

**MINUTES OF THE REGULAR MEETING OF
THE NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION**

Commencing at 5:30 pm on Tuesday, January 15, 2019
AT THE COMMUNITY HISTORY CENTRE
3203 INSTITUTE ROAD, NORTH VANCOUVER, B.C. V7K 3E5

PRESENT: COUNCILLOR DON BELL
JONATHAN EHLING
VICTOR ELDERTON (Chair)
JAMES FOX
GINETTE HANDFIELD (Vice-Chair)
TERRY HOOD
BOB McCORMACK (Friends Society alternate)
NANCY KIRKPATRICK, Director
SHIRLEY SUTHERLAND, Asst. Director
LAUREL LAWRY, Recording Secretary

REGRETS: COUNCILLOR BETTY FORBES, TERRY McALDUFF (Friends Society),
SHERYL FISHER-RIVERS, DEREK HAMILL

GUESTS: DIANNA FOLDI AND JUSTIN HALL (CNV Staff)

1. Call to order by the Vice-Chair at 5:37 pm and Approval of Agenda
2. Mr. Ehling moved and Ms. Handfield seconded the approval of Minutes of the Regular Meeting held December 19, 2018.
3. Accessibility at the New Museum
 - *Dianna Foldi, CNV Project Manager and Justin Hall, CNV liaison to the North Shore Advisory Committee on Disability Issues*

Introductions by the presenters preceded an overview of the topic of vehicle and visitor access points to the new museum. In the vicinity of the museum, there are many changes planned to transit and public realm space, including the B-Line service and pedestrian-only areas, with the streetscape will change over time; taxi pull-outs will be removed from Rogers Avenue. To enable busses to turn left onto Rogers and Esplanade, left-turn lanes will be added to those roadways. This will create a more efficient and usable area by all modes of transportation (including foot traffic).

Mr. Elderton arrived at 5:45 pm

A discussion ensued around accessibility in the vicinity: a bus drop-off area, Mews Lane vehicle access, and a future drop-off area on Lonsdale at Esplanade. There may be the potential for a liaison for the Shipyards area in future to coordinate the use of pull-outs and vehicular access. City staff are currently looking at various options for traffic movement in the area and the safety of pedestrians.

Two levels of public parking can be accessed in the parkade off Rogers Avenue. Public cars and traffic will not be restricted on Rogers Ave. There will be other parking options in the area adjacent to and surrounding the Shipyards Precinct. A controlled crosswalk

will be added under the pedestrian bridge on Esplanade. The bike lane on Esplanade will be beneficial in that it will enlarge the public sidewalk area around the museum and in the plaza area.

A presentation by City staff to the North Shore Advisory Committee on Disability Issues (ACDI) is to take place on January 23 with a subsequent meeting of ACDI on January 31. Consultants will be examining and providing feedback on the design and factors discussed at the January NVMA Commission Meeting, along with input from the cyclists, pedestrians, mobility challenged, and other users.

The entrance to the Museum (stairs and elevator) on the Mews will provide the preferred Museum-entrance experience for all users. Drawing people in to the Museum from the street-level will work well; however, vehicular traffic to the Museum will need specific wayfinding to easily access the Museum parking and other access points. The Esplanade curb lane at the Museum will not be used by the B-Line bus.

Concerns were raised around families and children using strollers and buggies finding it difficult to access the museum. A sheltered place for elderly or others to wait for a taxi or other transportation will be recommended; benches and other amenities will be provided in the area. The short-term street parking will be retained on the North side of Esplanade. Concerns were raised by Commissioners that in the underground parking, the designated wheelchair parking is quite a distance from the elevators.

The City of NV has advised that the next steps in this process will be to obtain a resolution from ACDI at its January meetings, and obtain bike lane access approval, at which point the Commission will be advised of the outcome of the planning discussions.

4. Director's Report & Emergent Issues

No written report was provided but the Director reported that the Feature Exhibit Schedule has changed. The first exhibit will relate to the Shipyards in place of the previously planned *Lions/Sisters* exhibition. An activated Archives space is currently being developed by staff and exhibit contractors. Work continues on the exhibit content final drafts.

Public program focus groups have taken place, including a very positive session with local cultural organizations. The Public Programs Planner will attend the February 2019 Commission meeting to provide an update.

The Chair has received the Director's letter of intention to retire in 2019. City of NV Human Resources staff will be providing recruitment support to the organization. The Director spoke favorably of the organization and the progress it has made. After 12 years as Director, she has seen many positive changes. The Chair thanked the Director for all her contributions. Councillor Bell thanked the Director and commended her for her perseverance, commitment, and vision for the organization and community. Her professionalism, guidance and expertise were remarked upon. Mr. Hood expressed his appreciation for the talent and energy of the Director, and the contributions of NVMA staff under her leadership.

5. Councillors' Review/Reports

Councillor Bell spoke about a new Waterfront Manager being engaged by the City for the Lower Lonsdale area to coordinate with the LLBIA and all the organizations in the area.

6. New Museum Reports

- Update on New Museum Planning

- Approval of 100% Exhibit Design Development

The 100% Design Development Package has been circulated to the Commissioners via email for review.

Ms. Elderton moved, Mr. Hood seconded

THAT the NVMA Commission approves the 100% exhibit design development package dated December 21, 2018 by Kei Space Design,

THAT the revised budget dated January 11, 2019 is approved,

AND THAT approval is given for the project to proceed to the exhibit fabrication stage.

CARRIED UNANIMOUSLY

- Update on Transition Business Plan

The Director presented a high level report to the City Directors' Team on the work and the major recommendations that had been approved at the December Commission Meeting. The feedback was primarily from City staff who had been involved in reviewing the previous business plans and have asked that NVMA staff submit a report detailing specific comparisons to the base case plan and the associated risks if we follow the base case business plan. An approach could be that the original simple base case presented was a solid starting point and that a more comprehensive long-range approach is being taken. NVMA staff will start work on the new content for the report. The salient points will be brought forward in a very clear way without deviating from major recommendations. NVMA staff will work with City staff on finalizing the contents of the report to go to Council.

7. Reports:

- Friends Society Report

Mr. Elderton reported that the Friends Society board discussed the MOU between the Friends Society and the Commission and the discussions were very positive and productive. The Friends had discussed membership issues as well as board giving.

- Governance Committee Report

No report.

- Capital Campaign Cabinet

- Confidential Campaign Activity Summary

The key focus for the Cabinet is the next fundraising target; the next target should be met by June 2019, optimally. People new to the campaign have been identified as door openers and are getting involved this month. Thursday January 24 is the date of the next fundraising committee meeting. A strong, potential corporate sponsor is being approached with a preliminary set of offerings, with a more detailed proposal to follow.

- Marketing & Communications Committee

The Membership model was discussed at the last meeting of the committee. The workplan for the committee is being finalized. A public event to mark the Streetcar move from the Fen Burdett Stadium to the New Museum is being explored. It could be useful to include the membership director from another museum in any future workshops pertaining to membership programs.

- Community Engagement & Partnership Strategy

Meetings and relationship-building have been taking place between Mr. Hood and City public realm representatives. Polygon Gallery staff will meet with NVMA staff at the end of January at CHC. It would be useful to discuss potential partnership opportunities with Capilano University.

Mr. McCormack left the meeting at 7:30 pm

- Indigenous Voices Advisory Committee

A meeting took place at CHC with an invited group of advisors. New protocols have been implemented by the Squamish Nation's council; the beginnings of a formal protocol agreement for communication and collaboration with the NVMA will follow.

8. Items from Commissioners

- Standing Item: Commissioner communications with municipal councillors

The Chair met with the City Mayor today. She was very interested in the Feature Exhibit plan and the schedule as well as Public Programs opportunities. The Transition Business Plan was also discussed and the Mayor is supportive of NVMA staff working with CNV staff toward finalizing the contents of the report.

9. Other Business

No other business

10. The meeting was adjourned at 8:00 pm. Next meeting at 5:30 pm on Tuesday, February 19, 2019 in the Community History Centre Meeting Room.



Victor Elderton, Chair
North Vancouver Museum & Archives Commission

Minutes prepared by: 
Laurel Lawry, Commission Secretary