



**City of Kingston  
Arts, Recreation & Community Policies Committee  
Meeting Number 01-2024  
Minutes**

**Wednesday, December 13, 2023 at 6:00 p.m.  
Hosted at City Hall in Council Chamber**

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**Committee Members Present**

Councillor Chaves, Chair  
Councillor Amos, Vice-Chair  
Councillor Osanic  
Councillor Ridge  
Councillor Stephen

**Note:** as per the City of Kingston Electronic Meeting Management Guide, Councillor Amos assumed the duties of the Chair as Councillor Chaves participated remotely.

**Regrets**

Councillor Boehme

**Staff Members Present**

Jennifer Campbell, Commissioner, Community Services  
Tony Gargaro, Manager, Recreation Services  
Danika Lochhead, Acting Director, Arts & Culture Services  
Derek Ochej, Deputy City Clerk  
Iain Sullivan, Committee Clerk

**Others Present**

Caitlin Cross & Kristian Roberts, Nordicity  
Nicole Daniels, Kingston Arts Council

**This is not a verbatim report.**

### **Meeting to Order**

The Vice-Chair called the meeting to order at 6:00 p.m.

### **Approval of the Agenda**

Moved by Councillor Ridge  
Seconded by Councillor Stephen

**That** the agenda be amended to include the addenda, and as amended, be approved.

**Carried**

### **Confirmation of Minutes**

Moved by Councillor Osanic  
Seconded by Councillor Chaves

**That** the minutes of Arts, Recreation & Community Policies Committee Meeting Number 05-2023, held Thursday, October 19, 2023, be approved.

**Carried**

### **Disclosure of Pecuniary Interest**

There were none.

### **Delegations**

There were none.

### **Briefings**

- a) Danika Lochhead, Acting Director, Arts & Culture Services, was present and introduced Nicole Daniels, Executive Director, Kingston Arts Council who spoke to the Committee regarding the Approval of the Kingston Arts Council Plan for Administration of Arts Funding for The Corporation of the City of Kingston in 2024 Report.

Ms. Lochhead introduced Nicole Daniels and gave an introduction to the plan for administration and plans for updates. Ms. Daniels gave an overview of the objectives of

the plan and highlighted the oversight built into it. She stated that they were looking at making the applications more equitable.

Councillor Osanic expressed concern for the removing of the word 'all' from the objectives compared to previous years objectives. Ms. Lochhead explained that the word had been removed via a motion to amend at the Arts Advisory Committee.

- b) Danika Lochhead, Acting Director, Arts & Culture Services, was present and introduced Kristian Roberts and Caitlin Cross, Nordicity, who spoke to the Committee regarding the Approval of Kingston Music Strategy and Implementation Plan Report.

Ms. Lochhead introduced Kristian Roberts and Caitlin Cross who conducted a PowerPoint presentation regarding the Approval of Kingston Music Strategy and Implementation Plan Report. A copy of the presentation is available upon request through the City Clerk's Department.

The Committee did not provide comment.

## **Business**

- a) **Approval of the Kingston Arts Council Plan for Administration of Arts Funding for The Corporation of the City of Kingston in 2024**

The report was introduced via Briefing a).

Councillor Osanic asked for confirmation that this plan would be forwarded to the consultant working on the update to the fund. She asked for further clarification on if any changes had been done to the objectives of the fund in previous years. Ms. Lochhead confirmed that the consultant had received the most recent plan. She stated that the objectives had undergone minor modification in previous years.

Councillor Osanic expressed her disapproval of the removal of the word 'all'. She stated that the City needed to be inclusive. She noted that the program had had issues in the past and that the underway review was needed. She stated that the objectives should remain the same until after the review was completed.

Councillor Chaves clarified on why the word 'all' had been removed at the Arts Advisory Committee. He explained that the Arts Advisory Committee had found it too restrictive and against the point of the fund.

There were no members of the public present to provide comment.

Moved by Councillor Stephen  
Seconded by Councillor Osanic

**That** the Arts, Recreation & Community Policies Committee recommend to Council:

**That** the ‘Plan for Administration of Arts Funding for The Corporation of the City of Kingston Arts Fund in 2024’, attached to Report ARCP-24-005, be approved.

**Carried**

**b) Update to the Sports Field Allocation Policy**

Ms. Campbell introduced the report.

Councillor Osanic noted her appreciation for the changes being made for tournaments. She asked for clarification on the process for early-season tournaments and ensuring the fields are ready. She highlighted the proposed work on the baseball diamonds in 2024 and expressed support. Mr. Gargaro explained that the dates in the policy had been moved forward after consultation with the user groups. He stated that the policy had been modeled after the Ice Allocation Policy.

Councillor Chaves noted that one of the studies showed a large amount of non-resident usage of the fields and asked if a fee could be charged on that. He asked if any emerging sports were asking for space. He inquired about the usage of any inactive fields. Mr. Gargaro stated that the policy would protect allocated space and that space would go to residents first. He explained that fees would be from a different avenue. He confirmed that there had been some interest in the shoulder season, but no major emerging sports had been noted. He highlighted that the policy would be able to accommodate any new sports.

The Chair was passed to Councillor Stephen

Councillor Amos asked for confirmation on the use of the term ‘youth recreation groups’. He asked who developed the play formula and if it was based on best practice. He further asked if the user groups had been consulted on the dates listed in the policy. He expressed curiosity as to why Woodbine Park’s courts had been highlighted in the policy. He inquired about the possibility of having the fields open until the end of October. Mr. Gargaro noted that youth groups were the larger user group that needed priority for field access. He confirmed that the play formula had been adapted from the Ice Allocation Policy. He further confirmed that the dates had been proposed via consultation with the user groups. He explained that the courts at Woodbine Park were

the only ones in the municipal system. He stated that he would bring the idea of closing fields later to Public Works Services.

The Chair was returned to Councillor Amos

There were no members of the public present.

Moved by Councillor Ridge

Seconded by Councillor Osanic

**That** the Arts, Recreation & Community Policies Committee recommend to Council:

**That** Council approve the Sports Field Allocation Policy and Guideline updates, attached as Exhibit A to Report ARCP-24-001.

**Carried**

**c) Community Garden Policy Update**

Note: Business Item c) was withdrawn via Addendum 1.

**d) Approval of Kingston Music Strategy and Implementation Plan**

The report was introduced via Briefing b).

Councillor Chaves asked for what the timeline for implementation would be, noting that there were some budgetary concerns. Ms. Lochhead explained that due to financial pressures elements of the plan had been deferred. She stated that in 2024 staff would be prioritizing aspects that could use existing funding from the capital budget. She commented that future aspects would be included in their budget requests going forward.

There were no members of the public present.

Moved by Councillor Chaves

Seconded by Councillor Osanic

**That** the Arts, Recreation & Community Policies Committee recommend to Council on December 19, 2023:

**That** the Kingston Music Strategy, attached to Report Number ARCP-24-002 as Exhibit A, be approved as presented; and

**That** the City, through the Arts & Culture Services Department, enter into an Amending Agreement to the existing Service Level Agreement with Tourism Kingston to support the implementation of the Kingston Music Strategy; and

**That** subject to the Tourism Kingston Amending Agreement being finalized to the satisfaction of the City Solicitor, that the Mayor and Clerk be authorized to execute the Amending Agreement; and

**That** the City transfer \$200,000 from funds previously approved in the capital budget of the Arts & Culture Services Department to Tourism Kingston to support the implementation of the Kingston Music Strategy and the services as agreed to by the City of Kingston and Tourism Kingston through the proposed Amending Agreement; and

**That** Council direct staff to report back to Council by Q1 2025 with updates on the implementation of the Kingston Music Strategy and to develop funding strategies in partnership with Tourism Kingston to continue the Music Officer position and the Music Office beyond 2024.

**Carried**

### **Motions**

There were none.

### **Notices of Motion**

There were none.

### **Other Business**

There was none.

### **Correspondence**

See Addendum.

### **Date and time of Next Meeting**

The next meeting of the Arts, Recreation and Community Policies Committee is scheduled for Thursday, February 22, 2024 at 6:00 p.m.

**Adjournment**

Moved by Councillor Ridge

Seconded by Councillor Chaves

**That** the meeting of the Arts, Recreation and Community Policies Committee adjourn at 6:43 p.m.

**Carried**