



Making a difference...together

## Meeting Minutes Arts Commission

---

Wednesday, March 29, 2017

4:00 PM

Room 107

---

**Present:**

Committee Members: C. Plant (Chair), M. Brame, B. Fallot, K. Kahakauwila, P. Madoff (alternate), J. Rogers

Staff: J. Lam, Manager, Arts Development; H. Heywood, Arts Development Administrative Assistant (recorder)

Also Present: Arts Advisory Council - R. Thompson, Chair; P. Sullivan, Funding Chair; D. Jarvis, ProArt Alliance of Greater Victoria

Absent: Members T. Ney and K. Roessingh

Chair Plant called the meeting to order at 4:05 p.m.

### 1. APPROVAL OF THE AGENDA

**MOVED by Member Rogers, SECONDED by Member Brame,  
That the agenda be approved as presented.  
CARRIED**

### 2. ADOPTION OF MINUTES

2.1 Minutes of the CRD Arts Commission of February 22, 2017

**MOVED by Member Kahakauwila, SECONDED by Member Brame,  
That the CRD Arts Commission minutes of February 22, 2017 be adopted.  
CARRIED**

2.2 Minutes of the CRD Arts Advisory Council of March 7, 2017

2.3 ABCs of the CRD Arts Advisory Council March 7, 2017

**MOVED by Member Kahakauwila, SECONDED by Member Brame,  
That the CRD Arts Commission Minutes and ABCs of March 7, 2017 be received.  
CARRIED**

### 3. REPORT OF THE CHAIR

Chair Plant welcomed P. Madoff (City of Victoria alternate) to the meeting.

He thanked members from the AC, AAC and staff for their attendance at the March 5<sup>th</sup> meeting, and all AAC members for their work on the January Project grants noting it is greatly appreciated.

He also thanked J. Lam, AAC Chair Thompson and Member Kahakauwila for their attendance at the Arts Development presentations at Sidney and Central Saanich council meetings, as well as thanking Member Fallot for the invitation to present to Sidney.

He noted the Implementation Report/Motion later on the agenda and advised there would be an opportunity to discuss as needed.

He thanked all members present for accommodating the meeting's date change to March 29<sup>th</sup> instead of the 22<sup>nd</sup>.

#### **4. REPORT OF THE ARTS ADVISORY COUNCIL CHAIR**

AAC Chair Thompson noted that work is currently being done to fill the remaining two vacancies on the AAC with applications being accepted until March 30<sup>th</sup>. Two recently appointed members will attend their first meeting on April 4<sup>th</sup>. They have already attended an orientation meeting with J. Lam, AAC Funding Chair Sullivan and AAC Chair Thompson.

#### **5. PRESENTATIONS/DELEGATIONS - None**

#### **6. COMMISSION BUSINESS**

##### **6.1 Project Grant recommendations from the January 2017 deadline**

J. Lam reviewed the Staff Report noting the adjudication process and program criteria. There were 26 applications received by the grant deadline, including three from new applicants, the highest ever received for project grants. He also noted circumstances related to Blue Bridge Theatre, as recently reported in the Times Colonist and as outlined in correspondence with Blue Bridge staff.

AAC Funding Chair P. Sullivan commented on the wide range of projects presented in the applications as well as good geographic coverage for events and that all organizations had been recommended for funding. A suggestion was made to sever the Blue Bridge Theatre recommendation from the others for the purpose of discussion and approvals.

After review of the other grant recommendations, it was,

**MOVED** by Member Kahkauwila, **SECONDED** by Member Brame, to approve the January 2017 Project Grants as presented with the exception of Blue Bridge Repertory Theatre.  
**CARRIED**

Following comments on the separate roles of the Arts Advisory Council as grant adjudicators and of the Arts Commission in determining the use of public funds, a discussion took place regarding the recommendation for Blue Bridge Theatre. Among the issues noted were the organization's current financial position, the organization's debt in the community, the terms of its recently accepted Division I proposal and the potential for the organization's ongoing operations. After discussion it was,

**MOVED** by Member Brame, **SECONDED** by Member Fallot, to not approve the recommendation for a project grant for Blue Bridge Theatre.

**CARRIED**

**Opposed: Member J. Rogers**

##### **6.2 Recommendations from Arts Implementation Plan Meeting March 5, 2017**

J. Lam reviewed the Staff Report from the planning meeting held on March 5<sup>th</sup>. The report outlined the prioritizing of the Arts Implementation Plan action items as they related to fulfilment of the Arts Service Mission Statement. Available funding sources were cited as the 2017 continuous supplementary item of \$25,000, the Arts Services reserve fund, and requisition.

Discussion took place on the timing of hiring the position of Community Outreach Coordinator with the Commission expressing a desire to hire at the earliest opportunity. J. Lam will follow up with CRD Human Resources and Finance and provide options at the AC meeting in April.

**It was then, MOVED by Member Brame, SECONDED by Member Kahakauwila, that the Arts Commission adopt the Implementation Plan actions and have staff develop a resource and work plan, prioritized as follows:**

1. Action 8 – begin the hiring process for a 1.0 FTE Community Outreach Coordinator for an initial two-year term to correspond with the two-year pilot programs (see 3 & 4 below), with roles and responsibilities to include those outlined in Actions 5, 6, 7, 9 & 10 of the Plan.
2. Action 1 - Develop an operating grant adjudication and granting model that will provide a three-year funding cycle for eligible organizations, commencing in 2018.
3. Action 2 - Develop and implement a two-year pilot for an Arts Incubator Fund to be focused on initiatives by eligible, emerging organizations, with funding of \$25,000 in the first year, commencing in 2018.
4. Action 3 - With the Community Outreach Coordinator, develop and implement a two-year pilot for a Diversity and Indigenous Arts Fund, with funding of \$25,000 in the first year, commencing in 2018.

**CARRIED**

It was noted that C. Plant and J. Lam will have to meet with A. Orr of CRD Corporate Communications to develop messaging relating to changes to the Arts Service and adoption of the Implementation Plan.

## **7. CORRESPONDENCE:**

### **March 15, 2017, Town of Sidney re: CRD Bylaw 4127**

With regard to the correspondence, C. Plant proposed a withdrawal provision to amend the Arts Service Establishing Bylaw that would allow a new member to join at a Group 2 level on a two year trial period. During the two year trial period they could withdraw with notice, following which Legislative withdrawal processes would apply.

Member Fallot clarified that Sidney did not require a trial period of two years.

A discussion ensued regarding:

- The stability and consistency of funding for the Arts Service and for regional arts;
- The principle of regional participation and cooperation as reflected in a CRD service;
- Existing Legislated processes for withdrawal from a regional service

N. Chan entered the meeting at 5:51 pm.

Following the discussion, it was

**MOVED** by Member Kahakauwila, **SECONDED** by Member Brame, that a two-year trial provision be included in the Bylaw, for new Group 2 participants only, after which legislated withdrawal processes would apply.

**CARRIED**

**Opposed: Member Fallot**

Noting that Amending Bylaw 4127, adopted by the Arts Commission and pending consideration on an April CRD Board Agenda would now require revision, it was

**MOVED** by Member Brame, **SECONDED** by Member Kahakauwila to have Bylaw 4127 held back until the withdrawal provision has been reviewed and adopted by the Arts Commission.  
**CARRIED**

**8. NEW BUSINESS**

J. Lam will provide a report regarding financial statement requirements for grant applicants at the April meeting.

**9. ADJOURNMENT**

**MOVED** by J. Rogers, **SECONDED** by M. Brame, that the meeting be adjourned at 5:55 p.m.  
**CARRIED**

---

**CHAIR**

---

**RECORDER**