

**Present:**

Chair – Councillor Villeneuve  
W. Bollard  
B. Cooper  
C. Li-Leger  
U. Maxwell-Lewis  
C. Thornley

**Regrets:**

C. Girardi

**Absent:**

Vice-Chair – Councillor Steele  
B. McMurray  
T. Anderson

**Staff Present:**

J. O'Donnell, Manager, Heritage Services  
K. Gallie, Performing Arts Manager  
L. Cavan, GM Parks, Recreation & Culture  
S. Wu, I&I Liaison, Economic Development  
S. McKinnon, Manager, Arts Services  
C. Bejtovic, Legislative Services

**Guests:**

**A. ADOPTION OF MINUTES**

1. The minutes of the Culture Development Advisory Committee meeting, held March 18, 2014, to be adopted.

It was

Moved by U. Maxwell-Lewis

Seconded by C. Li-Leger

That the minutes of the Culture

Development Advisory Committee meeting of March 18, 2014 be adopted.

Carried

**B. DELEGATIONS**

**C. OUTSTANDING BUSINESS**

1. **Surrey Cultural Grants Program – Annual Review, S. McKinnon, Manager, Arts Services**

File: 1850-20

CDAC members were requested to review the Cultural Grant Program Guidelines and provide feedback.

The following comments were made:

**Funding:**

- In 2013, \$123,000 was distributed to 35 groups; in 2014, the same number of groups received \$99,700 in funding.
- Groups to receive funding have received 80% thus far; the remainder of the funding will be distributed by the end of May after all final reports have been reviewed.

Grant Program Review:

- S. McKinnon reviewed the questions in the agenda package for Committee members to consider before the next meeting and noted any changes made to the Program need to be approved by Council.
- The Committee felt a request for an increase in the Cultural Grant budget should be put forward as funding levels in other communities are higher. It was suggested that CDAC members give some thought to the advantages that grants have produced for the City as a whole to help make the case for funding, and bring suggestions to the June meeting.
- Staff will provide information on what is involved in sitting on the Grant Evaluation Review Committee, along with a summary of groups and activities that were funded and how much they received. Not many groups applied for start-up funding; some are still going through the capacity building process.
- For the 2015 Cultural Grant program, the call for grant applications will go out in late August, followed by receipt of Letters of Intent before the end of September. Qualified groups will be invited to an information meeting in early October and their completed grant applications will be due in early November.

**D. NEW BUSINESS**

1. **Update - Design Work for the Surrey Museum Phase 2, P. Joyce, Design and Construction Manager, City of Surrey**  
File No. 7850-01

P. Joyce was in attendance to provide an overview of the design and construction of Phase 2 of the Surrey Museum.

The following comments were made:

- Phase 2 design took place from June to October 2012. Planning components included a temporary exhibition gallery; children's hands-on gallery; reception and lobby; collections storage; volunteer training space and an improvement of the facility entrance. Other components included the integration of the 1881 Town Hall heritage building and parking expansion.
- A functional planning exercise explored spaces which were unable to be considered in the first phase due to funding limitations. These included space for:

- a temporary exhibition gallery to host national travelling exhibitions
  - crate storage for exhibition loans
  - exhibition preparation shop
  - volunteer training and hospitality room
  - children's hands-on gallery
- Through the public consultation process, there was strong support by the community for the children's interactive gallery as it supports families, education and learning.
  - A stakeholders' consultation was held in July 2012 whereby participants engaged in a review of functional space concepts for the Museum Phase 2. Also discussed the firefighters display, poor public viewing visibility and lack of presence from the street. Architects then presented conceptual images to link Phase 2 to the existing museum building.
  - Further study reviewed components of Phase 3 based on program priority which would include collection storage, volunteer training and hospitality room and the children's hands-on gallery.
  - The 1881 Town Hall is one of oldest heritage buildings in Surrey. It was the original museum for the City of Surrey and was moved to its current location in 1926. The Surrey Museum Phase 2 includes a proposed move of this designated heritage building to the Learning and Discovery Centre Campus, adjacent to the Anderson Cabin on the Museum site.
  - The Friends of the Museum & Archives Society capital fundraising campaign raised \$1.6 million for the construction of a new Museum. Staff noted that \$1.0 million of the \$1.6 million was contributed toward capital costs of the museum construction; \$400,000 was used to establish a Museum Endowment Fund managed by the Surrey Foundation. Income from the fund is donated by the Friends to the City to sponsor free admission to the Surrey Museum.
  - Staff advised that the land next to the museum has been purchased by the City for the Museum Phase 2.
2. **Update - Surrey Arts Centre Theatres Strategic Plan, K. Gallie, Manager, Performing Arts**  
File No. 7850-01

K. Gallie was in attendance to provide an update on the Surrey Arts Centre/Civic Theatres Strategic Plan.

The following comments were made:

- Four surveys were conducted:
  1. **Rental Survey** - Two models, a 5-day scenario and a 1-day scenario, were used to compare theatre spaces for hypothetical but typical costs for user groups. Surrey Arts Centre Main Stage has average overall rental rates while Studio Theatre rental rates are slightly higher in terms of the 5-day scenario and average for the 1-day scenario. Centre Stage rental rates are below average in the 5-day scenario.
  2. **Customer Service Survey** - Four-hundred surveys were distributed with fifty percent completion at 12 performances. Results indicated strong overall satisfaction with services.
  3. **User Group Survey** - Twenty-six groups provided feedback with no score less than eight out of ten.
  4. **Patron/Community Surveys** - To date 225 surveys have been completed. The consultant is compiling the results.
- Many factors go into the calculation of cost per seat. Studio Theatre is more expensive, which could be why there are more 1-day rentals than 5-day rentals. There are only 129 seats and it's difficult to make much revenue in that space.
- Attempts are being made to improve the theatre experience partially due to competition with casinos coming into communities, i.e. River Rock, Red Robynson Theatre.
- The City of Vancouver has a facility grant that assists users in paying for the facility rental.
- The Theatre Strategic Plan will be completed over the summer and presented to CDAC in September.

**E. ITEMS REFERRED BY COUNCIL**

**F. CORRESPONDENCE**

**G. INFORMATION ITEMS**

1. **10th Annual Surrey International Children's Festival Invitation, K. Gallie, Manager, Performing Arts**  
File: 0330-20

The Surrey International Children's Festival runs from May 22-24, 2014 at the Surrey Arts Centre and Bear Creek Park. More information can be found at [www.surrey.ca/childrensfestival](http://www.surrey.ca/childrensfestival)

2. **Summer Exhibitions at the Surrey Art Gallery, L. Davison, Manager, Visual and Community Arts**

File: 7800-01

Summer Exhibitions at the Surrey Art Gallery is a series of shows celebrating artists in our community. The exhibitions will include the annual Juried Art Exhibition, as well as a showcase of recent acquisitions by local artists and an exhibition of works by Ismaili artists of BC.

Members are invited to attend the opening event on Friday, June 27 at 7:00 pm.

3. **2014 Surrey Civic Treasure Award Nominations – Due June 3, S. McKinnon, Manager, Arts Services**

C. Thornley gave a brief overview of the selection panel for the 2014 Surrey Civic Treasure Award Nominations. A meeting will be held June 19 to review applications with a report going to Council in July. The awards evening will be Tuesday, October 7.

4. **2014 Provincial Launch for Cultural Days at Surrey's New City Hall, S. McKinnon, Manager, Arts Services**

The City of Surrey will host the 2014 Provincial Launch for Cultural Days. It is usually scheduled for the Thursday or Friday before the Cultural Days event, which is being held the weekend of September 26-28. The launch usually lasts two hours with a reception and formal ceremony including performances and speakers. Staff will look at Thursday, September 25 at noon, possibly with a CTV live news broadcast in the Atrium. W. Bollard indicated an interest in being involved in the planning for this event.

5. **Surrey Libraries - Poetry Contest Winner**

File: 7800-01

The winner of the Poetry Contest to commemorate the New City Hall Grand Opening was Irene Plett with her poem "Where I Live".

## H. VERBAL REPORTS

1. **C. Li-Leger, Visual Arts Representative**

- ArtScape is looking to establish a centre in BC. Staff noted that they are looking at a Vancouver based satellite. Tim Jones of ArtScape is attempting to gauge the level of activity in different Lower Mainland municipalities and will return to spend a day in Surrey this summer to look at potential local artist run centre projects.

- Laurie Baxter visited the South Surrey Arts & Recreation Centre for a preliminary meeting regarding governance for proposed new Semiahmoo arts spaces. Staff is in communication with City Planners and will get an update on the status of the South Surrey Official Community Plan in regards to the current zoning and the proposed scale of this development.
2. **W. Bollard, Artistic Director, Peninsula Productions**  
**[www.peninsulaproductions.org](http://www.peninsulaproductions.org)**
- W. Bollard performed at the Sponsor Appreciation event for the new arts space in South Surrey.
  - Peninsula Productions cast their summer show “Blythe Spirit”; one night has already completely sold out. The show runs from July 9-26; early bird pricing ends on June 1.
3. **U. Maxwell-Lewis, Surrey Historical Society & Friends of the Museum Archives Society**
- The Writers Conference contest is open, and there will be \$5,000 in cash prizes.
  - U. Maxwell-Lewis has been invited to do writing and photography workshops in the Okanagan this weekend.
4. **B. Cooper, President, Semiahmoo Arts Society**
- Approximately 800 people of all ages attended the opening of the new recreation and arts space.
  - B. Cooper will participate in the opening of Surrey Schools elementary art exhibit at Semiahmoo Mall on Thursday this week.
  - The open mic has been a very positive community experience.
  - A creative economy dialogue is being hosted by the South Surrey/White Rock Chamber and the Surrey Board of Trade (SBOT) at the new Arts Centre on June 18. Howard Jang will be presenting along with presentations from representatives of the proposed Semiahmoo development.
  - Programming at the new South Surrey Arts Centre is going ahead including summer arts camps for various age groups.
5. **L. Davison, Manager, Visual and Community Arts**
- L. Davison gave a brief report on the Komagata Maru programming with the Museum and Library. This weekend was the symposium to talk about identity and race.

6. **S. McKinnon, Manager, Arts Services**
  - Staff are now going into preparations for the Surrey International Children's Festival, May 22-24 at Bear Creek Park and the Surrey Arts Centre.
  
7. **J. O'Donnell, Manager, Heritage Services**
  - An Information and Networking meeting for Surrey Heritage Groups will be held on May 21. The meeting hosted at the Surrey Museum will support the Surrey Heritage Advisory Commission's Heritage Strategic Review goal to improve communications between groups working in the heritage sector.
  
8. **S. Wu, I&I Liaison, Economic Development**
  - The Beta Collective is offering space for artists at \$99/month. There are different configurations that they can leverage - private spaces; office spaces.
  
  - Kwantlen Polytechnic University (KPU) is showing preliminary interest in research and innovation in creative arts. Will continue discussions and see where we can leverage some of their expertise and bring to Surrey. More details will be forthcoming in July.

## I. AGENDA ITEMS FOR NEXT MEETING

### Proposed Future Agenda Items:

- Surrey Cultural Grants Program Review (continued)
- Heritage Services SAMOA Online Collections Access
- Museum Exhibition, *Kids Celebrate*
- Surrey Museum – CMA Diversity Grant for Youth Presentation
- Semiahmoo Arts – South Surrey Arts Space Update
- Surrey Little Theatre – Capital Improvement Program
- Surrey Civic Theatres – Strategic Plan Final Report
- Proposed New Semiahmoo Cultural Spaces – Update on Governance Model
- Research Arts & Heritage on the Map – Surrey's On-line Cultural Portal

## J. NEXT MEETING

The next meeting of the Culture Development Advisory Committee will be held on June 17, 2014, at 3:00 p.m. at City Hall in 2E Community Room A.

K. ADJOURNMENT

It was

Moved by U. Maxwell-Lewis  
Seconded by Councillor Villeneuve  
That the Culture Development Advisory

Committee (CDAC) do now adjourn.

Carried

The Culture Development Advisory Committee adjourned at 5:18 p.m.

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Jane Sullivan, City Clerk

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Chairperson – Councillor J. Villeneuve