

Fallen Firefighters Memorial Task Force

Minutes

Tuesday, October 06, 2020

VIA ZOOM at 4:30pm

Attendance:

Jeff McCormick, Fire Chief and Vice Chair
Mayor Walter Sendzik
Councillor Dawn Dodge
Barry Katzman, Citizen and Chairperson
Kathleen Powell, Supervisor Historical Services & A/Supervisor Cultural Services
Elizabeth Copeland, Citizen

Absent:

Ryan Madill, President, IAFF Local 485
Chris Slota, Vice President, IAFF Local 485
Councillor Matt Harris
Dave Upper, Deputy Fire Chief

Staff Liaison:

Ilyse Norton, Community, Recreation, and Culture Services
Joan Demontigny, Fire Services, Recording Secretary

1. Call meeting to order (Chair)

Chair Katzman called the meeting to order at 4:35pm

2. Recognition of Traditional Territories

I, Barry Katzman, acknowledged that the land on which the Fallen Firefighters Memorial Taskforce meets today is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish with One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Metis, and Inuit Peoples. Acknowledging this is a reminder that our great standard of living is directly related to the resources and friendship of Indigenous people.

3. Amendments to the Agenda

None

4. Motion to approve the agenda

That the Fallen Fire Fighters Memorial Task Force adopt the agenda as presented.

Moved by Councillor Dodge and Chief McCormick

Carried

5. Motion to adopt the minutes of the previous meeting

That the Fallen Fire Fighters Memorial Task Force adopt the minutes of the September 1, 2020 meeting presented.

Moved by Councillor Dodge and Chief McCormick

Carried

6. Declarations of Interest

None Declared

7. Presentations (invited guests)

None

8. Business arising from the minutes

8.1 Confirmation from HR in relation to names to be memorialized

As Ryan Madill is absent from this meeting, this item will be deferred until our November meeting.

9. Business

a. 9.1

Update on the video relating to the memorial/Race St. and the National Day of Recognition – September 13th

Chair Katzman noted that he has received very positive comments about the video and thanked everyone for their contributions.

Mayor Sendzik extended his thanks to Leanne Kurek for her work on putting the video together and noted that it was very well received by the public.

b. 9.2

Discussion surrounding the Expression of Interest (EOI)

Chair Katzman deferred to Kathleen Powell to discuss the Expression of Interest.

Kathleen reviewed the EOI and explained some areas:

- The project leadership is the Taskforce
- The Taskforce needs to decide who will be on the design selection panel, should include members of this Taskforce, a visual artist and landscape designer would be nice.
- Someone from the union – IAFF Local 485 should be included as well as someone from the Public Art Advisory Committee and support staff from the City.
- This is the first major decision to be made by the group.

Chair Katzman noted that there are a lot of components in the EOI and it has a very specific purpose. The Public Art Advisory person could fulfill the visual artists role possibly? Discussion ensued relating to the stakeholders.

Kathleen Powell agreed that the Taskforce is broad and has good representation. The proposals need to be reviewed carefully to ensure they cover what they promise in relation to the EOI.

Mayor Sendzik noted that the Design Selection Panel Committee should include three members of the Taskforce and one member of the Public Arts Committee and Ilyse Norton would be the Landscape Planner.

The Mayor asked Kathleen Powell if the results of the Panel need to go to Council before the RFP process?

Kathleen Powell answered that she believes that it may be able to go straight to RFP after the artist is selected and then will go to council after the RFP.

Motion by Mayor Sendzik that the Fallen Fighters Memorial Task Force adopt the composition of the Design Selection Panel as three members of the Taskforce as designated (Family, Taskforce Member and Chair) and one member of the Public Arts Committee and Ilyse Norton would be the Landscape Planner.

Moved by Councillor Dodge and Chief McCormick

Carried

Kathleen Powell continued to review the details of the EOI.

- The scope of work, memorial wall, place for donors, contemplative spot for sitting – these things would be part of the RFP work, the EOI is a general overview of the project.
- We could include a sliding scale for the budget or not even include the budget, two options.
- Artists must include everything in their budget – the Design Panel will consider all those things.

- Design consideration – the Taskforce needs to decide what they want out of this – comments are needed today as well as after today.

Chief McCormick asked that the EOI include that the artists have considered and compared other memorial sights. Kathleen agreed that this should be included.

Kathleen Powell asked how many shortlisted artists we should ask for, Mayor Sendzik noted that up to six would be appropriate.

Chief McCormick asked that the EOI include the option to have more names added to memorial in the future. Kathleen agreed that this should be included.

Kathleen Powell noted that she will send out another draft of the EOI this week to be reviewed by the committee.

Mayor Sendzik asked that Kathleen re-word the location – in terms of its closest to the Performing Artist Centre and Fire Station 1 etc. include the revitalization of Downtown St. Catharines and include the Brock University fine arts, this will let the artist know that this location will have a lot of traffic. Also, the budget needs to have a dollar amount, an upset limit attached to it.

Budget was discussed and it was agreed that a range of budget should be included (range between \$200,00 to \$400,00 was discussed) in the EOI and ask if they have ever managed a large-scale project. Kathleen Powell noted that the section of the EOI that asks for their CV should cover this.

Chair Katzman discussed timelines:

- Review of draft EOI -then Kathleen Powell can circulate final EOI and have the Taskforce respond with final comments
- Purchasing then receives the EOI, goes out through the Purchasing Portal and other portals and social media
- The EOI timeline would be to 4-6 weeks for submissions
- Design proposals would be given a longer timeline

Motion by Mayor Sendzik that the Fallen Fighters Memorial Task Force adopt the EOI as amended. The draft EOI will be sent out the members of this Task Force after this meeting for further review and comment.

Moved by Councillor Dodge and Chief McCormick

Carried

10. **Date of next meeting**

Tuesday, November 03, 2020 via Zoom at 4:30pm

11. Motion to Adjourn

That the Fallen Fire Fighters Memorial Task Force be adjourned at 5:20pm.

Moved by Chief McCormick and Mayor Sendzik

Carried