

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

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PRESENT:	Jill Stannard Mark Robinson Dan Appell	Diana Johnstone, Chair Jacquie Howardson Ross MacKay	Diane Brennan John Manning
REGRETS:	Wendy Pratt Dawn Marusin	Richard Finnegan	
GUESTS:	Ms. Tracy Samra, Interim City Manager Mr. Dennis McMahon		
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		

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1. **CALL MEETING TO ORDER:**

Chair D. Johnstone called the meeting to order at 4:31 pm.

2. **INTRODUCTION OF LATE ITEMS:**

None.

3. **ADOPTION OF AGENDA:**

It was moved and seconded that the 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-NOV-04 be adopted as presented. The motion carried unanimously.

5. **PRESENTATIONS:**

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

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C. Barfoot and C. Sholberg provided a presentation overview of their recent trip to Kelowna, BC to the 2015 Creative Cities Conference.

Tracy Samra, Interim City Manager, entered the meeting at 4:42 pm. Chair D. Johnstone welcomed Ms. Samra to the meeting and facilitated a round of introductions.

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

6. **CHAIR'S REPORT:**

Chair D. Johnstone provided a verbal report, thanking all members for their assistance with reviewing the Culture and Heritage grant applications. As well, she noted the importance of Commission members attending community and City events as often as possible in order to represent the Commission.

It was suggested that staff create and distribute a yearly list of upcoming events in advance, to allow members to plan their schedules accordingly.

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

- (a) Design Advisory Panel – No report.
- (b) Grants Advisory Committee – No report.
- (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.

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

D. Appell entered the meeting at 5:01 pm.

T. Samra left the meeting at 5:02 pm.

8. **REPORTS OF WORKING GROUPS:**

None.

9. **STAFF REPORTS:**

- (a) **Recommendations for 2016 Culture & Heritage Grants  
by S. Samborski & C. Barfoot, Culture & Heritage Department.**
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Staff Recommendation: That the Nanaimo Culture and Heritage Commission direct staff to 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 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

Due to a declared conflict of interest with the following two applications, D. Appell left the room at 5:03 pm.

It was moved and seconded that the Commission recommend that Council approve a 2016 Culture & Heritage Operating Grant of \$24,500 for the Nanaimo Arts Council. The motion carried unanimously.

It was moved and seconded that the Commission recommend that Council approve a 2016 Culture & Heritage Project Grant of \$3,400 for the Nanaimo African Heritage Society. The motion was carried.

Opposed: M. Robinson

D.Appell re-entered the room at 5:05 pm.

Due to a declared conflict of interest on the following application, D. Johnstone left the room at 5:06 pm and D. Brennan took over as Chair for the vote.

It was moved and seconded that the Commission recommend that Council approve a 2016 Culture and Heritage Operating Grant of \$4,000 for the Malaspina Choir Society. The motion carried unanimously.

D. Johnstone re-entered the room at 5:07 pm and resumed as Chair.

It was moved and seconded that the Commission recommend that Council approve the remaining 2016 Culture & Heritage Grant funding (Operating and Projects) recommendations as outlined in the report. The motion carried unanimously.

It was moved and seconded that the Commission recommend that Council approve 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

The motion carried unanimously.

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

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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.

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

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Staff Recommendation: That the report be received as information.

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

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

- (a) 2016 Culture & Heritage Commission – KEY DATE CALENDAR
- (b) 2016 Council – KEY DATE CALENDAR
- (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).
- (d) Letter dated (2015-NOV-13): Thank you to Debbie Trueman for BCMA Award Nomination
- (e) Heritage Week 2016 Photo Contest: Distinctive Destinations
- (f) Awaken the Spirit: First Nations Christmas Art Show & Cultural Festival
- (g) VIU Faculty of Arts and Humanities – STRATEGIC PLAN

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:**

None.

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

None.

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

None.

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:**

It was moved and seconded that the meeting be adjourned at 5:20 pm. The motion carried unanimously.

**APPROVED BY:**

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DIANA JOHNSTONE, CHAIR  
NANAIMO CULTURE AND HERITAGE COMMISSION

**CONCURRENCE BY:**

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SUZANNE SAMBORSKI  
SENIOR MANAGER, CULTURE AND HERITAGE

**CERTIFIED CORRECT:**

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CORPORATE OFFICER