



Agenda
The District of Sooke
Sooke Program of the Arts Committee Meeting
Thursday, February 4, 2021 @ 4:00 PM

Electronic Meeting in accordance with Ministerial Order M192.

Please note: The Open Portion of this meeting may be webcast live at www.sooke.ca. Written and verbal submissions will become part of the public record and are subject to the *Freedom of Information and Protection of Privacy Act*.

Page

PUBLIC PARTICIPATION

Register to participate electronically

If you have a webcam and microphone, you can register to participate via a Microsoft Teams Meeting with a valid email address. Once registered, an invitation to participate will be sent to your email. To register to participate electronically, email corp@sooke.ca or phone 250-642-1634. The deadline to register to speak live is February 4, 2021, at 12:00 p.m. (noon).

1. CALL TO ORDER

2. FIRST NATION RECOGNITION

Acknowledgement of the T'Sou-ke Nation upon whose territory Council is meeting.

3. MINISTERIAL ORDER M192

THAT the Committee is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT the Committee is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meeting.

4. APPROVAL OF THE AGENDA

1. New Agenda Format

- Verbal Update

THAT the agenda for the February 4, 2021 Sooke Program of the Arts Committee meeting be adopted as circulated.

**Agenda for the Sooke Program of the Arts Committee Meeting of the District of Sooke
- February 4, 2021**

5. ADOPTION OF MINUTES

[Jan-07-2021-SPA-minutes](#)
[SPA Ideas Board](#)

5 - 11

THAT the minutes of the January 7, 2021 Sooke Program of the Arts Committee meeting be adopted as circulated.

6. PUBLIC QUESTION AND COMMENT PERIOD

7. REPORTS

1. Commemorative Garden Plantings

13 - 15

[RPT-SPA-Garden-Planting-Museum-2021](#)

THAT the Sooke Program of the Arts (SPA) Committee recommend that Council direct staff to approach the Sooke Region Museum regarding the proposed garden planting project; AND

THAT funding up to \$_____ for the Commemorative Garden project come from the Sooke Program of the Arts Reserve Fund.

2. Totem Pole

17 - 24

[RPT-SPA-Totem-Pole-2021](#)

THAT the Sooke Program of the Arts (SPA) Committee recommend that Council direct staff to begin discussions with the owner of a totem pole proposed as a donation to the District of Sooke arts collection, and the original artist; AND

THAT staff report back to Council with recommendations regarding the acceptance of the totem pole into the District of Sooke's art collection in accordance with the *District of Sooke Municipal Arts Program Policy*, as well as projected costs associated with remediation and re-siting of the totem pole.

3. Communities in Bloom registration

25 - 27

[RPT-SPA-CiB-2021](#)

THAT the Sooke Program of the Arts (SPA) Committee recommend that Council direct staff to register in the _____ BC Communities in Bloom program.

- Modified evaluation with community check-up
- Novice workshop with community check-up
- Friends Community (non-evaluated)

*note that Council will also need to consider allocation of monetary resources and staff time when considering the recommendation from the SPA Committee.

**Agenda for the Sooke Program of the Arts Committee Meeting of the District of Sooke
- February 4, 2021**

4. **Working Group updates**

- New developments
- Committee clarification required

8. NEW BUSINESS

1. **New project ideas for development**

- Standing agenda item

9. ADJOURNMENT



MINUTES
Committee Name
Thursday, January 7, 2021 at 4:00 PM
Location: Virtual via Microsoft Teams

Committee Members: (P=present, E=excused, A=absent)			
Peter Jonassen (Chair)	P	Susan Percival	P
J.P. Ellson	P	Montana Stanley	P
Lori Kirk	P	Gregory Varano	P
Lorraine Pawlivsky-Love	P	Councillor Dana Lajeunesse	P
Staff:			
Laura Hooper, Manager of Parks & Environmental Services	P	Sarah Temple, Corporate Services Assistant	P

1. CALL TO ORDER

The Chair called the meeting to order at 4:05 p.m.

2. MINISTERIAL ORDER M192

MOVED BY: Susan Percival

THAT the Committee is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of the opportunity to participate as a pre-registered participant in this electronic meeting.

CARRIED UNANIMOUSLY

3. APPROVAL OF THE AGENDA

MOVED BY: Lori Kirk

THAT the agenda for the January 7, 2021 Sooke Program of the Arts (SPA) Committee meeting be adopted as circulated.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

MOVED BY: Lorraine Pawlivsky-Love

THAT the minutes of the December 3, 2020 Sooke Program of the Arts (SPA) Committee meeting be adopted as circulated.

CARRIED UNANIMOUSLY

5. Memorial Project

Committee discussion:

- Clarification regarding concerns with previous design. Cost, aesthetics, and location were concerns of both Council and members of the public.
- Option for Ed MacGregor Park vs. Manual Quimper Park (at Whiffin Spit). Original location on the spit itself was subject to erosion, storm damage, and increased maintenance costs.
- Both locations offer unique characteristics and challenges.
- Quimper Park has existing memorial and interpretive items that will need to be considered.
- Working group of Susan, Lorraine, Jessica, Dana, Laura, and Gregory will meet over the next month to come up with proposed solution, including a detailed rendering, to present back to the SPA Committee.
- Once a proposal is endorsed by the committee, a recommendation will go to Council including detailed budget and technical information.
- District purchasing policies apply to procurement of any good or service over \$5,000.
- Merits of “Request for Proposal” vs. “Call to artists”. Possible combination approach to meet legislative requirements while also sharing opportunity through artistic channels.
- Desire to honour Councillor Parkinson’s original vision while also meeting community need.
- Project should be both functional and aesthetically pleasing.

Action: Laura to set up working group meeting, tentatively scheduled for Thursday, Jan 21 at 4:00 p.m.

6. Updates on Committee Projects/Ideas Board

Totem Pole:

- Owner is comfortable with alternate locations, except for inside the roundabout.
- Discussion of Lot A (exterior) vs. Library (interior) as options.
- Totem Pole may need restoration. Its condition is unknown at this point.
- Estimated height of totem pole is 36 – 48 feet.

Action: Sarah to research process of accepting donations.

Garden Club Plantings:

- Working group has identified potential locations for plantings and drafted initial communication materials.
- Ongoing maintenance will be a challenge. Purple barrel planters throughout Sooke are now largely unmaintained by adjacent businesses.
- The Sooke Region Museum has been identified as a priority location.
- Once endorsed by the committee, a recommendation will go to Council.

Action: Sarah to work with Lori, Montana, and Lorraine to draft material for February SPA meeting.

Communities in Bloom:

- Participation will require Council support and resourcing.
- Options for 2021 participation are not yet known.
- CiB program typical takes place in July, with registration in March.

Action: Sarah to contact BC Communities in Bloom regarding 2021 program and report back for next meeting.

7. ADJOURNMENT

MOVED BY: Lorraine Pawlivsky-Love

THAT the January 7, 2021, Sooke Program of the Arts Committee meeting be adjourned at 5:14 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Name
Chair

Name
Recorder

SPA Committee Ideas Board

Project	Committee Members	Outstanding Issues	Update	Cost Estimate	Status
Spirit Bear at Sooke Museum	Sarah	<ul style="list-style-type: none"> Repairs are generally finished. Contact original artists in Spring 2021 to determine extent of repairs needed and interest in completing necessary work. 			On Hold.
Crosswalk Art	Laura	<ul style="list-style-type: none"> Laura to do report on costs, expected longevity, maintenance considerations. Inspiration for imagery to be based on location. Committee members to consider possible locations. 	Staff report and recommendations to March SPA meeting.		
Murals (Mom's Café, Telus Building, Evergreen Mall)	Lorraine and Montana	<ul style="list-style-type: none"> Guidelines regarding ownership and type of art desired in Town Centre, required. Original artist of Mom's Café mural will need to be determined and approached regarding restoration if possible. 			
Garden Club - plantings	Lori (Montana and Lorraine)	<ul style="list-style-type: none"> Potential locations for plantings to be identified. 	Staff report and recommendations to Feb 4 SPA meeting.		

Updated: Thursday, January 28, 2021

SPA Committee Ideas Board

Project	Committee Members	Outstanding Issues	Update	Cost Estimate	Status
Relocation of Totem Pole	Peter J.P.	<ul style="list-style-type: none"> Repair and maintenance requirements must be assessed. Will totem pole be donated, regardless of ultimate location? Sarah to research parameters of accepting donations. 	Staff report and recommendations to Feb 4 SPA meeting.		
Sculptures/Mapping project	Gregory J.P.	<ul style="list-style-type: none"> Possibility of creating similar mapping as a self-guided tour of Sooke's public art. 			
District Art Collection		<ul style="list-style-type: none"> Provided to committee members for review. 			
CiB 2021		<ul style="list-style-type: none"> BC CiB to announce 2021 program plans. Requires Council support, financial and staff resourcing. 	Staff report and recommendations to Feb 4 SPA meeting.		
Community Arts Bulletin - Evergreen Kiosk		<ul style="list-style-type: none"> License of Occupation from Evergreen Mall for tourism purposes. Additional kiosk installed in John Phillips Memorial Park can be used to promote events etc. More planned for public parks. 			On Hold.

Updated: Thursday, January 28, 2021

SPA Committee Ideas Board

Project	Committee Members	Outstanding Issues	Update	Cost Estimate	Status
		<ul style="list-style-type: none"> • Possibility of structure on Lot A/library lands. 			
Felted Fish Sculpture	Lorraine Dana Peter Susan	<ul style="list-style-type: none"> • Sculpture has been damaged from outdoor storage and requires restoration. • Dana and Lorraine to contact original metal artist. 			
Painting of Sooke Bridge	Lorraine Peter J.P.	<ul style="list-style-type: none"> • Owned by provincial Ministry of Transportation and Infrastructure. • Environmental and cost considerations. 			
Memorial Project	Susan Lorraine Jessica Dana Laura Gregory	<ul style="list-style-type: none"> • Proposal and design drawings to be completed by working group. 			

Updated: Thursday, January 28, 2021

**Staff Report re: Commemorative Gardens
SPA Committee meeting – February 4, 2021**

Recommendation:

THAT the Sooke Program of the Arts (SPA) Committee recommend that Council direct staff to approach the Sooke Region Museum regarding the proposed garden planting project; AND

THAT funding of up to (\$_____) for the commemorative garden planting project come from the Sooke Program of the Arts Reserve Fund.

Report:

A working group of the Sooke Program of the Arts (SPA) Committee has identified a potential project to partner with community businesses and institutions to create commemorative gardens.

The Sooke Region Museum has been identified as a preferable partner for the first commemorative garden. The commemorative garden working group has also drafted a list of potential business partners. Pending project approval from Council, the working group would like to approach the museum and several businesses to determine their interest in participating in the project.

SPA Mandate:

- Identify and make recommendations to Council on community artistic initiatives which may include the acquisition of art and the promotion of community artistic endeavors;
- Liaise with other district committees, district staff, community arts organizations, the business and general community on the promotion of new and existing arts initiatives;

District of Sooke Municipal Arts Program Policy:

1.5. *Public Art* means any permanent or temporary creative works in any discipline, in the public or private domain that are accessible to the public, and includes original or limited editions of visual works of decorative or functional purpose which include, but are not limited to:

- Sculpture in any material or combination of materials;
- Murals, mosaics, fibre works, glass works, photography, paintings, or other art forms in any material or combination of materials;
- Tableaux, vignettes or creative displays of an artistic/informational nature which interpret the heritage significance of a building or site;
- Architectural embellishments such as street inlays, or landscaping features with artistic intent;
- Performing arts; Dance, music, theatre and literary arts.

Bylaw No.172, Sooke Outdoor Arts Program (SOAP) Reserve Fund Bylaw, 2004:

4. Money in the Sooke Program for the Arts (SPA) Reserve Fund, and interest earned on it, must be used only for the purpose of public art projects approved by Council.

Attachments:

- Draft letter of introduction
- List of potential businesses

Dear Owner of (name of Business / location of business / Museum (position of person receiving the letter)

Re: Sooke Program of Arts

How would you like to have the District of Sooke and the Sooke Garden Club beautify your outside space with some living art?

The Sooke Program of Arts (SPA) is a Committee of volunteers that are supported by the District of Sooke. The mandate of this committee is to enhance Sooke by supporting outside art projects. *(Maybe put in some examples of what they have done in the past??)*. For this project, SPA would provide the funding for the materials.

The Sooke Garden Club is 50 years old in 2021 and would like to contribute to this wonderful community by designing and planting a commemorative space that will add enjoyment to residents and visitors alike.

A letter is also being sent to the landlord/business owner of your location. The business(es) property owners would be responsible for maintaining the garden area. Your input on what you would like to see planted would also be welcome.

If this is something you would be interesting in learning more about, please contact:

(District Employee/Spa member ??)

You will be asked why your business should be chosen and how you plan to maintain the space.

Thank you for your time

SPA / GARDEN CLUB PROJECT

Name of Business	Address	Landlord	Comments
Sooke Bistro	6676 Sooke Road V9Z 0A5		Currently have planters
Route 14	6686 Sooke Road V9Z 0H2		Have some planters. Space available for other planters as well
Red Boat	By PetroCan Otter Point Road		Will have to confirm who currently owns it - it is planted quite nicely but maybe space could be enhanced by a tree with a plague??
Reynolds Antiques and Collectal Flying D's Grill (Food Truck)	2047 Otter Point Road Otter Point and Eustace		Reynolds and Flying D's Grill (appear to) share the same space so could support each other
Legion	6726 Eustace Road V9Z 1G1		Have some plants in planters but other planters empty
Moment Yoga	6705 West Coast Rd V9Z 0A2		It appears there may be a common landlord between some or all of these businesses
Carolyns Bourique	6707 West Coast Road V9Z 0A2		
Sooke Power Supply	6713 West Coast Road V9Z 1N0		
SFRS Community Thrift Store	6715 West Coast Road V9Z 0A2		

Staff Report re: Totem Pole
SPA Committee meeting – February 4, 2021

Recommendation:

THAT the Sooke Program of the Arts (SPA) Committee recommend that Council direct staff to begin discussions with the owner of a totem pole proposed as a donation to the District of Sooke arts collection, and the original artist; AND

THAT staff report back to Council with recommendations regarding the acceptance of the totem pole into the District of Sooke's art collection in accordance with the *District of Sooke Municipal Arts Program Policy*, as well as projected costs associated with remediation and re-siting of the totem pole.

Report:

Several members of the SPA Committee have been in discussion with a private donor interested in donating a totem pole to the District's art collection.

Staff recommend that if the SPA Committee supports acquisition of the totem pole, the above recommendation be put forward to Council.

The District of Sooke Municipal Arts Program Policy outlines specific requirements regarding the acceptance of artwork into the municipal art collection. Should Council support the acquisition in principle, staff will be authorized to move forward to determine the appropriateness of accepting the donation, considerations regarding remediation and re-siting, and cost estimates.

SPA Mandate:

- Identify and make recommendations to Council on community artistic initiatives which may include the acquisition of art and the promotion of community artistic endeavors;

District of Sooke Municipal Arts Program Policy:

5.0 Acquisition of Art

5.1 The District of Sooke can acquire works of art in the following ways:

- a) By donation
- b) By purchase
- c) By purchase as a joint project with another organization
- d) Amenity contribution

5.2 Appropriateness of the donation to the collection will be determined, as per this policy, and the District of Sooke will have the right to decline the acceptance of any donation. The following general considerations should be undertaken when considering a donation:

- a) The physical condition of the artwork should be documented. Special storage, display and loan requirements should be noted.
- b) The artwork should enhance and strengthen the District's collection.
- c) Absolute ownership of the work of art must pass to the District, and determination of copyright is essential.
- d) The donation must demonstrate the appropriate ownership and comply with all laws and statutes of the Province of British Columbia, Canada and international agreements.
- e) Donations will not normally be accepted where a condition of donation requires permanent exhibition of a work of art

- 5.3 The District will attempt to honour a request that a work of art be placed in a specific location. Such requests will be considered at the time of acquisition by the District.
- 5.4 All works of art shall be insured by the District.

Attachments:

- District of Sooke Municipal Arts Program Policy



Policy No. 13.4
Adopted October 26, 2009
Amended March 25, 2013

Municipal Arts Program Policy, 2009

Policy Statement:

The purpose of this policy is to provide a framework for the acquisition, placement, management, protection and care of public art in all disciplines, while aesthetically enhancing Sooke's public spaces, enriching the cultural life of the community, and improving the visibility of art and local artists.

1.0 Definitions for the purpose of this policy:

- 1.1 **Commission** means an order for a work of art produced specially for the District of Sooke, which may be for permanent or temporary works of art.
- 1.2 **Competition** means a contest based on specific requirements which offers artists the opportunity to compete for the commission of a work of art produced specially for the District of Sooke.
- 1.3 **De-accessioning** is the process of removing an object permanently from the art collection.
- 1.4 **Program** means Municipal Arts Program;
- 1.5 **Public Art** means any permanent or temporary creative works in any discipline, in the public or private domain that are accessible to the public, and includes original or limited editions of visual works of decorative or functional purpose which include, but are not limited to:
- Sculpture in any material or combination of materials;
 - Murals, mosaics, fibre works, glass works, photography, paintings, or other art forms in any material or combination of materials;
 - Tableaux, vignettes or creative displays of an artistic/informational nature which interpret the heritage significance of a building or site;
 - Architectural embellishments such as street inlays, or landscaping features with artistic intent;
 - Performing arts; Dance, music, theatre and literary arts.
- 1.6 **Public Space** means interior or exterior spaces frequented by the public, or within public view, and accessible to or visible by the public during normal business hours or longer. Such areas may be in the public or private domain.

2.0 Art Projects

- 2.1 Art projects that are initiated by the District of Sooke must be approved by Council.
- 2.2 The District of Sooke encourages participation and partnership with land owners, businesses and organizations to provide *public art* in privately owned spaces accessible to the public (ie, murals on privately owned buildings, the Logger's Pole, etc).
- 2.3 Assistance may be given to landowners, businesses and organizations wishing lists of artists, or advice on selection criteria, and/or material or siting of art works, upon request.
- 2.4 Sponsors of *public art* projects may be the District of Sooke, other governments or government agencies, non-profit organizations or the private sector.

3.0 Administrative Structure and Decision Making

Two separate bodies shall administer public art for the District of Sooke, including:

- (1) District of Sooke Council, responsible for policy and the administration of the Sooke Arts Reserve Fund ("SPA Reserve Fund") and overall coordination of projects and selection of public art less than \$5000 in project value, and
- (2) Temporary Public Arts Juries, which will select art for large public art commissions where the project is equal or greater than \$5000 in project value.

3.1 Role of Council:

- a) Administer the SPA Reserve Fund for the purpose of public art projects approved by Council.
- b) Establish an annual action plan for public art projects, including an operating budget.
- c) If the project has a value of \$5000 or greater, Council shall appoint a temporary Public Arts Jury to select the public art. Council has the discretion to appoint a temporary Public Arts Jury for any art project they deem appropriate regardless of project value.
- e) Promote and communicate the value of the Municipal Arts Program to the community.
- e) Develop and maintain partnerships with the cultural and business sectors to implement the Municipal Arts Program Policy.

3.2 Temporary Public Arts Jury

Temporary Public Arts Juries will be appointed by Council when a competition or commission is open for a piece of public art, i.e. Artwork where the project is equal to or greater than \$5000.

- a) Invitations shall be sent to potential jury members, whose responsibility shall be to choose among submissions for public art commissions and competitions, as outlined in this policy.
- b) The Corporate Officer, or designate shall, where practical, support the implementation of all public art commissions.
- c) Each jury will consist of three members of the public.
- d) Juror names shall be kept confidential until after the close of the project to avoid potential undue influence.
- e) Selection of Public Art: Jury members shall:
 - i) Review the submissions prior to the jury meeting;
 - ii) Rank the top three submissions;
 - iii) Listen openly to the assessment by all Jury members; and
 - iv) Vote on a final recommendation to Council.
- f) When public art is selected by a Jury, Staff shall provide a report to Council advising of the selection.

3.3 Role of Staff

- a) Conduct regular reviews of and make recommendations to Council for improvements to policies and bylaws pertaining to arts.
- b) In consultation with the Sooke Region Museum, ensure the maintenance of an inventory of the existing art collection.
- c) Determine suitable public places and spaces for the display of public art, and develop a list of potential local and regional artists to produce or assist in the production of appropriate art works.
- d) Upon request, provide practical assistance to land owners, organizations and business owners in the display of art in new and existing developments and public spaces.
- e) Coordinate acquisition and de-accessioning of public art as per this Policy.
- f) Coordinate artistic competitions, and make decisions on public art work with a project value of less than \$5000.
- g) Ensure that copyright, ownership, publication, exhibition, and jury feedback are appropriately considered and fulfilled in accordance with any legal requirements.

4.0 Commissions, Competitions & Selection Criteria

Competitions, commissions or the acceptance of gift commissions for *public art* may be conducted by the District. The following will provide the guidelines for competitions and commissions on behalf of the District of Sooke:

4.1 Competition and Commission Guidelines

- a) Background - on the District and the reasons for the competition (e.g. to promote cultural exchange, to interpret the District's history to visitors, to beautify a part of specific building).
- b) The Project – description of the nature of the project, the purpose of the competition, and whether it will be purchased or it will be commissioned (possibly on site).

- c) The Site - description of the proposed site including light sources, adjacent buildings, walkways, landscaping features and general ambiance of the site. Photographs may also be provided.
- d) Budget - a statement of who will pay the commission fee, the amount of the fee for purchase and identify which copyrights are included. If travel, or other component (shelter, food, materials) is included, it should also be indicated.
- e) Presentation Requirements - details of presentation requirements such as height, width, framing, materials, indoor, outdoor high/low temperatures, winds, sun, humidity, safety features, tipping, falling and sharp surfaces. The piece should be finished in a specific number of days or by a specific date.
- f) Procedural Details - information on time frames (submission dates, notification dates and completion of project dates), information on dedications (which is information about the individuals or occasion to which the work of art is dedicated) and specific of any promotion or advertising.
- g) Submission Specifics - details of what the artists may be asked to submit such as:
 - a fee for materials handling
 - photographs, video tapes or transparencies of recent works.
- h) Selection Process - details the weight for each component of the submission.
- i) Additional Provisions - details procedures that can be followed to clarify proposals or assessments, if required.

4.2 General Selection Criteria

The following general selection criteria will be used in the selection of artworks and artists. Each criteria will receive a weighting but the weighting will be determined on a project by project basis. For example, in certain circumstances the “relevance of theme to Sooke and local context” or “residency in the District of Sooke” may weigh higher in one given project than in another. In certain circumstances the District may wish to establish “supporting young and emerging artists” as opposed to “experience in delivering projects of similar scope” as a more important criteria based on the objectives of the specific project.

EXAMPLE OF PUBLIC ART PROJECT WEIGHTING

Description	Weight
Compliance with submission requirements and budget	Pass/Fail
Artistic Merit, imagination and innovation	40
Experience in delivering projects of similar scope	20
Feasibility of construction	15
Relevance of theme to Sooke and local context	10
Durability and ease of long term maintenance	10
Residency	5
TOTAL POINTS	100

- a) **Compliance with submission requirements and budget:** The submission must comply with the parameters of the Competition and Commission Guidelines. If it fails to comply with the parameters contained in the Competition and Commission Guidelines in a way that is not remediable, it is declined.

- b) Artistic merit, imagination and innovation:** This is an assessment of the application of artistic principles made to the project. The assessment is made in the best judgement of each member of the Jury based on their experience in working with the artistic community.
- c) Experience in delivering projects of similar scope:** This is an assessment based solely on the written submission or portfolio submitted by each artist. The Jury will look at the history, scope and nature of the artist's work. Submissions include resume, project work and often includes slides of previous work. This criteria will not apply in cases where "supporting young and emerging artists" is a more paramount objective.
- d) Supporting emerging and young artists:** This criteria will apply to projects where the development of young and emerging artists is a more important factor than "experience in delivering projects of similar scope". It applies not only to young artists, but artists who have not participated in a public art process before. Artistic merit, and other factors, however, remain critically important. This criteria supports community building and provides ability to engage the public and artists in a developmental process.
- e) Feasibility of construction:** This is an assessment based on the materials and construction methods submitted by each Artist. It also looks at the feasibility of the construction as it relates to public safety.
- f) Relevance of theme to Sooke and local context:** This criteria judges how the artwork relates to the chosen theme, the linkages with the community and the ability of the project to resonate with the public and convey the messages of the project. These can be assessed on the basis of a short written description of the theme of the piece submitted by the Artist. References, for example, to local geography, history or other characteristics of the District of Sooke would be considered. These criteria would likely be weighted differently from project to project depending on how important the geographical or historical elements are.
- g) Durability and ease of long-term maintenance:** This criteria measures how the artwork will fare against environmental elements. It is particularly important in outside pieces. Careful consideration must be made in developing a maintenance and conservation program to ensure the integrity of the piece and to adhere to the highest standards of conservation and maintenance.
- h) Residency:** One of the key objectives of the Municipal Arts Program Policy is to showcase and support local artists. At the same time this policy has identified providing access by the public to the widest possible artistic experience from around the province. Residency weighting, therefore, will be determined on a project by project basis, depending on the objective of each project.

5.0 Acquisition of Art

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- a) By donation
 - b) By purchase
 - c) By purchase as a joint project with another organization
 - d) Amenity contribution
- 5.2 Appropriateness of the donation to the collection will be determined, as per this policy, and the District of Sooke will have the right to decline the acceptance of any donation. The following general considerations should be undertaken when considering a donation:
- a) The physical condition of the artwork should be documented. Special storage, display and loan requirements should be noted.
 - b) The artwork should enhance and strengthen the District's collection.
 - c) Absolute ownership of the work of art must pass to the District, and determination of copyright is essential.
 - d) The donation must demonstrate the appropriate ownership and comply with all laws and statutes of the Province of British Columbia, Canada and international agreements.
 - e) Donations will not normally be accepted where a condition of donation requires permanent exhibition of a work of art
- 5.3 The District will attempt to honour a request that a work of art be placed in a specific location. Such requests will be considered at the time of acquisition by the District.
- 5.4 All works of art shall be insured by the District.

6.0 De-Accessioning Art

- 6.1 A work of art can be de-accessioned under any of the following conditions:
- a) It has no relevance to the collection or serves no exhibition function.
 - b) It is a duplicate which is not considered useful.
 - c) It is in seriously deteriorated condition.
- 6.2 Staff will provide a report to Council as to the de-accessioning of a work of art.
- 6.3 When de-accessioning works of art:
- a) It must be ascertained that there are no legal restrictions against its disposal.
 - b) Memorial gifts should be accepted and de-accessioned with great caution.
 - c) All terms of sale and sales negotiations shall be the responsibility of the District.
 - d) All proceeds realized from the act of de-accessioning must be credited to the SPA Reserve Fund.
 - e) All items which are de-accessioned should be publicly recorded.
 - f) No work of a living artist should be subjected to de-accessioning of art unless an exceptional condition or reason for disposal is found to exist.
 - g) If a living artist has a piece of artwork being considered for de-accessioning, the artist must be contacted and given right of first refusal for the artwork.

**Staff Report re: Communities in Bloom
SPA Committee meeting – February 4, 2021**

Recommendation:

THAT the Sooke Program of the Arts (SPA) Committee recommend that Council direct staff to register in the _____ BC Communities in Bloom program.

- Modified evaluation with community check-up
- Novice workshop with community check-up
- Friends Community (non-evaluated)

*note that Council will also need to consider allocation of monetary resources and staff time when considering the recommendation from the SPA Committee.

Report:

For the past several years, members of the SPA Committee have served as the “Communities in Bloom working group”.

Participation in Communities in Bloom (CIB) generally begins with Council support and registration in February/March. The BC CIB has just released several registration options for a modified 2021 program (attached.)

CiB Overview:

CIB judges generally tour our community for 3 days in July. In advance of their arrival, they must be presented with substantial documentation of Sooke’s commitment to each of the 6 pillars of CIB’s program.

- Tidiness
- Environmental Action
- Heritage Conservation
- Urban Forestry
- Landscape
- Floral Displays

Communities are evaluated on residential, commercial, institutional, and municipal efforts related to each of these pillars. Several “community profile” documents are created each year providing a fulsome overview of how the community has dedicated efforts to furthering each of the pillars, in each of the categories.

In addition to the background documentation, the judges’ tour is an opportunity to physically tour the community, speaking with community members, municipal staff, partners, and representatives of community organizations who are doing work in support of the 6 pillars. Significant effort is required on the part of parks staff to ensure public spaces are in top condition. In previous years, organizing committees have coordinated various community events in advance of the judge’s tour to promote participation including awards ceremonies, residential and business beautification challenges, undertaking their own beautification initiatives or working with community partners and schools on clean-ups, painting parties, flower and tree plantings etc.

The modified 2021 program offers several opportunities for 2021 participation.



BC Communities in Bloom

2021 MODIFIED PROVINCIAL EDITION

**REGISTRATION
DEADLINE:
April 30, 2021**

MUNICIPALITY (PLEASE PRINT)		TOTAL POPULATION	MAYOR
NAME OF MUNICIPAL CONTACT		POSITION / TITLE	
ADDRESS		CITY	POSTAL CODE
()			
PHONE		MUNICIPAL CONTACT EMAIL	
NAME OF COMMUNITY CONTACT OR LOCAL CiB CHAIR		WEBSITE ADDRESS FOR COMMUNITY	
()			
PHONE		COMMUNITY CONTACT/CHAIR E-MAIL	

PARTICIPATION CATEGORIES (please indicate your level of participation)	REGISTRATION FEE Based on Population Size:	
<input type="checkbox"/> MODIFIED EVALUATION with Community Check-Up ONLY CATEGORY ELIGIBLE TO WIN A CRITERIA AWARD Results will be based on submitted photos/videos and a summary document	<input type="checkbox"/> up to 1000 - \$500 <input type="checkbox"/> 1001 to 2000 - \$600 <input type="checkbox"/> 2001 to 5000 - \$675 <input type="checkbox"/> 5001 to 10,000 - \$800 (Plus 5% GST)	<input type="checkbox"/> 10,001 to 20,000 - \$925 <input type="checkbox"/> 20,001 to 50,000 - \$1025 <input type="checkbox"/> 50,001 to 100,000 - \$1225 <input type="checkbox"/> 100,000+ - \$1525 (Plus 5% GST)
<input type="checkbox"/> NOVICE WORKSHOP with Community Check-Up Begin the process of forming OR reengaging a local CiB committee. Get help preparing for future evaluations and learn how to maximize your efforts.		
<input type="checkbox"/> FRIENDS COMMUNITY (non-evaluated) – half of registration fee based on population size noted above		

- PARTICIPANT RESPONSIBILITIES:**
- Create a local 'in Bloom' committee to build collaboration with residents, businesses, service clubs and a municipal rep. (Councillor, Public Works, Administrator, Parks/Recreation).
 - Plan to meet online mid season with Provincial CiB judges to 'Check-Up' on how to support your Communities in Bloom efforts. Participants are encouraged to request topics.
 - Prepare for a modified **EVALUATION** before the end of summer by submitting photos or videos with a **SUMMARY DOCUMENT** outlining the community's achievements in three of your best criteria: Community Appearance, Environmental Action, Heritage Conservation, Urban Forestry, Landscape and Floral Displays. (Using the 2021 evaluation grid for guidance)
 - Online wrap-up event will recognize your volunteers by providing an opportunity to network with other participants and to learn how to maximize your CiB program.

- BENEFITS:**
- Enhances appreciation for Green Spaces, large or small
 - Encourages Tidiness & Beautification throughout community
 - Improves Environmental awareness and engagement
 - Creates opportunities for multi-generational connections
 - Contributes to a healthy social and economic lifestyle

- BC CiB PROVIDES:**
- Community Check-Up via Zoom meeting with your local committee and BC CiB panel to offer resources and support.
 - Online submissions will be evaluated by a team of judges.
 - All participants will receive recognition certificates, profile on www.bccib.ca, newsletter, social media and press releases.
 - Criteria winners will receive a special trophy.
 - IN PERSON EVALUATIONS:** A judge may be able to visit community if travel restrictions are lifted by early May. TBC

AMOUNT ENCLOSED	Population Fee + 5% GST = \$	GST # 8446 03670 RT0001
PLEASE INVOICE US AT:	<input type="checkbox"/> Above Address or	
MAIL FORM & FEE TO:	BC Communities in Bloom c/o 19951 Fraser Highway, Langley, BC V3A 4E2	
Or pay by Credit Card		
PAY ONLINE WWW.BCCIB.CA	Email completed form to Catherine at c.kennedy@telus.net 604 576-6506	

British Columbia Communities in Bloom

2021 MODIFIED PROVINCIAL EDITION

2021 PROGRAM OFFERINGS

1. MODIFIED EVALUATION with Community Check-Up – Maintain CiB engagement and profile.
2. NOVICE WORKSHOP with Community Check-Up - Start or reengage a CiB group in your community.
3. FRIENDS COMMUNITY - Non-Evaluated – Profile your community and show support for BC CiB.
4. SHOWCASE - LOVE YOUR NEIGHBOURHOOD (see separate entry form on website)

OBJECTIVES

- To recognize local CiB efforts in the recovery from the Covid-19 Pandemic.
 - To link BC 'in Bloom' communities to each other.
 - To encourage well-being through outdoor, low-cost activities.
 - To encourage art and cultural initiatives, especially with and for youth.
 - To encourage environmental initiatives, especially water conservation.
-

MODIFIED EVALUATION with COMMUNITY CHECK-UP - for Municipal Participants

- Registration fee based on municipal population size.
- Meeting with local advisors/committee and judge/regional mentors via Zoom Video Call
 - Community can request a specific topic (1 to 3 topics max)
 - Expanded to a second meeting if there is interest.
- Submit photos and summary document (what's new from previous evaluation or 3 best criteria) for a follow-up with a pair of judges on a Zoom call at the end of summer.
- Award certificates and provincial profile on bccib.ca website and social media
- Sponsored Criteria Award Trophies based on best submissions evaluated in the fall.

OPTIONAL COMMUNITY REVIEW (more details to be determined):

- Create a VIDEO Highlight Tour with a Zoom meeting follow-up with a pair of judges.
 - Or if restrictions are lifted:
create a SELF-GUIDED TOUR for a single judge to visit community. Perhaps as a drive-about with a judge meeting a designated person at each stop.
-

NOVICE WORKSHOP with COMMUNITY CHECK-UP – suitable for municipal, NFP groups or Neighbourhood Associations who want to engage residents and aspire to improve their community through future CiB evaluations.

- Registration fee based on population size.
 - Offer above "Check-Up" resources.
 - Receive feedback on three of 6 criteria with Zoom meeting follow-up.
 - Recognition certificate, provincial profile on website and social media.
-

FRIENDS COMMUNITY – Non-Evaluated

- Half Registration fee based on municipal population size.
 - Show support for BC Communities in Bloom.
 - Recognition certificate, provincial profile on website and social media.
-

SHOWCASE – Love your Neighbourhood. (see entry form at www.bccib.ca)

- A recognition contest for individuals, community groups and neighbourhoods of all sizes.