



Making a difference...together

**Minutes of a Meeting of the ARTS COMMISSION
Held September 27, 2023, in Room 488, 625 Fisgard St., Victoria, BC**

EP = Electronic Participation

Members Present: M. Alto (Chair); P. Brent (EP), D. Cavens, D. Lajeunesse, G. Lemon, C. Plant, C. Smart (EP), K. Roessingh (EP)

Staff: C. Gilpin, Manager, Arts & Culture Service; A. Gibbs, Community Outreach Coordinator, H. Heywood, Administrative Assistant (recorder), N. Chan, CRD CFO

Also present: J. Verano, Arts Advisory Council Chair

Regrets: S. Epp

The meeting was called to order at 4:02 pm.

1 Territorial Acknowledgement

Chair Alto provided a Territorial Acknowledgement.

2 Approval of Agenda

**MOVED by Member Cavens, SECONDED by Member Lemon
That the agenda be approved as published.**

CARRIED

3 Adoption of Minutes

**MOVED by Member Lemon, SECONDED by Member Lajeunesse,
That the minutes of the July 26, 2023, Arts Commission meeting be adopted as circulated.**

CARRIED

4 Chair's Remarks

Chair Alto commented on the following:

- On October 10th, a presentation will be made to the Colwood Mayor & Council on the costs and benefits of joining the CRD Arts and Culture Support Service by Chair Alto and C. Gilpin.
- The World Leaders Global Summit on Food Safety and Well Being in New York featured themes on the important role of arts and culture in community well-being. There were several remarkable presentations from around the world, speaking specifically about how arts and culture have an impact on the sense of community in very diverse municipalities, and it's worth noting that when speaking about community safety and well-being, arts and culture were part of those discussions.

5 Presentations/Delegations – None

6. Commission Business

6.1 Arts Advisory Council Update

6.1.1 Arts Advisory Council (AAC) Chair's Report (verbal)

Arts Advisory Council Chair Verano commented on the following:

- one AAC members recently resigned due to personal commitments; there are three

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- vacancies; new members are currently being recruited;
- the AAC reviewed the Project Grant eligibility policy at their September meeting and their recommendation appears later in the agenda;
- the Operating grant package will be received by AAC members in a couple of weeks; staff were thanked for their work in preparing the applications for adjudication;
- C. Gilpin provided the main points of the proposed strategic plan to AAC members and they are looking forward to the implementation; and
- many events and performances are starting up this fall and hopefully AC members will be able to attend in support of funded organizations.

Chair Alto thanked Chair Verano for the activity list provided by the AAC, noting it is a real snapshot of all the events going on in the region.

6.1.2 Arts Advisory Council Minutes - Sept. 12, 2023

6.1.3 Arts Advisory Council ABCs - Sept. 12, 2023

The Arts Advisory Council Chair's Report, AAC Minutes and ABC's were received for information.

6.2 Manager's Report (verbal)

C. Gilpin reported on the following:

- The deadline for Operating grants was Sept 14th. There are 22 annual returning applicants and three new ones; all AAC members adjudicate all applications and their recommendations will be brought forward at the Jan AC meeting;
- The deadline for receipt of AAC applications is Friday, Sept 29th; this has been well publicized in both print and social media as well as through the Arts & Culture e-newsletter (over 800 subscribers); an appointment committee, as per the Bylaw, of the AC and AAC Chairs, and the Arts Manager will review applications and make recommendations to the Arts Commission;
- After the Arts Service presentation to Langford, Council agreed to review joining the Arts & Culture Service as part of their strategic plan. Their strategic plan is still in progress;
- On October 10th a CRD Arts presentation will be made to Colwood Mayor and Council; and
- As directed by the AC, letters regarding Arts participation in the Arts Service were sent to non-participating jurisdictions and electoral areas. No official responses or invitations to present have been received yet, but staff will continue to monitor the council agendas.

6.2.1 Outreach Report (attached)

The 2022 Impact Report has been printed and distributed to all municipal Councils and electoral area directors and is available on the CRD website. New this year, there are impact stories in the report that will be shared individually through CRD social media platforms.

Member Plant advised members that Sidney Council recently voted to decline a presentation by the CRD Arts Service.

The Manager's and Outreach reports were received for information.

6.3 2024 Budget for Arts and Culture Support Service

C. Gilpin introduced N. Chan, CFO at the CRD. He provided a brief overview of changes to budget and process for budget approval, noting it was developed within financial planning constraints set by the CRD Board, limiting core operations to no more than a 3.5% increase. N. Chan provided clarification for some of the changes from the previous year's budget; he also extended his appreciation for volunteers who support the work of the CRD and specifically thanked Commission members for their work which benefits the region.

MOVED by Member Plant, SECONDED by Member Lajeunesse, that the Arts Commission recommends the Committee of the Whole recommend to the Capital Regional District Board: That the 2024 Arts & Culture Service Support Budget be approved as presented.

CARRIED

6.4. Project Grant Intakes - Allowing Unsuccessful January Applicants to Apply Again

C. Gilpin provided the background for the project grant intake policy review by the AAC, and an overview of the considerations that resulted in the proposed recommendation. J. Verano noted that the recommendation reflects a consensus to provide a benefit to applicants rather than putting up barriers to apply.

A discussion ensued regarding application eligibility and evaluation, in relation to the proposed AAC recommendation.

MOVED by Member Cavens; SECONDED by Member Lajeunesse, That the Arts Advisory Council recommends to the Arts Commission that eligibility for Projects Grants be changed so that unsuccessful applicants to the first intake have the option to apply to the second intake with the same project or a new project.

MOVED by Member Plant, SECONDED by Member Lemon, That the main motion be amended by replacing the words “the same” with “a similar”.

A discussion ensued regarding changes to an application versus changes to a project.

MOVED by Member Brent, SECONDED by Member Cavens, That the amendment be amended by replacing the word “project” with the word “application” in the two places where it appears.

CARRIED

Opposed: Roessingh, Smart

The question was called on the amendment.

That the Arts Advisory Council recommends to the Arts Commission that eligibility for Projects Grants be changed so that unsuccessful applicants to the first intake have the option to apply to the second intake with a similar application or a new application.

DEFEATED

Opposed: Alto, Cavens, Lajeunesse, Roessingh, Smart

The question was called on the main motion:

The Arts Advisory Council recommends to the Arts Commission that eligibility for

Projects Grants be changed so that unsuccessful applicants to the first intake have the option to apply to the second intake with the same project or a new project.

CARRIED

Opposed: C. Plant, M. Alto

Motion Arising

MOVED by Member Plant, SECONDED by Chair Alto, that staff report back to the Art Commission with the results of this policy change, after both project grant adjudications in 2024.

CARRIED

6.5 Strategic Plan 2024-27: Review of Complete Document

C. Gilpin provided background for the development of a 2024-27 strategic plan including community consultation and the timeline. After the plan is approved, staff will prepare a timeline for the implementation over the next four years. The final plan will be published on the CRD website which includes a community engagement platform, as well as through Arts & Culture communication tools. Staff confirmed the approved plan would be presented to the CRD Board for information only and that no amendments could be made by the Board.

**Moved by Member Lemon, SECONDED by Member Cavens,
That the 2024-27 Strategic Plan for the Arts & Culture Support Service be approved and reported to the Capital Regional District Board for information.**

CARRIED

7. New Business

The October 25th meeting date needs to be changed; staff will determine if an October meeting is required and will reschedule as necessary.

8. Notice(s) of Motion

Notice of Motion - Joint Meeting of the Arts Commission and Arts Advisory Council (Member Plant)

Member Plant provided the following Notice of Motion for consideration by the Arts Commission:

“That staff report back to the Commission on the advisability of an annual joint meeting with the Arts Advisory Council.”

9. Correspondence - none

10. Adjournment

**MOVED by Member Cavens, SECONDED by Member Lajeunesse,
That the meeting be adjourned at 5:18 pm.**

CARRIED

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CHAIR

RECORDER