



**CITY OF KINGSTON
ARTS ADVISORY COMMITTEE
MINUTES
MEETING NO. 06-2013
Thursday, July 11, 2013
9:00 a.m., Councillors' Lounge, City Hall**

MEMBERS PRESENT

Mr. Brett Christopher (Chair)
Ms. Kristiana Clemens (Vice Chair)
Councillor Bill Glover
Ms. Karen Dolan
Ms. Lynne Kenny
Mr. Matt Salton
Ms. Jocelyn Purdie
Ms. Catherine Hyett

MEMBERS ABSENT

Mr. Gary Rasberry
Mr. Sunny Kerr

STAFF PRESENT

Mr. Colin Wiginton, Manager, Cultural Services
Mr. Alan McLeod, Senior Legal Counsel
Ms. Megan Michie, Committee Clerk

OTHERS PRESENT

Two members of the public

<p>THIS IS NOT A VERBATIM REPORT</p>

MEETING TO ORDER

Mr. Brett Christopher, Chair, called the meeting to order at 9:06 a.m.

APPROVAL OF THE AGENDA

Moved by Ms. Kenny
Seconded by Councillor Glover

THAT the agenda be amended to have Business Item 6a) Briefing by Mr. Alan McLeod regarding liability insurance following the Business section of the Agenda, and as amended be approved.

CARRIED AS AMENDED

CONFIRMATION OF MINUTES

Moved by Ms. Clemens
Seconded by Ms. Kenny

THAT the Minutes of Arts Advisory Committee Meeting No. 05-2013 held on Thursday May 9, 2013 be confirmed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

There were none.

DELEGATIONS

There were none.

BRIEFINGS

Mr. Alan McLeod, Senior Legal Counsel, spoke to the Committee at 10:09 a.m. regarding liability insurance for arts organizations.

Mr. McLeod highlighted recent tragic events during public gatherings and changes in severe weather trends that have increased awareness of public protection and liability insurance.

Mr. McLeod explained that when the City provides funding they require insurance to provide protection against claims as well as to fulfil an obligation to the public to provide security in case of an unanticipated accident.

Mr. McLeod spoke to the increased insurance requirement from \$2 million to \$5 million and advised that the average cost of a claim when a child is involved is approximately \$8 million dollars. Mr. McLeod further explained that a \$2 million dollar insurance policy will still leave an individual or arts organization personally responsible for \$6 million dollars. Mr. McLeod advised that this example highlights the shift to \$5 million liability insurance requirement.

Mr. Wiginton advised that the City of Kingston's Cultural Department is willing to help manage this increased insurance requirement by making it an allowable expense as part of the funding. Mr. Wiginton advised that City staff are looking into the possibility of issuing a Request for Information (RFI) to provide umbrella insurance, which would lessen costs and administrative work.

Mr. McLeod advised that not all insurance will cover every type of event and therefore research needs to be done to find the right firm at the right price. Mr. McLeod elaborated on Mr. Wiginton's ideas, advising that events taking place on City property or private theatres may be able to be co-named on their insurance.

Mr. Salton asked what the difference is between being added as an addendum versus additional insurance. Mr. McLeod explained that to be additionally insured means a company would be covered under all the items listed in the original policy. An

addendum however would allow a company to be covered under all the items listed as well as add extra items that they might specifically require.

Mr. Wiginton advised that staff are trying to identify as many different scenarios possible and the different types of insurance required. Mr. Wiginton asked Mr. McLeod for further next steps. Mr. McLeod advised that it is best to determine how the City of Kingston Arts Fund (CKAF) recipients are using their funding and then managing it from there.

Mr. Salton advised that they will not have the information mentioned by Mr. McLeod until they apply, at which point they will already require the insurance. Mr. McLeod advised that potential applicants can be provided suggestions that may lessen their insurance premiums, by using City facilities to host their events for example. City staff can identify cost saving initiatives and then suggest them to potential applicants. Mr. Salton mentioned that allowing funding recipients to use part of their funding towards insurance costs is helpful.

Ms. Clemens suggested that the solution to the insurance discussion needs to be implemented in a streamlined manner that will save time and money.

BUSINESS

a) CKAF Review Working Group Report

Mr. Christopher spoke to the report put together by the CKAF Review Working Group and the ten recommendations that were developed and identified as short term, mid-term or long term recommendations. Mr. Christopher advised that there was a real focus on aligning CKAF's priorities with those of the City of Kingston and the Kingston Culture Plan.

Mr. Christopher elaborated on the concept of core operating funding, listed as recommendation 8, explaining that it means that certain funding would become a budget line item in the municipality and would not require an application. Mr. Christopher provided the Marine Museums as an example as they have a consistent budget line grant of \$65,000 a year. Mr. Christopher advised that the working group has looked into which organizations in the City that would be potential candidates of core funding.

Mr. Wiginton advised that the City of Kingston Arts Fund objectives were created before the Cultural Services Department and Culture Plan were formed and that is why it is imperative to re-evaluate the objectives. Mr. Wiginton advised that the report card was used to help shape the objectives and there was a real focus on how the funding has strengthened not only the arts community but the community as a whole.

Mr. Wiginton advised that they are looking to the Committee for suggestions on how to move forward with the report with the intent of moving the process along quickly. Mr. Wiginton advised that if public consultation is provided and a recommendation is provided to the Arts, Recreation and Community Policies Committee, and then to Council, the Kingston Arts Council could potentially be directed to include the new objectives in their 2014 administrative document.

Ms. Purdie inquired about the previous objectives and Ms. Dolan provided a hard copy which allowed for a comparison. Mr. Wiginton advised that the spirit of the original objectives can still be seen in the new objectives. Mr. Christopher advised that there was a lot of discussion at the working group around the idea of emergent practice and the move away from including language such as excellence.

Mr. Salton arrived at the meeting at 9:37 a.m.

Ms. Clemens expressed concern that there is important language from the original objectives that are missing, such as accessibility and diversity. Ms. Clemens pointed to the City's report card and that there is still a significant way to go regarding access and diversity.

Councillor Glover agreed with the feedback from Ms. Clemens, advising that accessibility is currently a major issue and therefore resonates strongly with Council and will create support for the report. Councillor Glover cautioned that a lack of language could create an objection that may stall potential approval.

Councillor Glover spoke to the importance of illustrating how the funding strengthens and benefits the community as a whole.

Mr. Wiginton explained that the highest level of objective is modelled after the four pillars of sustainability from the Strategic Plan and it speaks to accessibility and diversity, but advised that another bullet can be added to elaborate further.

Mr. Christopher inquired into why it is important to align with the four pillars of sustainability from the strategic plan. Councillor Glover advised that Council will not spend money on items that have not been identified. Aligning with the four pillars and the Culture Plan clearly illustrates how CKAF is helping to fulfill objectives that were set out by Council. Councillor Glover advised that the current Council has not funded items that are not tagged as a strategic priority.

Ms. Clemens suggested that it is important to include a bullet on accessibility and diversity within the Arts and Culture objectives, not just under the City's objectives.

Mr. Christopher suggested that the working group meet again and invited members of the Committee to attend with the focus of finalizing the report before the August Arts Advisory Committee meeting.

Mr. McLeod arrived at the meeting, and the Committee consented to having his briefing at 10:09 a.m.

b) Update regarding the Public Art Master Plan

The Committee discussed the Public Art Master Plan at 10:42 a.m. following the briefing by Mr. McLeod.

Mr. Wiginton advised that the City issued a Request for Proposals (RFP) to hire a consultant to create a Public Art master plan, which closed on June 19, 2013. Mr. Wiginton advised that 35 groups downloaded the RFP and six submissions were

received. Mr. Wiginton advised that staff are working with the Purchasing Department to assess the applications and choose a consultant.

c) Culture Map prototype Demonstration

Mr. Wiginton provided a demonstration of the culture map, which he recently presented at the Creative City Summit in Ottawa.

Mr. Wiginton advised that the project has been a phased approach starting with the identification of cultural resources in Kingston and creating partnerships with other groups that hold this information. Mr. Wiginton advised that this exercise brought out 29 existing databases, with 7 of them being managed by outside organizations.

Mr. Wiginton went through the details of the map, showing that it has the capability to bring up the location of schools, libraries, museums, art and heritage site information. Mr. Wiginton advised that the database has the capability of downloading pictures and can be accessed by a smartphone or tablet. Mr. Wiginton advised that he envisions the map as a centralized event calendar to avoid conflict of events.

Mr. Salton inquired if organizations can choose which information they would like to share. Mr. Wiginton advised that organizations will be able to control or limit information and that the site has the ability to pull data live from a URL. Mr. Salton stated that he sees this tool being greatly used by the art community.

MOTIONS

There were none.

NOTICES OF MOTION

There were none.

OTHER BUSINESS

There was none.

CORRESPONDENCE

There was none.

DATE OF NEXT MEETING

Meetings are scheduled to be held on the second Thursday of each month beginning at 9:00 a.m. in the Councillors' Lounge as follows:

August 8, 2013	November 14, 2013
September 12, 2013	December 12, 2013
October 10, 2013	

Any updates regarding the location, date and time will be noted on each meeting agenda and on the City meeting calendar at: <http://www.cityofkingston.ca/web/guest/residents/city-calendar-events>

ADJOURNMENT

Moved by Ms. Clemens
Seconded by Ms. Kenny

THAT the meeting of the Arts Advisory Committee adjourn at 11:02 a.m.

CARRIED

