



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

A G E N D A

ARTS, CULTURE AND SPECIAL EVENTS ADVISORY COMMITTEE MEETING

May 4, 2011

7:00 p.m.

Council Chambers, Esquimalt Municipal Hall

1. **CALL TO ORDER**
2. **LATE ITEMS**
3. **APPROVAL OF THE AGENDA**
4. **ELECTION**
 - (1) Election of Chair
5. **MINUTES**
 - (1) Minutes of the Arts, Culture and Special Events Advisory Committee meeting, April 6, 2011 Pg. 1 – 4
6. **WORK PLAN ITEMS / REPORTS FROM SUB-COMMITTEES**
 - (1) Seniors Spring Tea and Concert
 - (2) Jane's Walk
 - (3) Fall Harvest of the Arts
 - (4) Free Skate on Celebration of Lights Night
 - (5) Art in the Park (2012)
 - (6) 2012 UBCM Partners Tour
7. **REPORTS ON ANNUAL COMMUNITY EVENTS**
 - (1) Buccaneer Days
 - (2) Lantern Festival
 - (3) National Children's Day Event
 - (4) Celebration of Lights
8. **REPORT FROM STAFF LIAISON**
9. **COMMITTEE MEMBER ANNOUNCEMENTS**
10. **NEXT MEETING**
11. **ADJOURNMENT**



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES

ARTS, CULTURE AND SPECIAL EVENTS ADVISORY COMMITTEE

Wednesday, April 6, 2011

7:00 p.m.

Council Chambers, Municipal Hall

- PRESENT:** Norm Swan – Chair
Jordan Hockey– Vice Chair
Councillor Meagan Brame
Maira Tait
Jamie Speirs
Michael Newson
- STAFF:** Barbara Snyder – Director of Development Services (Staff Liaison)
Karen Hay – Planning Technician (Staff Liaison)
Deborah Liske – Recording Secretary
- REGRETS:** Councillor Bruce McIldoon
Charles Lavoie
Pamela Martin

1. CALL TO ORDER

Chair Swan called the meeting to order at 7:00 p.m.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

Moved by Councillor Brame, seconded by Maira Tait that the agenda of the Arts, Culture and Special Events Advisory Committee meeting of April 6, 2011 be approved as presented.
The motion **CARRIED**.

4. MINUTES

Moved by Councillor Brame, seconded by Vice Chair Hockey that the minutes of the Arts, Culture and Special Events Advisory Committee meeting of March 2, 2011 be approved as presented.
The motion **CARRIED**.

5. OLD BUSINESS

- (1) 2010 Year End Report

Moved by Maira Tait, seconded by Vice Chair Hockey that the report be adopted as received and forwarded to Council for information.
The motion **CARRIED**.

6. WORK PLAN ITEMS / REPORTS FROM SUB-COMMITTEES

- (1) Seniors Spring Tea and Concert

Maira Tait provided the committee with an update on preparations for the tea and concert; noting the following:

- Set-up and decorating will start at 12 noon – assistance will be needed to move the piano
- Event will run from 1:00 – 3:00 p.m.
- Mayor Desjardins will be in attendance
- Esquimalt High School jazz ensemble, Dan Lapp Fiddlers, Gene Furbee and Dance Unlimited will be performing
- Councillor Brame provided artwork from Saxe Point Daycare
- Leadership students have been invited to assist with serving
- Over 80 RSVP's received to date
- Country Grocer has donated a \$ 50 gift card to assist with food costs
- Representatives from the Centennial Celebrations Select Committee and the Esquimalt Lantern Festival will be in attendance to mingle and promote their events

(2) Jane's Walk

Barbara Snyder, Staff Liaison reported she met with Charles Lavoie and Karen Hay, Staff Liaison and walked the proposed route for this years Jane's Walk scheduled to take place on May 8th starting at 10:30 a.m. The walk took approximately 1 ½ hours. The walk will tour the Esquimalt Industrial Park neighbourhood and start at Anderson Park at 835 Colville Road, then proceed down Carrie Avenue, turning right on to Ellery Street, left on to Fairview Road, left on to the E & N Rail Trail, right on to Hereward Road, right on to Viewfield Road, right on to Fairview Road, right on to Ellery Street, through Esquimalt High School grounds and back to Anderson Park. The route can be altered to go down Devonshire Road if weather conditions deem it necessary.

Ms. Snyder noted there will be many items to highlight and discuss along the walk. These include the community garden, trackside gallery, the industrial park and the numerous businesses, heritage homes and infill housing along the route. A poster has been created and will be distributed to promote the walk. It was suggested a coffee pit stop be organized for the half way point.

(3) Free Skate on Celebration of Lights Night

Councillor Brame reported she has been in contact with the Esquimalt Speed Skating Club and they are willing to give up their scheduled ice time to allow the committee to host a free public skating event. Councillor Brame will discuss the idea with the Celebration of Lights committee next week to determine if the Celebration of Lights committee is interested. If the Celebration of Lights committee is not interested, this committee could consider hosting a free skate the Sunday before the parade. Councillor Brame will report back to the committee on the outcome.

(4) Art in the Park (2012)

Councillor Brame, in Pamela Martin's absence, reported the Esquimalt Chamber of Commerce has been contacted and is very supportive of assisting and participating in the planning, promotion and hosting of an art in the park event. Suggested ideas include children's entertainment, demonstration art, the Esquimalt High School jazz band, inviting the Japanese community and hosting a Japanese tea. It was noted the Centennial Celebrations Select committee will be submitting a grant application and the Art in the Park event may be eligible to receive some funding if the application is successful. It was further noted to organize and host an event of this calibre will require funding, so sponsorship may need to be considered with recognition given in return. It was requested committee members consider ideas for funding sources.

Moira Tait noted the New Horizons for Seniors Program through the Federal Government has a grant program available with funding up to \$25,000. The program supports projects that involve seniors and the art in the park event would fall within the guidelines. It was noted the application deadline is October. Councillor Brame will advise Ms. Martin to contact Ms. Tait.

- (5) 2012 UBCM Partners Tour

Councillor Brame reported this item was discussed at a recent Council meeting noting other advisory committees of Council are also discussing organizing an event. Clarification is required before proceeding. Councillor Brame will contact Mayor Desjardins; Barbara Snyder will contact the Chair of the Heritage Advisory Committee and Moira Tait will contact the Chair of the Centennial Celebrations Select Committee to enquire about any other plans for an event or tour.

7. REPORTS ON ANNUAL COMMUNITY EVENTS

- (1) Buccaneer Days

No report.

- (2) Lantern Festival

Theme this year is Magic – See the Magic, Be the Magic. Event will be taking place on September 24th. Committee members discussed and agreed to utilize the structure of the aquarium from last year and update it to reflect this year's theme.

- (3) National Children's Day Event

Councillor Brame reported the event date will be either November 19th or 20th. Councillor Brame further noted the space for the Fall Harvest of the Arts will need to be booked for October 16th.

- (4) Celebration of Lights

Councillor Brame reported planning for this year's event is coming along and the Celebration of Lights committee is looking for sponsors and soliciting donations – they are accepting Canadian Tire money to buy new lights. The event will be taking place on the first Tuesday of December (the 6th). The Celebration of Lights committee is exploring a new fundraising initiatives. This would include sponsoring a median tree and decorating it with lights.

The Celebration of Lights committee will also be participating in a customer appreciation day in the Esquimalt Plaza on April 30th and will have a booth and be fundraising and selling t-shirts.

Councillor Brame further noted the Celebration of Lights committee will be increasing promotion of the community light up contest this year.

8. REPORT FROM STAFF LIAISON

No report

9. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS

Chair Swan reported he would be tendering his resignation as Chair of the Arts, Culture and Special Events Advisory Committee effective immediately but will continue as a member of the committee.

10. NEXT MEETING

The next meeting of the Arts, Culture and Special Events Advisory Committee will take place on Wednesday, May 4, 2011.

11. **ADJOURNMENT**

The meeting adjourned at 7:50 p.m.

, Chair

This 4th day of May, 2011

DRAFT