



May 22, 2019

**EASC Electoral Areas Services Committee**

Director Edwin Grieve

Re: Meeting on June 10th with Hornby Island Arts Council

Dear Chair Grieve and Committee:

We are writing you in anticipation of our meeting on June 10th. This letter is building upon previous ongoing conversations with Ian Smith and Daniel Arbour regarding Community Works Funds that began last fall regarding Hornby Island's cultural infrastructure. By sending you the attached documents now, we hope to clarify the merits of our proposed project and welcome any advance questions.

Hornby Island is an arts-centred community with no Arts Centre. Since the inception of the Hornby Island Arts Council two decades ago, we have been working towards building one. We propose a dedicated hub for a wide range of art practices and events: 2,400 sq.ft. (223 sq.m.) of exhibition and performance space with 500 sq.ft. (46.5 sq.m.) for offices, kitchenette, and washrooms. The Centre will promote over 60 professional resident artists and their studios, foster their professional development, and draw in Denman Island, Comox Valley, regional, provincial, national, and international artists. This Centre is designed to increase access to and improve the quality of cultural activities for all who call Hornby Island home: full and part-time residents, as well as over 40,000 yearly visitors. The Centre explicitly aligns with institutional goals on Hornby to foster a cultural economy with infrastructure conducive to social cohesion through the arts. It will also be the space and institution through which Hornby develops relations with the K'ómoks Nation.

**Please find the following support documents attached:**

1. A summary of the project and our ask for a Hornby Island Community Works Fund Grant in support of Hornby's Cultural Infrastructure: Arts, Humanities, and Heritage.
2. Site and Design Drawings
3. Class C Cost Estimate
4. 5-year Business and Building Maintenance Plan
5. Letters of Support
6. HIAC's Board of Directors
7. Letters Confirming Intent to Fund
8. Lease Agreement with HIRRA

Hornby's infrastructure has not met the needs of its arts culture. Artists compete with exercise classes for use of the Community Hall, the produce section in our Co-op, or the community kitchen at our local athletic association. There is not one dedicated private or public space for the arts on Hornby. The new Hornby Island Arts Centre will be purpose-built for the arts and serve as versatile public infrastructure and venue space for a range of cultural events, needs, and organizations including: ***Hornby Island Arts Council Exhibitions and Performances, HI Festival, HI Film Festival, HI Blues Festival, No Horses Jazz Festival, Conservancy HI Herring Festival, HI Education Society, HI Theatre Society, Parent Advisory Council*** for youth arts programming, and countless other activities and stakeholders.

Thank you in advance for your time in considering this project.

Sincerely,

Andrew Mark, PhD, E.D. on behalf of the HIAC BoD  
hornbyislandartscouncil@gmail.com 250-335-2021

hornbyarts.com

# Summary of the Project

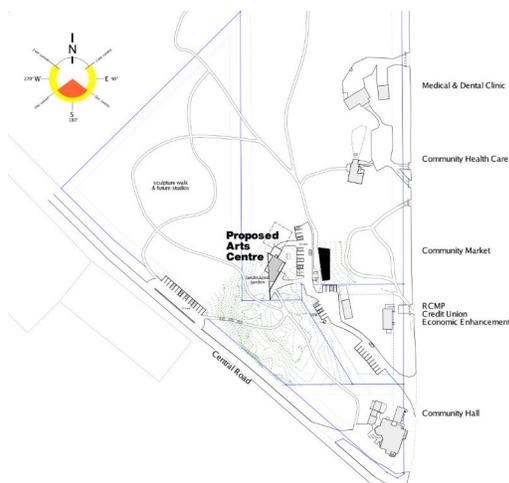
## Community and Professional Consultations

Over the past 20 years, HIAC has held numerous meetings to generate input from the public as well as from the artist community. We have used a number of print surveys and online questionnaires to collect data to inform design. We have used our newsletter, print media, radio station, social media, and held town hall meetings to communicate desires for this cultural hub. Other stakeholders, including the Fire Department, seniors groups, commercial builders, structural engineers, architects, landscape architects, and island businesses and organizations have been invited to offer input at public engagement events and in consultation with the HIAC BoD and Executive Director. We have also consulted with external organizations and experts who have built vibrant art centres in their communities, specifically, Kicking Horse Culture's ED and AD, Bill Usher from Golden, BC, who led us through extensive strategic planning. Our community 's needs are as follows:

- Architecture for the arts;
- Large exhibition space that can facilitate multiple simultaneous shows;
- A secondary meeting and workshop room;
- Ability to support visual, performing, digital, social engagement, filmmaking, photography, craft, literary arts, and more;
- The integrity to withstand fire and earthquakes and operate as an emergency muster station;
- Principles of universal design with accessible washrooms, parking, office needs, mechanical needs;
- Potential for growth including collaboration with First Nations, a sculpture walk, residency artists' studios, and storage for a permanent collection.

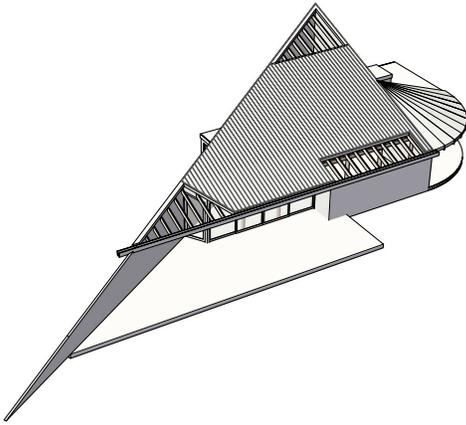
## Siting

The approach to the Arts Centre will be uphill from Central Road, framed by the forest. Building capacity allows over 200 people inside and many more outside the building itself. Winter events will be attended primarily by local residents and shoulder season visitors, while spring, summer, and fall programming will see many more visitors. The building site is within a 10-acre span of public infrastructure including: the Community Hall, Farmers' Market, HICEEC office, Hornby Festival Office, HIRRA office, Credit Union, RCMP office, Pre-School, Community School, Education Society, Natural History Center, Health Centre, Medical and Dental Clinics, Library, Archives, Fabric Arts Studio, Seniors' Centre, Joe King Recreation Center, Radio Station, Fire Hall, Makerspace, playground, Community Kitchen, basketball and tennis court, and the baseball field.



## Design Considerations – See site plan and drawings addenda.

The building contains 1400 sqft. as a primary rectangular exhibition space that one immediately steps into through the entranceway. Here is where people are greeted, where they can learn about the current exhibition and about Hornby. A separate 500 sq ft. ¼ circle room provides a workshop and meeting space. A 600 sqft. Mezzanine allows for secondary exhibition. The office, washrooms, kitchenette, and mechanical room take up a final 500 sq ft. Construction will involve typical stick-framing built to seismic standards. We anticipate a wooden floor, and the roof will be metal to catch water and accommodate solar panels. The entryway has glass panels that fold away to open up the space to the patio, creating a large indoor-outdoor space where people can come to enjoy food and drinks from the market. The patio will also have a large overhang to allow for protection from the weather. The glass will allow people to peek in to the current show when the building is not open. The site allows for considerable cost-savings by utilizing existing services: water, septic, electricity, and parking (with minor development).

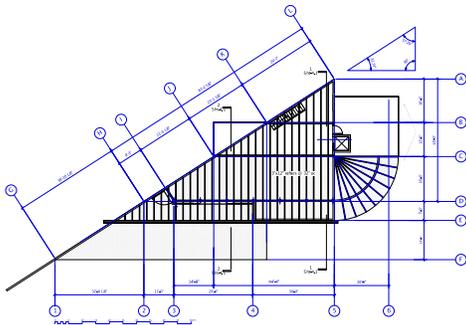


## Project Implementation Plan

We have a detailed project plan including a timeline to deliverables, risk management plan, Gantt chart, and our strategic plan and cash flow for the next 5 years (see addenda).

Work Accomplished to Date:

- Fundraised \$200,000 from auctions and local sources
- Completed the design, site plan, and building program to class C- estimate requirements
- Developed grass-roots community and regional support at individual and institutional levels for the project with major stakeholders and the community
- Retained ICET's support at \$175,000 and developed operations funding plans to bring both capital and operations funding to a level of viability
- Acquired support from local, regional, and provincial government
- Invested approximately \$15,000 in staff hours conducting consultations, coordinating stakeholder meetings, processing multiple funding applications, and advancing fundraising efforts; invested 15% of the total 10% in-kind value of our design team's capacity towards developing the project
- Retained a motion passed with 96% approval for siting and long-term tenure on HIRRA Crown Land in a location that maximizes existing services (septic, well, electrical) minimizing environmental impact (deforestation) and construction costs
- Retained the support for project and promise of help with required bridge financing (if necessary) from our site neighbour and local credit union, Union Bay Credit Union



## **The Work We Have to Complete:**

- Retain remaining funding to reach viability and ICET conditions for funding ASAP from Hornby Island Community Works Funds and from Canadian Heritage CCSF before August 2019
- Finalize construction drawings before September 2019
- Conduct tendering process to federal standards and retain project manager by September 2019
- Collect permitting from Islands Trust before September 2019
- Begin site preparation and construction by October 2019
- Conclude construction with septic and servicing by June 2020
- Grand opening after certification by July 2020

We have reviewed the viability of this timeline with a number of commercial builders who all confirm that the size of the project we are undertaking can be completed in under a year by a team of 5-8 skilled individuals with commercial-grade capacity. They indicate expenses cited are to the highest standards of commercial code, but that ultimately a footprint of roughly 2,900 sq.ft. (270 sq.m.) reflects a family-sized home built without the interior finishing expenses and timeline of a full kitchen, laundry, and individual rooms in a domestic building. Potential builders assure us they can begin work on the project in September 2019.

## **Benefits to the CVRD:**

- An enhanced reputation and cultural asset for the entire Comox Valley that develops the cultural identity of the region beyond our mountains and beaches.
- Delivery on our values as a region: priority for the arts, for cultural relations and exchange with First Nations and indigenous peoples, care for ethics, aesthetics, and a central vehicle for expression of our environmental priorities: an outward manifestation of an inward truth.
- Immediate jobs at the Arts Council and spin-off employment.
- Better stabilized year-round economy for Hornby.
- Better business for the over 50 Hornby artist studio entrepreneurs.
- Better business for all business owners and operators in the CVRD.
- Infrastructure that is proportionate to our needs and reputation in the arts on Hornby.
- Replacement of the private cultural assets we have lost with a public facility (loss of Bakery and performance series, loss of private and public galleries including arts supplies store).
- Ongoing leveraged return on investment: as a charitable non-profit, we leverage enormous cash and value that the CVRD cannot access including private funds and donations, public funds restricted to charitable non-profits, earned revenues from ticketed events and workshops, and invaluable amounts of pro-bono in-kind labour and expertise. We deliver on public quality of life through ongoing leveraging capacity that is beyond the CVRD's reach.

## **Funding Request**

- Hornby Island Community Works Fund Gas-Tax Grant **\$175,000**

## **Confirmed Funding**

- An initial sum of aggregate fundraisers over 20 years (see attached bank statement) \$180,000
- Hornby Island Economic Enhancement Corporation (see attached letter) \$25,000
- Island Coastal Economic Trust (ICET) support (see attached letter) \$175,000
- In-Kind Pro-Bono Design Team (see attached letter) \$114,040

## **Anticipated Funding** (June/July decision)

- Canadian Heritage Cultural Spaces Fund \$669,000



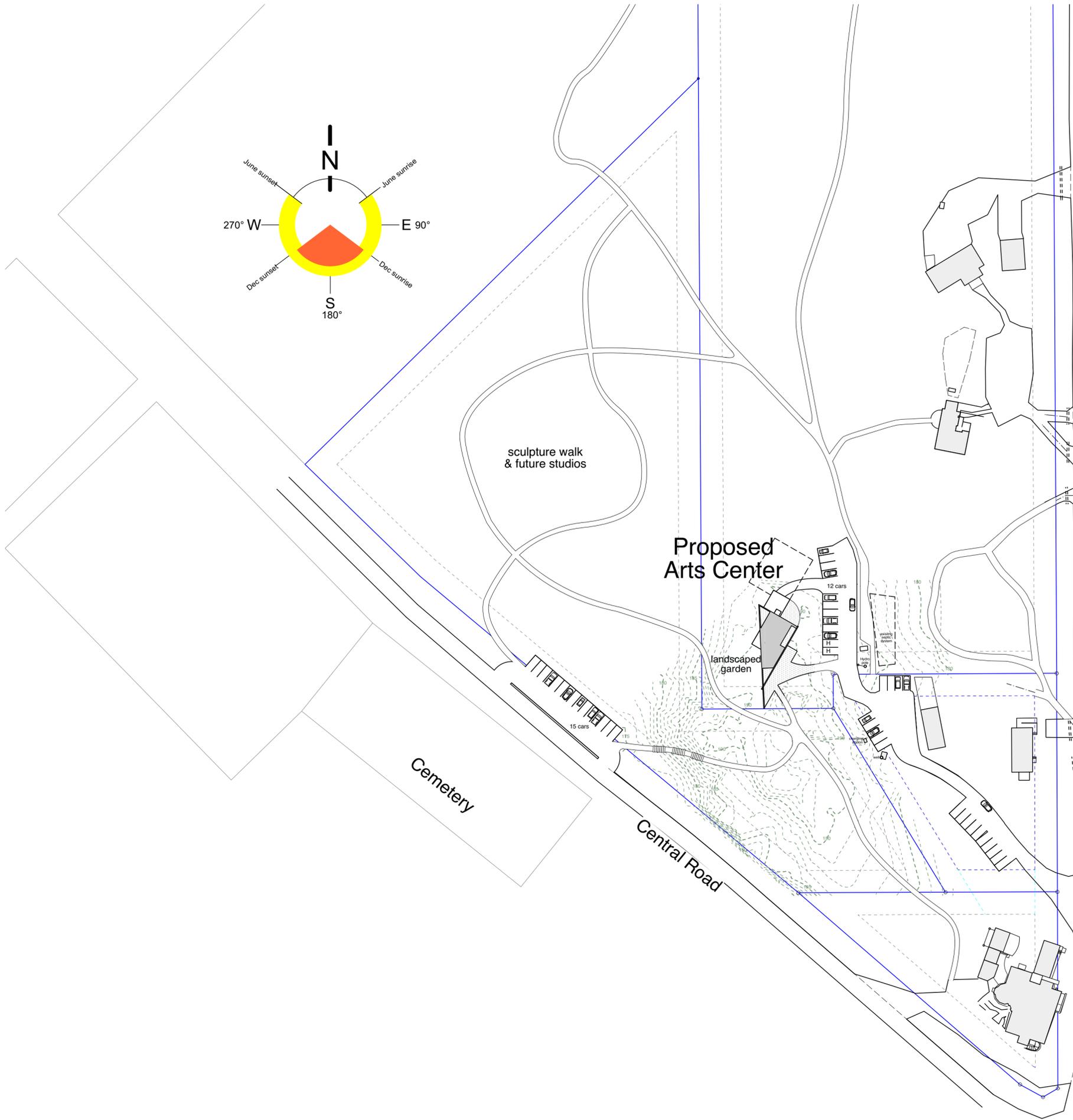


CURRENT  
TRAILER



HIAC  
GALLERY  
HORNEY ISLAND  
ARTS COUNCIL





Medical & Dental Clinic

Community Health Care

Community Market

RCMP  
Credit Union  
Economic Enhancement

Community Hall

Proposed  
Arts Center

sculpture walk  
& future studios

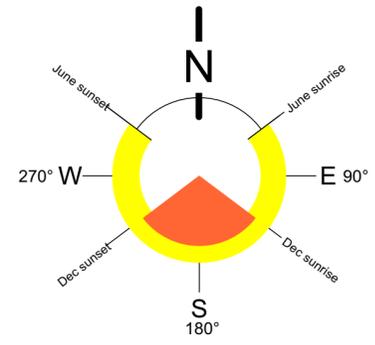
landscaped  
garden

12 cars

15 cars

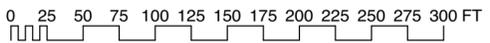
Cemetery

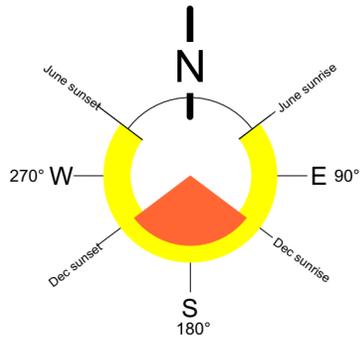
Central Road



**Site Plan**

Scale: 1:600  
Design: LM, MM  
Drawn: MM  
Issued: for application  
Date: Jan 22, 2019  
File name: HIAC Site Plan-2019.vwx





sculpture walk  
& future studios

Proposed  
Arts Center

future expansion

12 cars

existing  
septic  
system

Hydro  
pole

landscaped  
garden

outdoor  
patio & cafe

15 cars

charging  
station

well

**Site Plan**

Scale: 1:250

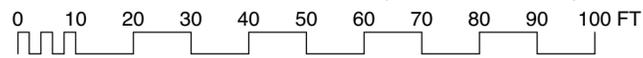
Design: LM, MM

Drawn: MM

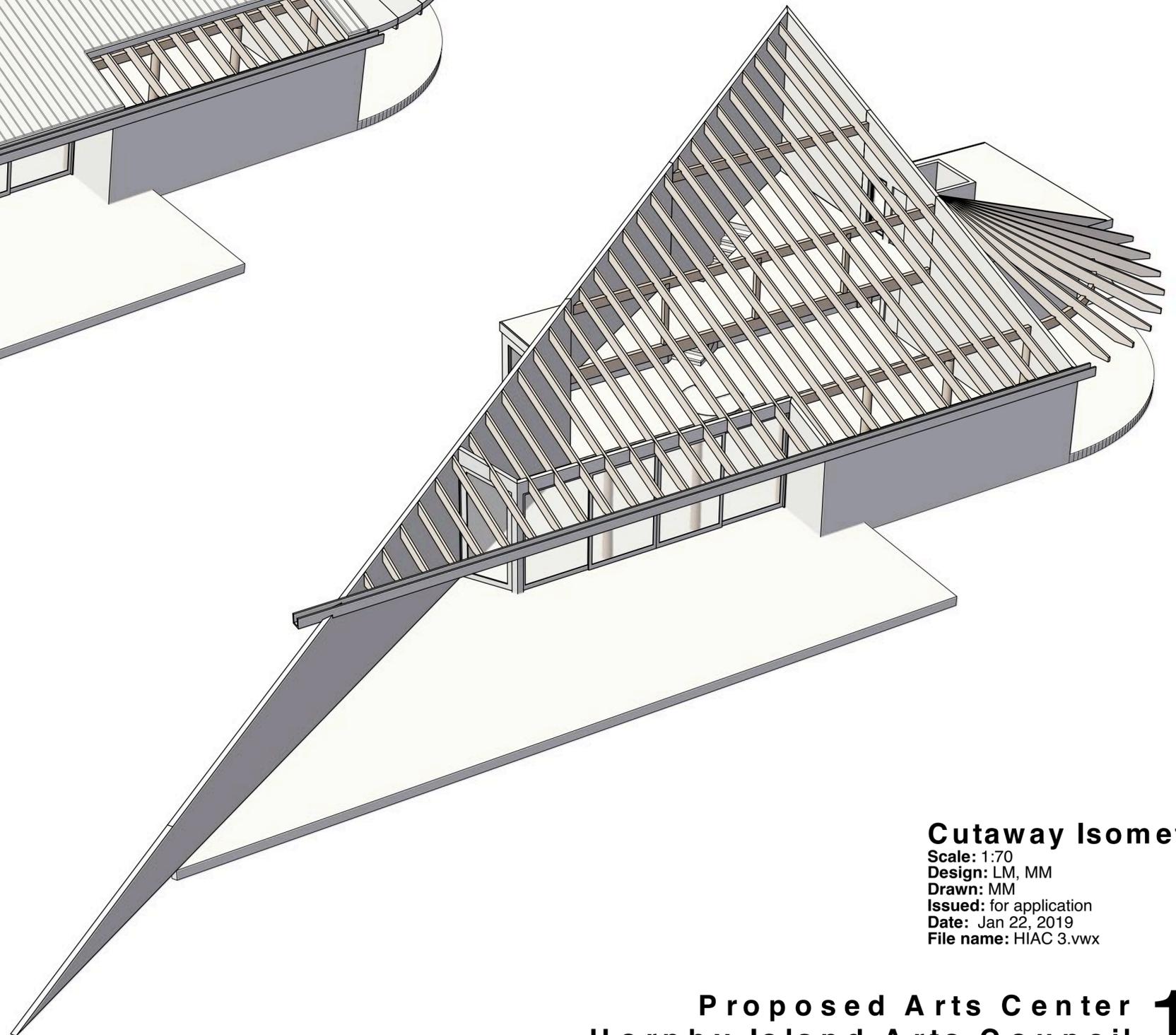
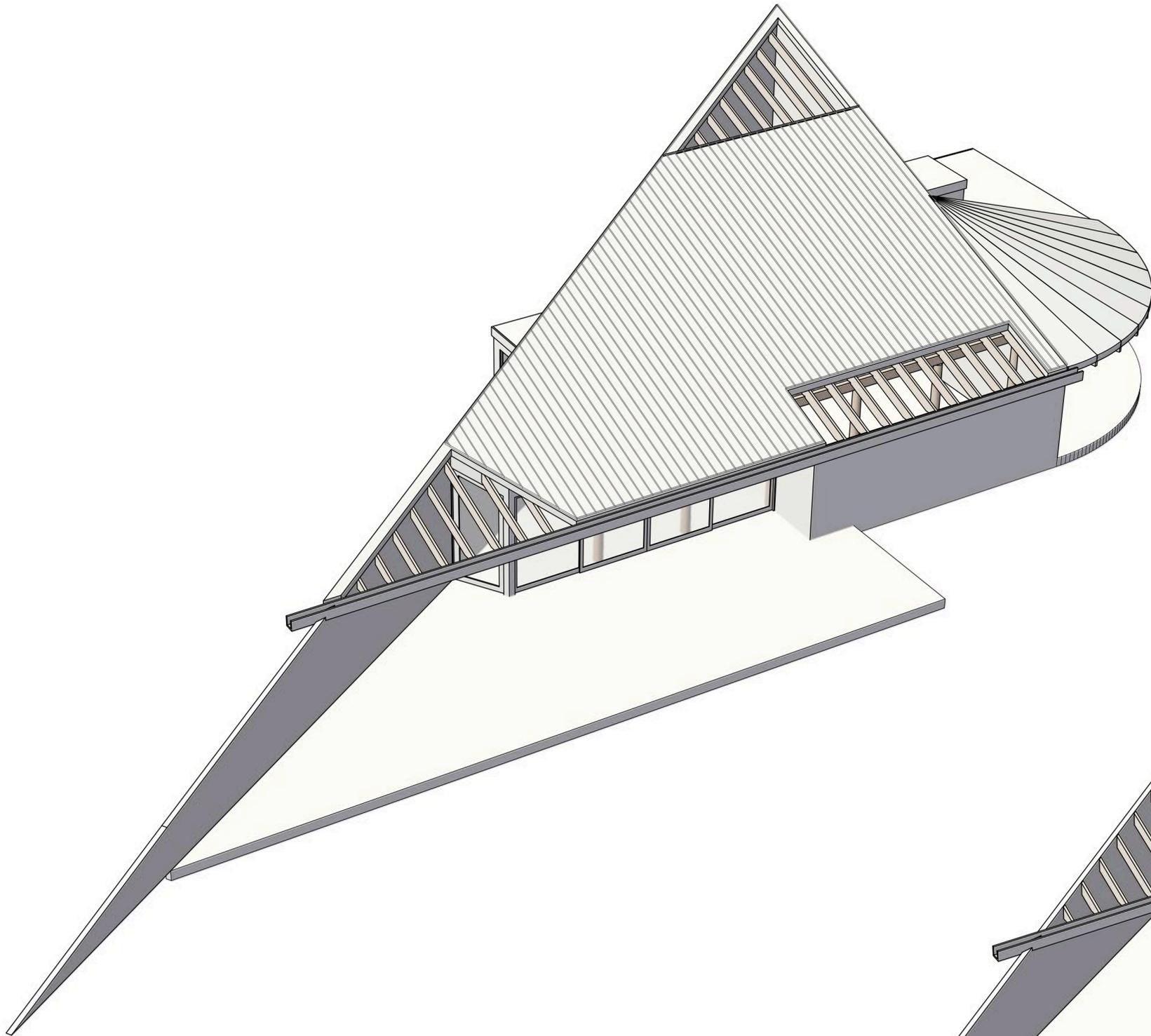
Issued: for application

Date: Jan 22, 2019

File name: HIAC Site Plan-2019.vwx



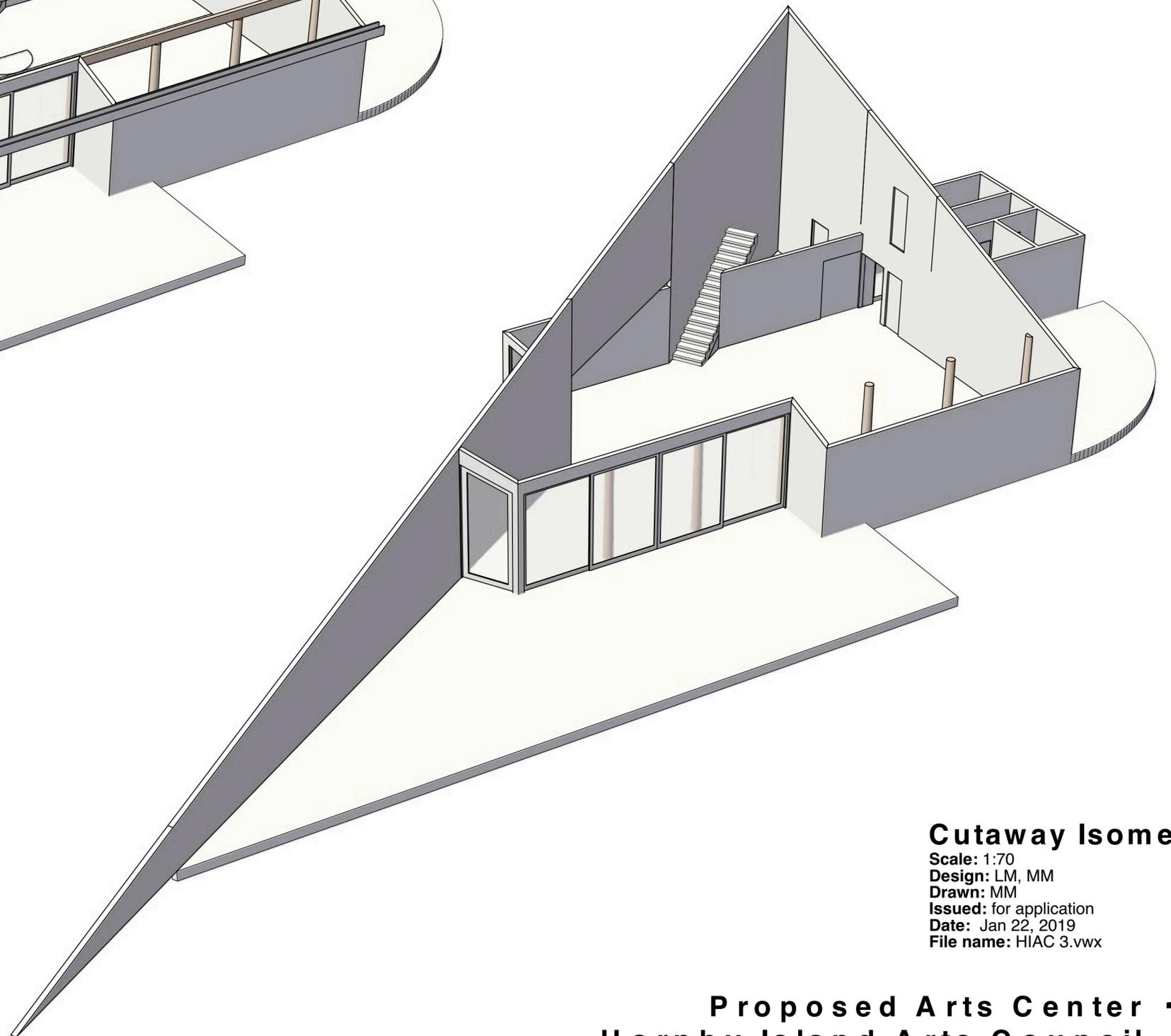
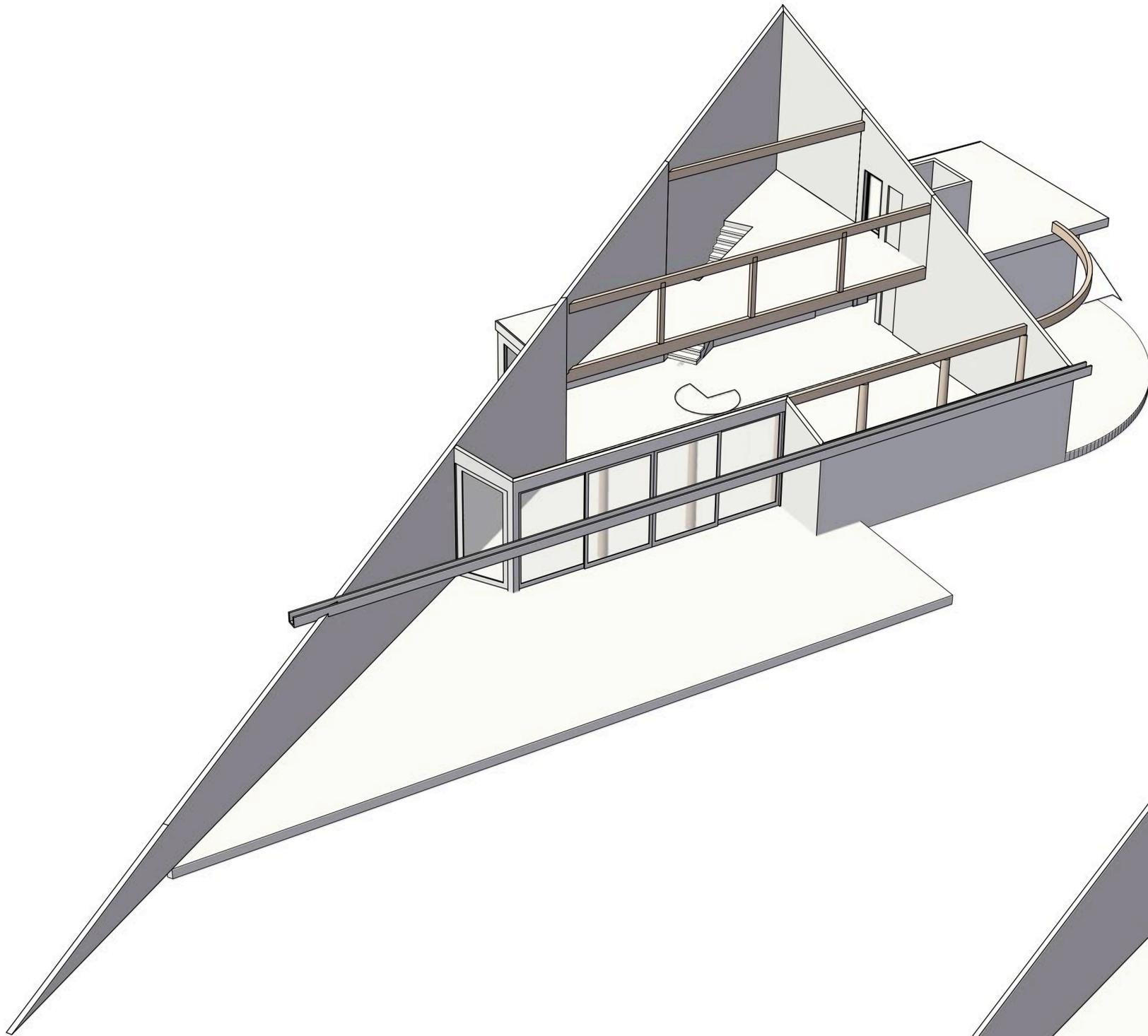
Proposed Arts Center  
Hornby Island Arts Council **1.2**



**Cutaway Isometrics**

Scale: 1:70  
Design: LM, MM  
Drawn: MM  
Issued: for application  
Date: Jan 22, 2019  
File name: HIAC 3.vwx

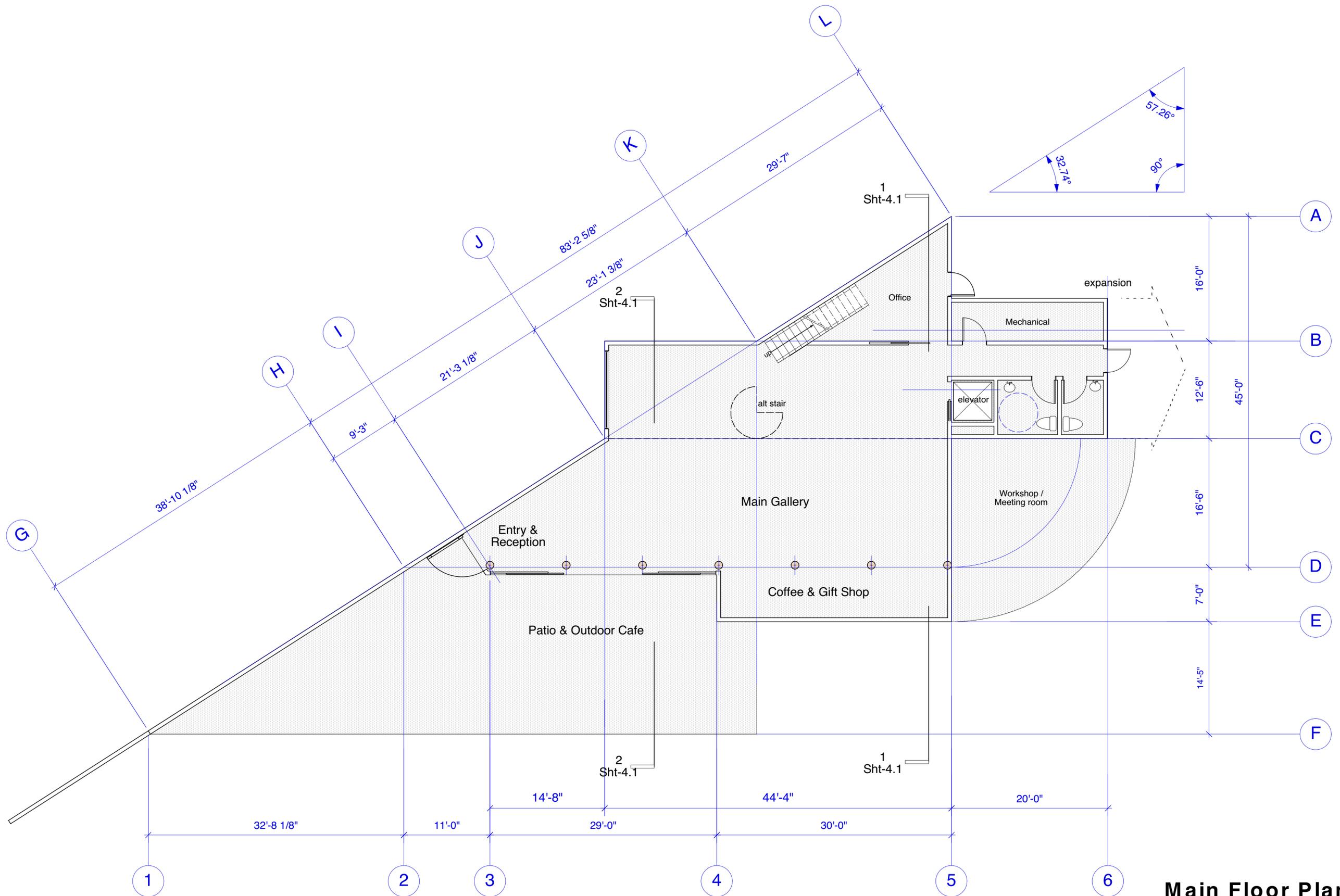
**Proposed Arts Center  
Hornby Island Arts Council 1.3**



**Cutaway Isometrics**

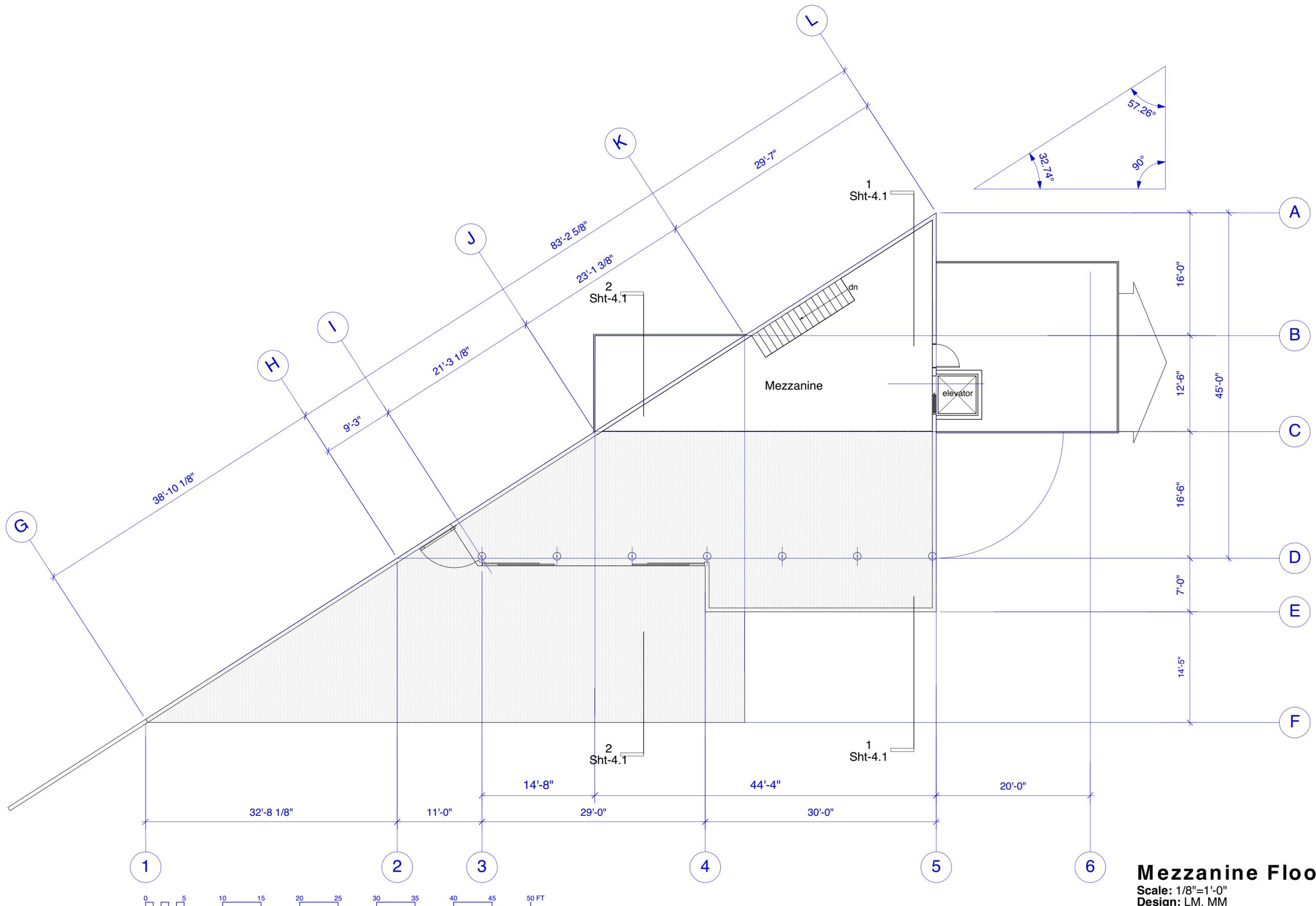
Scale: 1:70  
Design: LM, MM  
Drawn: MM  
Issued: for application  
Date: Jan 22, 2019  
File name: HIAC 3.vwx

**Proposed Arts Center  
Hornby Island Arts Council 1.4**



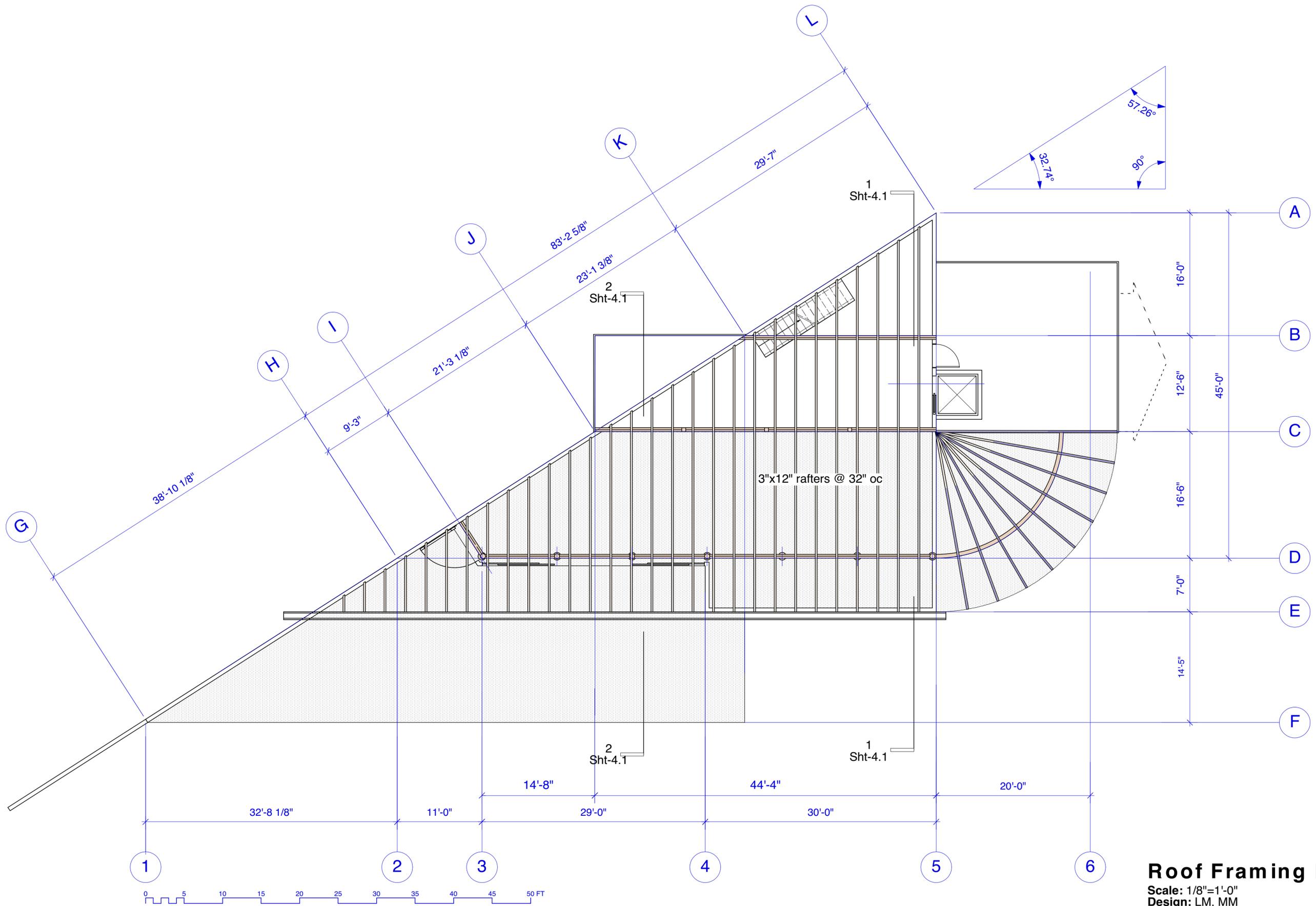
**Main Floor Plan**

Scale: 1/8"=1'-0"  
 Design: LM, MM  
 Drawn: MM  
 Issued: for application  
 Date: Jan 22, 2019  
 File name: HIAC 3.vwx



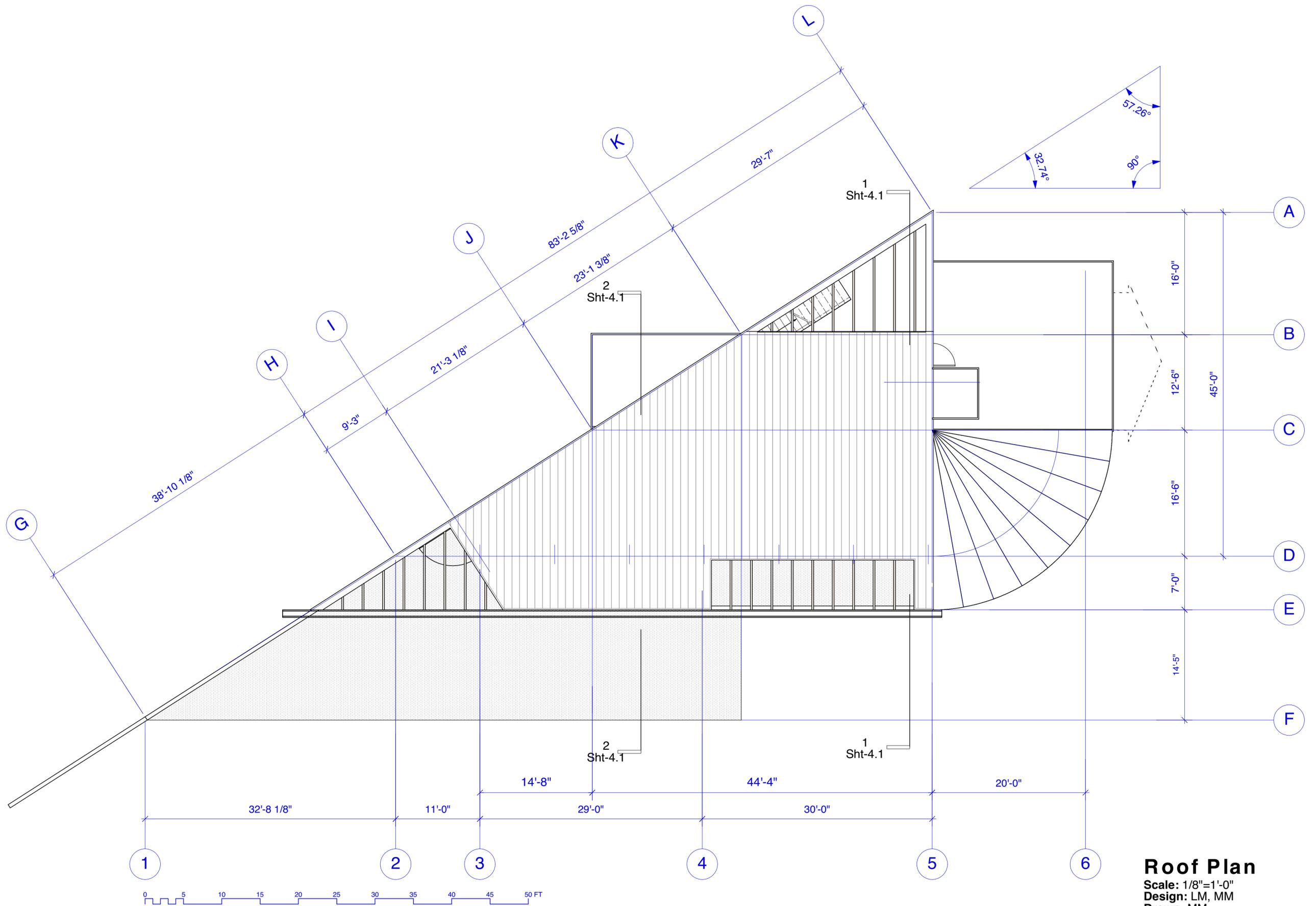
**Mezzanine Floor Plan**

Scale: 1/8"=1'-0"  
 Design: LM, MM  
 Drawn: MM  
 Issued: for application  
 Date: Jan 22, 2019  
 File name: HIAC 3.vwx



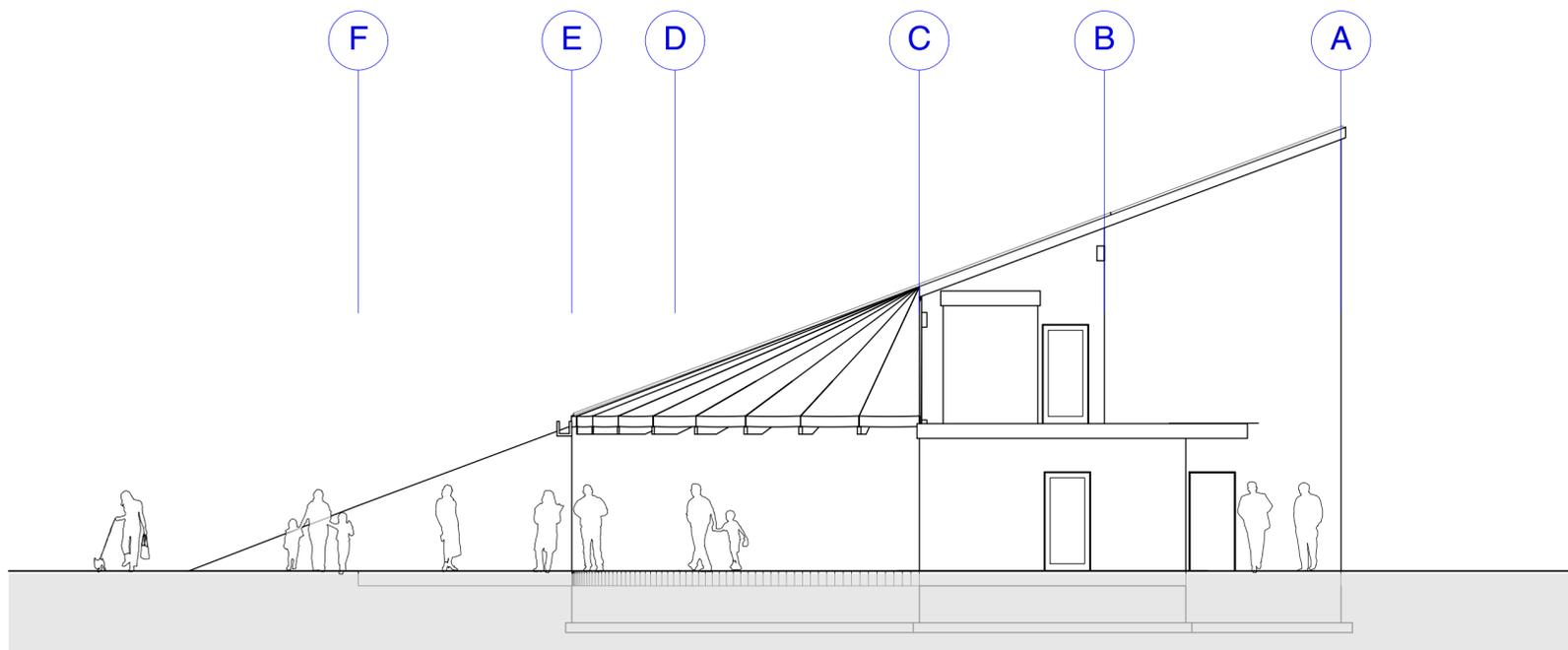
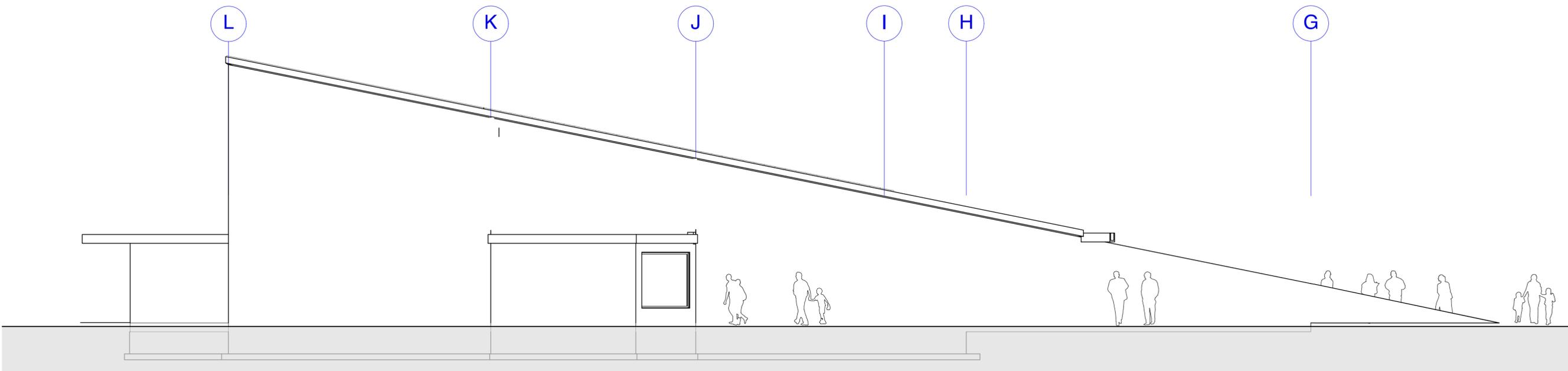
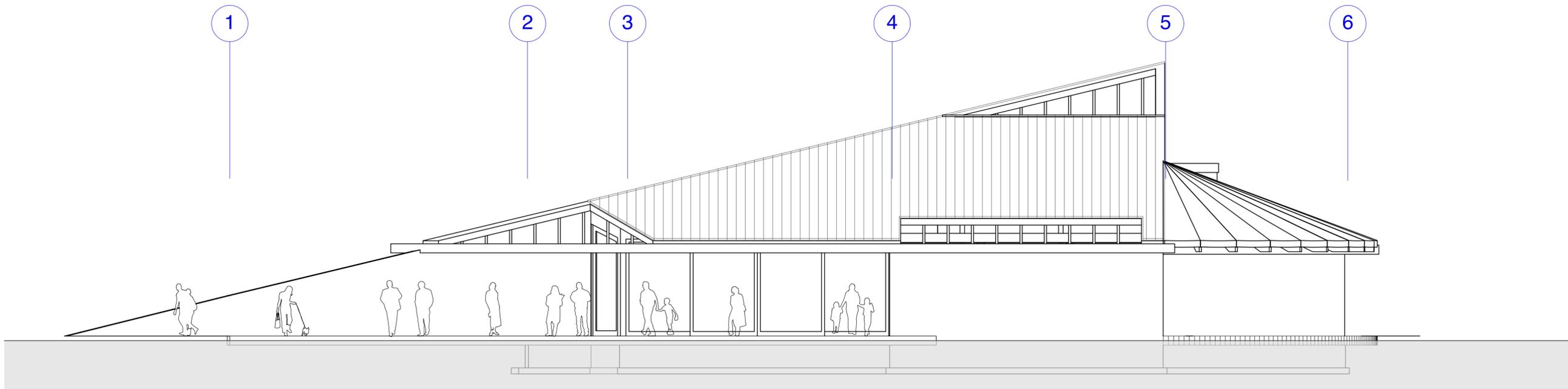
**Roof Framing Plan**

Scale: 1/8"=1'-0"  
 Design: LM, MM  
 Drawn: MM  
 Issued: for application  
 Date: Jan 22, 2019  
 File name: HIAC 3.vwx



**Roof Plan**

Scale: 1/8"=1'-0"  
 Design: LM, MM  
 Drawn: MM  
 Issued: for application  
 Date: Jan 22, 2019  
 File name: HIAC 3.vwx



**Elevations**

Scale: 1/8"=1'-0"  
 Design: LM, MM  
 Drawn: MM  
 Issued: for application  
 Date: Jan 22, 2019  
 File name: HIAC 3.vwx

**Proposed Arts Center  
 Hornby Island Arts Council 3.1**

**Notes:**

- Typical Roof Assembly:**
- Standing seam metal roofing
  - rigid underlayment board
  - 6" rigid insulation
  - membrane
  - 1/2" plywood sheathing
  - 1" t&g hemlock decking
  - 3 x12 fir rafters @ 32" o.c.

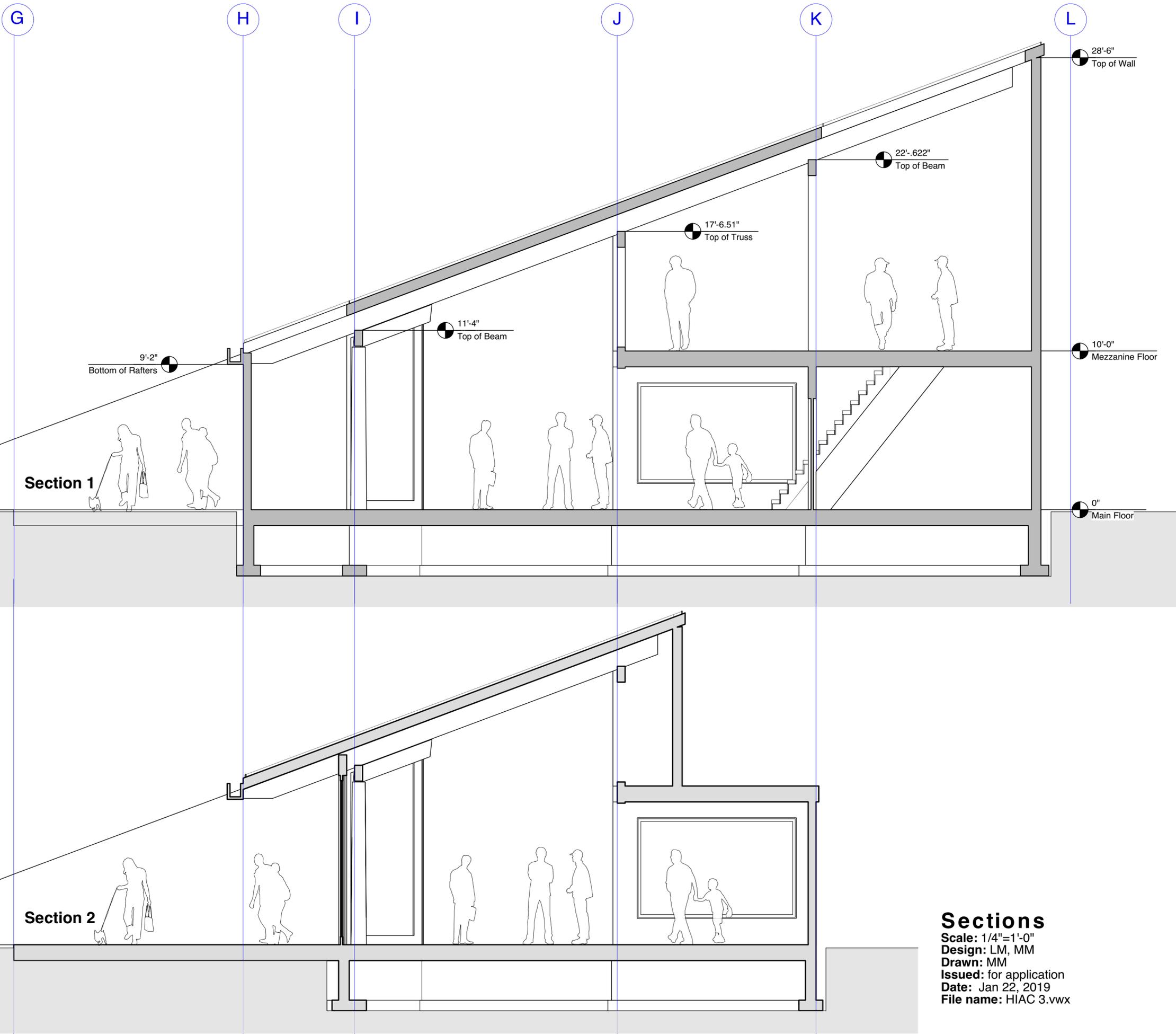
- Typical Wall Assembly:**
- GWB interior finish
  - vapour barrier
  - 2x8 framing
  - 1/2" ply sheathing
  - membrane
  - rain screen gap
  - 1x4 strapping
  - cedar shingle exterior finish

- Typical Mezzanine Floor Assembly:**
- Finished flooring (TBD)
  - 3/4" plywood subfloor
  - 2x10 floor joists @ 16" o.c.
  - GWB finished ceiling, painted

- Typical Mezzanine Floor Assembly:**
- Finished flooring (TBD)
  - 3/4" plywood subfloor
  - 2x10 floor joists @ 16" o.c.
  - Roxul sound insulation batts
  - GWB finished ceiling, painted

- Typical Gallery Floor Assembly:**
- Finished flooring (TBD).
  - 3/4" plywood subfloor.
  - 2x10 floor joists @ 16" o.c.
  - insulated crawl space.
  - 2" concrete ground seal.

- Alternate Gallery Floor Assembly:**
- Polished concrete slab.
  - with hydronic heating.
  - 5" rigid insulation.
  - vapour barrier.
  - compacted sand.
  - excavate to solid ground.



**Section 1**

**Section 2**

**Sections**  
 Scale: 1/4"=1'-0"  
 Design: LM, MM  
 Drawn: MM  
 Issued: for application  
 Date: Jan 22, 2019  
 File name: HIAC 3.vwx