EXECUTIVE SUMMARY:
The purpose of this report is to appoint a City of Kingston representative to sit on the committee to advise the Provost at Queen’s University on the reappointment of Ms. Janet Brooke, Director of the Queen’s University Agnes Etherington Art Centre (AEAC). Ms. Brooke’s term ends on June 30, 2012. In February the CAO received a letter from the Deputy Provost at Queen’s University requesting a representative from the City of Kingston join the advisory committee to advise the Provost on Ms. Brooke’s leadership and reappointment. The mandate of the City representative is limited to participating in determining standards for the director position, which will ensure that the City of Kingston does not directly participate in the hiring process of an external agency.

RECOMMENDATION:
THAT Council appoint Colin Wiginton, Manager of Cultural Services, to serve as the City of Kingston representative on the Committee for appointing the Director of the Agnes Etherington Art Centre; and

THAT Mr. Wiginton be mandated to give comment upon the appropriate standards for an appointment of a new director only and not vote on any recommendation of a particular person.
AUTHORIZING SIGNATURES:

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<th>ORIGINAL SIGNED BY COMMISSIONER</th>
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<td>Cynthia Beach, Commissioner, Sustainability and Growth</td>
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<th>ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER</th>
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<td>Gerard Hunt, Chief Administrative Officer</td>
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CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

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<th>Commissioner</th>
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<tr>
<td>Lanie Hurdle, Community Services</td>
<td>N/R</td>
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<td>Denis Leger, Transportation, Properties &amp; Emergency Services</td>
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<td>Jim Keech, President &amp; CEO, Utilities Kingston</td>
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*(N/R indicates consultation not required)*
OPTIONS/DISCUSSION:
In February the CAO received a letter from the Deputy Provost at Queen’s University requesting a representative from the City of Kingston join the committee to advise the Provost on the reappointment of the current director of the Agnes Etherington Art Centre: Ms. Janet Brooke.

The mandate of the Committee is to advise the Provost on Ms. Brooke’s reappointment. It is hoped that the work of the Committee can be completed in three meetings to be held between the end of March and the end of May 2012. During its deliberations, the committee will review background materials provided by the director, consider letters submitted by members of Queen’s University and the Kingston community and hear a presentation from Ms. Brooke. The mandate of the City representative is limited to participating in determining standards for the director position, which will ensure that the City of Kingston does not directly participate in the hiring process of an external agency.

This appointment would help to maintain on-going cooperative relations with Queen’s University. The relationship has been strengthened in recent years in connection with initiatives like the Town Gown Strategic Plan, joint projects like the development of the Isabel Bader Centre and collaborative programs like artignite. The City and the University have a shared role to play in terms of fostering cultural vitality and, also, the AEAC receives an operating grant from the City on an annual basis so we have a vested interest in the leadership of the gallery as a cornerstone of Kingston’s cultural landscape.

EXISTING POLICY/BY LAW:
Council authority is appropriate as City staff do not typically participate in the hiring process of external agencies unless sanctioned by Council.

NOTICE PROVISIONS:
Not applicable

ACCESSIBILITY CONSIDERATIONS:
Not applicable

FINANCIAL CONSIDERATIONS:
There are no financial considerations at this time.

CONTACTS:
Cynthia Beach, Commissioner of Sustainability and Growth 613-546-4291 ext. 1150

OTHER CITY OF KINGSTON STAFF CONSULTED:
Brian McCurdy, Director of Cultural Services
Colin Wiginton, Manager of Cultural Services
Alan McCleod, Senior Legal Counsel

EXHIBITS ATTACHED:
Appendix A – Letter from Deputy Provost, Queen’s University
February 24, 2012

Mr. Gerard Hunt
CAO
City of Kingston
216 Ontario Street
Kingston, ON K7L 2Z3

Dear Mr. Hunt:

Ms. Janet Brooke’s 5-year term as Director of the Queen’s University Agnes Etherington Art Centre (AEAC) ends on June 30, 2012. Ms. Brooke is eligible for reappointment and has indicated her desire to continue in this role, should it be the wish of the University community.

In accordance with our practice, a committee chaired by myself is being established to advise the Provost on Ms. Brooke’s leadership and the renewal of her appointment. Based on the close ties between Queen’s University and the City of Kingston, and the prominence of the AEAC within the local, provincial and national arts communities, we feel it would be highly desirable to have a representative from the City of Kingston on this Advisory Committee.

It is anticipated that the work of the Committee can be completed in three meetings to be held between the end of March and the end of May 2012. The duration of each meeting should not exceed 2 hours. During its deliberations, the Advisory Committee will review background materials provided by the Director, consider letters submitted by members of the University and Kingston communities, and engage in discussion with Ms. Brooke following her presentation to the Committee. Please note that the mandate of the Committee is to advise the Provost on Ms. Brooke’s reappointment after these meetings but the final outcome of this process rests with Dr. Harrison.

We look forward to having a representative of the City assisting us in this important work. If you require clarification of any of the above information, please feel free to contact me or my assistant Peggy Watkin at 613 533-2020.

Sincerely,

Susan P.C. Cole, PhD, FRSC
Deputy Provost
Professor, Pathology & Molecular Medicine and
Biomedical & Molecular Sciences
Bracken Chair in Genetics & Molecular Medicine
Canada Research Chair in Cancer Biology

Copy: Judy Reichstein, Research & Policy Analyst, Office of the CAO
Peggy Watkin, Senior Associate, Office of the Provost