

**AGENDA**  
**ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE**  
**Saanich Municipal Hall, Committee Room No. 2**  
**Thursday, April 18, 2019 from 4:00 pm to 6:00 pm**

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**1. ADOPTION OF MINUTES**

- February 21, 2019 meeting (attachment)

**2. CHAIR'S REMARKS**

**3. FOLLOW UP ITEMS FROM LAST MEETING**

- Inter-departmental First Nations Relations Working Group update - Director of Parks and Recreation
- Historical resources about under-represented groups in Saanich Archives' collections - Archivist

**4. HERITAGE**

- Saanich Heritage Foundation minutes of March 12, 2019 (attachment)

**5. ARTS**

- Public Art Update – Manager of Community Planning
- Community Arts update - Community Arts Specialist
- 2019 Goals and Objectives Ideas (attachment)

**\* Adjournment \***

**Next Meeting: Thursday, May 16, 2019**

**In order to ensure a quorum, please call Tania Douglas at 475-1775 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, February 21, 2019 at 6:00 pm**

Present: Councillor Plant (Chair), Irene Corman, John Ellis, Leanna Rathkelly, Michele Sealey, Kate Sykes-Waller, Christine Willes, Teri VanWell (SD63 non-voting liaison)

Staff: Kelli-Ann Armstrong, Senior Manager, Recreation Services; Tania Douglas, Senior Committee Clerk

Regrets: Sean Burns

Guest: Sheila Colwell, Saanich Heritage Foundation

**DRAFT**

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**Minutes**

**MOVED by L. Rathkelly and Seconded by J. Ellis: "That the Minutes of the Arts, Culture and Heritage Advisory Committee meeting held January 17, 2019 be adopted as circulated."**

**CARRIED**

**CHAIR'S REMARKS**

The following was noted:

- Following up on the news regarding an increase in rental rates within the Royal McPherson Theatre Society, it was noted that Saanich is 1/3 owner of the Royal Theatre. One strategic goal of the Capital Regional District Board is to have discussions regarding the future facility needs in the region. It may be possible to have a presentation from the CRD Arts Commission regarding programming of professional and non-professional arts organizations.
- While there are Saanich documents and policies that could be better used, a reminder was given that policy documents do not belong to this committee. Policy changes could be recommended, but the Terms of Reference and policies are broad enough for committee to work on a few potential projects this year.
- Mr. Crawford has resigned from the committee; his past service is very much appreciated.

It was noted that a member of the Saanich Heritage Foundation is present to provide information however it was not noted on the agenda.

**Motion: MOVED by M. Sealey and Seconded by K. Sykes-Waller, "That the February 21, 2019 Arts, Culture and Heritage Advisory Committee agenda be amended to include a presentation from the Saanich Heritage Foundation."**

**CARRIED**

## HERITAGE

### Archivist's report

A discussion occurred regarding the materials held in Archives and it was noted that they may be mostly euro-centric in nature. A suggestion was made that Archives be asked to send out a call for donations of records of non-european descent.

The Senior Manager of Recreation Services stated this is an operational issue and suggested the Archivist be invited to attend a meeting to answer questions about acquiring more culturally varied items, learn more about the Archives in general, and find out about their capacity and staffing.

It was noted that some cultures may not wish to relinquish control of their heritage items into a generic archive and may prefer to donate to a museum or archive specific to their culture.

The Chair noted that inviting the Archivist to speak and find out how the committee can be of support would be beneficial and that this task should be done strategically.

**Motion: MOVED by C. Wiles and Seconded by M. Sealey, "That the Arts, Culture and Heritage Advisory Committee recommends to Council the inclusion of diverse materials from populations other than those of European descent be included in the Saanich Archives."**

**DRAFT**

**the Motion was DEFEATED with  
C. Plant, I. Corman, J. Ellis, L. Rathkelly, M. Sealey, and K. Sykes-Waller OPPOSED**

### Saanich Heritage Foundation overview

Sheila Colwell was present to provide information about the Saanich Heritage Foundation (SFH), and its relationship with the ACH advisory committee. The following information was presented:

- The Municipality's historical progression of heritage protection starting in 1974.
- The development of a Heritage Advisory Committee over time and the establishment of the Heritage Foundation.
- Information about the heritage inventories of 1983, 1991 and 2008. The heritage inventory was completed in 1991 with over 200 buildings recorded.
- The overlapping role that the Foundation and the ACH committee shares to promote heritage conservation and awareness.
- All Foundation funding comes from Saanich. It would be great to solicit help in fundraising.
- The heritage designation process was described and it was noted that the foundation reviews grants, advises Council on requests for changes, organizes rentals of Dodd and Stranton houses, performs site visits and issues plaques for newly designated homes among other things.

It was noted that if there was a liaison from the ACH committee as noted in the Saanich Heritage Foundation's Terms of Reference, the mandate for each committee could be strengthened. Members Michele Sealey and John Ellis both agreed to share the position of liaison with the Foundation.

**Motion: MOVED by L. Rathkelly and Seconded by K. Sykes-Waller, “That John Ellis and Michelle Sealey be appointed as liaisons (shared position) to the Saanich Heritage Foundation.”**

**DRAFT**

**CARRIED**

## **ARTS**

Staff provided an update and the following was noted:

- The Family Arts Festival was a success again this year; about 2,500 people attended.
- An Embrace Aging program with clients from Aberdeen Hospital is being completed and an art show of the participants' work is currently on display at the Cedar Hill Art Gallery.
- Saanich Artists Studio tours will occur in either late May or early June.
- The installation of the Canada 150 public art piece will occur in the late spring near the Cedar Hill Arts Centre (intersection of Finlayson and Cedar Hill Cross Road).

## **RECREATION MARKET ANALYSIS**

The Senior Manager of Recreation Services provided highlights of the Community Summary of the Draft Market Analysis Study on recreation wellness and health programs, services, activities and experiences. The following comments were noted:

- Most art programs are held at the Cedar Hill Arts Centre; it would be good to look at other areas for art activities.
- There are school theatres and St. Luke's Players, but a theatre in Saanich is desirable. McPherson and Royal Theatres may not fully satisfy the region's needs.

## **COMMITTEE DISCUSSION**

### **Review of relevant policies and strategies**

Committee members discussed the policies that are relevant to this committee. The following was noted:

- The last project using the 1% public art fund in the Comprehensive Arts Policy was the Craigflower Bridge project.
- Saanich is reaching out and building relationships with the indigenous community. The desire is to have reciprocal relationships/partnerships with our First Nations community.
- Suggestion made that the ACH Terms of Reference include a representative from a First Nations member. It was noted that residency in Saanich is a pre-requisite for committee membership.

**\*\*WITHDRAWN\*\***

**Motion: MOVED by C. Wilkes and Seconded by I. Corman, “That in the spirit of honouring the process of the Truth and Reconciliation Commission, the Arts, Culture and Heritage Advisory Committee recommends to Council that an advisory seat on this committee be approved exclusively for a First Nations representative from the Saanich Peninsula First Nation, regardless of their address in Greater Victoria.”**

The motion supports the principle of cultural diversity but there are many cultures to acknowledge. Additionally there is a policy about committee members' residency within the municipal boundaries.

The Senior Manager of Recreation Services noted that there is an interdepartmental First Nations group and that the Chair of this group can be invited to a future meeting where committee members can find out how they can support cultural diversity within the district.

**the Motion was WITHDRAWN**

Discussion about policies continued and the following was noted:

- The Comprehensive Arts Policy overall is good and relevant but could use a refresh.
- Concern was expressed about the number of staff available to implement the Strategic Planning items.
- The Parks, Recreation and Culture Master Plan is to be updated in 2020. The Arts and Culture Strategy is to be updated in 2021. There are no plans to review the Official Community Plan at this time.
- Overall there is a lot of interest in diversity in the community.

**ADJOURNMENT**

The meeting adjourned at 8:25 pm. The next meeting is scheduled for Thursday, April 18, 2019 at 4:00 pm.

**DRAFT**

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Councillor Plant, Chair

I hereby certify these Minutes are accurate.

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Committee Secretary

MINUTES OF THE  
**SAANICH HERITAGE FOUNDATION MEETING**  
HELD AT SAANICH MUNICIPAL HALL  
COMMITTEE ROOM #2  
**TUESDAY, MARCH 12, 2019 AT 5:30 P.M.**

Present: Brad Shuya, President; Ross O'Connell, Vice President; Art Joyce, Treasurer; Mark Brown; Sheila Colwill; Veronica McEllister; Vicki Sanders; Katherine Whitworth; and Councillor Ned Taylor, Council Liaison

Regrets: Robert Townsend

Staff: Megan Squires, Planner; and Shirley Leggett, Secretary

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Minutes: MOVED by K. Whitworth and Seconded by R. O'Connell: "That the Minutes of the February 12, 2019, Regular Meeting be adopted as circulated."

CARRIED

**1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE**

The President stated there was nothing new to report.

**4139 LAMBRICK WAY (DODD HOUSE) – UPDATE**

S. Colwill stated:

- Trevor from Arbor Renovations will coordinate with Prestige Windows to measure the windows sometime in March or April.

**TREASURER'S REPORT – UPDATE**

The Treasurer provided the following Statement of Receipts and Disbursements as of February 28, 2019:

Grant Account:	\$35,234.17	GIC's: \$33,069.02
Operating Account:	\$ 2,755.40	
Hall House Account:	\$ 4,290.94	GIC's: \$28,631.59
Dodd House Account:	\$33,789.53	GIC's \$30,967.30

The Treasurer advised that the GIC's for both Dodd House and Hall House are all coming due at various times in 2019. He will look into staggering the length of terms when they are renewed so they are all not five year terms again.

**MOVED by A. Joyce and Seconded by R. O'Connell: "That the Statement of Receipts and Disbursements for the period ending February, 2019 be received for information."**

CARRIED

**ONE DAY WORKSHOP FOR A MUNICIPAL HERITAGE COMMITTEE – UPDATE**

M. Brown confirmed that the workshop was confirmed for Tuesday, April 9, 2019 from 1:30 to 4:00 in the Kirby Room and that the Secretary had sent the deposit cheque to Heritage BC. He will check with the facilitator to see what equipment she will need for the workshop.

The Planner advised that so far seven members from the Planning Department were planning to

attend. The Secretary was asked to send Council members an email with a copy of the outline inviting them to the workshop.

### **2019 HALLMARK AWARDS NIGHT – MAY 7, 2019**

The Secretary stated:

- The 2019 Hallmark Awards night is being held May 7, 2019.
- She contacted Helen Edwards at the Hallmark Society and told her there two properties that received heritage designation in 2018 so the owners could be presented with their heritage plaques at the ceremony.
- Information on the two properties will need to be sent to the Hallmark Society ahead of time for the presentations.
- The two properties are 3956 Stan Wright Lane and 6187 Hunt Road.

V. Sanders will contact Helen Edwards regarding the presentations and will prepare the write-ups for both properties.

Members will decide at the April meeting who is going to attend and present the heritage plaques.

### **3927 CADBORO BAY ROAD – (REGISTERED) – PROPOSED DEMOLITION OF SINGLE FAMILY DWELLING AND ACCESORY BUILDING – ADDENDUM TO MOTION**

The following motion regarding 3927 Cadboro Bay Road was adopted at the February 12, 2019 regular meeting. Members re-visited recommendation No. 4 - the installation of the informational sign.

A roundtable discussion ensued and the following was noted:

- It was suggested that the proposed informational sign reflect the history of the cottage and its context with other beach cottages in the same area of Cadboro Bay.
- The Parks Department may have a template of other informational signs that have been installed in Saanich; the sign at Dodd House is a good example.
- The owner can do the research for the sign. The Foundation can oversee the writing and design of the sign. The sign should include a picture of the cottage showing what it looked like before being removed from the Heritage Register.
- The budget and location of the sign will need to be determined prior to fabrication and installation of the sign.

**MOVED by S. Colwill and Seconded by A. Joyce: “That it be recommended to Council that:**

- 1. The owners of 3927 Cadboro Bay Road engage a heritage consultant to identify and prepare an inventory of heritage components of the cottage and that deconstruction be based on that inventory;**
- 2. Documentation of the history of the cottage including photographs be forwarded to Archives for their records;**
- 3. The property be removed from the Saanich Heritage Register; and**
- 4. The owner undertake research for an informational sign to be installed somewhere close to the property that will tell the history of the cottage before it was removed from the Heritage Register. The Saanich Heritage Foundation requests the ability to finalize the content and design of the sign.”**

**CARRIED**

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The Planner stated that the planning report going forward to Council can be amended to reflect the proposed changes to the motion.

**ADJOURNMENT**

The meeting adjourned at 6:47 pm. with the Annual General Meeting to follow.

**NEXT MEETING**

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, April 9, 2019 at 4:00 p.m.** in Committee Room #2 following the Heritage Workshop being held in the Kirby Room from 1:30 to 4:00 p.m.

..... CHAIRPERSON



## **Arts, Culture and Heritage Advisory Committee 2019 Goals and Objectives Ideas**

- Arts laureate (similar to Oak Bay).
- Youth and adult poet.
- A commitment to one public art unveiling per year.
- Arts and Culture Awards presented again.
- Heritage/art installation on the MOTI lands (Gateway Village, opposite main fire hall).
- Support film studio creation in Saanich.
- Subcommittee to meet with First Nations representatives.
- Contact local Bands to invite a rep to sit on ACH.
- Others as they arise.
- One event to raise awareness and celebrate professional artists living and/or working in Saanich.
- Create/reinstitute a Business in the Arts Award Program: award to business in Saanich recognizing their support for the arts - can be financial, or otherwise.
- Review the Goals and Actions in the 2009 Saanich Arts Culture Strategy so that we as committee members know whether an action has been completed, is underway, or still to be done.