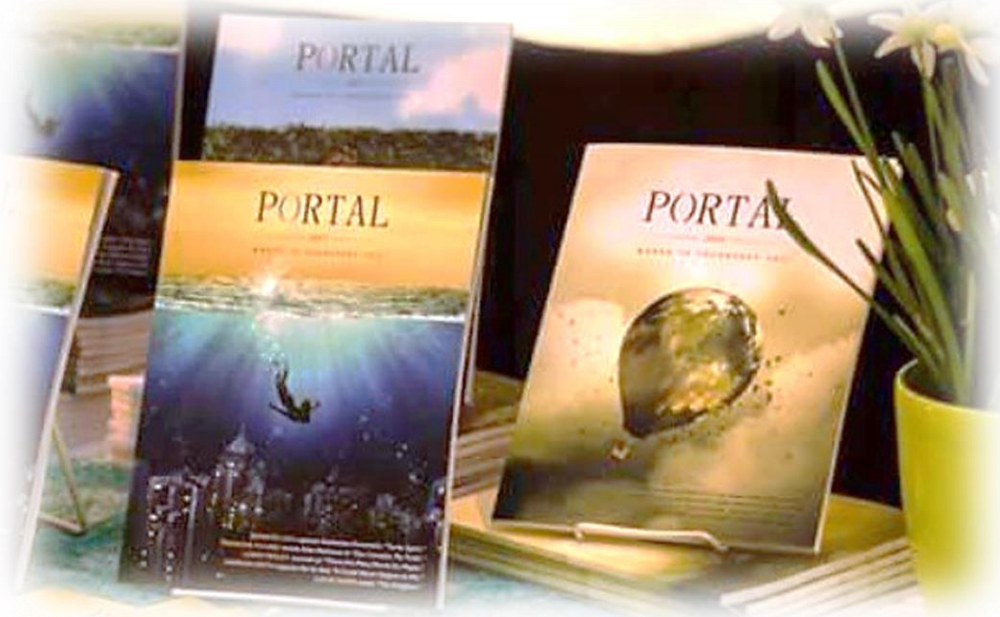
- vi. Establish campus career fairs to enable student networking with industries
- vii. Develop policy to coordinate and support field schools
- viii. Broaden awareness about cultural industries
- ix. Involve students in community-based projects and research
- x. Foster and develop socially-responsible citizenry
- xi. Facilitate a student colloquium in coordination with the Scholarship and Community Engagement office

G. Create opportunities for student-to-student interaction

H. Work with Disability Services to devise ways to adapt our teaching to accommodate disabilities



2. *Community Engagement*



A. **Promote the pursuit of lifelong learning**

- i. Build connections with Elder College to promote upper-level courses and Study Abroad opportunities
- ii. Create and promote more elective courses across the disciplines
- iii. Identify and use appropriate communication channels, including social media, to promote programs and courses
- iv. Explore opportunities for faculty to develop continuing education courses or programs for the community

B. **Enhance our institutional and community profile**

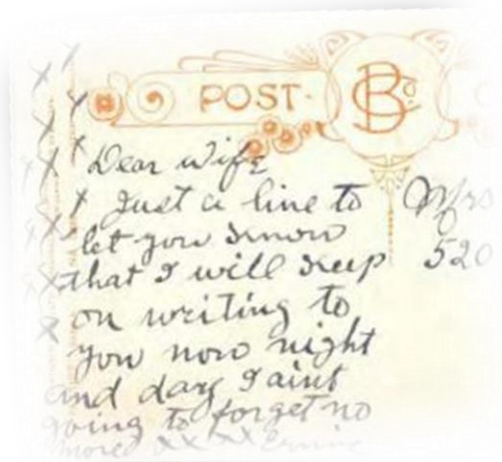
- i. Support and enhance departmental and Faculty initiatives such as the Arts and Humanities Colloquium Series, the Gustafson Distinguished Poet Chair and chapbook publications, Portal Magazine, the Visiting Artist and Designer Series, the Canadian Letters and Images Project, the MeTA Digital Humanities Lab, the VIU@Cowichan Innovation Lab, Poets on Campus, Progressions, the Interior Design and Graphic Design year-end exhibitions, the Media Studies Student Showcase, Meridian, Incline Magazine, the Islands Short Fiction Contest, the Masters Series of Music, the Spanish Club film series, and the Theatre student productions.



	<ul style="list-style-type: none"> ii. Collaborate with the Regional Districts, the City of Nanaimo, Nanaimo Community Archives, the Nanaimo Culture and Heritage Commission, the Vancouver Island Regional Library, and local and regional arts groups and cultural institutions to create vibrant, culturally-rich communities iii. Foster relationships with related professional organizations
<p>C. Create a Faculty Community Recruitment and Liaison Committee</p>	<ul style="list-style-type: none"> i. Build connections with the School Districts and community groups ii. Continue to develop relationships with community educational stakeholders iii. Build connections with private schools iv. Continue to promote and enhance the dual credit program



3. Creativity, Teaching, Research, and Scholarship



- | | |
|--|--|
| <p>A. Foster a collegial and supportive work culture and community that includes respect for diverse ways of knowing, academic freedom, academic excellence, recognition, collegiality, ethics, and citizenship</p> | <ul style="list-style-type: none"> i. Establish student mentoring, whether through departmental advising or by partnering faculty with students ii. Encourage interdisciplinary mentorship of new and sessional faculty iii. Enhance professional development opportunities |
| <p>B. Encourage discovery through the pursuit of free enquiry, and celebrate the variety and range of human creativity</p> | <ul style="list-style-type: none"> i. Create physical space(s) to enable dialogue, creative inquiry, and community engagement |
| <p>C. Promote cultural and historical understanding, critical dialogue, and the exchange of ideas through publications, presentations, exhibitions and performances, and other public events</p> | <ul style="list-style-type: none"> i. Create a Faculty news feed |



<p>D. Create guidelines for best practices for informal, formative teaching evaluations</p>	<ul style="list-style-type: none"> i. Identify faculty who have expertise in these best practices ii. Set up workshops to encourage mentorship and consultation to build expertise across the faculty
<p>E. Identify and put into practice ways to publicize faculty and staff achievement</p>	<ul style="list-style-type: none"> i. Install a TV screen in building entrance to advertise events, celebrations, and other Faculty news ii. Develop a Faculty “Twitter” strategy for each department
<p>F. Recognize and celebrate excellence and innovation in teaching and scholarship</p>	
<p>G. Develop a Faculty definition of scholarly activity in consultation with the Office of Scholarship and Community Engagement and the Vancouver Island University Faculty Association, and identify necessary and appropriate resources</p>	<ul style="list-style-type: none"> i. Establish an ad hoc committee to develop this definition ii. Develop a plan for faculty renewal and sustainability iii. Advocate for more academic leaves to facilitate balanced workloads for faculty working on larger-scale projects



4. Diversity and Accessibility



A. Celebrate human diversity in all its dimensions and maintain learning and working environments which are equitable, diverse, and inclusive

- i. Recognize cultural diversity in our curricular and pedagogical choices
- ii. Model equity, inclusive dialogue, and mutual respect in the classroom and workplace, and consult with the Human Rights and Respectful Workplace office to accomplish this
- iii. Work with Disability Services to increase pedagogical supports and faculty training opportunities to support students with identified disabilities
- iv. Create a faculty handbook to identify existing resources (institutional, community, internal, external) to support teaching in a diverse context
- v. Ensure that all classroom spaces and resources are accessible
- vi. Prioritize diversity in hiring

B. Invite self-discovery and transformative learning

- i. Recognize and encourage individual learning strategies and personal development
- ii. Develop faculty workshops to assist faculty to remain current on diversity issues and to identify the learning opportunities in diverse classrooms
- iii. Create self-reflection mechanisms, tools, and spaces to promote transformative learning for faculty, staff, and students

5. Recruitment and Retention Strategies



- | | |
|--|--|
| <p>A. Work across the Faculty, with the Office of University Planning and Analysis, and with the Office of Enrolment Management to combine efforts to recruit and retain students</p> | <ul style="list-style-type: none"> i. Liaise with the Office of Enrollment Management to identify key groups to target for recruitment and assist them with various recruitment needs and activities ii. Foster a sense of identity for Arts and Humanities students |
| <p>B. Identify procedures to ensure that information on enrolment, retention, completion, graduates, costs, and student satisfaction inform enrolment planning.</p> | <ul style="list-style-type: none"> i. Obtain retention data to identify who is leaving and why |
| <p>C. Work with the Office of Advancement and Alumni Relations to increase, enhance, and promote student awards and scholarships</p> | <ul style="list-style-type: none"> i. Create a repository of awards and scholarships available in the Faculty |
| <p>D. Celebrate student success and community engagement through communal events and social media</p> | |

E. Establish a Recruitment, Retention, and Events Coordinator position

- i. Work with University Relations to enhance the profile of Arts and Humanities
- ii. Update and improve department home pages, and establish a system of ongoing maintenance
- iii. Secure resources to aid departments in developing recruiting materials
- iv. Update promotional brochures
- v. Exploit social media for recruitment and publicity, and for creating a sense of community among students

F. Enhance course offerings to attract and retain students

- i. Promote courses and programs across disciplines.
- ii. Create first- and second-year interdisciplinary courses that establish points of contact between disciplines and that emphasize the relevance of the arts and humanities
- iii. Review retention data, and solicit feedback from students, with an eye to curriculum development





6. *Planning and Governance*

A. Devise procedures for achieving Objectives and implementing Action Items

- i. Work with Office of University Planning and Analysis to gather data required for effective planning
- ii. Create a Strategic Plan Committee to review and revise the Arts and Humanities Strategic Plan regularly and as needed

B. Review governance policies and procedures to ensure consistency across the Faculty and within the institution

- i. Set deadlines for review of Policy and Procedure Manuals
- ii. Inform new faculty of Faculty policies
- iii. Review departmental policies to ensure consistency with Faculty bylaws, and with Faculty and institutional policies and procedures

C. Encourage and promote faculty involvement in governance both at the Faculty and the institutional level, and develop capacity for such

- i. Chairs should report to their departments on Faculty Council meetings
- ii. Initiate more social occasions that enable informal exchange of information
- iii. Advocate for more resources to support faculty involvement in governance
- iv. Create a flowchart that clearly outlines Faculty and institutional decision making processes



7. Resources and Revenue

A. Improve facilities to meet or exceed best practices for high-quality learning environments

- i. Build an inventory of required resources, infrastructure, and services
- ii. Set priorities and timelines for improvements
- iii. Advocate for information-technology upgrades and support to facilitate innovation in teaching and to build engagement in learning
- iv. Advocate for reprioritization of the new “Arts Centre”

B. Explore opportunities for revenue generation

- i. Review existing institutional structures that may limit or enhance revenue-generating opportunities
- ii. Create an adequately-resourced revenue-generation committee that strategizes to develop marketable products or services
- iii. Develop a Faculty fundraising campaign that targets our community partners



Faculty of Arts and Humanities

PROGRAMS

English

BA Major in English
BA Minor in English

Graphic Design

Bachelor of Design
in Graphic Design

First Nations Studies

BA Major in
First Nations Studies

BA Minor in
First Nations Studies

Theatre

Technical Theatre
Diploma

Theatre Diploma

Creative Writing and Journalism

BA Major in
Creative Writing

BA Minor in
Creative Writing

BA Minor in
Journalism

Visual Art

BA Major in Visual Art

BA Minor in Visual Art

Visual Art Diploma



Modern Languages Studies

BA Minor in
Languages and
Culture
(Romance Languages)

Post-degree Diploma
in Languages and
Culture
(Romance Languages)

Proficiency in
Language and Culture
Certificate

History

BA Major in History

BA Minor in History

Interior Design

Bachelor of
Interior Design

Women's Studies

BA Major in
Women's Studies

BA Minor in
Women's Studies

Music

Bachelor of Music in
Jazz Studies

Jazz Diploma

Media Studies

BA Major in
Digital Media Studies

BA Minor in
Media Studies

BA Minor in
Digital Media