



## Meeting Minutes Regional Arts Facilities Select Committee

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Wednesday, January 29 2020

11:00 AM

Room 651  
625 Fisgard St.  
Victoria, BC V8W 1R7

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### PRESENT

Directors: C. Plant (Chair), D. Screech (Vice-Chair), G. Holman, B. Fallot (for C. McNeil-Smith), R. Mersereau, K. Williams

Staff: N. Chan, Chief Financial Officer; J. Lam, Manager, Arts Development; E. Gorman, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

Regrets: Directors Helps, Loveday, Martin, Murdoch, Taylor

Guest: Israyelle Claxton, Victoria Native Friendship Society

The meeting was called to order at 11:01 am.

### 1. Territorial Acknowledgement

Chair Plant provided a Territorial Acknowledgement.

### 2. Approval of Agenda

**MOVED by Director Mersereau, SECONDED by Director Williams,  
That the agenda for the January 29, 2020 Regional Arts Facilities Select Committee be approved.  
CARRIED**

### 3. Adoption of Minutes

#### 3.1. Minutes of the November 27, 2019 Regional Arts Facilities Select Committee meeting

**MOVED by Director Williams, SECONDED by Director Mersereau,  
That the minutes of the Regional Arts Facilities Select Committee meeting of November 27, 2019 be adopted as circulated.  
CARRIED**

### 4. Report of the Chair

Chair Plant welcomed Israyelle Claxton of the Victoria Native Friendship Society. The Chair thanked staff for their work.

**5. Presentations/Delegations**

There were no presentations or delegations.

**6. Committee Business**

**6.1 Request for Proposal for a Consultant to Facilitate a Discussion on the Region's Arts Facilities Needs**

N. Chan spoke to Item 6.1.

Discussion ensued on the following:

- timeline of the RFP to be based on project completion date
- interpretation of the words; 'parties' and 'equity' in the RFP
- analysis and implications missing from the TOR
- identifying facilities as either regional or sub-regional
- having the committee to meet with the successful applicant

**MOVED by Director Mersereau, SECONDED by Director Screech,  
That the Regional Arts Facilities Select Committee approve the RFP and direct staff to  
proceed with engaging a consultant with the following additions/revisions:**

- **Add the words "... (geographic and demographic)" after the word "...equity",**
- **Add "...The project must be complete by September 30, 2020."**

**CARRIED**

**7. Notice(s) of Motion**

There were no Notice(s) of Motion.

**8. New Business**

There was no new business.

**9. Adjournment**

**MOVED by Director Mersereau, SECONDED by Director Alternate Director Fallot,  
That the January 29, 2020 Regional Arts Facilities Select Committee meeting be  
adjourned at 11:30 am.**

**CARRIED**

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Chair

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Recorder