



MURALS PROJECT MANAGEMENT COMMITTEE MEETING
Thursday, January 24, 2019 at 5:00 p.m.
Scoop Lewry Room, 2nd Floor, City Hall

TO: MEMBERS OF THE MURALS PROJECT MANAGEMENT COMMITTEE

Norma Westgard
Erin Westgard

Mervin Yohnke
Frances Friesen

Isobel Landin
Dorreen Gane-Mowrey

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – October 25, 2018
4. New Business
 - 4.1 Mall Agreement
5. Business Arising from the Minutes
 - 5.1 Summer Games Mural
6. Correspondence/Information
 - 6.1 Mosaic 150 Letter
7. Financial Report/Invoice Payments
8. Next Meeting and Adjournment

***PLEASE ADVISE BY EMAIL OR CALL 306-694-4424
IF YOU ARE UNABLE TO ATTEND THIS MEETING***



MURALS PROJECT MANAGEMENT PUBLIC COMMITTEE MINUTES

October 25, 2018 at 5:00 p.m.
Scoop Lewry Room, 2nd Floor, City Hall

PRESENT: Norma Westgard, Chairperson, Citizen-at-Large
Isobel Landin, Citizen-at-Large
Erin Westgard, Citizen-at-Large
Dorreen Gane-Mowrey, Citizen-at-Large

ABSENT: Frances Friesen, Citizen-at-Large
Mervin Yohnke, Citizen-at-Large

ALSO PRESENT: Pearl Anderson, Recording Secretary

PART 1 - NO APPROVAL REQUIRED

Re: Call to Order

Norma Westgard called the meeting to order at 5:15 p.m.

PART 2 – NO APPROVAL REQUIRED

Re: Welcome to New Committee Member – Dorreen Gane-Mowrey

Dorreen Gane-Mowrey was welcomed to the Committee.

PART 3 – NO APPROVAL REQUIRED

Re: Appointment of Chairperson and Vice-Chairperson

Chairperson

Erin Westgard nominated Norma Westgard as Chairperson of the Murals Project Management Committee for a term of office to expire August 31, 2019.

Moved by Isobel Landin
THAT nominations cease.

Carried.

Norma Westgard was appointed Chairperson of the Murals Project Management Committee for a term of office to expire August 31, 2019.

Norma Westgard assumed the Chair.

Vice-Chairperson

Norma Westgard nominated Frances Friesen as Vice-Chairperson of the Murals Project Management Committee for a term of office to expire August 31, 2019.

Moved by Erin Westgard
THAT nominations cease.

Carried.

Frances Friesen was appointed Vice-Chairperson of the Murals Project Management Committee for a term of office to expire August 31, 2019.

PART 4 – NO APPROVAL REQUIRED

Re: Adoption of Agenda

Moved by Erin Westgard
THAT the agenda be adopted with the following addition:

- Part 8.2 – Murals Project Management Committee Filing Cabinet

Carried.

PART 5 – NO APPROVAL REQUIRED

Re: Adoption of the Minutes – August 23, 2018

Moved by Isobel Landin
THAT the minutes of the Murals Project Management Committee dated August 23, 2018 be received as presented.

Carried.

PART 6 – NO APPROVAL REQUIRED

Re: New Business

6.1 Review of Bylaw No. 5375, Bylaw No. 4381, Review of Conflict of Interest (Advice for Members of Municipal Boards and/or Committees), and the Resolution Regarding Absenteeism of Board Members.

Committee Members reviewed Bylaw No. 5375, Bylaw No. 4381, Conflict of Interest (Advice for Members of Municipal Boards and/or Committees), and the Resolution Regarding Absenteeism of Board Members.

Moved by Erin Westgard
THAT Bylaw No. 5375, Bylaw No. 4381, Conflict of Interest (Advice for Members of Municipal Boards and/or Committees) and the Resolution Regarding Absenteeism of Board Members be received and filed.

Carried

6.2 2018 Mural Report

The 2018 Murals repair information sheets prepared by Grant McLaughlin were reviewed.

Moved by Isobel Landin

THAT the 2018 Moose Jaw Murals repair reports completed by Grant McLaughlin be received and filed.

Carried.

PART 7 – NO APPROVAL REQUIRED

Re: Business Arising from the Minutes

7.1 Update and Prices for New Brochures

Quotes were requested and received from Moose Jaw Express and Grand Valley Press for printing 20,000 Murals of Moose Jaw pamphlets. The lowest quote was received from Moose Jaw Express at a cost of \$2,832 plus taxes. A mock up of the pamphlet will be requested for the Committee's review.

Committee members will proof the pamphlet and check the tour information for any corrections. Erin Westgard and Dorreen Gane-Mowrey volunteered to review the two walking tours and advise of any errors.

Moved by Dorreen Gane-Mowrey

THAT pending pamphlet review, funds in the amount of \$2,832. plus taxes be approved for allocation to Moose Jaw Express for printing 20,000 Murals of Moose Jaw pamphlets.

Carried.

7.2 Summer Games Mural

The removal of the Summer Games Mural is being reviewed. The matter will be placed on the agenda for the next meeting.

7.3 Mosaic 150 Photos and Enlargements

Committee Chair, Norma Westgard, advised that photos in the Moose Jaw section of the Mosaic 150 book were enlargements of individual painted tiles. The book has been ordered and paid for.

PART 8 – NO APPROVAL REQUIRED

Re: Correspondence/Information

8.1 Proposed 2019 Budget

The 2019 Murals Project Management Committee's proposed budget has been forwarded to the Acting Director of Parks and Recreation. The Committee has been advised that they can present their budget request to Budget Committee. Committee Chair, Norma Westgard, has advised the City she will be available to do so. Confirmation of the date is forthcoming.

8.2 Murals Project Management Committee Filing Cabinet

Consideration was given to requesting that the Murals Project Management Committee filing cabinet located in the Parks and Recreation Department's storage room in City Hall's basement be moved to the Clerk/Solicitor's Department to provide the Committee with better accessibility and control of Murals documents stored in the filing cabinet.

Moved by Erin Westgard

THAT the Murals Project Management Committee authorize a request to the City Clerk/Solicitor's Department that the Committee's filing cabinet located in the Parks and Recreation Department's storage room in the City Hall basement be moved to the City Clerk/Solicitor's Department.

Carried.

PART 9 - NO APPROVAL REQUIRED

Re: Financial Report/Invoice Payments

Moved by Erin Westgard

THAT the Murals Project Management Committee financial report dated October 25, 2018 be accepted as presented.

Carried.

Moved by Isobel Landin

THAT approval be granted to the allocation of funds in the amount of \$9,549.55 plus GST to Grant McLaughlin for materials and labour for repairs to the Murals of Moose Jaw as listed in the 2018 Murals repair report.

Carried.

PART 10 – NO APPROVAL REQUIRED

Re: Next Meeting and Adjournment

The next regular meeting of the Murals Project Management Committee is scheduled for **January 24, 2019 at 5:00 p.m.** or at the call of the Chair.

Moved by Dorreen Gane-Mowrey
THAT the meeting now adjourn.

Carried.

The meeting adjourned at 6:20 p.m.

Norma Westgard
Chairperson

CITY MANAGER'S COMMENTS:

Jim Puffalt
City Manager

MAYOR'S COMMENTS:

Fraser Tolmie
Mayor

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For questions and more information please contact Phil at phil@muralmosaic.com / 780-718-7635