



**CITY OF KINGSTON  
ARTS ADVISORY COMMITTEE  
MEETING NO. 01-2013  
ADDENDUM**

Thursday, December 13, 2012  
9:00 a.m., Councillors' Lounge, City Hall

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**8. BUSINESS**

**c) Cultural Services Advisory Committee Restructuring**

The Information Report (**AAC-13-001**) of the Commissioner of Sustainability and Growth is attached.

This report is for information purposes only.

**(Schedule Pages 1 to 6)**



**CITY OF KINGSTON**  
**INFORMATION REPORT TO ARTS ADVISORY**  
**COMMITTEE**

**Report No.: AAC-13-001**

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**TO:** Chair and Members of Arts Advisory Committee

**FROM:** Cynthia Beach, Commissioner, Sustainability and Growth

**RESOURCE STAFF:** Brian McCurdy, Director, Cultural Services

**DATE OF MEETING:** December 13, 2012

**SUBJECT:** Cultural Services Advisory Committee Restructuring

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**EXECUTIVE SUMMARY:**

At this time staff are investigating the replacement of the four Advisory Committees that currently exist related to the work of the Cultural Services Department with two new Advisory Committees with mandates that support the continuing implementation of the Kingston Culture Plan and the priorities identified in Kingston's Strategic Plan 2011-2014. The two new Advisory Committees being considered are:

1. Creative City Committee
2. Museums and Collections Advisory Committee

Draft Terms of Reference for these two new Advisory Committees have been developed with the support of the City Clerk and Deputy City Clerk and consultation with the existing Advisory Committees and other interested stakeholders will be conducted before a Report to Council is presented.

**RECOMMENDATION:**

This report is for information only.

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**AUTHORIZING SIGNATURES:**

ORIGINAL SIGNED BY COMMISSIONER <hr/> Cynthia Beach, Commissioner, Sustainability & Growth Group
ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER <hr/> Gerard Hunt, Chief Administrative Officer

**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Lanie Hurdle, <i>Community Services</i>	N/R
Denis Leger, <i>Transportation, Properties &amp; Emergency Services</i>	N/R
Jim Keech, <i>President and CEO, Utilities Kingston</i>	N/R

***(N/R indicates consultation not required)***

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## OPTIONS/DISCUSSION:

As the outcome of an on-going process of strategic planning within the Cultural Services Department it has been determined that the current Advisory Committee structure must evolve in order to support the implementation of the priorities identified by the community and Council through documents such as the Kingston Culture Plan and Kingston's Strategic Plan 2011-2014. The need for an Advisory Committee restructure has also been deemed crucial given the expanded role of the Cultural Services Department and the ability of staff to achieve what has been identified in terms of public programming, asset management, capacity building, community engagement and education, policy development and community cultural development.

The four Advisory Committees that currently exist to support the work of the Cultural Services Department have played a vital role in terms of moving forward Kingston's cultural development. This evolution is not intended to negate the efforts of these Advisory Committees but, rather, to build on the foundational work they have done to ensure the continued growth of the cultural sector in ways that benefit the individuals and organizations directly involved as well as external stakeholders and members of the broader Kingston community.

### Advisory Committee Research

As part of the process of planning this restructuring, staff with the Cultural Services Department completed a research project that involved making contact with colleagues from five other municipalities of comparable size within Ontario. The purpose of this research project was to determine how other municipalities have structured their Advisory Committees and/or Standing Committees as they relate to the arts, heritage and culture. The five municipalities consulted were: Guelph, Oakville, Barrie, Peterborough and Brampton.

In terms of a model, Guelph provided the most useful example of a committee structure given the size of the community and the similarities in terms of the work they are doing and the facilities they are managing. Currently they are responsible for the River Run Centre, Sleeman Centre and Guelph Museums and they are also responsible for programming their Market Square as well as supporting activities related to cultural development and tourism. To support this work, Guelph has established two Advisory Committees as follows:

- 1. Cultural Advisory Committee - Mandate:** To give guidance and input to staff on arts, culture and entertainment matters to further the City's strategic goals.
- 2. Guelph Museums Advisory Committee – Mandate:** To support the activities of Guelph Museums and its staff through outreach, fundraising and advocacy, and to promote the Guelph Civic Museum and McCrae House as places that highlight and preserve the history of this community.

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### Positioning Kingston as a Creative City

In addition to reviewing the committee structures established within other communities, staff also researched the concept of the 'Creative City' and its relevance in terms of what Kingston is seeking to achieve by leveraging a combination of heritage, the arts and culture in relation to growth and sustainability. This is an issue of particular concern and relevance as municipalities strive to attract cutting edge businesses as well as a workforce that is increasingly concerned with quality of life issues.

Within Ontario a number of municipalities are taking on this challenge and seeking to position themselves as 'Creative Cities' with the support and involvement of an expanded list of stakeholders, including individuals, organizations and businesses from across the community and across different sectors. In his regard, the City of London offers an interesting example of such an approach through the Creative City Task Force that was established to look at ways to enhance and expand the existing cultural infrastructure to achieve economic prosperity ([http://www.london.ca/d.aspx?s=/Committees\\_and\\_Task\\_Forces/Creative\\_City/default.htm](http://www.london.ca/d.aspx?s=/Committees_and_Task_Forces/Creative_City/default.htm)). The Kingston Culture Plan speaks to a need to bring more people to the table to be part of the discussion around culture so staff have investigated the dissolution of the Arts Advisory Committee and the Grand Theatre Community Advisory Board in order to focus on the formation of a Creative City Committee with a broader mandate that supports the current goals and objectives of the City of Kingston.

Both the Arts Advisory Committee and the Grand Theatre Community Advisory Board have been integral to the strengthening of the arts sector within Kingston since they were established. Together, they have helped to ensure the implementation and impact of the City of Kingston Arts Fund as well as the renewal of the Grand Theatre as a community cultural resource that contributes greatly to Kingston's quality of life. Both have provided a mechanism for ongoing community advice and input but the on-going implementation of the Kingston Culture Plan requires increased collaboration among a diversity of sectors, including the labour, business, institutional sectors as well as economic development and tourism.

As part of this evolution in the Advisory Committee structure support the arts, heritage and culture it is being recommended that the arts community continue to have a voice within the new Creative City Committee in the form of two Working Groups: (1) Public Art Working Group and (2) Arts Sector Working Group. The purpose of these two Working Groups is to help develop a public art policy for the City of Kingston (Kingston Culture Plan Recommendation #37) and to make the Creative City Committee and Council aware of changing conditions and opportunities within Kingston's arts communities.

### The City-owned Museums and the Civic Collection

Currently, the City of Kingston is required to have an Advisory Committee in place to support the work of each of the two City-owned museums, the MacLachlan Woodworking Museum and the

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Pump House Steam Museum. The need for the two Advisory Committees is, in fact, a requirement of the Ontario Ministry of Tourism, Culture and Sport in order to receive annual operating funding through the Community Museum Operating Grant program (CMOG). At this time staff have consulted with the Ministry and it has been determined that a single Advisory Committee is allowable to remain eligible for CMOG funding. Two Advisory Committees are not required by the Ministry to remain eligible for CMOG, as long as that single Advisory Committee addresses the particular needs of each museum as part of its overall mandate.

The move to a single Advisory Committee for the two City-owned museums would provide an opportunity to establish an Advisory Committee with an expanded mandate that also includes the civic collection. This represents a critical step forward as the City of Kingston currently does not have an Advisory Committee in place with a mandate to ensure the long term care and management of the civic collection as a municipal asset (Kingston Culture Plan Recommendations #7 and 8). Staff have been working to develop a Collections Management Policy to be approved by Council but that project has yet to be completed. The proposed Museums and Collections Advisory Committee being investigated would provide the advice and support needed in relation to the two City-owned museums, the civic collection and the museum sector more broadly, all of which is needed.

#### Committee Consultation

Dissolving the Arts Advisory Committee, Grand Theatre Community Advisory Board, MacLachlan Woodworking Museum Advisory Committee and Pump House Steam Museum Advisory Committee obviously involves change and directly impacts those community members appointed to all four committees. Committee consultation will be pursued as an element of this process but with the understanding that Advisory Committees are established as a mechanism to provide advice to Council and that their mandates be relevant, achievable and, most importantly, align with the corporate strategic plan. Once Committee consultation has been completed, staff will be submitting a Report to Council that seeks approval to move forward with the committee restructure as described and all existing and prior members of the Advisory Committees to be dissolved will be invited to apply to serve on the new Advisory Committees if approved.

#### **EXISTING POLICY/BY LAW:**

By-Law No. 2010-205, A By-Law to Define the Mandate and Meeting Procedures for Committees Established by the Corporation of the City of Kingston.

#### **NOTICE PROVISIONS:**

None.

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**ACCESSIBILITY CONSIDERATIONS:**

This report is available in alternate formats upon request.

**FINANCIAL CONSIDERATIONS:**

There are no financial considerations associated with this report.

**CONTACTS:**

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Paul Robertson, City Curator	613-546-4291 ext. 1358
Dianne Zemba, Manager, Grand Theatre	613-546-4291 ext. 1139

**OTHER CITY OF KINGSTON STAFF CONSULTED:**

John Bolognone, City Clerk  
Kevin Arjoon, Deputy City Clerk

**EXHIBITS ATTACHED:**

None.