



AGENDA - Arts and Heritage Hub Design Steering Committee

Project: Ladysmith Arts and Heritage Hub Artists' Studio

Meeting Date: Tuesday, March 30 10:00am - 11:00am

Location: Zoom

Link: <https://us02web.zoom.us/j/81948869361>

Personnel: Ben Checkwitch / *Checkwitch Poiron Architects Inc.*
Brett MacIntyre (Xuut'a K'ii) / *Checkwitch Poiron Architects Inc.*
Kely McKinnon / *PFS Studios Landscape Architects*
Sofia Martinez Costa / *PFS Studios Landscape Architects*
John Marston / *Design Consultant*
Marsh Stevens / *Town of Ladysmith Councillor*
Roxanne Harris / *Chief, Stz'uminus First Nation*
Ray Gauthier / *Stz'uminus First Nation Representative*
Ora Steyn / *Arts Council of Ladysmith and District Representative*
Quentin Goodbody / *Ladysmith and District Historical Society Representative*
Marnie Craig / *Ladysmith Maritime Society Representative*
Aaron Stone / *Mayor, Town of Ladysmith*
Allison McCarrick / *Chief Administrative Officer, Town of Ladysmith*
Chris Barfoot / *Director of Parks, Recreation and Culture, Town of Ladysmith*
Jake Belobaba / *Planner, Town of Ladysmith*

Meeting Intent:

1. For the design team to introduce themselves to the Steering Committee.
2. For members of the Steering Committee to share their thoughts and ideas about the project, and to educate the design team about the challenges and opportunities presented by the project.
3. For the design team to listen and develop a deeper understanding of the project from the various perspectives offered by committee members. This will create a foundation point from which the design team will start to generate design options for discussion at the next Steering Committee meeting.

Meeting Agenda:

1. Welcome - Mayor Stone
2. Introduction to Architects and Landscape Architects (5 minutes) - Ben Checkwitch and Kely McKinnon
3. Brief description of the project, including a description of the project scope and our understanding of the project intent (5 minutes) - Ben Checkwitch
4. Brief description of our understanding of the role of the steering committee (5 minutes) - Ben Checkwitch
5. Stakeholder Project Commentary:
 - a. Stz'uminus First Nation Representatives (5-10 minutes)
 - b. Arts Council Stakeholder Group (5-10 minutes)
 - c. Historical Society Stakeholder Group (5-10 minutes)
 - d. Maritime Society Stakeholder Group (5-10 minutes)
 - e. Town of Ladysmith Representatives (5-10 minutes)
6. Project Schedule Review, including next proposed Steering Committee meeting (5 minutes) - Ben Checkwitch
7. Closing Comments (5 minutes) Mayor Stone and Ben Checkwitch