

MINUTES
SPECIAL ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE

Held at Saanich Municipal Hall, Committee Room No. 2

Thursday, November 12, 2015 at 9:30 a.m.

Present: Councillor Sanders (Chair), Lyris Agarar, Kathleen Brennan, John Crawford, Ken Johnson, Anne Lansdell and Roger Love

Staff: Kelli-Ann Armstrong, Senior Manager, Recreation Services; Caroline Duncan, Archives Supervisor; and, MaryAnn Greco, Senior Committee Clerk

Absent: Kay Beckett, Valerie Green

50th ANNIVERSARY OF SAANICH MUNICIPAL HALL

The Archives Supervisor noted the following:

- Beginning November 23rd, there will be a Municipal Hall 50th Anniversary exhibit that will be going into the glass cube exhibit.
- In 1966 the Municipal Hall was featured in Canadian Architecture magazine and they were able to obtain the rights to the pictures used in the article. The pictures are beautiful, high quality professional shots that will be enlarged and framed. The intent is to display them in the gallery space outside Human Resources starting on December 7. Prior to that, they will be on easels on display at the Municipal Hall leading up to the event.
- Both the cube and gallery exhibits will stay up until January 3rd 2016.
- A copy of the original grand opening of the Municipal Hall brochure was obtained which has excellent historical information.
- They have two original staff uniforms that were worn in 1965; a men's jacket worn by the former Tax Collector, Ken Middleton and a female jacket. Sonia Nicholson, Saanich's Archives Specialist may wear the female jacket the day of the event and Ken Johnson offered to wear the men's jacket.

The Senior Manager for Recreation Services noted the following:

- Parks and Recreation has started with the promotion of the event beginning with a media release.
- Invitations will be forwarded to various individuals and organizations including:
 - Saanich Heritage Foundation
 - School Trustees
 - School Districts 61 and 63
 - Community Associations
 - Royal Oak and Prospect Lake Historical Societies
 - Hallmark Heritage Society
 - J.C. Scott of JC Scott eco Design
 - Recipients of the Saanich Freeman of the Municipality
 - Various "Friends of" Societies
 - Greater Victoria Urban Design Institute and the Architectural Institute of BC
 - Lauren Nielson, planner for interior spaces
 - George Wheaton, Wheaton Construction
- Newspaper ads will be going in the Saanich News on November 18, 20, 25 and 27 and will include a schedule of events.
- A digital picture of the 50th Anniversary sign was presented. The latest changes from the Committee have been incorporated into the final design. The sign will be on an aluminum fixture and fitted with an anti-graphite surface. The sign is about 3' x 5'.
- The design for the banner is being worked on. The Sign Shop has agreed to put up the banner which will be on display for the year. The Saanich Legacy Foundation has kindly contributed \$5000 for the banner.

The Committee noted the following:

- The Sign Shop can do a paper version of the sign to make sure the font size is readable before the final version.
- The sign will be displayed on an easel in the foyer and unveiled inside.
- Council will be offered to do a talk with Bruce Williams from CFax. CBC can be added and the Life Style show with Patty Mack.
- There is no budget to promote the event in the Times Colonist.
- Dave Obee from the Times Colonist could be contacted about doing an article about the event, he did a background on Saanich's history for Saanich Archives in the past.
- It would be helpful if the key locations for the guided tour were numbered around the Municipal Hall.
- The Archives Specialist will number the key highlights on the speaking notes for the self-guided tour and will arrange to have the "Preserving Heritage" banner on display in the middle foyer.
- There should be a parking attendant on-hand the day of the event to direct people up the stairs, where to park and where wheelchair access is.
- The ads in the Saanich News should include information on parking.

The Chair:

- Circulated a draft itinerary for the event and minor changes were suggested.
- Encouraged all Committee members to attend the upcoming Public Hearing for the Heritage Designation Bylaw on Tuesday, November 17 at 7:30 p.m. Council will consider Second and Third readings at this Public Hearing.
- If approved at the Public Hearing, final reading and adoption will take place at the Special Council meeting at the event.
- Will clarify Valerie Green's time frame for her talk on Wednesday, December 2.
- Circulated the speaking notes for the guided tour and went over key highlights. Committee made minor changes.
- Would appreciate it if all members of the Committee can volunteer to be greeters and the door, handing out Saanich pins and taking people on guided tours.
- Stated the Committee Secretary will be requested to prepare nametags for the Committee and members of the Saanich Heritage Foundation. She will also look into additional signage outside to help direct people to the event.
- Will send a request to the Saanich Heritage Foundation for volunteers.
- Circulated the program for the event and minor changes were made.
- Parks and Recreation can look after the refreshments, chairs and notifying the Police Department about the event.

ADJOURNMENT

The meeting adjourned at 10:45 a.m. Next meeting is scheduled for Thursday, November 26, 2015 at 9:30 a.m.

Councillor Sanders, Chair

I hereby certify these Minutes are accurate.

Committee Secretary