



**City of Kingston
Arts & Culture Advisory Committee
Meeting Number 01-2024
Agenda**

**Thursday, February 15, 2024 at 9:30 a.m.
Hosted in a virtual, electronic format**

Please provide regrets to Christine O'Connor, Committee Clerk at 613-546-4291, extension 1219 or cloconnor@cityofkingston.ca

Committee Composition

Councillor Chaves
Matthew Campbell
Elena Baker
Alicia Boutilier
Les Casson
Nicole Daniels
Brienne Franklin
Marc Garniss
Sarah Jihae Kaye
Aara Macauley
Devanshi Mishra
Christianne Wojcik

- 1. Election of Officials**
- 2. Meeting to Order**
- 3. Approval of the Agenda**
- 4. Confirmation of Minutes**

That the minutes of Arts Advisory Committee Meeting Number 03-2023, held Thursday, November 9, 2024.

5. Disclosure of Pecuniary Interest

6. Delegations

7. Briefings

8. Business

a) Committee Orientation and 2024 Priority Setting

The Report of the Commissioner of Community Services (AAC-24-001) is attached.

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Recommendation:

This report is for information only.

9. Motions

10. Notices of Motion

11. Other Business

12. Correspondence

13. Date of Next Meeting

The next meeting of the Arts & Culture Advisory Committee is scheduled for May 9, 2024 at 9:30 a.m.

14. Adjournment



City of Kingston
Information Report to Arts & Culture Advisory Committee
Report Number AAC-24-001

To: Chair and Members of the Arts and Culture Advisory Committee
From: Jennifer Campbell, Commissioner, Community Services
Resource Staff: Danika Lochhead, Acting Director, Arts & Culture Services
Date of Meeting: February 15, 2024
Subject: Committee Orientation and 2024 Priority Setting

Council Strategic Plan Alignment:

Theme: 4. Foster a Caring and Inclusive Community

Goal: 5.7 Foster culture, history, education, arts and recreation (CHEAR).

Executive Summary:

The purpose of this report is to provide members of the Arts and Culture Advisory Committee with a high-level overview of the Committee's mandate, composition and the members' related responsibilities. The report also includes information about Subcommittees to the Arts and Culture Advisory Committee, as well as key strategies, plans and policies relevant to the Committee, and outlines priority work being pursued through the City's Arts & Culture Services Department in 2024 that the Committee can help support and advise on, in alignment with its mandate.

In June 2023, Council directed staff through [Report Number 23-162](#) to review the terms of reference/mandates for all standing, advisory and legislated committees of Council, that review included the Arts and Culture Advisory Committee. Through this review process, a renewed mandate for the Arts and Culture Advisory Committee was established and its composition was updated. The changes to the mandate are in effect, however, the changes to the composition will take place in November 2024 as part of the City's committee recruitment process.

This report is intended to equip Committee members with the information needed to fulfill their responsibilities as they relate to the Committee's mandate, and to assist in the creation of a

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2024 work plan. Staff will also share a presentation on these topics with committee as part of the February 15, 2024, committee meeting.

Recommendation:

This report is for information only.

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Options/Discussion:

Background

The Arts and Culture Advisory Committee (formerly named the Arts Advisory Committee) plays a critical role as an advisory committee to Council that helps ensure that City of Kingston arts policies and strategies serve the needs of the arts community, and, in turn, the residents of Kingston. Since it was first established in 2008, the Committee has helped to shape the development of strategic documents, including the [Kingston Culture Plan](#) (2010), the Public Art Master Plan (2014) and the Public Art Policy (2015), the [Creative Industries Profile Sector Report and Strategy](#) (2021) and the [Kingston Music Strategy](#) (2023). These strategic documents, as well as [City Council's Strategic Plan](#) (2023-2026), guide the work of this Committee.

The Arts and Culture Advisory Committee also supports the continuing administration of the [City of Kingston Arts Fund](#) that was established in 2007 and participates in the implementation of important arts-related programs such as the [Mayor's Arts Awards](#), [YGK Music](#), the [Poet Laureate Program](#) and the [Public Art Program](#) through Subcommittees (formerly Working Groups).

The role and function of this Committee has evolved over the years, and that history was outlined in 2019 as part of [Report Number AAC-19-001](#), and in 2023 following the municipal election as part of [Report Number AAC-23-001](#). The Committee continues to provide input, guidance and support as needed to help nurture cultural vitality in Kingston, helping to amplify the voices of Kingston's artists and arts organizations while enhancing mutual understanding and collaboration within and among Council, City departments, local arts organizations and artists.

In June 2023, Council directed staff through [Report Number 23-162](#) to review the terms of reference/mandates for all standing, advisory and legislated committees of Council, that included this Committee. The review process was guided by the principles that any proposed changes ensure that the governance structure and related processes remain transparent and accountable to the community at large; that changes contribute to an efficient and effective decision-making process; and that the governance structure and related processes are focused and aligned with identified City priorities.

Analysis

As defined in the updated City of Kingston's Committee By-law ([2023-204](#)) that was passed by Council on November 21, 2023, the renewed mandate for the Arts & Culture Advisory Committee is to consider policies, programs or other matters related to arts and culture, including:

- Ensure that arts and culture are appropriately represented in City policies and programs;
- Ensure that arts and culture serve the needs of residents;

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- Provide input into the development of arts and culture-related strategies, policies and programs;
- Advise City employees and Council on the impact of City priorities, plans, policies, programs and regulations on the arts and culture sectors;
- Advise City employees and Council on active strategies and plans led by the Arts & Culture Services Department, as they are implemented and updated;
- Invite delegations and make City employees and Council aware of changing conditions, challenges and opportunities within the arts and culture sectors;
- Engage in outreach to disseminate information and encourage participation from those affected by arts and culture policies and strategies, and with the broader community; and
- Maintain close links to and liaise with other municipal advisory committees to ensure coordination of initiatives.

The composition of the Arts and Culture Advisory Committee has also been updated to the following, which will come into effect in November 2024 when the current membership terms expire, as part of the City's committee recruitment process:

- Up to two members of Council;
- A representative from the Kingston Arts Council;
- A representative from the City's Equity, Diversity & Inclusion Advisory Committee;
- Five professional artists, creatives or arts workers;
- Four residents who demonstrate relevant experience or knowledge, abilities and skills related to the functions of the Committee; and
- One resident between the ages of 15 and 24.

The changes to the mandate and the composition of the Arts and Culture Advisory Committee is to ensure that arts and culture is being positioned and considered in broader City policies and plans, that the Committee is able to support future strategic planning of the City that includes a new Culture Plan (Council Strategic Priority), and that the membership is diverse, open and inviting to community members to participate and support the shaping of arts and culture strategies, plans and policies.

Worth noting regarding the membership composition is the relationship between the Arts & Culture Services Department, the Arts and Culture Advisory Committee and the Kingston Arts Council. The presence of the Kingston Arts Council as an active contributor to and key representative on the Committee is longstanding and reflective of its role as an independent arts service organization that engages with the City of Kingston through a Service Level Agreement to help administer and support programs like the City of Kingston Arts Fund and the Mayor's Arts Awards. Where this Committee fulfills an advisory function, the Kingston Arts Council exists at arms-length from the City of Kingston and can pursue advocacy work on behalf of artists and the arts community as part of its larger mandate.

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Priority projects in 2024 for the Arts and Culture Advisory Committee include:

- Participate in the City-led review of the City of Kingston Arts Fund that provides operating and project grants to arts organizations, collectives and artists, and in the annual review process for the Plan for Administration led by the Kingston Arts Council (as necessary, pending the City-led review results);
- Support for the implementation of the Kingston Music Strategy that identifies ways to improve support for local music and musicians, addresses gaps and opportunities specific to the City’s music ecosystem, and embraces and promotes Kingston’s vibrant and diverse music communities;
- Participate in the various Subcommittees of the Arts and Culture Advisory Committee including the Art in Public Places Subcommittee, the Local Music Subcommittee and the Mayor’s Arts Awards Subcommittee, which will include reviewing the Terms of Reference for the YGK Music Program in the context of the Kingston Music Strategy (Local Music Subcommittee) and the Mayor’s Arts Awards program to expand and make changes to its structure to serve the evolving needs of the community (Mayor’s Arts Awards Subcommittee);
- Engage and provide input and guidance on the development of a new Culture Plan for Kingston (Council Strategic Priority); and
- Participate in the visioning exercise for Centre 70 and Portsmouth Olympic Harbour that will consider broad community needs and opportunities, including live-work spaces for artists (Council Strategic Priority).

Indigenization, Inclusion, Diversity, Equity & Accessibility (IIDEA) Considerations

To ensure strong linkages with IIDEA priorities, the new composition of the Arts and Culture Advisory Committee includes a representative of the City’s Equity, Diversity & Inclusion Advisory Committee. This person will bring a strong IIDEA lens to the work of the Arts and Culture Advisory Committee and as part of all priority projects.

Existing Policy/By-Law:

City of Kingston’s Committee By-Law [2023-204](#)

Notice Provisions:

None

Financial Considerations:

None

Contacts:

Danika Lochhead, Acting Director, Arts & Culture Services, 613-546-4291 extension 1277

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Other City of Kingston Staff Consulted:

None

Exhibits Attached:

None