



## Arts and Cultural Advisory Committee Action & Motion Tracking Document

Term: July 2021- October 2022  
Updated: October 7, 2021

### ACTION ITEMS

ACTION ITEM	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
Manager of Cultural Development to update the Cultural Strategic Plan document to reflect suggestions made by the Committee during their feedback discussion, including: <ul style="list-style-type: none"> <li>• Review the cover to display the link between Uptown and the Beach;</li> <li>• Update the back cover with a different photo; and,</li> <li>• Review photos to ensure a balance between areas.</li> </ul>	4. Review of Cultural Strategic Plan Document	2021-09-09	Manager of Cultural Development	To be presented to Committee for final review at their October 14, 2021 meeting.
If Council approves the project funding, a working group will be established, including Committee members J. Adams and E. Cheung, along with the Manager of Cultural Development, who will collaborate to prepare a draft Request For Proposal (RFP) for hiring the proposed Needs Assessment consultant, to be presented to the Committee for review.	5. 2021-2022 Work Plan	2021-09-09	Manager of Cultural Development, Committee members, J. Adams and E. Cheung	Pending Council approval – <b>Council defeated motion for funding at the October 4, 2021 meeting.</b>
Committee member, E. Cheung, along with the Manager of Cultural Development, to develop a draft form pertaining to Item 1.1.2 from the Cultural Strategic Plan	5. 2021-2022 Work Plan	2021-09-09	Manager of Cultural Development and Committee member, E. Cheung	To be added to October 14, 2021 meeting agenda

ACTION ITEM	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
(Maintain an inventory of talent/artists list, connect artists and businesses to facilitate art displays, artists in residence programs and sponsorship of cultural events), to be brought to the Committee for their review at the October 14, 2021 meeting.				
Committee, with the assistance of staff, to invite the Economic Development Officer to attend the October 14, 2021 meeting to provide an update regarding the Economic Development Strategic Planning and how it aligns with items 1.2.4, 1.2.6 and 1.3.3 from the Cultural Strategic Plan.	5. 2021-2022 Work Plan	2021-09-09	Committee Clerk	To be added to October 14, 2021 meeting agenda, pending accepted invitation
Committee members to review the process for event organizers to obtain relevant information and resources from the City website, when planning their events, and to provide feedback on this process to the Manager of Cultural Development at the October 14, 2021 meeting.	5. 2021-2022 Work Plan	2021-09-09	Committee Members	To be added to October 14, 2021 meeting agenda

## MOTIONS

RECOMMENDATION	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
<a href="#">2021-ACAC-003</a> : THAT the Arts and Cultural Advisory Committee recommend that the following items be identified as priority items within their 2021/2022 work plan:	6. 2021-2022 Work Plan	2021-07-08	Council/Committee	<b>COMPLETED</b> Endorsed by Council at July 26, 2021 meeting. Added to Work Plan document.

RECOMMENDATION	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
<ul style="list-style-type: none"> <li>• 1.3.1 - Explore the options for creating an Arts Endowment Fund to provide a pool of arts development money available to groups;</li> <li>• 2.1.1 - Conduct an Arts and Culture Opportunity and Needs Assessment (including City owned, leased or privately owned dedicated arts spaces). As well as the possibility of merging a new seniors' programming facility with arts and cultural needs. Access grants if possible; and,</li> <li>• 2.1.2 - Follow up the Needs Assessment with a concept plan and construction drawings for the provision of an Arts and Cultural Facility to meet community requirements including the possibility of merging a new seniors' programming facility with arts and cultural needs. Be shovel ready and access grants and create budget.</li> </ul>				
<p><del>2021-ACAC-004: THAT the Arts and Cultural Advisory Committee recommend that the Advisory Design Panel incorporate arts and cultural space, whether public art and/or arts programming space in new developments aligned to the Creative City by the Sea Cultural Strategic Plan.</del></p> <p><i>Amended by Council:</i></p> <p>2021-ACAC-004: THAT Council directs staff to refer development applications to the Manager of Cultural Development for consideration of incorporating arts and cultural space in new developments, which aligns with the Creative City by the Sea Strategic Plan.</p>	6. 2021-2022 Work Plan	2021-07-08	Council/Advisory Design Panel/ Manager of Cultural Development	<p><b>COMPLETED</b></p> <p>Amended and endorsed by Council at July 26, 2021 meeting.</p>

RECOMMENDATION	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
<p><b>2021-ACAC-005:</b> THAT the Arts and Cultural Advisory Committee approves the following schedule of meetings (taking place from 4:00 p.m. to 6:00 p.m.) as follows:</p> <ul style="list-style-type: none"> <li>• July 8, 2021;</li> <li>• September 9, 2021;</li> <li>• October 14, 2021; and,</li> <li>• November 4, 2021.</li> </ul>	9. 2021 Meeting Schedule	2021-07-08	Committee	COMPLETED
<p><b>2021-ACAC-008:</b> THAT the Arts and Cultural Advisory Committee recommends that Council direct staff to design a draft cover page for the Cultural Strategic Plan document that displays two (2) photos, a beach photo and an uptown photo, to visually link these two areas of the City, to be presented to the Committee for their review at their October 14, 2021 meeting.</p>	4. Review of Cultural Strategic Plan Document	2021-09-09	Manager of Cultural Development/ Communications Department	Included on October 4, 2021 Regular Council meeting agenda - ENDORSED
<p><b>2021-ACAC-009:</b> THAT the Arts and Cultural Advisory Committee recommends that Council direct staff to connect with volunteers in the arts community to obtain information and recommendations around creating an Arts Endowment Fund, to report back to the Committee at the October 14, 2021 meeting.</p>	5. 2021-2022 Work Plan	2021-09-09	Manager of Cultural Development	Included on October 4, 2021 Regular Council meeting agenda - ENDORSED
<p><b>2021-ACAC-010:</b> THAT the Arts and Cultural Advisory Committee recommends, further to Council previously endorsing Cultural Strategic Plan Item 2.1.1: “Conduct an Arts and Culture Opportunity and Needs Assessment (including City owned, leased or privately owned dedicated arts spaces). As well as the possibility of merging a new seniors’ programming facility with arts and cultural needs. Access grants if possible,” that Council</p>	5. 2021-2022 Work Plan	2021-09-09	Manager of Cultural Development/ Working Group (J. Adams, E. Cheung)	Included on October 4, 2021 Regular Council meeting agenda - DEFEATED

RECOMMENDATION	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
<p>expedite this project by allocating an amount of up to \$25,000 to the Committee before November 2021, to be used to hire a consultant to conduct the Needs Assessment.</p>				
<p><del>2021-ACAC-011: THAT the Arts and Cultural Advisory Committee recommends that Council approve the additions discussed and populated in the 2021-2022 Work Plan document during their September 9, 2021 meeting.</del></p> <p><i>Amended by Council:</i></p> <p>2021-ACAC-011: THAT Council refer to staff the additions discussed and populated in the 2021-2022 Work Plan document during the Committee's September 9, 2021 meeting as circulated to ensure the plan coincides with current staff work plans and Council Priorities.</p>	<p>5. 2021-2022 Work Plan</p>	<p>2021-09-09</p>	<p>Council</p>	<p>Included on October 4, 2021 Regular Council meeting agenda – <b>ENDORSED</b> (as amended)</p>