

AGENDA
For the Special Meeting of the
Arts, Culture & Heritage Advisory Committee
To be held in Council Chambers
Saanich Municipal Hall, 770 Vernon Avenue
Tuesday January 19, 2021 - 7:00 p.m. – 9:00 p.m.

Due to COVID-19 measures, Saanich is unable to accommodate the public for any Council, Committee of the Whole, Advisory, Board or Foundation meetings while maintaining the limits on large gatherings due to the Public Health Order.

As per the Order of the Minister of Public Safety and Solicitor General, *Emergency Program Act*, Ministerial Order No. M192, public attendance at the meeting is not required if it cannot be accommodated in accordance with the applicable requirements or recommendations under the *Public Health Act*.

To hear this meeting by telephone, please call 1-833-353-8610, access code 5896485#.
** Please note new access code**

1. **TERRITORIAL ACKNOWLEDGEMENT AND DIVERSITY, EQUITY AND INCLUSION STATEMENT**
2. **ADOPTION OF MINUTES** (attachments)
 - February 20, 2020
 - November 25, 2020
3. **CHAIR'S REMARKS / WELCOME AND INTRODUCTIONS**
4. **REVIEW OF TERMS OF REFERENCE** (attached)
 - For information
5. **REVIEW OF MEETING DATES**
 - Typically held on the third Thursday of the month
6. **WORKING GROUPS/WORK PLAN BASED ON COMMITTEE INTERESTS**
 - Heritage Coloring Book
 - Artificial Light
 - Photography
 - Arts Awards
7. **HERITAGE FOUNDATION UPDATE**
 - S. Nicholson, Saanich Heritage Foundation
6. **COMMITTEE ROUNDTABLE**
 - Committee Discussion

* Adjournment *
Next Meeting: TBD

MINUTES
ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE
Held at Saanich Municipal Hall, Committee Room No. 2
Thursday, February 20, 2020 at 4:03 p.m

Present: Councillor Karen Harper, Deb Beaton-Smith, Marran Dodds, John Ellis, Heron Hanuman, James Hesser, Mark Leiran-Young, Sonia Nicholson, Leanne Rathkelly and Michele Sealey

Staff: Megan, Squires, Planner (Community Planning); Nadine Kawata (Planner (Community Planning)); Evelyn Wolfe, Archives Supervisor; Brenda Weatherston, Community Arts Specialist (Community Services); and Jeff Keays, Committee Clerk

Regrets: Irene Corman

ADOPTION OF PREVIOUS MINUTES

MOVED by M. Sealey and Seconded by J. Hesser: "That the minutes of the Special Meeting of the Arts, Culture and Heritage Advisory Committee held on December 12, 2019 be adopted."

CARRIED

REVIEW OF TERMS OF REFERENCE AND 2020 MEETING DATES

Members of the committee and staff introduced themselves. The committee then reviewed the draft Terms of Reference and 2020 meeting dates and made revisions some of the dates and times of meetings.

GREATER VICTORIA PUBLIC LIBRARY – SAANICH CENTENNIAL BRANCH

Caitlin O. presented on the Greater Victoria Public Library (GVPL) – Saanich Centennial Branch and stated:

- The GVPL is connecting with Arts, Culture and Heritage groups throughout Victoria and are engaging with members of the community to ensure the community's needs are being met.

Committee members made the following comments:

- Library endeavours are encouraging.
- It is appreciated that the GVPL is reaching out the community and meeting with Arts, Culture and Heritage groups.
- It was suggested to hold a committee meeting at a Library facility.

DEPARTMENT/SERVICE OVERVIEWS

Staff provided an overview on departments and services and stated:

- The changing landscape and trends for heritage conservation influences the work of staff as does climate change, Reconciliation efforts and land economics.
- There is no real way to stop vandalism of public art.
- The purpose of the Archives is to collect and preserve documented heritage in Saanich.

- Most items in the Archives were not damaged as a result of the flood.
- Archives currently has an exhibit located at the Cedar Hill Arts Centre.
- Parks, Recreation and Community Services coordinate arts and culture events and festivals, including Family Arts Festival, Gorge on Art, artist studio tours, a youth art showcase and Moon Festival; staff also oversee approximately 75 exhibits and displays a year.
- The Parks, Recreation and Community Services Department completed a recent Recreation Market Analysis of programs, facilities and services; there is community support for arts and culture, community events, multiculturalism and diversity and Indigenous Reconciliation.
- Arts, Culture and Heritage Awards are administered through Legislative Services every two years.
- Discussion took place with respect to Reconciliation efforts in Saanich; it is a priority for Saanich and protocols have been developed.
- Events often endeavour to include Indigenous participation and components.
- Recently, engagement has been enriched through relationship building with the Victoria Native Friendship Centre.

ADJOURNMENT

The meeting adjourned at 5:45 pm

Councillor Harper, Chair

I hereby certify these Minutes are accurate.

Committee Secretary

MINUTES
ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE
Held at Saanich Municipal Hall, Council Chambers
Wednesday November 25, 2020 at 4:00 p.m.

Present: In Person:
Councillor Nathalie Chambers (Chair), Leanna Rathkelly, Marran Dodds and Sonia Nicholson.

Via Teleconference:
Michele Sealey, Jim Hesser, Irene Corman, John Ellis, Deb Beaton-Smith.

Staff:
Nadine Kawata, Planner (Community Planning); Brenda Weatherston, Community Arts Specialist (Community Services); Stacy McGhee, Program Manager, Strategic Facilities Planning; Adam Fawkes, HCMA Architecture, Project Architect and Megan MacDonald, Committee Clerk.

Regrets: Mark Leiran-Young and Heron Hanuman.

ADOPTION OF PREVIOUS MINUTES

MOVED by J. Hesser and Seconded by M. Sealey: "That the minutes of the Special Meeting of the Arts, Culture and Heritage Advisory Committee held on September 23, 2020 be adopted."

CARRIED

CHAIR'S REMARKS

Councillor Chambers advised that the Mayor made changes to Advisory Committee Chairs and she is very excited that she has been appointed as Chair of the Arts, Culture and Heritage Advisory Committee. Councillor Chambers advised that she has extensive knowledge in local heritage and experience with heritage houses. Roundtable introductions of the Chair, committee members and staff took place.

I. Corman exited the meeting at 4:11 p.m.

REDEVELOPMENT OF FIRE STATION NO. 2

Stacey McGhee, Program Manager, Strategic Facilities Planning; presented an update on the redevelopment of Fire Station 2 and stated:

- Fire Station 2 has been identified as needing to be updated due to size limitations and inadequate post disaster status.
- There is approximately \$ 160,000 that will be allocated to the public art piece as per the 1% budget allocation for the project.
- There will be a road closure of a portion of Viewmont Avenue, two existing municipally owned lots will be consolidated, the existing public pathway will be reconfigured, and the bus stops will be relocated.
- The new fire station will include a training room as well as a public meeting room.
- There will be enhanced greenspace and retention of existing trees.
- The building will be built to net zero energy standards, including solar panels on the roof.

- The corner will be opened up, creating a public plaza with a waiting area for the improved transit stop. Pedestrian routes will be improved with more sidewalk and a large landscaped area.
- The public art installation will be near the corner of Royal Oak Drive and Elk Lake Drive, which is a busy intersection. The corner intersection is seen as good opportunity for free-standing art, which can be viewed by cyclists, traffic, and pedestrians alike. Art can be placed within landscaping or more on plaza hard surface.
- The design team and artists will be involved early on; there is a range of options, including an interactive display.

MOVED by J. Hesser and Seconded by M. Sealey: “That the Arts, Culture and Heritage Advisory Committee recommends that the jury selection process be initiated immediately. Further, the jury should invite the architect to work together on the project as soon as possible.”

CARRIED

SAANICH ARCHIVES REPORT

The committee reviewed the Saanich Archives Report, which highlighted that Archives was once again open to the public. Archives has been expanding their online presence, with a Collections & Research web page. The fall newsletter was distributed and shared on social media.

SAANICH HERITAGE FOUNDATION UPDATE

Sonia Nicholson presented an update on the Saanich Heritage Foundation Action Plan and stated:

- Saanich Heritage Foundation (SHF) will be proceeding with two Heritage Conservation Plans, one for Dodd House and one for Stranton Lodge, both of which are municipally owned properties that are managed by SHF.
- Additional Heritage Conservation Plans may be suggested for other municipally owned properties at a later date.
- SHF is in the process of appointing members, which will be announced in the near future.

ARTS PROGRAMMING & COMMUNITY ARTS INITIATIVES

Brenda Weatherston, Community Arts Specialist provided information on community arts initiatives. The following was noted:

- The HeArts Together Community Art Project is ongoing, with new partnerships being formed and new displays being installed.
- Some art programs have been put on hold or cancelled in light of new restrictions and guidelines related to the COVID-19 pandemic.
- The pop up art/music programs were well received in 2020, and they will continue in 2021.
- Given the ongoing pandemic, planning for the 2021 community art events will be focused on virtual events, take out(in home), and small pop-up style events rather than large gatherings.
- Art exhibits at Saanich Municipal Hall have recently resumed.
- Cedar Hill Recreation Center will have public art exhibits reopening in the near future.
- Planning for the Family Arts Festival is underway, which will be adapted to restrictions on events and public gatherings.

COMMITTEE ROUNDTABLE

The committee discussed possible initiatives that could be taken on in light of the current pandemic and restrictions on large gatherings. The following was noted:

- There is a continued interested holding Arts Awards, to recognize members of the community for their contributions. It was noted that a working group may need to be formed in order to have the awards happen in the near future.
- A strategic plan for art initiatives should be created.
- The CRD has a review of performance facilities which is currently underway. The study has included public consultation. A report will be made public in the near future, it would be beneficial for the committee to review that report once available.
- The working group related to the possible creation of a Saanich Arts Council has had some discussions, more work will be needed to determine the feasibility.

ADJOURNMENT

The meeting adjourned at 5:54 pm.

Councillor Nathalie Chambers, Chair

I hereby certify these Minutes are accurate.

Committee Secretary

Arts, Culture and Heritage Advisory Committee

Terms of Reference

Purpose

The purpose of the Arts, Culture and Heritage Advisory Committee is to advise Council on projects, policies or bylaws under consideration by staff or Council 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.
- Provide advice to Council on projects, policies or bylaws under consideration by staff or Council, and on additional topics of interest to committee members that fall within the subject area of the committee.
- 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.

Any initiatives proposed by the committee that has resource implications, including staff time, would have to be approved by Council.

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

To the extent possible, Advisory Committees will have a diverse membership with respect to gender, age and cultural-ethnic background.

The committee will consist of eleven (11) members qualified in the discipline relevant to the committee mandate or with a perspective necessary for fulsome consideration of the associated topic, including:

- One member of Council to serve as Chair, appointed by the Mayor; and,
- Ten (10) community representatives appointed by the Council including one youth voting member described as 16-24 years of age.

Members may serve a maximum of seven years on an Advisory Committee, consisting of a one-year term followed by a potential for three, two-year terms. Members who wish to be re-appointed after the completion of a term must re-apply and provide the application and their resume for Council's consideration.

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

Arts, Culture and Heritage Advisory Committee

Terms of Reference

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

Staff Support

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

Review of Terms of Reference

These Terms of Reference will be reviewed during the committee's first meeting each term.