



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

A G E N D A

ARTS, CULTURE AND SPECIAL EVENTS ADVISORY COMMITTEE MEETING

November 3, 2010

7:00 p.m.

Council Chambers, Esquimalt Municipal Hall

1. CALL TO ORDER

2. LATE ITEMS

3. APPROVAL OF THE AGENDA

4. MINUTES

- (1) Minutes of the Arts, Culture and Special Events Advisory Committee meeting, October 6, 2010 Pg. 1 – 3

5. OLD BUSINESS

- (1) Purchasing Art Stands / Displays
(2) Discussion of Oct. 24th Harvest of the Arts

6. NEW BUSINESS

- (1) Creative Cities 2012 Conference

7. REPORTS FROM SUB-COMMITTEES / WORK PLAN ITEMS

- (1) Fall Harvest of Arts
(2) Celebration of Lights
(3) National Children's Day Event
(4) Seniors Spring Tea and Concert 2011
(5) Art in the Park

8. REPORT FROM STAFF LIAISON

9. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS

10. NEXT MEETING

11. ADJOURNMENT



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES

ARTS, CULTURE AND SPECIAL EVENTS ADVISORY COMMITTEE

Wednesday, October 6, 2010

7:00 p.m.

Council Chambers, Municipal Hall

PRESENT: Norm Swan – Chair
Moiria Tait – Vice Chair
Councillor Bruce McIldoon
Councillor Meagan Brame
Nick Brame
Avrille Gosling

STAFF: Karen Hay – Planning Technician (Staff Liaison)
Deborah Liske – Recording Secretary

REGRETS: Charles Lavoie
Barbara Snyder – Director of Development Services (Staff Liaison)

1. CALL TO ORDER

Chair Swan called the meeting to order at 6:56 p.m.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

Moved by Councillor Brame, seconded by Nick Brame that the agenda of the Arts, Culture and Special Events Advisory Committee meeting of October 6, 2010 be approved as presented.
The motion **CARRIED**.

4. MINUTES

Moved by Councillor Brame, seconded by Vice Chair Tait that the minutes of the Arts, Culture and Special Events Advisory Committee meeting of September 1, 2010 be approved as presented.
The motion **CARRIED**.

5. OLD BUSINESS

(1) Proposed Esquimalt Artists Studio Tour – Being Organized by Ms. Rogers and Mr. Lafleur

Vice Chair Tait noted she researched garden tours and this type of event takes an enormous amount of work. Vice Chair Tait suggested the committee consider hosting an art in the park type event and utilize the parks in the downtown core such as Memorial Park, the town square, and possibly Saxe Point. Esquimalt has very nice parks to utilize.

(2) Purchasing Art Stands / Displays

Councillor Brame reported she completed research online and was only able to find US based companies.

Committee members discussed local locations to purchase stands / displays from. Chair Swan reported he visited Opus and noted prices were high. It was suggested Island Blue Print be visited to review their selection. Nick Brame will enquire at Esquimalt High School about the stands / displays the school utilizes.

6. REPORTS FROM SUB-COMMITTEES / WORK PLAN ITEMS

- (1) Walking Events
 - (a) Garden Tour

Moved by Vice Chair Tait, seconded by Avrille Gosling that the Arts, Culture and Special Events Advisory Committee host an art in the park event instead of hosting a garden tour.
The motion **CARRIED**.

Committee members will continue discussions at the next meeting.

- (2) Fall Harvest of Arts
 - (a) Creation of a Sub-Committee

Councillor Brame reported Pioneer Room A and B and the atrium at the Recreation Centre is booked for Sunday, October 24th from 9:00 am to 5:00 p.m. with the event scheduled to take place from 11:00 a.m. to 4:00 p.m.

Karen Hay, Staff Liaison reported approximately sixty artists were sent letters inviting their participation in the event and to date, fifteen have confirmed participation. Posters advertising the event were made available for distribution. The event will be promoted on the municipal website, CFAX, Experience Esquimalt, Times Colonist, Chek TV and the Shaw Community Channel.

Committee members discussed and it was suggested other avenues, including The Outlook, Monday Magazine and the Community Arts Council of Greater Victoria (newsletter) be provided with information about the event. Committee members will assist with distributing posters throughout the community.

Chair Swan, Vice Chair Tait, Councillor Brame, Councillor McIldoon and Nick Brame will assist with set up and clean up of the event.

Ms. Hay, Staff Liaison noted Recreation staff requested the committee provide a room layout plan for room set up.

Councillor McIldoon suggested the Esquimalt High School Jazz Band be hired to provide entertainment for one hour. Committee members discussed and agreed it was a good idea. Chair Swan will contact Esquimalt High School to enquire as to the bands availability.

Committee members discussed providing snacks for participating artists.

Moved by Councillor Brame, seconded by Vice Chair Tait that the Arts, Culture and Special Events Advisory Committee allocate \$250.00 from the Arts, Culture and Special Events Advisory Committee budget for food expenses (up to \$125.00) and for musical entertainment (up to \$125.00) for the 2010 Fall Harvest of Arts event.
The motion **CARRIED**.

Councillor Brame will contact vendors for food options such as coffee, tea and goodies for the event.

Ms. Hay, Staff Liaison, enquired if the Committee would like to extend an invitation to the art instructors from the Recreation Centre to participate in the event. Committee members agreed to extend an invitation through Ms. Hay.

Ms. Hay also reported she was provided with information from Recreation staff about individuals interested in performing music at events. Committee members agreed to invite those interested to also participate. Chair Swan will contact.

(3) Celebration of Lights

Vice Chair Tait noted the Celebration of Lights website is excellent.

Councillor Brame noted the Celebration of Lights committee is looking for parade participants, performers to participate in the post parade festivities and sponsors. It was requested Councillor Brame's contact information be provided to anyone who may be interested in participating. The festivities will be taking place on the first Tuesday in December (the 7th).

(4) National Children's Day Event

Councillor Brame reported preparations for the event scheduled to take place on November 20th are progressing. Great activities are scheduled to take place.

(5) Esquimalt Lantern Festival Update

Chair Swan reported the festival went well and the lantern was very well received. Councillor McIlldoon reported he received feedback from the festival organizer and noted her appreciation of the Arts, Culture and Special Events Advisory Committees contribution.

Committee members discussed the success of the event and how the event seems to be outgrowing the area and suggested the Lantern Festival committee consider an alternate location such as Fleming beach.

(6) Seniors Spring Tea and Concert 2011

Committee members discussed a date for 2011 to host the second annual seniors spring tea and concert and determined a date in early April would be best. Vice Chair Tait will enquire about availability dates and report back to the committee.

Committee members discussed set up for 2011 which included seating the guests at round tables in the atrium and utilizing the Pioneer room for organizing the food to be served at the tables.

7. REPORT FROM STAFF LIAISON

Karen Hay, Staff Liaison reported the exterior projector for the mural is currently being repaired and will be operational again soon.

8. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS

Vice Chair Tait reported Freeman Ken Hill park is being worked on and is progressing nicely.

Councillor McIlldoon reminded committee members the annual Halloween bonfire will be taking place in the rear parking lot of the Archie Browning Sports centre on Halloween night.

9. NEXT MEETING

The next meeting of the Arts, Culture and Special Events Advisory Committee will take place on Wednesday, November 3, 2010.

10. ADJOURNMENT

The meeting adjourned at 8:03 p.m.

Norm Swan, Chair

This 3rd day of November, 2010