

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ARTS FACILITIES ADVISORY COMMITTEE (AFAC) MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, SEPTEMBER 4, 2019**

Committee Members: M. Evans; E. Fiss; R. Seyednadjad; D. Tiffany; P. Tutsch; J. Webb (Meeting Chair); and Councillor C. Cameron. Absent: B. Burgers; and J. Wexler.

Staff: C. Rosta, Events & Festival Manager; D. Niedermayer, Senior Manager, Cultural Services; P. Fretz; Business Manager; and L. de Jesus, Recording Clerk.

1. CALL TO ORDER

The meeting was called to order at 9:18 a.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the September 4, 2019, Arts Facilities Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the July 4, 2019, Arts Facilities Advisory Committee meeting minutes be adopted subject to a formatting change.

CARRIED

REPORTS / ITEMS

4. Arts & Culture Advisory Committee Update

D. Niedermayer reported on the Arts & Culture Advisory Committee's (ACAC) most recent subcommittee meeting. While there was no quorum, the ACAC members present discussed general recommendations including the District's current budgeting process. The ACAC is meeting on September 11 to pass resolutions regarding grants and the 2020 budget applications.

5. Arts Facilities Advisory Committee Update

The council report regarding AFAC membership is included in the September 16 Council agenda. Staff recommended that membership go up to a maximum of 11 to account for the expected heavy workload coming up later this year. The work will involve a site identification analysis, as well as work related to the Klee Wyck property. A subcommittee will be created particularly for the latter. Once Council appoints the new members, they will be contacted regarding the meeting schedule.

Action: Staff reminded AFAC members that their terms expire this year. If they wish to remain on the committee, members will need to re-apply and await Council approval of appointments. The application form will be emailed to the committee members.

6. Site Location and Feasibility Analysis

- Copies of the Request for Proposal (RFP) were handed out. Staff thanked committee members, E. Fiss and J. Wexler, for assisting with the development of the RFP. Staff is currently on the shortlist phase and it is expected that a consultant will be in place in time for the September 18 AFAC meeting.
- Staff went over the project timeline, as well as some of the deliverables outlined in the RFP. Discussions subsequently followed.
- The AFAC will help develop guiding principles that may include site: functionality, accessibility, co-location, and/or sustainability. The District's Planning Department and Engineering Department are available to assist the committee's process.
- The committee identified that its first priority is to develop guiding principles for the site identification analysis.

7. Next Meeting

The next meeting is on Wednesday, September 18 at 8:30 a.m. in the Raven Room in Municipal Hall.

PUBLIC QUESTIONS

8. PUBLIC QUESTIONS

B. Brink made comments regarding pursuing government grants and factoring in arts and culture offerings in North Vancouver.

9. ADJOURNMENT

It was Moved and Seconded:

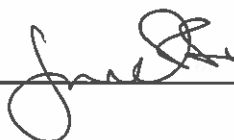
THAT the September 4, 2019, Arts Facilities Advisory Committee meeting (open session) be adjourned.

CARRIED

The meeting adjourned at 10:07 a.m.

Certified Correct:

Co-Chair



Committee Clerk

