



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## MINUTES

### ARTS, CULTURE AND SPECIAL EVENTS ADVISORY COMMITTEE

Wednesday, May 4, 2011

7:00 p.m.

Council Chambers, Municipal Hall

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

#### 1. **CALL TO ORDER**

In the absence of a Chair due to Norm Swan's resignation at the last meeting and the absence of the Vice Chair, Councillor McIldoon agreed to Chair the meeting.

Acting Chair McIldoon called the meeting to order at 7:06 p.m.

#### 2. **LATE ITEMS**

There were no late items.

#### 3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Pamela Martin that the agenda of the Arts, Culture and Special Events Advisory Committee meeting of May 4, 2011 be approved as presented.  
The motion **CARRIED**.

#### 4. **ELECTION**

(1) Election of Chair

Acting Chair McIldoon opened the floor to nominations for Chair.

Michael Newson was the only nomination received for Chair. Michael Newson was appointed to the position of Chair of the Arts, Culture and Special Events Advisory Committee by acclamation.

Michael Newson continued the meeting as Chair.

#### 5. **MINUTES**

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

6. WORK PLAN ITEMS / REPORTS FROM SUB-COMMITTEES

(1) Seniors Spring Tea and Concert

Moira Tait reported the senior's spring tea and concert was a great success with set-up for 117 guests and 101 in attendance. It was suggested coffee carafes be utilized next year as the coffee pumps do not work well for serving. It was noted the coffee, tea, sugar and milk set aside to use for the tea was pilfered overnight. Replacement supplies were acquired; waiting for the invoice for those supplies and tablecloths supplied by Parks and Recreation. The cost of food supplies from Country Grocer was approximately \$540. It was noted the \$50 gift card donated from Country Grocer was not utilized and will need to determine how it can be applied to the food costs.

Ms. Tait noted she will enquire about application deadlines and eligibility amounts for the Parks and Recreation Community Events Funding program for the 2012 event. Ms. Tait further noted the Recreation Centre is in desperate need of a new piano (and one that is mounted on a proper piano dolly). Councillor Brame will contact the Director of Parks and Recreation to discuss. It was noted the Victoria Operatic Society may know where a free piano can be acquired.

Committee members discussed the provision of honorariums for the performers at the tea.

Moved by Moira Tait, seconded by Councillor Brame that the Arts, Culture and Special Events Advisory Committee provide honorariums to Gene Furbee, Dance Unlimited, Section 3 Fiddlers and Esquimalt High School Combo Group in the amount of \$125.00 each for the entertainment they provided at the Seniors Spring Tea and Concert.

The motion **CARRIED**.

Committee members discussed and agreed to a limit of three performers for next year's event.

Ms. Tait noted approximately 16 students from Esquimalt High School and L'Ecole Brodeur were in attendance and assisted with serving tea and snacks. Ms. Tait extended her appreciation to the students, to Gene Furbee for supplying the keyboard in a pinch and to the decorator who did a fabulous job.

(2) Jane's Walk

Charles Lavoie reported he met with the Esquimalt Chamber of Commerce and they will be donating \$50 to go towards supplying coffee and muffins for the walkers. The Esquimalt Chamber of Commerce requested acknowledgement for their contribution. Posters advertising the event have been created and distributed. A member of the Esquimalt Photography Club will participate in the walk and take photographs along the way.

Karen Hay, Staff Liaison noted a representative from the Esquimalt Community Gardens Society will also be in attendance to speak about the gardens.

Barbara Snyder, Staff Liaison noted she is in the process of collecting information about the industrial park and will have additional information available on the day of the event.

(3) Fall Harvest of the Arts

Committee members briefly discussed plans for the Fall Harvest of the Arts event. Councillor Brame will acquire the list of artists from Norm Swan as well as touch base with the art groups that participate at Buccaneer Days. Councillor Brame will start contacting participants in the latter part of August. Committee members agreed to continue with acquiring the refreshments for the artists from Tim Horton's. It was noted advertising for the event needed to be increased as well as the utilization of local media to promote the event.

Barbara Snyder, Staff Liaison noted the Centennial Celebration Select Committee would like to utilize the event for an opportunity to promote the Centennial Memorial Walkway. Committee members were in favour of this taking place.

Committee members discussed expanding in to the Jubilee Hall in addition to the atrium and Pioneer Rooms A & B. Councillor Brame will enquire on availability. Barbara Snyder, Staff Liaison will also enquire about the renovation schedule for the atrium. It was also noted the Fall Harvest of the Arts event will not be taking place in 2012. The Art in the Park event will be taking place instead.

(4) Free Skate on Celebration of Lights Night

Councillor Brame reported she took the idea of the Arts, Culture and Special Events Advisory Committee hosting a free skating event on the night of the celebrations of lights light-up to the Celebration of Lights Committee and the committee respectfully declined the offer as they felt it could possibly take away from other activities on that night. Councillor Brame further noted Parks and Recreation host a free Santa Skate in December.

Committee members discussed removing the free skate from the committee work plan and agreed to concentrate on other work plan items.

Moved by Councillor Brame, seconded by Moira Tait, that the Arts, Culture and Special Events Advisory Committee remove the Free Skate on Celebration of Lights Night from the committees 2011 work plan as it may compete and draw attendees away from other activities taking place on the night of the celebration of lights.

The motion **CARRIED**.

(5) Art in the Park (2012)

Pamela Martin provided the committee with an update on the planning for the 2012 Art in the Park event. The following points were noted:

- Met with the Esquimalt Chamber of Commerce and they would like local artists utilized.
- In addition to local artists, will need a professional headliner/anchor performance/performer.
- Would like to include and invite the Japanese community to host a tea.
- Initiated discussion with Pacific Audio to determine their requirements.
- Will be researching tenting and staging.
- Need to determine location; consider a large green space.
- Event will require funding to produce, such as payment or honorariums to performers, equipment rentals, advertising, etc.
- To draw a broad audience, event will need to be structured and very well organized.

Committee members discussed the concept of the event and provided the following input:

- Need to determine how to make this event a huge success and draw attendees from all areas of the Capital Region.
- Need to have activities / interests for all age groups
- Have other artistic mediums (painters, sculptors, dancers etc) in satellite lactations demonstrating their craft.
- Will need to clarify noise bylaw restrictions.

Ms. Martin requested committee members provide any suggestions for performers. Councillor McIldoon suggested the Chief and Petty Officers Band.

Ms. Martin will report further on the funding aspects of organizing an event of this caliber at the next meeting.

(6) 2012 UBCM Partners Tour

Councillor Brame reported the Centennial Celebrations Select Committee will be proceeding with discussing and organizing an event for the tour.

Moved by Councillor Brame, seconded by Pamela Martin that the Arts, Culture and Special Events Advisory Committee will not proceed in organizing and hosting an event for the 2012 UBCM Partners Tour due to the Centennial Celebrations Select Committee taking on the lead to organize an event.  
The motion **CARRIED**.

**7. REPORTS ON ANNUAL COMMUNITY EVENTS**

(1) Buccaneer Days

Councillor McIldoon reported planning for this year's event is moving forward and no major changes are expected.

(2) Lantern Festival

Charles Lavoie reported the society is working on plans for the event and will be hosting various workshops to encourage individuals to get involved.

(3) National Children's Day Event

Nothing to report.

(4) Celebration of Lights

Councillor Brame reported the Centennial Celebrations Select Committee hosted a booth at the recent customer appreciation day in the Esquimalt Plaza and were very successful in promoting the light up. Fundraising t-shirts are for sale for \$10 each and the Celebration of Lights committee is continuing to collect Canadian Tire money to purchase new lights.

**8. REPORT FROM STAFF LIAISON**

Barbara Snyder, Staff Liaison reported Oak Bay recently hosted an artist studio tour and suggested the committee consider hosting this type of event in the future.

Committee members discussed the pros and cons of this type of event.

**9. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS**

Jamie Speirs reported Esquimalt High School will be hosting a Cycle for Change fundraiser on May 13<sup>th</sup>. The event is being hosted by the Esquimalt Youth Combating Intolerance club and students will be riding their bikes around the school track for 12 consecutive hours to raise fund for Victoria Women's Transition House Society. A community bbq will also be taking place during the day and everyone is encouraged to come out and support the riders. Pledges and donations can be made at <http://www.canadahelps.org/gp/11954> .

**10. NEXT MEETING**

The next meeting of the Arts, Culture and Special Events Advisory Committee will take place on Wednesday, June 1, 2011.

**11. ADJOURNMENT**

The meeting adjourned at 8:40 p.m.

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Jordan Hockey, Vice Chair  
This 6<sup>th</sup> day of July, 2011