

JOINT STEWARDSHIP BOARD
Minutes, November 21, 2013 Meeting
City Centre, Hamilton

In Attendance:

From Hamilton: Rob Norman, Andrew Grice
From Haudenosaunee: Brian Doolittle
JSB Coordinator: Sheri Longboat

Guests:

Cayuga Chief Blake Bomberry
Ken Coit, City of Hamilton
H.T. Lam, City of Hamilton
Steve Barnhart, City of Hamilton

Regrets:

Hamilton: Guy Paparella, Chad Collins
Haudenosaunee: Hazel Hill, Aaron Detlor

Chair: Sheri Longboat

Note taker: Sheri Longboat

Summary of Meeting Outcomes:

Action 1: Re: meeting Places. Steve and H.T. to take proportions of snapping turtle, scale down the Turtle, and redesign the concept; from which more detailed designs can be created in 2014.

Action 2: Re: meeting Places. Sheri to review the past materials to suggest what message the sign at the Bear would communicate.

Action 3: Re: Coordinator Report. Sheri to review procurement policies, and from the materials begin to draft a brief procurement document for the Board

Action 4: Re: Annual Report. Board members to review the Annual Report and provide comments to Andrew (City Representatives), and Sheri (Haudenosaunee Representatives), by early December so that revisions can be made, and the document be sent to print before the end of December.

Decision: Re: Administration Item. Cancel policy with Northbridge and obtain liability insurance including D & O coverage from Intact.

1. Opening and Introductions – Chief Bomberry opened the meeting

2. Agenda Review

- Agenda accepted with a change to Item 4 – presentation from Ken Coit to highlight Art in Public Places (and not Trail Markers as outlined on the Agenda)

3. Meeting Place Presentation *(See PowerPoint Presentation provide by H.T. Lam)*

- Steve Barnhart, Landscape Architectural Services, COH
- H.T. Lam, Landscape Architect, COH
- Steve provided background context and H.T. delivered the presentation including updates on the Bear Meeting Place construction
- Board discussion around:
 - Challenges, opportunities, estimated costs and status of each
 - The Eel which still requires surveying and grading design, would require the least amount of design work relative to the Nest and Turtle which are still very conceptual
 - Priority for the next meeting place is on detailed design
 - Location of Turtle feature - The City recommended the location be shifted from the lower site to the top of the reclaimed landfill for several reasons including drainage
 - Scale of Turtle concept – The City highlighted the size of the proposed turtle (over 40 m) and recommended the scale be considered (scale down)
 - Type of turtle design – Brian noted that the Snapping Turtle is the type of turtle significant to the Haudenosaunee and should be used for the design and sign logo
 - Signage for the Bear – Sheri suggested a sign to give some description for the Bear and a link (or QR code) to the JSB web site to guide people to more information.
 - Challenges with signage in public places
 - Discussions on signage with past JSB led to considerations for a simple upright marker to reduce potential for vandalism, cost effective, and natural look
 - Ken shared experiences with different signs use for Art in Public projects that could be considered as more subtle forms of signage to match the intent of the Bear
 - To seek funding for constructions its important detailed designs be completed to submit quickly to funding opportunities when they emerge

Action 1: Steve and H.T. to take proportions of snapping turtle, scale down the Turtle, and redesign the concept; from which more detailed designs can be created in 2014.

Action 2: Sheri to review the past materials to suggest what message the sign at the Bear would communicate.

4. Art in Public Places Presentation

- The Board received overview of the Art in Public Places program
- Ken Coit, the City of Hamilton, Coordinator delivered a presentation highlighting the program and process for public art projects including examples pieces throughout the City
- Highlights included the range of art pieces completed, process for public participation, decision-making, and types of art work that might be applicable to the valley trails or within the Environmental Interpretive Centre

5. Monthly Board Business *(See JSB November 21, 2013 PowerPoint by Sheri Longboat)*

a) Minutes from October 17th meeting

- The minutes were approved with minor corrections to contact names at the City of Hamilton re: Trails.

b) New Business

- The Board inquired into the status of the EIC developments. Sheri explained that with the potential site recently identified at Mud Street, topographic maps were obtained from the COH and forwarded to ATRR. Scott Robinson confirmed that they were on schedule and would have the final product completed for the end of December 2013.

c) Coordinator Report – update

- Sheri provided an update on activities *(See Slide 7)*
- On-going projects included administration, EIC monitoring, and communications material developments
- Highlights include - Web page re-design underway, and draft annual report completed.
- Discussion on past action item – Procurement Policy for JSB
 - Several policies have been gathered, both brief and very detailed
 - Important that the JSB have some guiding policies in place

Action 3: Sheri will review procurement policies, and from the materials begin to draft a brief procurement document for the Board.

d) Annual Report – draft for comment *(See Draft Report Circulated)*

- Sheri provided a draft to the Board for comment
- The members were pleased with the design and content and provided initial comments re: edits

Action 4: Board members to review the Annual Report and provide comments to Andrew (City Representatives), and Sheri (Haudenosaunee Representatives), by early December so that revisions can be made, and the document be sent to print before the end of December.

e) Archaeological Artifacts – discussion *(See Slide 9)*

- As per past request to bring in Consultants to inform the Board, Sheri explained an archaeologist has been contacted to present to the Board in December
- The question was posed – what is the Board’s position on the artifacts and what actions are required from the coordinator?
- Further discussion will occur at December meeting after presentation from Dr. Gary Warrick, Archaeology Professor, Wilfrid Laurier University

f) Administrative Items (See slide 10)

- **Insurance Renewal**

- Intact Insurance quoted a lower cost from that provided last year by Northbridge Insurance (savings ~ 1,300)
- \$1,718/year includes Directors and Officers insurance effective December 18, 2013

Decision: Cancel policy with Northbridge and obtain liability insurance including D & O coverage from Intact.

- **Arrangements for November 27th visit to Valley**

- Meeting at the Mud Street parking lot @ 1 pm to visit Meeting Places and potential EIC site

- **December 19th JSB meeting @ Six Nations**

- Meeting will include mid-meeting luncheon, guest presentation from Archaeologist, and draft of presentation for City of Hamilton

6. Closing – Chief Blake Bomberry shared personal experiences on the significance of medicines; Haudenosaunee ceremony and Thanksgiving address; and offered the closing.