

**CULTURAL ADVISORY COMMITTEE**

**MINUTES**

**April 15, 2005**

**PRESENT:**

Councillor Streach  
Gary Vermeir  
Mike LaLeune (12:10 p.m.)  
Andrew Inch  
Shahin Sayadi  
Gordon Morgan  
Margie Clow-Bohan  
Elias Metlej

**REGRETS:**

Councillor Uteck  
Jeffery Spalding  
Paul Greenhalgh  
Allison Outhit  
Dave Roberts

**STAFF:**

Stephanie Parsons, Legislative Assistant  
Andrew Whittimore, Executive Assistant CAO  
Holly Richardson, Programmer, Recreation & Tourism  
Margaret Soley, Coordinator, Deputy CAO's Office  
Heather Macleod - Baudelot, Community Recreation Programmer

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## **1. CALL TO ORDER**

Councillor Streach, Acting Chair called the meeting to order at 11:14 a.m. in Halifax Hall, City Hall, 1841 Argyle Street.

## **2. INTRODUCTIONS**

Members of the Board introduced themselves and provided a brief statement of their work experience, organization and sector.

Councillor Streach advised that he would be acting as Chair for this meeting and that the election of Chair and Vice Chair will take place at the next meeting. He also explained the rules of order and asked that all members speak through the Chair.

## **3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

**MOVED by Mr. Gordon Morgan, seconded by Mr. Elias Metlej that the agenda be approved. MOTION PUT AND PASSED UNANIMOUSLY.**

## **4. NEW BUSINESS**

- The following documents were before the Committee for review:
  - Cultural Plan Discussion Paper
  - Cultural Plan Development Process
  - Draft Article for HRM Naturally Green Newsletter
  - Cultural Planning Core Concepts
  - Terms of Reference

### **4.1 Project Overview**

Agenda items 4.1.1, 4.1.2, 4.1.3, 4.1.4 and 4.2. were dealtwith collectively in the overview provided by Ms. Margaret Soley.

Ms. Margaret Soley reviewed the role of the Committee as outlined in the Terms of Reference and noted that as an Advisory Committee of Council, the Committee reports to Council and that Council makes all final decisions.

She advised the Committee that an Interdepartmental Staff Working Committee of 14 was formed from various business units in HRM which will serve as a resource to the Committee. The Project Lead Team will be communicating the work of the Interdepartmental Committee back to the Cultural Advisory Committee.

Mr. Gordon Morgan requested that the reference material in the discussion paper be made available to the Committee.

Ms. Holly Richardson advised, that she would ensure that the materials were provided to the Committee.

#### **4.2 Cultural Advisory Committee Terms of Reference**

Dealt with in item 4.1

##### **4.2.1 Scope**

Ms. Holly Richardson provided the Committee with an overview of item 4.1.1, 4.2.2.

She commented that HRM is taking a broad approach to Cultural Service Delivery as Culture is shaped by a variety of factors. The focus will be on a Cultural Plan as opposed to a Cultural Policy. The cultural planning elements have been identified as:

- Arts
- History & heritage
- Urban design
- Leisure and education
- Economic development
- Community diversity.

These elements will form the scope of the Plan. Consultations with stakeholders have identified these elements as essential.

The strategic outcomes of the Plan include:

- Coordinated municipal program and service design and delivery
- Partnerships between public and private sector and innovative implementation tools and mechanisms
- Enhanced capacity of community programs
- Focused and strategic asset, infrastructure investment and maintenance

- Focused management of cultural information and data
- Evaluation and monitoring

The overall outcome will be a Cultural Plan that has strategic goals, policy direction and goals to assist staff and Council in decision making and an implementation strategy. The Plan will also look at processes, resources, actions that need to be taken, and short, medium and long term priorities to assist in the direction of investment. A 20 year time frame was identified however, a 5-10 year time frame is more appropriate. This maybe a point of future discussion.

Ms. Holly Richardson advised that the Committee will be developing the objectives, however, past consultation with the public has identified the objectives to be service delivery, asset management and community development. These were used to assist in the development of the draft discussion paper.

Ms. Holly Richardson also noted that staff view the Cultural Plan as a great opportunity to develop a Cultural Framework to tie into other strategic initiatives such as the Regional Plan. She also noted that it is not an urban plan but a Plan that looks to where all people live and will promote awareness and participation to all people in HRM.

She also advised that staff will be gathering supporting documentation and benchmark data. A consultant has been contracted to look at the economic impact on culture in HRM.

The Implementation Framework would include an administrative structure for HRM, strategies for engaging citizens, processes, partnership strategy, investment guidelines and criteria, heritage and arts development strategy and a public art policy which would all be imbedded into the Plan.

#### **4.2.3 Process**

Public Participation will be an ongoing part of the process. A key role of the Committee is to engage stakeholders and citizens.

#### **4.2.4 Time Line**

Ms. Holly Richardson outlined the time line as illustrated in the Cultural Plan Development Process document.

In response to Mr. Gordon Morgan, Ms. Holly Richardson commented that the consultations would take place mid to late May.

Committee members raised concern over the time line. Councillor Streach asked staff what was driving the time-line.

Mr. Andrew Whittimore commented that the process has been ongoing for many years without strategic direction. The goal is to have a Plan before Council in this budget year. There can always be amendments and changes, the immediate goal is to have a foundation and provide direction to Council this summer. Staff recommends that the Committee try to adhere to the time line.

Mr. Gary Vermeir asked for clarification as to whether the Committee was to build the Cultural Plan from scratch or will they receive a draft document and provide input.

Councillor Streach clarified that the Committee receives recommendations from staff, which the Committee can accept, amend and or provide input, and that Council receives recommendations from the Committee. The Committee can change the time line if they feel that it is necessary to do so.

Mr. Andrew Whittimore commented that a significant amount of background research and analysis has been done and that staff has developed the draft guiding principles. Staff will prepare draft documents for the Committee.

#### **4.3 Communications Plan**

Ms. Heather Macleod - Baudelot advised that a Cultural web page would tentatively be online by April 29<sup>th</sup>.

She also advised the Committee of other communication tools which would include:

- A one page insert in the Naturally Green Newsletter
- Media release and conference on May 9<sup>th</sup> and May 10<sup>th</sup>, this is still at the preliminary stages
- A questionnaire survey that is being completed through Metro Quarterly
- Attendance of the Committee at public events

Mr. Shahin Sayadi inquired as to how much involvement the Committee can have in regards to development of the web page. Ms. Heather Macleod - Baudelot advised

that the Cultural Website would link off from HRM's main page, and that the site will have to be consistent with the other pages of HRM's website.

The Legislative Assistant also advised the Committee that there is a Cultural Advisory Committee Web Page under the Boards and Committee Page on which the agenda and minutes will be posted, and suggested that a link between the pages be established.

Councillor Streach welcomed Mike LaLeune to the meeting. Mr. Mike LaLeune introduced himself to the Committee. (12:09)

**MOVED by Mr. Shahin Sayadi, seconded by Gary Vermeir that the Committee have more input on design and content of the Cultural Web Page on the HRM website.  
MOTION PUT AND PASSED UNANIMOUSLY**

Councillor Streach asked staff to speak with Mr. John O'Brien and request that he attend the next Committee meeting.

Ms. Margie Clow - Bohan commented that the Committee is not diversified, there are only three females and no black people on the committee. Councillor Streach commented that selection is based on the applications that were submitted to the Membership Committee.

In response to Mr. Gary Vermeir, Sherryll Murphy, Legislative Assistant, advised the Committee that their Terms of Reference has been approved by Council and as an Advisory Committee to Council, changes to the membership requires a recommendation to Council and approval by Council.

#### **4.4 Discussion Paper**

Ms. Holly Richardson indicated that the paper is a synopsis of the consultations and work that staff has done and is intended to assist the staff in developing the options paper. The scope of the Plan has been approved by Regional Council, however the Committee will determine how it gets implemented. The issues and opportunities around cultural planning and development will form the goals and objectives.

Ms. Holly Richardson gave an overview of HRM's Cultural Service Delivery Framework, and Partnerships as indicated on page 6, and pages 12 - 15 of the discussion paper.

She also advised that a draft vision statement, and the guiding principles were developed for the Committees consideration.

She suggested that the Committee be ready to provide feedback and input at the next meeting to validate that they are going in the right direction.

#### **4.5 Next Steps**

Councillor Streach reiterated the role of the Advisory Committee was to advise Council and the role of staff members is to offer direction to the Committee, the committee has the right to accept or reject those recommendations. The first order of business at the next meeting is the election of Chair and Vice Chair and set a meeting schedule.

Members of the Committee were given the opportunity to express concerns and or comments.

Committee members commented that they were excited about working on the Cultural Plan

In addition the following comments were made:

- Mr. Gary Vermeir requested that staff provide the Committee with a few examples of a Cultural Plan so that the Committee has a better understanding of what they are working towards. He also noted that the school system was not mentioned in the discussion paper. Arts education, facility use, integration into the community, and cultural activities are a large part of the community and needs to be addressed. Councillor Streach suggested that staff explore the opportunity to seek out a representative from the School Board.
- Mr. Gordon Morgan commented that he was pleased to see that staff is looking at the urban, suburban and rural mix and that a five year plan is realistic, but when looking at infrastructure the Plan needs to look at something longer than five years
- Mr. Shahin Sayadi noted his concern over the time-line.

#### **5. NEXT MEETING DATE**

To be determined.

**6. ADJOURNMENT**

There being no further business the meeting adjourned at 1:11 p.m.

Stephanie Parsons  
Legislative Assistant