

**MINUTES OF THE REGULAR MEETING OF  
THE NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION  
HELD AT 5:50pm ON JANUARY 21, 2016  
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  
DON EVANS, Vice-Chair  
KEVIN EVANS  
JAMES FOX  
VICTOR ELDERTON  
COUNCILLOR ROBIN HICKS (District)  
TERRY HOOD  
SANFORD OSLER (Friends Society Representative), Chair  
NANCY KIRKPATRICK, Director  
JAN MANATON, Recording Secretary

REGRETS: SHERYL FISHER  
SHERRY SHAGHAGHI

GUESTS: NICK LOCKE, Optimus Fundraising, Campaign Director  
JOHN GILMOUR, President, Friends of the NVMA Society

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**1. CALL TO ORDER**

The Chair called the meeting to order at 6:02pm and welcomed two new City appointees, Kevin Evans and James Fox. Thanks were expressed to Don Evans, Terry Hood and Sheryl Fisher for work done on recent initiatives. The agenda was approved unanimously on a motion by Mr. Hood, seconded by Ms Downes.

**2. ELECTION OF CHAIR FOR 2016**

Ms Kirkpatrick called for nominations for the position of Commission Chair. Don Evans nominated Sanford Osler. Mr. Osler accepted the nomination. There being no other nominees for the position of Chair, Sanford Osler was acclaimed Chair of the Commission for 2016.

The Chair called for nominations for the position of Vice-Chair. Councillor Bell nominated Don Evans. Mr. Evans accepted the nomination. There being no other nominees for the position of Vice-Chair, Don Evans was acclaimed Vice-Chair of the Commission for 2016.

**3. APPOINTMENT OF GOVERNANCE COMMITTEE MEMBERS**

The Chair noted that the Governance Committee is the sole Standing Committee of the Commission. It meets four or five times per year, has a broad mandate, and is required to bring its recommendations for approval by the Commission. Appointees have traditionally been the Commission Chair, Vice-Chair and the two municipal council

representatives; he was recommending that this continue. The Chair MOVED and Kevin Evans SECONDED

THAT appointees to the Governance Committee for 2016 are the Commission Chair, the Vice-Chair, and the Council representatives from the City and the District of North Vancouver.

CARRIED UNANIMOUSLY.

**4. CONSENT AGENDA**

Mr. Elderton MOVED and Don Evans SECONDED

THAT the Minutes of the November 19, 2015 Regular Meeting of the North Vancouver Museum and Archives Commission be approved;

AND THAT the Minutes of the November 19, 2015 In-Camera Meeting of the North Vancouver Museum and Archives Commission be approved.

CARRIED UNANIMOUSLY.

**5. CAPITAL CAMPAIGN CABINET REPORT**

*Fundraising Update*

Don Evans previewed a draft of the presentation that will be made in camera to City Council on January 25, 2016 and asked for feedback. He added that the written Report to Council will include a Fundraising Report from Nick Locke of Optimus Fundraising. Commissioners offered suggestions and discussed presentation strategy.

**6. MATTERS ARISING**

*New Museum*

This item was presented in camera.

*Aboriginal Voices Partnership Update*

Mr. Hood noted that a follow-up presentation meeting with the Squamish Nation Chief Ian Campbell and Council had been held on January 20th, with himself, Ms Kirkpatrick, Mr. Osler, Ms Fisher and the new curator, Karen Dearlove, in attendance. Many ideas for potential projects were explored and support was given to the new museum Aboriginal Voices partnership. Formal support letters for the New Museum project have been received from the Squamish and Tsleil-Waututh Nations, and from the Aboriginal Tourism Association of BC.

**7. REPORTS**

*Director's Report*

Ms Kirkpatrick noted the following:

- New curator Karen Dearlove started work on January 18<sup>th</sup> and will be introduced at the February Commission meeting.

- The *Water's Edge* exhibit is expected to be substantially completed by the end of February.
- She had been invited to be part of the District's 125<sup>th</sup> Anniversary Team. Dan Francis' book is ahead of deadline.
- *Young Canada Works* student employment grant applications have been submitted; one is for two theatrical interpreters and the other is for a web technician for the Archives.

***Museum & Archives Operations***

Ms Sutherland had nothing to report that was time sensitive.

***Governance Committee***

The Chair noted that a committee meeting will be held prior to the next Commission meeting.

***Friends Society***

Mr. Gilmour noted the following:

- The next board meeting will be held on January 26, 2016.
- The board is looking for a bigger fundraising project for 2016.

The Chair noted that, if the New Museum project is rejected, discussions regarding the return of donations would need to be held.

**8. *ITEMS FROM COMMISSIONERS***

There were no items from Commissioners.

**9. *OTHER BUSINESS***

There was no other business.

**10. *ADJOURNMENT***

The meeting was adjourned at 8:10pm. The next regular meeting is scheduled to take place on Thursday, February 18, 2016 at 5:30pm in the Community History Centre Meeting Room.

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SANFORD OSLER, Chair  
NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION

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