



Making a difference...together

**Minutes of a Meeting of the ARTS COMMISSION**  
**Held November 22, 2023, in Room 488, 625 Fisgard St., Victoria, BC**

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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, CFO

**Also present:** J. Verano, Arts Advisory Council Chair (EP)

The meeting was called to order at 4:00 pm.

**1 Territorial Acknowledgement**

Chair Alto provided the following Territorial Acknowledgement:

As usual we start our time together with an acknowledgment of the remarkable presence, principals, values, opportunities, and the privilege of doing our work together here on the territories of the Lekwungen people. Our friends in Songhees nation and the Esquimalt nation continue to be generous in their time and wisdom and to help us learn and work with them. And I think it's probably something now becoming a custom for us to acknowledge that, but I always urge folks to move beyond that custom and to find something meaningful in each day that makes those words somehow personal to you and brings home the value of these opportunities in some fashion, to your lives and your family and the work that you do here. So as always, I urge that to each of you in whatever way makes sense and when you do to open your heart, your mind, and all your senses. And to open your arms and say Hay'sxw'qa si'em, for all our friends and all of our family and all of our ambitions.

**2 Approval of Agenda**

**MOVED by Member Roessingh, SECONDED by Member Plant**

**That the agenda be approved as amended with the following item added to New Business:**

**8.1 West Shore Committee update**

**CARRIED**

**3 Adoption of Minutes**

**MOVED by Member Cavens, SECONDED by Member Lajeunesse,**

**That the minutes of the September 27, 2023, Arts Commission meeting be adopted as circulated.**

**CARRIED**

**4 Chair's Remarks – None**

**5 Presentations/Delegations – None**

*4:05pm J. Verano joined the meeting*

**6. Commission Business**

**6.1 Arts Advisory Council Update (no meeting in October)**

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

Arts Advisory Council Chair Verano noted there was no October meeting of the AAC due to

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the work of reviewing annual operating grant applications. The grant plenary meeting took place on November 18<sup>th</sup> and recommendations will be presented to the Arts Commission in January by the AAC Funding Chair.

**The Arts Advisory Council Chair's Report was received for information.**

### 6.2 Manager's Report (verbal)

C. Gilpin reported on the following:

- The operating grant adjudication is complete and as mentioned by AAC Chair Verano, recommendations will be presented to the Arts Commission in January.
- The project grant intake for January was launched yesterday and the application deadline is January 18<sup>th</sup>. A video of last year's info session has been posted to the CRD website and staff will host another online information session in early January for potential applicants. The updated guidelines have a clear notice reflecting the Arts Commission's decision that organizations not successful at the January intake may apply again in April. January Project Grant recommendations will come forward to the Arts Commission in March.
- On October 10<sup>th</sup>, Chair Alto and C. Gilpin made a presentation to the City of Colwood's Mayor and Council. The Council was very engaged with the presentation; however, there was no indication they will join the Service at this time. Colwood's Mayor said this decision will be reviewed on an annual basis.
- On November 20<sup>th</sup>, Langford Council approved their first-ever strategic plan which includes the production of a first-ever Arts & Culture plan, scheduled to be presented to Langford Council in early 2025.

#### 6.2.1 Outreach Report (attached)

C. Gilpin highlighted the following from the report:

- The new Strategic Plan was posted online and C. Gilpin was invited to be interviewed about the Plan on CBC's All Points West. This provided a great opportunity to raise awareness about the Arts Service.
- A press release was issued about 2023 grant recipients which generated a positive article in the Times Colonist.
- Friday, November 24<sup>th</sup> is the Greater Victoria Regional Arts Awards event which will include the presentation of the \$5,000 Regional Impact Award, supported by a strategic initiative grant through the Arts Commission.

C. Gilpin advised that support of the Regional Impact Award and the event is considered on an annual basis by the Arts Commission if a request for funding is received from the Greater Victoria ProArt Alliance. Member Smart will attend the 2023 event to make the award presentation on behalf of the Arts Commission.

#### **4:14pm C. Smart joined the meeting**

Members discussed Colwood Council's response to the Arts Service presentation. It was noted that during the presentation C. Gilpin highlighted the ramifications of Colwood not participating in the Arts Service in relation to events that could not be funded by the Arts Service to take place at the Dogwood Auditorium.

Staff confirmed that follow-up letters were sent to both Langford and Colwood Councils following the Arts & Culture presentations which included the timeline for joining the Service.

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

**6.3 Implementation Plan**

C. Gilpin referred to the Arts & Culture Strategic Plan which includes 10 goals and 17 Initiatives, to be completed over the next four years. He provided an overview of the implementation summary of goals and initiatives (Appendix A), and the proposed implementation timeline (Appendix B) highlighting activities in 2024. The implementation plan will be updated annually in consultation with the Arts Commission. Delivery of the five annual grant programs are part of the regular operations of the Service and are not included in the implementation plan.

**Moved by Member Lemon, SECONDED by Member Roessingh,  
That the Implementation Plan for the 2024-27 Strategic Plan of the Arts & Culture Support Service be approved as presented.**

**CARRIED**

Members discussed next steps for achieving the goals as outlined in the implementation plan, including roles and responsibilities for staff and Commission members.

It was noted the time frame as presented could change depending on circumstances, if new opportunities arise or if some activities require more time.

**Motion arising**

**MOVED by Member Plant, SECONDED by Chair Alto,  
That staff report back with more information about how Goal #1 from the Strategic Plan could be achieved. This report can include information on how both staff and elected Commission members can work towards this goal.**

**MOVED by Chair Alto, SECONDED by Member Cavens, That the main motion be amended by removing the words "Goal #1 from".**

Members discussed the goals and expectations of staff.

The question was called on the amended motion.

**DEFEATED**

**Opposed: Brent, Cavens, Epp, Lajeunesse, Lemon, Plant,  
Roessingh, Smart**

The question was called on the main motion.

**MOVED by Member Plant, SECONDED by Chair Alto,  
That staff report back with more information about how Goal #1 from the Strategic Plan could be achieved. This report can include information on how both staff and elected Commission members can work towards this goal.**

**CARRIED**

It was noted that staff will report back to the Commission at the March meeting.

**7. Joint Meeting of the Arts Commission and Arts Advisory Council**

Members discussed possible topics for a joint meeting with the Arts Advisory Council. Staff will consult with the Arts Advisory Council at their January meeting and provide recommendations in a short report to the Commission in either February or March.

**MOVED by Member Plant, SECONDED by Chair Alto,**

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

**CARRIED**

*4:51pm Member Plant left the meeting*

**7. New Business**

**7.1 West Shore Arts & Culture Facility Committee update**

Member Roessingh provided an update regarding the Juan de Fuca Performing Arts Society. The Society has formed an intermunicipal committee that includes all West Shore municipalities. Members Epp, Lemon, and Roessingh are participating on the committee which is working towards development of a West Shore Arts & Culture Centre.

**8. Correspondence - None**

**9. Motion to Close the meeting**

**MOVED by Member Cavens, SECONDED by Member Lajeunesse,**

- 1. That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.**
- 2. That Joanna Verano, Chair, Arts Advisory Council, be allowed into the closed portion of the meeting.**

**CARRIED**

**The Commission moved to the closed session at 4:54 p.m.**

**The Commission rose from the closed session at 5:00 p.m. with the following report:**

That Mandart Chan, Eli Mushumanski, and Jill Smillie each be appointed to the Arts Advisory Council for a term of one year ending on December 31, 2024, and,

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That Joanna Verano and Ari Hershberg each be re-appointed to the Arts Advisory Council for a term of two years ending on December 31, 2025.

**10. Adjournment**

**MOVED by Member Lajeunesse, SECONDED by Member Brent,  
That the meeting be adjourned at 5:01 pm.**

**CARRIED**

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CHAIR

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RECORDER