

**AGENDA**  
**ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE**  
**Saanich Municipal Hall, Committee Room No. 1**  
**Tuesday, January 24, 2017, from 9:30 a.m. to 11:30 a.m.**

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**1. ADOPTION OF MINUTES**

- November 24, 2016 meeting (attachment)

**2. CHAIR'S REPORT AND COMMITTEE MEMBER INTRODUCTIONS**

**3. SCHEDULE OF REGULAR COMMITTEE MEETINGS**

- Discussion as per Section 85(a) of Council Procedure Bylaw 2015, No. 9321  
Memo dated January 24, 2016 from the Senior Committee Clerk (attachment)

**4. ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE TERMS OF REFERENCE**

- Review of the committee mandate (attachment)

**5. STAFF LIAISON PRESENTATIONS**

- Planning: Cameron Scott, Manager of Community Planning
- Archives: Evelyn Wolfe, Archivist
- Parks and Recreation: Kelli-Ann Armstrong, Senior Manager Recreation Services

**6. HERITAGE**

- Saanich Heritage Foundation report (K. Johnson)
- Report from Canada 150 Ambassadors (attachment)

**7. ARTS**

- Cedar Hill Arts Centre report and Infographic (attachment) (B. Weatherston)

**8. CALL FOR AGENDA ITEMS**

**\* Adjournment \***

**Next Meeting: February 23, 2017**

In order to ensure a quorum, please call Tania Douglas at 475-5494 ext. 3505 or  
[tania.douglas@saanich.ca](mailto:tania.douglas@saanich.ca) if you are unable to attend.

**Go Green!**

**Members are encouraged to bring their own mug to the meeting.**

**MINUTES**  
**ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE**  
Held at Saanich Municipal Hall, Committee Room No. 2  
**Thursday, November 24, 2016 at 9:30 am**

**Present:** Councillor Sanders (Chair), Lyris Agarat, John Crawford, Ken Johnson, Anne Lansdell, Michele Sealey, Katherine Whitworth, Bill Williamson

**Staff:** Kelli-Ann Armstrong, Senior Manager, Recreation Services; Evelyn Wolfe, Acting Archivist; Tania Douglas, Senior Committee Clerk

**Regrets:** Roger Love

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**Minutes**

**MOVED by B. Williamson and Seconded by A. Lansdell: "That the Minutes of the Arts, Culture and Heritage Advisory Committee meeting held October 27, 2016, be adopted as circulated."**

**CARRIED**

**ARCHIVES**

The Acting Archivist provided an update on some of the projects at the Archives department. She also circulated the November Saanich Archives newsletter, and the following was noted:

- An exhibit of the 100<sup>th</sup> Anniversary of the unveiling of the World War I Honour Roll will be held from January 6-27, 2017.
- The complete uniform of R. G. Rice (who created the Honour Roll), will be displayed as well as artifacts, documents and photographs relating to WWI.
- Archives has confirmed over 400 names on the roll and there are about 1,000 names under consideration.
- Two volunteers were able to travel to WWI cemeteries overseas (France and Belgium) on behalf of the Saanich Remembers project. They placed certificates of remembrance and Canadian flags on the graves or at memorials of 16 Saanich soldiers.

In response to a question, the Acting Archivist stated she will investigate whether the Archives newsletter can be shared electronically.

The Chair advised that there was a recent article in the Saanich News regarding a donation from the Greater Victoria School District of "SD61 Remembers" which is a compilation of 300 men and women who attended School District 61 schools and lost their lives in WWII.

**HERITAGE**

**Canada 150 update**

The Chair provided an update. She noted there was a meeting with UVic, Oak Bay, Victoria and Saanich to look at working together for the 150<sup>th</sup> celebration. She also noted that clarity is needed on the reports that went to Council in early November and that the motion made at the October 27<sup>th</sup> meeting should be rescinded.

**Motion: MOVED by B. Williamson and Seconded by K. Whitworth, “That the following motion from the Arts, Culture and Heritage Advisory Committee made at the October 27, 2016 meeting, be RESCINDED:**

***‘That the Arts, Culture and Heritage Advisory Committee endorses the Arts, Culture and Heritage Advisory Committee’s Canada 150 Working Group report dated October 27, 2016 from Councillor Sanders, and recommends the report be forwarded to Council for approval’.*”**

**MOTION TO RESCIND WAS APPROVED**

**Motion: MOVED by B. Williamson and Seconded by A. Lansdell, “That the Arts, Culture and Heritage Advisory Committee recommends that Council:**

- 1. Approve the proposed work plan and budget for the District of Saanich Canada 150 events and activities as discussed at the November 24, 2016 ACH meeting;**
- 2. Approve the installation in 2017 of a Canada 150 themed outdoor public art project in a location to be determined in accordance with 7.2 Public Art Process in the Comprehensive Art Policy; and,**
- 3. Refer the public temporary art program to Council’s Strategic Planning process.”**

**APPROVED**

The discussion continued and the Senior Manager of Recreation Services reminded members of the ideas that were in the work plan circulated last month. It was noted that the working group will have to find funding for a proposed time capsule as Saanich is not funding this other than the installation.

Samples of various Canada 150 banners were circulated to members. The budget for banners is approximately \$200 per banner which includes installation and hardware. It should only take 3-4 weeks for banners to arrive once ordered, however the schedule of the Public Works department will determine when installation can occur. Committee members all agreed on the sample where the municipality can place their logo on the banner underneath the “Canada 150 Celebrate Canada” design.

**Motion: MOVED by B. Williamson and Seconded by M. Sealey, “That the Arts, Culture and Heritage Advisory Committee recommends that the maximum amount of double-sided banners within budget be ordered, with the logo design chosen by committee members as circulated at the November 24, 2016 meeting, for installation as soon as Public Works can complete.”**

**CARRIED**

#### **Saanich Heritage Foundation report**

- There is a joint Foundation and ACH meeting and potluck scheduled for Tuesday, December 13<sup>th</sup> at 5:30 pm.
- The Lindsay log cabin at 4420 Wilkinson Road will be demolished/deconstructed due to neglect.

## **ARTS**

### **Sign at Cedar Hill Community Recreation Centre**

The Senior Manager of Recreation Services reported that the recommendation from this committee to change the name of the Cedar Hill Community Recreation Centre was not well received by the area community association. Parks staff will meet with the community association to look at the scope of the park planning process; but it is not known if signage will be part of this process. Committee members discussed the centres and their uses, and it was noted that all but Saanich Commonwealth Place are named as community recreation centres.

### **ACH Awards**

The Senior Manager of Recreation Services reported that nominators and recipients have been contacted about the upcoming reception and presentation on December 5<sup>th</sup>. She described the menu provided by AquaTerra, who will cater the event. She asked for feedback on what worked and did not work well for the nomination process. The following comments were noted:

- The amount of nominations received was disappointing considering the amount of effort that was made to promote the awards.
- Suggestion to not have such specific criteria (eg. 400 words), and just ask for nominators to explain why they are nominating people.
- A better form that outlines the criteria being judged would be helpful.
- Some people were excluded because the work they did was within their regular employment. It should be specified that the work being done is done after regular work hours or during retirement, etc.
- Question was asked if more grass-roots people should be given more consideration compared to those who are firmly embedded in the arts. Comment made that the unsung hero award does cover this.
- Suggestion that Saanich Strategic Goals be removed from the brochure as this information is not necessary.
- Having the Saanich News provide the advertising support was very good.
- Nomination period could be longer.
- Having 'nominate today' on the brochure was a good visual.
- Use of the whiteboard chart while deliberating nominees was very useful.

The Chair noted that she and K. Whitworth purchased some artwork done by a Saanich artist to present to the ACH Awards nominees. This artwork is exchangeable if people want to exchange for a different colour. The artwork will be presented along with certificates to the nominees. The artist, Jenny Waelti-Walters, will be invited to the event. The Senior Manager of Recreation Services was thanked for facilitating the event.

### **Community Arts Council of Greater Victoria Update**

The Senior Manager of Recreation Services reported that the CACGV will be moving from the Cedar Hill Arts Centre into the downtown Bay Centre, and has renamed itself the Victoria Arts Council. She provided an explanation of their services and noted that they will continue to curate the gallery and exhibits at the Cedar Hill Arts Centre. The space at the Arts Centre used by the CACGV (Victoria Arts Council) was quite small and a request for proposals will be put out to arts groups to see if anyone can use the space.

A request was made to have a future presentation about the Victoria Arts Council's responsibilities.

**Committee appointments**

The Chair noted that the Council appointments are not known at this time, but she hopes to continue to serve this committee for another term. She also advised that Roger Love will not re-join the committee next year.

It was noted that a change in Chair can affect the direction of projects committee has been working on, but committee members can ensure that a new Chair is aware of the importance of such projects.

**ADJOURNMENT**

The meeting adjourned at 11:30 am.

\_\_\_\_\_  
Councillor Sanders, Chair

I hereby certify these Minutes are accurate.

\_\_\_\_\_  
Committee Secretary



LEGISLATIVE SERVICES

## Memo

**To:** Arts, Culture and Heritage Advisory Committee  
**From:** Tania Douglas, Senior Committee Clerk  
**Date:** January 24, 2017  
**Subject:** Proposed 2017 Meeting Dates

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As per Section 85(a) of Council Procedure Bylaw 2015, No.9321, each committee shall establish a regular schedule of meetings including the date, time and place of the committee meetings.

Below is the proposed meeting schedule for 2017. All meetings will be held in Committee Room No. 2 from 9:30 a.m. – 11:30 a.m.

February 23, 2017 (no change)  
March 16, 2017 (3<sup>rd</sup> Thursday of the month)  
April 27, 2017 (no change)  
May 25, 2017 (no change)  
June 22, 2017 (no change)  
September 21, 2017 (3<sup>rd</sup> Thursday of the month)  
October 19, 2017 (3<sup>rd</sup> Thursday of the month)  
November 23, 2017 (no change)

No formal motion is required to approve this schedule, committee consensus will suffice.

Tania Douglas

ITEM 3

# **Arts, Culture and Heritage Advisory Committee**

## **Terms of Reference**

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**The purpose of the Arts, Culture and Heritage Advisory Committee is to advise Council and recommend policies on community arts, culture, and heritage promotion, including services, facilities, and specific community interests.**

### **Mandate**

The Arts, Culture and Heritage Advisory Committee will, consistent with the purpose described above, undertake the following:

- Develop and recommend policies to Council and respond to Council requests for advice and information.
- Review and provide feedback on the Strategic Plan.
- Provide a community perspective on services, programs, events, and facilities related to arts, culture, and heritage promotion, education and awareness.
- Foster public awareness, recognition, and support for local artistic talent, heritage, and archival preservation.

### **Meetings**

The Committee will meet a minimum of four times per year in accordance with its regular schedule of meetings established annually at the first meeting of the year. No meetings are held during the summer and winter breaks (July, August and December). Special meetings may be held at the call of the Chair. The meeting rules and procedures will be in accordance with the Council Procedure Bylaw.

### **Membership**

The Committee will consist of nine (9) members including:

- One member of Council to serve as Chair, appointed by the Mayor; and,
- Eight community representatives appointed by the Council.

School District Nos. 61 and 63 may each assign a trustee to the Committee as a non-voting liaison.

The Community Arts Council of Greater Victoria may assign a member to the Committee as a non-voting liaison.

The Saanich Youth Council may assign a member to the Committee as a non-voting liaison.

### **Staff Support**

The Parks and Recreation Department is the primary contact and together with the Planning Department and Archives Section will provide the required professional support. The Legislative Division will provide secretarial and administrative support.

January 17, 2017

Report to Arts, Culture and Heritage Advisory Committee regarding Canada 150

Prepared work plan:

Delegate who will and how will the following roles be carried out:

Communicate Canada 150 activities – social media, print, etc.

Maintain calendar for activities. Post to regional calendars.

Research funding opportunities and donations.

Assist with funding application as necessary

Outreach – speaking opportunities, encourage participation, soliciting ideas, partnerships

Prepare list of resources – community, staff and business

Prepare package for creating an event/activity/funding opportunities

Historic documentation – newspaper/photo/scrapbook/video

Canada 150 activities scheduled to date in addition to or enhancing Saanich annual events:

January 14 – Friends of Mt. Douglas Park – salmon carcass toss

January 25 – 2pm – Saanich council chambers - Archives display and lecture “WWI Honour Roll and Rice exhibit”

February – Heritage Week – heritage walk

February – Island Illustrators – exhibit and TBD lecture

TBD - Grateful 4 Canada

April 23 – Cycle festival

TBD Municipal Hall pond tour

September – Heritage Bus Tour

TBD - Time capsule installation

ITEM 6



# THE ARTS CENTRE AT CEDAR HILL

## Council Bulletin

### ARTS FOR EVERYONE!

Since The Arts Centre Opened its Doors in 2012...

The Arts Centre makes the arts accessible to people of all ages and abilities through its programs and events. It's a learning and creation hub for artists, arts groups and the community.

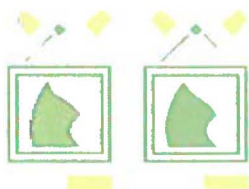


**3,825** ADULTS | **5,000** CHILDREN | **1,100+** TEENS

Hands-on in **VISUAL ART** and **POTTERY** classes

**312** TOTAL EXHIBITS

100's of regional artists exhibit their work in the galleries each year.



"I believe that what is working for older adults in arts and culture is to have a wonderful facility such as you have at Cedar Hill Arts Centre and Recreation Centre."

SURVEY COMMENTS, OLDER ADULT STRATEGY

**2,500**

pre- and school-age children participated in **DANCE** programs

Over **2,000** adults have embraced **DANCE** and all its health benefits



"...I have found an artist community that enriches all aspects of my creativity. It is a place where we share our passion for art making, and encourage and assist each other in all aspects of the creative process. I am very grateful for the opportunity to work in such a beautiful studio space and for the supportive environment that is provided for the visual arts by this facility and its staff."

PARTICIPANT, OPEN STUDIO DROP-IN PROGRAM

**500** VISUAL ARTISTS | **1200** CERAMIC ARTISTS

practice in our **DROP-IN STUDIO**



**545** THEATRE STUDENTS

nurtured their **IDEAS** and **PERFORMED** for family and friends!

## Community Festivals and Events

**8,000+** PEOPLE have participated

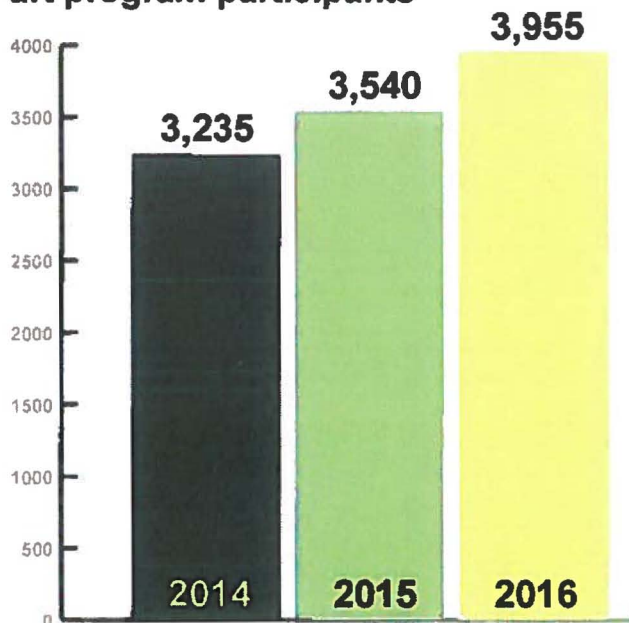


**1,350** VOLUNTEER hours each year

"Our community program has been working with the Arts Centre for over 2 years... We have witnessed the power of art to assist our clients in discovering and channeling their creativity, stepping outside of their comfort zone, and exploring their identity as members of our community. Art is such a powerful therapeutic tool and we are fortunate to have such wonderful instructors guide us in our creative journey."

SALVATION ARMY SKILLS FOR RECOVERY PROGRAM

## Steady growth in registered art program participants



"It's [the Centre] increasing my personal knowledge, perspectives, vision and creativity. Thank you sooo much!"

**70+**



groups, organizations and schools have participated in programs, exhibits or events



**350 TEENS** attend **FREE** art drop-in programs annually

"There are not a lot of quality places for older adults to explore arts in such a wonderful facility such as the Cedar Hill Arts Centre."

The Arts Centre annually **RECYLES and REUSES**

**13,000 lbs** of clay and **USES** over **31,000 lbs** of clay each year!

