



Minutes (Revised)

Meeting:	User Group Committee (UGC) Meeting #13			
Project:	Performing Arts Centre Project			
Place:	Meridian Room, Seymour Hannah Centre, 240 St. Paul St. West			
Date:	Friday, June 10 th , 2011			
Time:	1:00-3:00p.m.			
Recorder:	Thevaki Ganesharajah			
Meeting Attendees				
Invited:	Name:	Representing:	Initials:	Email:
Present	Mark Elliott (Chair)	City of St. Catharines	ME	melliott@stcatharines.ca
Present	Janis Barlow	NAC Rep – (Primary) (Co-Chair)	JB	janis@barlowandassociates.com
Present	Jack Mills	Niagara Symphony	JM	jack.mills@niagarasymphony.org
Present	Jane Gardner	Carousel Players (Primary)	JG	jane@carouselplayers.com
Present	Pablo Felices Luna	Carousel Players (Alternate)	PFL	pablo@carouselplayers.com
Present	Derek Knight	MIWSFPA (Primary)	DK	dknight@brocku.ca
Present	Brian Power	MIWSFPA (Alternate)	BP	bpower@brocku.ca
Present	David Vivian	MIWSFPA (Alternate)	DV	dvivian@brocku.ca
Present	Debbie Slade	Director, Brock CFA	DS	dslade@brocku.ca
Present	Alan Titley	CFA (Primary)	AL	atitley@brocku.ca
Absent	Sara Palmieri	CFA (Alternate)	SP	spalmieri@brocku.ca
Present	Mary Jo Mullins	Niagara Dance Co. (Primary)	MJM	info@niagaradancecompany.com
Absent	Kim Fiocca	Niagara Dance Co. (Alternate)	KF	swandance232@gmail.com
Absent	Stephen Remus	NAC (Alternate)	SR	director@nac.org
Absent	Robert Cooper	Chorus Niagara (Primary)	RC	rmcooper@rogers.com
Absent	Diana McAdorey	Chorus Niagara (Alternate)	DMA	diana_mcadorey@yahoo.ca
Absent	Josephine Henderson	Chorus Niagara (Alternate)	JH	bobjohenderson@sympatico.ca
Present	Hugh Gayler	Chorus Niagara (Alternate)	HG	hjayler@brocku.ca
Absent	Annie Wilson	Suitcase in Point (Primary)	AW	annie@suitcaseinpoint.com
Absent	Deanna Jones	Suitcase in Point (Alternate)	DJ	deanna@suitcaseinpoint.com
Absent	Kate Leathers	Barlow and Associates	KL	kate@barlowandassociates.com
Absent	Rick Lane	Director, RCS, City of St. Catharines	RL	rlane@stcatharines.ca
Present	Rebecca Cann	Cultural Planning Supervisor,	RC	rcann@stcatharines.ca

City of St. Catharines				
Present	Kelly Reichheld	Manager, Programs & Cultural Services, City of St. Catharines	KR	kreichheld@stcatharines.ca
Absent	Derek Beckley	PRISM	DB	dbeckley@prismpartners.com
Present	Jim Enright	PRISM	JE	jenright@prismpartners.com
Present	Thevaki Ganesharajah	PRISM	TG	tganesharajah@prismpartners.com
Present	Donald Schmitt	DSAI	DS	dschmitt@dsai.ca
Present	Gary McCluskie	DSAI	GM	gmcccluskie@dsai.ca
Present	Michael Treacy	DSAI	MT	mtreacy@dsai.ca
Present	Sybil Wa	DSAI	SW	swa@dsai.ca

ITEM	DESCRIPTION	ACTION
13.1	Approval of Agenda Approval of Agenda with no changes by DK and seconded by AT.	
13.2	Approval of Minutes from Meeting #12 – May 27th, 2011 13.2.1 Minutes to include that JB was requested to write the letter of regret to Ross Stretton. 13.2.2 Approval of minutes as amended by DK and seconded by AT.	
13.3	Business Arising from Previous Minutes None.	
13.4	Correspondence 13.4.1 Letter to Ross Stretton RE: Pipe Organ 13.4.1.1 It was noted that Ross responded with an informal letter to Janis's letter of regret. 13.4.2 Martin Vinik Memo RE: Building Program and Preliminary Schematic Design 13.4.2.1 It was noted that this memo was distributed to the committee via email. 13.4.2.2 DK commented that the memo raises some fundamental questions about the café to generate modest income, concerns about the public foyer and programming ability and sound bleeding through stacking venues. 13.4.2.3 JM noted that caution should be taken when revisiting the concept of the café based on the redevelopment of St. Paul St. 13.4.2.4 KR noted that a conference call took place this morning with regards to the memo. It is worthy to note that Martin Vinik is not aware of the process that led to some of the conclusions that have been made. 13.4.2.5 JB noted that it was never the intention to program all of the lobby	

	<p>spaces. The basic “must do” is the venues.</p> <p>13.4.2.6 JE noted that the MPR can be used for many of the functions noted by Martin Vinik for the lobby.</p> <p>13.4.2.7 RC commented that the café is to function more as a grass roots performance space rather than sell coffee.</p>	
13.5	<p>New Business</p> <p>13.5.1 JE noted that the Schematic Design will be submitted for approval to the City Council on July 11.</p> <p>13.5.2 Schematic Design Development</p> <p>DSAI provided a PowerPoint Presentation illustrating the development of the Schematic Design. Please refer to the attached document for the accompanying visuals.</p> <p>PART 1 – Building Layout and Function</p> <p>13.5.2.1 Review comments received from:</p> <p><i>Martin Vinik & User Groups</i></p> <p><i>Public Meeting</i></p> <p>i) include raceway history; incorporate public art; reduce amount of glazing; create connection to St. Paul St.; TDV – move to lower level or eliminate altogether; inclusion of a café; accessibility for seniors; seating for all body types; and providing a unique architectural experience for each of the venues.</p> <p>13.5.2.2 Front of House Functions</p> <p>i) Patron arrival from St. Paul St. from a variety of directions; building is to be fairly porous and flexible. Point of arrival at the Box Office and near the Concert Hall (near the bus drop off). On the ground floor an entrance to the Recital Hall, 3 points of entry for the Theatre Dance Venue and 4 points of entry for the Concert Hall.</p> <p>ii) Washrooms are to be located between the ground floor and the second floor and have two points of access. They will be oriented such that the men’s washroom is located in between 2 women’s washrooms. A wheelchair accessible washroom is to be considered on the main level. The Box Office will have its own washroom. The number of washrooms in the building exceeds the code requirements.</p> <p>iii) The Film Theatre will have its own bar so that it can operate independently.</p> <p>iv) On the second floor 2 points of entry for the Theatre Dance Venue and 4 points of entry for the Concert Hall. An intermission promenade exists between the two venues.</p>	

- v) Access to MIWSFPA
- vi) Daytime Occupancy – Box Office, Box Office Lobby and related administrative offices, Recital Hall and access to the Film Theatre. Potential to block off lobby space and could be concurrently used, similar to that of the Burlington PAC lobby.

13.5.2.3 Back of House Functions

- i) Space for 2 trucks, 1 bus and a garbage truck.
- ii) Parking for cars. AT noted that cars could be parked on Carlisle or the Race St. parking lot. The latter option will need to be negotiated.
- iii) The stage door on Carlisle is to be locked and monitored via a door bell and camera.
- iv) There will be full access to a freight elevator from the loading and delivery area.
- v) Piano/percussion storage for both the RH and CH.
- vi) Bar storage to be located within the catering area.
- vii) Storage for chorus risers and removable seating from the Recital Hall will be required.
- viii) JB requested that the various scenarios to illustrate backstage use be provided for reference.
- ix) Laundry and wardrobe space are located on the lower level.
- x) The change rooms adjacent to the Theatre Dance Venue (TDV) are not close enough for quick changes. A change booth in the corridor would be required for quick changes for performances occurring in that venue.
- xi) RC noted that dressing room availability will need to be considered during programming.
- xii) For consideration: move MPR closer to the change rooms; move star dressing room to the lower level; and allow for another dressing room to be convertible to a warm-up room when required.

DSAI

13.5.2.4 Rental Opportunities

- i) Lobby – dinner for 72; informal presentations.
- ii) TDV – dinner for 192; warm up space for orchestra; and dance competition holding room.
- iii) MPR – dinner for 32-40.
- iv) Second floor lobby – at CH gathering space for 200; includes bar.
- v) Isolation of CH back of house (BOH); star dressing room and technician's room directly behind CH. Dressing rooms for CH are

to be located below ground level.

13.5.2.5 Building Area Review

- i) Soil Conditions - it was noted that this item affects the cost of the mechanical systems design. Thus, the mechanical system is being moved to the roof.

PART 2 – Urban Design and Streetscape

13.5.2.6 Streetscape

13.5.2.7 Urban Context and Creative Cluster Master Plan

- i) Extension of Garden Park Paving across St. Paul St.
- ii) 15 minute parking.
- iii) Sidewalk widening; preserve existing light standards, hydrants and trees.
- iv) Bus layover
- v) Staff Parking in adjacent City lot.

JE noted that 6 parking spots could be possible at the south corner.

- vi) Raceway as a pedestrian route as well as for Brock students to be maintained.

vii) Embankment – Public Use

RC commented that this space will be used as a gathering space eventually. MT/GM noted that future plans should be considered for a parallel conversation with the City. JE commented that an RSC will add one more year to the programming as further testing would be required.

13.5.2.8 Fixed Link to MIWSFPA

- i) Two options: at the -10 grade level connecting to the 2nd level of MIWSFPA or at the -6.5 grade level connecting to the 3rd level of MIWSFPA.
- ii) MT enquired about the motivations for an above ground link. DK commented that this option is not necessarily a preference as stacking, with respect to departments, is still being considered. BP noted that it could potentially provide a greater proximity to equipment.
- iii) DV noted that if there is a loss of programmable space due to the inclusion of the link, it may be better to buy a second set of instruments.
- iv) SW noted that the at grade option could potentially not address the issue of weather protection.

- v) RC noted that pedestrian access at the raceway would be compromised with the at grade option.

13.5.2.9 Exterior Building Design

- i) View of entrance from Garden Park: use of red brick material; height, punched out windows; names of facilities as advertising; inflection in character of architecture; set back of elevation; and crush of people/energy on St. Paul St.
- ii) View East at St. Paul St.: identity for venues but use of brick as a unifying feature.
- iii) View West at St. Paul St. & Carlisle St.: shifts creating identity; more glazing at corner; potential for electronic media; creating a marquee quality at the corner.
- iv) View East at South landscape entrance: different character of venues illustrated on south side.
- v) View East from Raceway: trees and canopy for access spaces; major access point to raceway.
- vi) View West to Raceway from Carlisle St.: view will be quite distinct from St. Paul St.
- vii) Aerial view from South: access to raceway via vehicle, bicycle or walking.

13.5.3 Other

13.5.3.1 MJM enquired if it is possible to provide the presentation prior to the meetings. KR commented that the accompanying dialogue is helpful and early distribution of the presentation may cause confusion. GM noted that a draft could be provided.

13.5.3.2 Glass Wall for TDV

- i) It was noted that the glass wall can be blacked out but there will be some illumination on the exterior to define the volume of the building.
- ii) DK noted that animating and revealing the performance element on the exterior could be achieved through glazing but also through projection technology.

13.5.3.3 Outdoor Public Art

- i) RC noted that the City Committee will determine the design with the architects and then artists will be requested to provide proposals.

13.5.3.4 Next meeting: The Theatre Consultants and Acousticians will be in attendance. Another iteration on the plans will be provided and the four venues will be discussed in further detail.

13.6	Pending Items 7.5.2 Room Data Sheets (5.5.4)	
13.7	Closed Items	
13.8	Next Meeting Date: Thursday, June 23, 2011 Time: 9:30-11:30 a.m. Location: Committee Room 1, 3 rd Floor, City Hall	
	End of Meeting Motioned by RC.	