

**MINUTES OF THE REGULAR MEETING OF  
THE NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION  
HELD AT 6:00pm ON FEBRUARY 19, 2015  
IN THE COMMUNITY HISTORY CENTRE MEETING ROOM  
3203 INSTITUTE ROAD, NORTH VANCOUVER, B.C. V7K 3E5**

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PRESENT: COUNCILLOR DON BELL (City)  
CATHARINE DOWNES  
VICTOR ELDERTON  
COUNCILLOR ROBIN HICKS (District)  
TERRY HOOD  
SANFORD OSLER (Friends Society Representative), Chair  
SHERRY SHAGHAGHI  
ROBERT WATT  
NANCY KIRKPATRICK, Director  
SHIRLEY SUTHERLAND, Assistant Director  
JAN MANATON, Recording Secretary

REGRETS: DON EVANS, Vice-Chair  
SHERYL FISHER  
MATTI POLYCHRONIS

GUESTS: NICK LOCKE, Optimus Fundraising

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**1. CALL TO ORDER**

The Chair called the meeting to order at 6:19pm. An in-camera item was added to the Agenda under Section 4. The revised agenda was unanimously approved on a motion by Mr. Watt, seconded by Mr. Elderton.

**2. INTRODUCTION OF NEW DISTRICT APPOINTEE SHERRY SHAGHAGHI**

The Chair introduced and welcomed Sherry Shaghaghi to the Commission. Ms Shaghaghi informed Commissioners of her background, work experience, and involvement with organizations on the North Shore.

**3. APPROVAL OF MINUTES OF REGULAR MEETING HELD ON JANUARY 15, 2015**

Mr. Watt MOVED and Mr. Elderton SECONDED

THAT the Minutes of the January 15, 2015 Regular Meeting of the North Vancouver Museum and Archives Commission be approved.

CARRIED UNANIMOUSLY

#### **4. REPORTS FOR APPROVAL**

##### ***Recommended Museum Deaccessions #5***

Ms Kirkpatrick spoke to the report and attachments circulated with the meeting package, noting that the lists contain over a thousand smaller items. She reiterated the process taken by the Staff Collection Committee in determining which items are recommended for deaccession. Ms Kirkpatrick noted that staff working at the warehouse are completely focussed on deaccession, pulling objects, removing identification numbers, and contacting other collecting institutions and auction houses. The report and deaccession lists will be submitted to the municipalities for approval; it goes before City Council on Monday, February 23, 2015. Mr. Watt MOVED and Mr. Hood SECONDED

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 1,090 objects on the lists attached to the February 16, 2015 Report entitled *Recommended Museum Deaccessions #5*, and recommends to the municipal owner of each (City and/or District of North Vancouver as appropriate) that all 1,090 items be deaccessioned and disposed of according to the provisions of the Commission's Collection Policy.

Mr. Hood commented on a recent article in the *North Shore News* concerning the deaccessioned Harbottle engine. Ms Kirkpatrick noted that feedback was being received from the community and, in particular, one very upset individual had been in touch. He had also written a letter to the *North Shore News* and Ms Kirkpatrick stated that she would also be submitting a letter to the newspaper explaining the new vision and why downsizing and disposal is the responsible action to take. Mr. Elderton noted the considerable expense incurred in behind-the-scenes care of objects.

Ms Kirkpatrick noted that she and City Fire Chief Dan Pistilli had reported to the City's Directors Team with respect to the deaccession and transfer of the two fire trucks. Chief Pistilli is working with other organizations, including unions, on taking over the pumper truck. Once the trucks are deaccessioned, Ms Kirkpatrick will ask the City's Purchasing Manager to arrange for the removal of the trucks from the Rice Lake storage facility.

Ms Kirkpatrick confirmed that the Collections Clean-Up Project is on track and she will be providing her next report on the project at the March Commission meeting. She noted that the objective is to deaccession between 4,000 and 6,000 items. Commissioners requested that to indicate progress, this target, and how many items have been deaccessioned to date, be noted in chart form in the report.

CARRIED UNANIMOUSLY.

The Chair declared that the next item would be discussed in camera.

#### **5. MATTERS ARISING**

##### ***New Museum***

Ms Kirkpatrick provided the following updates:

- She and the Vice-Chair had provided City Councillor Holly Back with a presentation on the new museum. Councillor Bell noted he would also be meeting with Councillor Back.

- She will be meeting next week with Robert Skene, the City's new Manager of Facilities & Real Estate, and City Manager of Special Projects Barbara Pearce. Mr. Skene has a copy of the Cultural Spaces application and the various new museum studies, along with notes from meetings with former Facilities Manager Glenn Stainton, so that he can review the proposed process and the City's involvement, and provide feedback.
- New images of the Pipe Shop have been taken to be used in fundraising materials.
- She hopes to meet next week with Daniel Frankel, owner of Tap and Barrel, who is keen to work with NVMA. Mr. Frankel has offered to write a testimonial for NVMA's home page.
- She will follow up with Sheryl Fisher regarding the establishment of the First Nations Advisory Committee.

Given time constraints, the Chair asked, and Mr. Hood agreed, to defer discussion of his report on *The New Museum: Benefiting From and Influencing Waterfront Tourism* until later in the meeting under Reports from Commissioners.

## 6. **REPORTS**

### ***Director's Report***

#### *Grant Applications*

Ms Kirkpatrick noted that an application was submitted for a *Young Canada Works* grant to assist with the cost of hiring two waterfront interpreters in the summer. A *Canada Summer Jobs* application has been submitted by the Friends Society for funding to hire a Community Heritage Project Researcher to assist the Community Engagement Curator.

Mr. Locke noted that an application was submitted to Artscape, a not-for-profit urban development organization that offers coaching on the development of cultural spaces and facilities. Artscape is extending its operations to Vancouver, supported by the City of Vancouver and the Vancity Community Foundation, and looking for partners.

The Department of Canadian Heritage *Community Anniversaries* grant reported on at previous meetings was not applied for. The District of North Vancouver did not submit the application as it could not, at the time of applying, guarantee matching funds from the 2016 budget for an anniversary event. This means that there will not be funding under the grant program to extend the Community Engagement Curator beyond 2015. The District has agreed to provide funds for the Daniel Francis book and included this in its capital plan for 2016. Ms Kirkpatrick noted that she would provide Councillor Hicks with more detail.

#### *Foreshore Cabin*

Ms Kirkpatrick noted that \$10,000 had been received from Port Metro Vancouver but she had no update on how those funds would be put to use.

### ***Museum & Archives Operations***

Ms Sutherland noted the following:

- Volunteer judges and chaperones are needed for the Sea to Sky Regional Heritage Fair. A document outlining various volunteer positions was circulated.

ACTION: Ms Sutherland to send document to the Chair for circulation to Commissioners.

### ***Governance Committee***

Mr. Osler noted that the minutes of the February 11, 2015 committee meeting had been circulated with the meeting package and drew attention to the item on upcoming Commission vacancies. He noted that the second terms of two City Commissioners expire at year end and asked those individuals to give consideration to who might replace them. This matter will be discussed again at the April Governance Committee meeting.

ACTION: Chair to send out general criteria for Commissioners; Commissioners to suggest names of City residents who might be appropriate for the Commission.

### ***Campaign Cabinet***

Mr. Locke noted that Mr. Evans was unavailable. He reported the following:

- The cabinet meeting scheduled to take place after the Commission meeting will be held on Monday, February 23, 2015.
- A new member will join the cabinet at its next meeting.
- With respect to the Case for Support, a meeting had been held with Brand FX; the wording is now basically complete and campaign material will be professionally developed and designed. A meeting will be held with Brand FX on February 23, 2015 to discuss next steps.
- The Cultural Spaces Fund application was revised based on recommendations made by Department of Canadian Heritage staff. The City of North Vancouver will need to sign off on the process, after which the budget is expected to be incorporated and the application submitted by the end of March.
- A meeting was held on January 23, 2015 with the three North Shore MLAs. A high degree of interest in the new museum project had been expressed and a request for funding for the project will be submitted. The timing of this request will be discussed at the next cabinet meeting.
- Key prospects at the \$250,000 level have been identified and a number of meetings have taken place. Some of the key prospects have shown a high degree of interest in the project. One proposal for a significant sum is very close to being presented in the near future.
- Several speaking engagements have been confirmed.

Mr. Locke circulated a list of potential groups and contacts identified about a year ago by the Friends Society directors. The Chair asked Commissioners to review the list and hand it in to Mr. Locke at the end of the meeting, confirming their contacts and identifying others on the list, and noting any groups or key stakeholders that appear to be missing.

The Chair reminded Commissioners of the annual giving policy. Ms Manaton explained that Commissioners can donate either to the NVMA or to the Friends Society.

### ***Friends Society***

The Chair noted that the Society has purchased a table at the Chamber of Commerce's North Vancouver Business Expo on March 4 from 1-5pm at the Pinnacle Hotel as a means to reach out to the business community. Anyone interested in assisting at the booth should contact the Chair. The Society will also be seeking individuals to walk in the Canada Day parade.

**7. ITEMS FROM COMMISSIONERS**

***Building Relationships with Key North Vancouver Tourism Businesses***

Mr. Hood spoke briefly to the document circulated with the meeting package and asked Commissioners to review and reflect upon its content. He sees an opportunity to create a parallel work plan to influence local tourism businesses during the course of the fundraising campaign and welcomed input from Commissioners. Mr. Hood proposes a Lower Lonsdale Tourism Task Force to assist in maximizing the potential of the Shipyards precinct and bring out a sense of place.

ACTION: Commissioners to review Mr. Hood's discussion paper and provide feedback at the next Commission meeting.

**8. OTHER BUSINESS**

There was no other business.

**9. ADJOURNMENT**

The meeting was adjourned at 8:23pm. The next regular meeting is scheduled to take place on Thursday, March 19, 2015 at 5:30pm in the Community History Centre Meeting Room and may be preceded by a presentation by and workshop with Lux Insights at 5:00pm.

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SANFORD OSLER, Chair  
NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION

Minutes prepared by: \_\_\_\_\_  
Jan Manaton, Commission Secretary