



SOOKE PROGRAM OF THE ARTS COMMITTEE
Wednesday, March 23, 2016 at 9:30 am
Location: Council Chambers

AGENDA

Background information available on District of Sooke Website

<i>Item</i>	<i>Page #</i>
1. Call to Order	
2. Approval of Agenda	
3. Approval of Minutes: February 24, 2016	1
4. Working Group Update – Communities in Bloom	
5. Working Group Update – Canada 150 Mosaic <ul style="list-style-type: none">• Work Plan Venue Priority	
6. SPA Committee Terms of Reference Discussion	5
7. Committee Visioning Workshop Part 2 (Facilitated by Danica Rice)	
8. Next Meeting: April 27, 2016 at 9:30 am	
9. Adjournment	



DISTRICT OF SOOKE
Sooke Program for the Arts (SPA) Committee Minutes
Meeting held February 24, 2016
at 9:30 am
Council Chamber, 2225 Otter Point Road

Committee Members Present:

1. Drew Johnston, Chair
2. John David Russell
3. Bob Tully
4. Lee Boyko
5. Linda Anderson

Absent:

6. Frederique Philip
7. Lorna Cospers

Staff:

- Brent Blackhall (left at 10:30 am)
- Gabryel Joseph (arrived at 10:06 am)
- Sarah Temple, recorder

1. Call to Order

The meeting was called to order at 9:43 a.m.

2. Approval of the Agenda:

MOVED to approve the agenda as circulated.
CARRIED

3. Approval of the Minutes:

MOVED to approve the minutes of January 27, 2016 as circulated.
CARRIED

4. Sooke Program for the Arts (SPA) Reserve Fund Account Inquiry:

Brent Blackhall gave an update of the SPA Reserve Fund Account. Mr. Blackhall provided additional information on how the account is funded through building permit fees.

Committee Discussion:

- Discussion of amount expended in 2015 for Mural Mosaic project deposit.
- Discussion of how contributions to the reserve fund are calculated, with 3% of building permit fees deposited at the end of each year.

6. Town Centre Roundabout:

Committee Discussion:

- Discussion of the merits of public art vs. landscaping in the centre of the roundabout.
- Discussion of necessary approval from Ministry of Transportation and Infrastructure for placement of either art or landscaping in the roundabout.
- Consideration should be given to view points and sightlines when planning for the centre of the roundabout.
- Art would be in danger of being hit by a vehicle and damaged. It would also be difficult to get close to the art to view it, take a photo etc. Substantial public art is needed in the community, but the centre of the roundabout may not be the best location.
- Seasonal, colorful plantings similar to the "Welcome to Sooke" sign or the roundabout near the Victoria Airport could be considered.

MOVED to recommend that Council landscape the roundabout with low shrubbery, native and colorful, seasonal plantings.

CARRIED UNANIMOUSLY

MOVED to recommend that Council consider the roundabout for public art in the future, after longer term use of the roundabout has been experienced.

CARRIED UNANIMOUSLY

6. Working Group Updates

- **Communities in Bloom**
 - Councillor Parkinson gave an update on the Communities in Bloom working group. Councillor Parkinson advised that an email had gone out to working group members with suggested projects.
 - Some significant projects have been completed since 2014, when Sooke last participated in a Communities in Bloom event, including completion of Wadams Way and the new Roundabout.
 - Frederique Philip will present on the working group at a future SPA meeting.
- **Canada 150 Mosaic**
 - John Russell gave an update on the Canada 150 Mosaic working group.
 - Mr. Russell encouraged Committee members to visit the Mural Mosaic website for additional information on the concept.
 - Mr. Russell advised that the next step is to complete the overall design for the mosaic, which will require an artist's design. The Mural Mosaic staff will then review and refine, before it goes to Council for their approval.
 - After all final approvals, the painting of tiles can begin.
 - Once all the tiles are completed the Mural Mosaic staff will come to Sooke to assemble the final project.
 - The next steps are to advertise in a Call for Submissions in the newspaper, outlining the desired outcome, the required criteria and the selection process.
 - Clarification will be sought as to whether an honorarium can be offered.
 - Clarification will be sought as to whether only Sooke residents can enter

- their submissions.
- Once all submissions are received, the SPA Committee will narrow down to approximately 5 designs for Council consideration.

MOVED to put out a Call for Submissions for Mural Design with a return date of April 15, 2016
CARRIED UNANIMOUSLY

ACTION ITEMS:

- John Russell and Gabryel Joseph to work together on a Call for Submissions.
- Call for Submissions to be completed by late February/early March.
- Link to Mural Mosaic website to be placed on District of Sooke website.
- Completion date for Mural Mosaic to be determined at the March SPA Committee meeting.

- Each working group (Communities in Bloom and Mural Mosaic) to complete a work plan, including milestone dates.
- Gabryel Joseph to offer a project management session for the working group to develop their work plans.

7. Committee's Terms of Reference – Review and Discussion

Committee Discussion:

- The Committee agreed by general consensus that both the Sooke Program of the Arts Committee Terms of Reference and the Municipal Arts Policy seem outdated.
- Discussion of the role of the Committee.
- Discussion of the role of Staff.

ACTION ITEM:

- Discuss Municipal Arts Program Policy and Terms of Reference and recommended changes at an upcoming SPA meeting. Drew Johnson will draft a rewritten Terms of Reference for Council consideration and will present it at the March 23rd SPA Committee meeting. Committee members to submit suggestions to Drew.

8. Next Meeting: March 23, 2016 at 9:30 am
(Continuation of SPA Committee Workshop)

9. Adjournment
MOVED to adjourn the meeting at 11:19 a.m.
CARRIED

Drew Johnson
Chair

Gabryel Joseph
Acting Corporate Officer

DRAFT

TERMS OF REFERENCE

Select Committee: Community Arts Advisory Committee

(or Arts and Heritage Advisory Committee if Council is interested in supporting Sooke's heritage architecture- if so then responsibilities would be amended accordingly)

Purpose of Committee: The Committee will identify and advise council on a wide range of community arts initiatives and matters within the District of Sooke.

Committee Responsibilities:

1. Review, develop and make recommendations to Council on the District of Sooke's arts program policy, Arts Reserve Fund, official community plan and other district policies and plans that may relate to the arts;
2. Identify and make recommendations to Council on community artistic initiatives which may include the acquisition of art and the promotion of community artistic endeavors;
3. Liaise with other district committees, district staff, community arts organizations, the business and general community on the promotion of new and existing arts initiatives;
4. Administer the Sooke Arts Reserve Fund as may be delegated by Council including but not limited to establishing and participating on juried arts panels;
5. Review and update the District Art Collection as may be required; and
6. Foster public awareness, recognition, education, support and celebration of the community arts in Sooke.

Membership:

The Committee will consist of a maximum of members as follows:

- One representative from the Sooke Arts Council;
- One representative from the Sooke Region Historical Society;
- One representative from the Parks and Trails Advisory Committee; (**Optional- could include SEAPARC , or community centre committee also**)
- One Council member, who shall serve as an ex-officio member and as a non-voting member;

- Up to five community members.

District staff may be assigned to provide support.

The chairperson will be nominated by the members and confirmed by council.

A quorum shall consist of five members.

Term: One year in accordance with Policy No. 1.4 *Committee Structure and Function Policy, 2006.*

Meetings:

The Committee will meet once per month and may schedule additional meetings as it deems necessary.