

**MINUTES**  
**SPECIAL ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE**  
Held at Saanich Municipal Hall, Committee Room No. 2  
**Friday, August 05, 2016 at 9:30 a.m.**

Present: Councillor Sanders (Chair), Lyris Agarat, Anne Lansdell, Roger Love, Michele Sealey, Katherine Whitworth, and Bill Williamson

Staff: Kelli-Ann Armstrong, Senior Manager, Recreation Services and Penny Masse, Senior Committee Clerk

Regrets: John Crawford, Ken Johnson

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**CANADA 150 SUB-COMMITTEE OF THE ACH**

Council, at its meeting of July 11, 2016, supported-in-principle the establishment of a sub-committee of the ACH to coordinate Canada 150 events with staff and the community, and that the ACH prepare Terms of Reference and a budget for consideration. Council further resolved that staff create a plan to celebrate Canada's 150<sup>th</sup> birthday in 2017.

***Draft Purpose of the Canada 150 Sub-Committee:***

- To provide opportunities for the celebration of, and provide a legacy for, Canada's Sesquicentennial;
- To raise Saanich's cultural identity; and
- To work with staff and the community to encourage Saanich residents to participate in and plan sesquicentennial events.

The Chair noted the following:

- The Terms of Reference and composition of a sub-committee require Council approval.
- The Terms of Reference for the Canada 150 Sub-Committee are not to be finalized at this meeting; the purpose is to gain a sense of the mandate and objectives and how to achieve those goals.
- The objectives could focus on bringing added value and increased awareness to Canada 150 events that have been or will be planned in Saanich and the immediate area. Permanent evidence, or legacies, of Canada 150 celebrations could also be considered.
- First priorities could include utilizing community organizations, social media, mass media and other networking sources to inform the community-at-large of upcoming events and the sub-committee's role in Canada 150.
- There may be an opportunity to discuss Canada 150 issues at ACH meetings as all sub-committee work will need to be referred to the ACH for comment.

The Senior Manager, Recreation Services, noted the following:

- Unless a specific request is approved by Council, no budget funds are available to the sub-committee at this time; however, a staff plan listing all events and how Saanich will enhance Canada's 150<sup>th</sup> brand will be going to Council for consideration in September, could be used as an overlay of the sub-committee.

- It would be beneficial if the sub-committee was aligned with District of Saanich goals and objectives.
- Sub-Committees formed by Council are automatically granted funds for staff support, meeting facilities and refreshments.

A discussion occurred and the following was noted:

- There may be an opportunity to apply for a grant; these funds could be put towards promotional items (i.e.: “grab and go bags”, banners, pins, etc.) that could be provided to on-going Saanich events in order to encourage and enhance the Canada 150 theme and brand.
- The Events Calendar on the Saanich website could be utilized to advertise Canada 150 celebrations and events. All opportunities to make use of existing Canada 150 resources should be explored.
- Transparency of the sub-committee needs to be front of mind. If approved by Council, sub-committee membership should be advertised and it should be made clear that public comment and input is encouraged.
- Composition of the sub-committee should be a total of nine members, constituting a quorum of five, and could include five ACH members and four members from the community-at-large.
- Consideration of sub-committee members from the community-at-large should include engaged and interactive representatives from the business, farming, faith-based, cultural, HSAC, SCAN and youth or student communities.
- Time constraints need to be considered.
- All annual or special events in Saanich could be encouraged to include branding for Canada 150.
- There are several Facebook links the sub-committee can “like” and then follow that are centered on Canada 150 (links forwarded separately).
- SCAN could be utilized as an information portal.
- The Canada 150 Sub-Committee will continue its work until December 31, 2017 to ensure branding and presence is assured in all Canada 150 events in 2017. If the need arises the ACH will deal with any outstanding matters.

The following draft objectives, composition, and meeting schedules were proposed for the Canada 150 Sub-Committee:

***Draft Objectives of the Canada 150 Sub-Committee:***

- To identify events / observances / legacies for the sesquicentennial that are Saanich specific, municipality-wide, inclusive of a wide range of the community; and
- To identify and encourage events to incorporate the 150 celebration.

***Draft Composition of the Canada 150 Sub-Committee:***

- Councillor Sanders (ACH Chair);
- Lyris Agarat (ACH as *time permits*);
- Michele Sealy (ACH);
- Katherine Whitworth (ACH);
- Bill Williamson (ACH); and
- Members-at-Large should ideally be in place by September 15, 2016

***Draft Schedule of Meetings for the Canada 150 Sub-Committee:***

- Meet twice per month in September, October, November, and December 2016; and
- On-going Monthly meetings in 2017.

**ADJOURNMENT**

The meeting adjourned at 11:05 am

**NEXT MEETINGS**

The next Special meeting is scheduled for Wednesday, August 17, 2016  
The next Regular meeting is scheduled for Thursday, September 22, 2016

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Councillor Sanders, Chair

I hereby certify these Minutes are accurate.

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Committee Secretary