



Notice of Meeting and Meeting Agenda Regional Arts Facilities Select Committee

Wednesday, May 27, 2020

11:00 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

Colin Plant (Chair), David Screech (Vice-Chair), Lisa Helps, Gary Holman, Jeremy Loveday, Rob Martin, Cliff McNeil-Smith, Rebecca Mersereau, Kevin Murdoch, Ned Taylor, Ken Williams

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. Minutes of the January 29, 2020 Regional Arts Facilities Select Committee meeting

Recommendation: That the minutes of the Regional Arts Facilities Select Committee meeting of January 29, 2020 be adopted as circulated.

Attachments: Minutes: January 29, 2020

4. Report of the Chair

5. Presentations/Delegations

6. Committee Business

6.1. Regional Facilities Discussion and COVID-19

Recommendation: That the Regional Arts Facilities Select Committee provide direction to staff on how to proceed with the regional discussion on arts facilities.

Attachments: Staff Report: Regional Facilities Discussion and COVID19



Capital Regional District

625 Fisgard St.
Victoria, BC V8W 1R7

7. Notice(s) of Motion

8. New Business

9. Adjournment

Next Meeting: At the call of the Chair

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.



Meeting Minutes Regional Arts Facilities Select Committee

Wednesday, January 29 2020

11:00 AM

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

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

Chair

Recorder



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**REPORT TO REGIONAL ARTS FACILITIES SELECT COMMITTEE
MEETING OF WEDNESDAY, MAY 27, 2020**

SUBJECT Regional Facilities Discussion and COVID19

ISSUE SUMMARY

In light of restrictions placed on public gatherings due to COVID19 staff seeks direction on whether the Select Committee wishes to proceed with a public engagement process based on online public engagement.

BACKGROUND

A consultant has been selected based on the RFP approved by the Select Committee. Since then, restrictions related to COVID19 have limited the ability to hold in-person public gatherings.

The selected consultant has considerable experience with online public engagement and has provided a revised plan based on virtual engagement. With this change however staff are seeking direction from the Select Committee as to whether they wish to proceed or wait until such time as in-person gatherings can be held.

IMPLICATIONS

Proceeding with a virtual public engagement will complete the facilities discussion within the timeframe laid out by the Select Committee. It will be up to the consultant to ensure the virtual experience satisfies the needs of interested parties who may normally have participated in person.

CONCLUSION

In-person gatherings have been restricted due to COVID19. Proceeding with the discussion on regional arts facilities will require employing virtual means of public participation.

RECOMMENDATION

That the Select Committee provide direction to staff on how to proceed with the regional discussion on arts facilities.

Submitted by:	James Lam, Manager, Arts & Culture Service
Concurrence:	Nelson Chan, MBA, CPA, CMA, Chief Financial Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer