



CULTURAL ROUNDTABLE AGENDA

JANUARY 17, 2019

MICHAEL WRIGHT ART GALLERY, 5PM – 7PM

Gathering Place #200 – 2253 Leigh Square, Port Coquitlam, BC

Attendees: **Christine Malone** - Art Focus, **Jeffrey Luong** – Tri-Cities FLOH, **Sandy LeMonnier** – Maple Creek Streamkeepers, **Kayla Steele** – PoCo Events, **Kelly Brown** – Manager and Curator, PoCo Heritage Society, **Sandy Budd** – Maple Creek Streamkeepers, **Linda Dore** – Hyde Creek Watershed Society, **Susan Ingram** – Hyde Creek Watershed Society, **Wendy MacLeod** – Tim Horton's, **Marites Du-Lagarico** – Tim Horton's, **Linda Sliworsky** – Poco Heritage, **Candice Critchlow** – PoCo Community Police, **Angela Anderson** – What's On Port Coquitlam, **George Lukach** – Wilson Centre, **Roger Loubert** – Minnekhada Park Association, **Susann Sigmund** – Senior Arts & Cultural Services Coordinator for Pitt Meadows, **Sherry Carroll**, **Julie Schmidt** – PoCo Heritage, **Elvira DS** – Artist, **Walter Van Drimmelen** – Poco Kinsmen, **Dean Stanton** – TriCity Events, **Carrie Nimmo** – **Cultural Development and Community Services Manager**, **Alex Bickers** – Event Producer Community and Civic Events, **Aynsley Meldrum** – Outgoing Haney Farmers Market Manager, **Nikki Hillman** - Recreation Program Assistant, Arts & Culture, **Lesley Perrie** – Recreation Program Assistant, Arts and Culture, **Councillor Nancy McCurrach** – City of Port Coquitlam, **Glenn Mitzel** – Area Recreation Manager, City of Port Coquitlam.

Cultural Roundtable Goals:

Share information and resources

Work together to develop new cultural initiatives

Theme: Festival and Event Development

Note Taker: Nikki Hillman

Agenda:

5:00 - 5:05 pm	Welcome and sign in (5 minutes)
5:05 – 5:15 pm	Cultural plan update (10 minutes)
5:15-5:45 pm	Festival and Event Development (30 minutes)
5:45-6:00 pm	Refreshments and Networking (15 minutes)
6:00 - 6:30 pm	Roundtable (30 minutes)

Cultural Plan Update

Carrie Nimmo, Manager of Cultural Development and Community Services:

Community Cultural Development Grants Awarded

Fall Intake:

- Paper Playground Program and Interactive Dance Event
- BC Polish Festival
- Art Focus Art Exhibitions and Workshops
- 4th Annual Sizdah Bedar Festival
- Vietnamese Moon Festival

Winter & Spring Intake:

- 3rd Annual Sizdeh Bedar Festival
- Polonez Christmas Show
- Hyde Creek Salmon Festival
- Multicultural Event at PoCo Farmers Market
- Downtown Port Coquitlam Car Show
- PoCo Heritage Trees Events and Programming
- TriCities School of Music, Songbird Program
- Theatrix Youtheatre
- Friends of Leigh Square
- Aurelia Bizouard Light Art
- John Fitzgerald
- Art Focus Art Exhibitions and Workshops

More Funding Opportunities:

Visit [Littledog.ca](http://littledog.ca)

NEW: [BC Community, Culture, and Recreation \(CCR\) Infrastructure Program](#) (application opens Sept 13; deadline **Jan 23, 2019**)

[Canada Council ARTS ABROAD Representation and Promotion](#) (Deadlines: Any time before your departure date; Applications received by: **Jan 23** will receive results in May 2019)

[Canada Council ARTS ACROSS CANADA: Representation and Promotion](#) (Deadlines: Any time before your departure date; Applications received by: **Jan 23** will receive results in May 2019)

[City of Vancouver Theatre Rental Grant Program](#) (applications open Jan 25 & closes **Feb 27, 2019**)

[HRSDC Canada Summer Jobs](#) (2019 deadline: Jan 25)

[Canadian Heritage: \(BCAH\) Building Communities through Arts and Heritage](#) (**Jan 31, April 30, Sept 30**)

Pride Public Art – Calling All Artists

- Artist-led, community-engaged public art project
- Recognizes and celebrates Port Coquitlam's LGBTQ2+ community
- Call to artists:

<https://www.portcoquitlam.ca/business-development/purchasing/current-opportunities/>

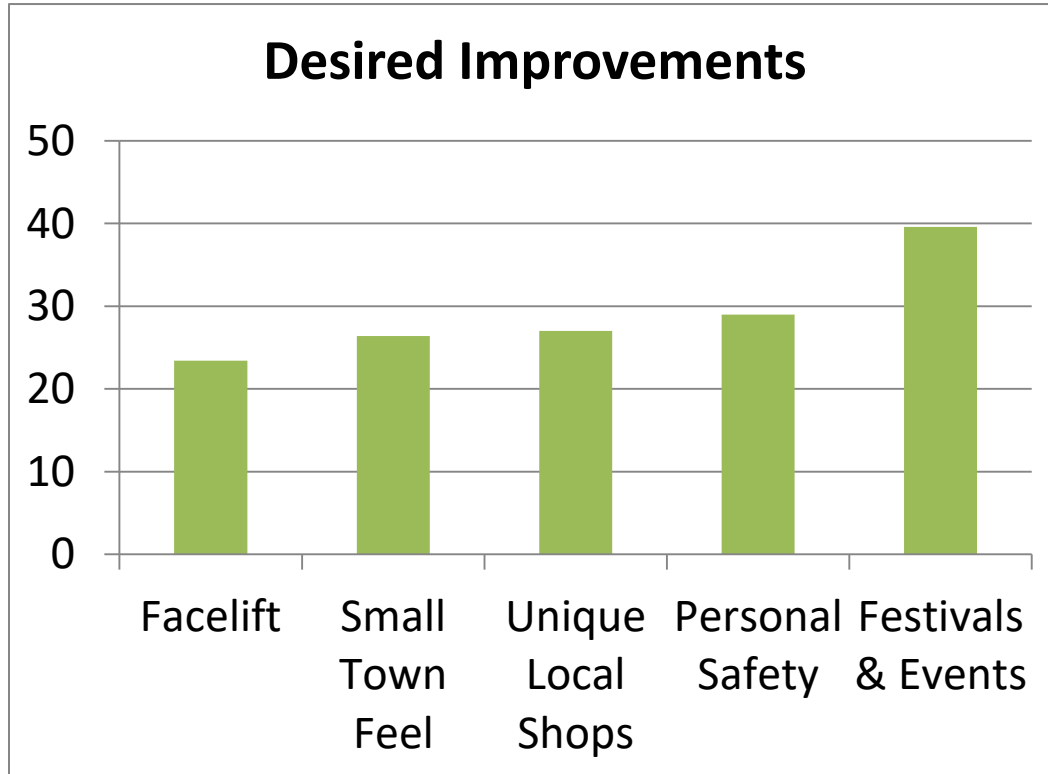
Closes: January 29th

Install: Summer/Fall 2019

Festival Development

- Festival Development is a priority for 2019
- One of the recommended actions in our City's Cultural Plan *Imagine Port Coquitlam* was to develop a Festival Action Plan & Festival and Community Events Committee
- A work plan was approved by Council in 2017 and the proposed plan supports the development of community festivals and events in Port Coquitlam
- Council allocated \$60,000

Community Interest in Festivals



- **Cultural Plan Research:** Strong community interest
- **Downtown Action Plan:** 39.5% of respondents in consumer survey listed events, festivals and entertainment as top priority
- **Cultural Roundtable:** focus group discussions confirmed plan priorities are relevant to community

Major Festivals and Events in Port Coquitlam

City of Port Coquitlam Produced Festivals & Events

- May Days
- Canada Day
- Rivers and Trails
- Christmas in Leigh Square
- Music in the Park
- Cinema Under the Stars

- PoCo Grand Prix
- PoCo Farmers Market

Partnered Festivals and Events

- Terry Fox Hometown Run
- CP Holiday Train

Community Festivals and Events

- Sisdah Bedar - Nature Festival
- BC Polish Festival
- Downtown PoCo Car Show
- Hyde Creek Salmon Festival
- CDMF Performing Arts Festival
- Up the Creek and Creek Classic Triathlon
- Golden Ears Gravel Fondo

Review of Current Festivals

Interviews - City and Community Festival Organizing Groups

Festival and event producers require:

1. Organizational and skill development;
2. Access to venues and public spaces;
3. Funding and in-kind support; and
4. Streamlined event permit application process.

* The City looked at applications for federal, provincial, and neighboring communities and aligned the application so it's similar, therefore your group can use most of the same information on all of the grant forms.

Festival Development Work Plan

Provide Funding for Festivals – Completed 2018

Streamline Event Permit Process – 2018-2019

Create a Festival and Events Advisory Group – 2019

Expanded Community Cultural Development Funding to include:

- Revised application forms
- Created a festival work group from Cultural Roundtable to review the new language to make sure it was accessible and fit our local organizations
- Aligned it to other applications to cut down work for community groups
- Offered two workshops – one prior to the Spring Intake and one prior to Fall intake to provide information, answer questions and to help community write strong applications
- Promoted CCD grants for festivals
- Awarded an additional \$20,000 for festivals and events in 2018
- Enable organizations to leverage other funding sources
- Provide guidelines for measuring and reporting benefits

Streamline Event Permit Process

- Develop new online event guidelines with one city staff person to shepherd the application process for event permits

Create a Festival Committee

Mandate:

Meet monthly to provide feedback, planning support and assistance in the execution of Festival Development initiatives including

- Stream-line online Festivals and Event Application
- Develop PoCo Festival and Event Tool Kit
- Produce Festival and Event Planners Workshop - how to apply for permits and funding
- Festival promotion - event and festivals happening in the city
- Plan additional initiatives to mentor and assist new festival and event applicants
- Develop a 3-year Festival Strategy
- Liaise with City and guide organizing groups to leverage sponsorship & volunteer recruitment opportunities

Make-up:

8 Festival Producers (max) from Port Coquitlam (including major existing festivals and events)

PoCo Farmers Market

Nature Day

BC Polish Festival

Downtown Port Coquitlam Car Show

Hyde Creek Salmon Festival

Creek Classic Triathlon or Golden Ears Gravel Fondo

PoCo Grand Prix

CDMF Music Festival

1 Staff member – City Events Producer, Alex Bickers

1 Community Representative from Tri-City (possibly Chamber of Commerce Event Liaison)

1 Community Representative from PoCo (possibly PoCo BIA)

1 Representative from the May Days Festival Roundtable

1 Representative from the Canada Day Festival Roundtable

1 Representative from the Rivers and Trails Festival Roundtable

Possibly 2 community members recruited through call and proposal process (similar process to PoCo Community Centre Stakeholders group)

Liaison: Manager of Cultural Development and Community Services

Festival and Event Advisory Group

- Purpose: provide feedback on festival and event initiatives and support community festival Producers
- Goal: receive input from the public, representing a diversity of festivals, events and stakeholders, to guide the implementation of the Festival and Events Work Plan
- 4-6 meetings/year
- Apply online: portcoquitlam.ca

Overall Outcomes

Create a festival friendly city;

- Increase the capacity of local organizations to produce events and festivals;
- Animate public spaces and facilities;

- Increase the number of visitors and the amount that visitors spend, specifically in the downtown core;
- Attract new festivals and events to Port Coquitlam; and
- Develop key performance indicators to measure the success of festivals and events.

Q. Are volunteers going to be doing more of the funding applications?

A. Rivers and Trails is a City event, we encourage partners to apply for funding.

Q. Who would be assisting with the funding grants?

A. Whoever the society is would be applying for funding as well.

Q. Anyone taking part will now need to take more initiative to get funding?

A. If it's a community festival, city can support but they will need to continue to fundraise. City will be continuing to fundraise too. More and more competition for funding, so grants are becoming more detailed.

Q. Will Alex be overseeing the funding applications?

A. Alex has been reviewing the past applications, and will

Q. Volunteers are stretched already, and it's becoming more difficult for applying for funding.

A. We want it to be fun for everyone, to keep them engaged for the festivals.

Cultural Roundtable Portion

Candice Critchlow – Community Police station has participated in many city events with their bike patrols, help with lost children or property. Brochures for volunteer information are available. Right now, they have 80+ volunteers. If you have an event, the Community Police can check on cars parked in areas during festivals. In 2018, they installed a mural on the Northside. They worked with the City of POCO for this. They would like to invite have a launch event in Mar/Apr to welcome people to the space. Any ideas or partnerships for the event are welcome, please contact Candice with ideas. Artist was Joey Mallett.

Sherry Carroll – attended an Oktoberfest style public event, about 90 people came. Wanted to point out that game design is also an art form and brought a FVLS member's game they produced, it's \$40.

Susann Sigmund – City of Pitt Meadows cultural services department. Pitt Meadows is looking to implement their own CRT. Looking at what works/doesn't, connecting with Farmers Market, networking and sharing resources. Trying to find ideas and looking at how to work together.

Linda Sliworsky – Port Coquitlam Heritage. Have a new website and are offering exhibit tours in the museum for schools and groups, \$2 per person. Volunteers are changing the tree in museum as the seasons change. Feb 21 – is their general meeting. Jessica Yu will be joining the meeting and advising on Chinese New Year and the Year of Pig. They've completed their 6th annual Heritage Tree Festival. There was a slight decrease in submissions for 2018 but they are looking at implementing new ideas for 2019.

Julie Schmidt – Port Coquitlam Heritage. Information for people regarding the Heritage Writers Group, the next time the group meets is January 21, 10:30am-12:00pm. Talk, share stories and recite some poetry. There's also a roundtable and questions with a ½ hour writing portion.

Councillor Nancy McCurrach – City of Port Coquitlam. Excited to see what is happening in the community of Port Coquitlam. An idea for this year's Heritage Tree Festival, perhaps a memorial tree where people can put up a photo of loved ones.

Sandy Budd – Maple Creek Streamkeepers. Enjoy fest. That occur. Looking forward to Rivers and Trails have a large tree component. Everyone knows that health is better with trees, etc. Looking for lots of people to support us, take a walk with us and relax.

Sandy Le Monnier– worked at rivers and trails fest.

Angela Anderson – Whats on Port Coquitlam. Submit your event information to me by January 31 for the March issue. Your articles and events are on page 4.

Christine Malone - Art Focus. Held the ribbon cutting last Sunday, January 13, for the unveiling of the mural at the Dialysis clinic. Next week Art Focus will host a demo with Shari Pratt who works in acrylics. The demo will be focused on the use of different mediums. At the next City Council meeting – Nickey Bayne will give a presentation for 5 min, showing slides of the mural.

Jeffrey Luong – Tri-Cities FLOH. The group is focused on mental health and those who've been through, or in, the foster care system. Talk about stigma subjects and experiences. Support those with mental health issues and ways to cope with struggles. Web page is floh.foundation

Alex Bickers – Event Producer Community and Civic Events. Excited about tool kit for events and festivals. Alex has volunteered in the past for Port Coquitlam May Days (3 years ago). Thrilled to be involved with the event this year.

Aynsley Meldrum – Outgoing Haney Farmers Market Manager – She will still volunteer with the market. Application for vendors for next season will go out in February. She loves the intersection of community and would love to support the volunteer groups. Applications for entry into the parade at May Day are online.

Roger Loubert – Chair of Minnehada Park Association. We have a call for artists on Page 25 of What's On Port Coquitlam.

Nikki Hillman – Arts and Culture Recreation Program Assistant. Our Winter 2019 programs are running. The Spring LG will be available Feb 20, with registration for Spring programs opening Feb 23. Excited to see the Banner Program being revised, stay tuned.

Lesley – Arts and Culture Recreation Program Assistant. Tomorrow, Friday January 18, we have the Youth Music Project Open Mic Night happening. This is open to all youth and runs 7-9pm. Our current AiR Jennifer Pownell is offering a writing class on Sunday January 20, for 8-12 year olds. You can register online for this class. The exhibition opening for Mat Holmstrom, Venus Soberanes and Clarissa Argueta will be next Thursday, Jan 24. The opening begins at

6pm with speaking notes by Mayor Brad West at 6:30. We will be releasing our call for musicians on Monday, January 21 for The Summer in the City music series.

Elvira DS – artist. Is looking to reconnect with PoCo. She was AiR 2018 and also painted a piano in 2017. She would like to volunteer for mural projects, etc.

George Lukach – 55+ Wilson Centre. No plans of putting on any performances because they are down to just a few performers. They are trying to connect and keep the Honeycomb spirit alive.

Susan Abram – Hyde Creek Watershed. They held their Salmon Festival in November. Their Open House will be in April. The Hatchery is open Saturdays, 9:30-12. Please stop by.

Linda Dore – Hyde Creek Watershed. Wrapping up Salmon Festival. Planning the open house in April during Earth Day.

Glenn Mitzel – Area Recreation Manager, City of Port Coquitlam. One of the founders of Sport Alliance. Oversees the Grand Prix event and in charge of May Day parade. Looking forward to this year's 4th Grand Prix and excited that Alex is joining in for the whole event.

Walter Van Drimmelen – Poco Kinsmen - Runs the Kinsemen Centre which sees over 10,000 people. Also runs the Mayday beer gardens and is Chairman of the PoCo Senior Housing Committee.

Dean Standon - Golden Ears Grand Fondo – Worked with Pitt Meadows, Coquitlam, and Port Coquitlam for the Grand Fondo on gravel and dirt trails. This event drew in participants from all over the Lower Mainland with some coming up from the US. This year they are expecting 450 participants. The group likes to give back so last year they raised funds for Ducks Unlimited. The Grand Fondo puts a spotlight on the community trails, wildlife and parks.

Carrie Nimmo – Cultural Development and Community Services Manager. Klara Manhal, the Coordinator for Arts and Culture, has given notice and will be leaving Feb 8th. She will be moving on to Translink where she will pursue her passion for Public Art.

Next Cultural Roundtable Meeting: February 21, 5-7pm