

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**

**ARTS & CULTURE ADVISORY COMMITTEE MEETING AGENDA**

**WEDNESDAY, JULY 17, 2024**

**9:30 AM IN THE RAVEN ROOM, MUNICIPAL HALL**

*(In-person attendance only)*

**Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.**

**1. CALL TO ORDER**

*Note: Chair will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**2. APPROVAL OF AGENDA**

RECOMMENDATION:

THAT the July 17, 2024 Arts & Culture Advisory Committee meeting agenda be approved as circulated.

**3. ADOPTION OF MINUTES**

RECOMMENDATION:

THAT the June 20, 2024 Arts & Culture Advisory Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

**4. Confirm Appointments to Advisory Panels**

RECOMMENDATION:

THAT:

1. [Name] be appointed to the Ferry Building Gallery Advisory Panel; and
2. [Name] be appointed to the Public Art Advisory Panel.

**5. Arts & Culture Strategy Update Research Discussion**

RECOMMENDATION:

THAT the Arts & Culture Advisory Committee recommends that:

1. the community input on the high-level review of the Arts & Culture Strategy Update received through to July 8 is satisfactory in scope and reach;

2. staff compile all received community input from the Arts & Culture Strategy Update questionnaire, workshop, and individual meetings held up to July 8, 2024 to develop the top four to five priority strategies;
3. at its July 18th meeting, the Arts & Culture Advisory Committee review, confirm and rank the top four to five priority strategies of the Arts & Culture Strategy Update;
4. Arts & Culture Advisory Committee confirm the policy and budget implications that relate to the confirmed top four to five priority strategies of the Arts & Culture Strategy Update;
5. staff then be directed to:
  - a. bring forward a report to Council outlining the priority strategies and the associated policy and budget implications for Council consideration on October 7, 2024;
  - b. incorporate any Council-approved priority strategies into the 2025 budget process and staff work plans; and
  - c. work with key Fee for Service providers and community arts groups to develop operational action and implementation plans as they relate to the Council-approved priority strategies and develop the Arts & Culture Strategy Update 2025-2028 by the end of 2024, and bring forward for Council's consideration in January 2025.

**6. Arts & Culture Strategy Update Discussion**

RECOMMENDATION:

THAT the emerging priorities related to policy and budget implications be recommended to Council in an interim report scheduled for October 7, 2024.

**7. Council Representative Update**

RECOMMENDATION:

THAT the verbal report regarding Council Representative Update be received for information.

**8. PUBLIC QUESTIONS**

**9. NEXT MEETING**

The next Arts & Culture Advisory Committee meeting is scheduled for September 19, 2024 at 4:30 p.m. and held in-person in the Raven Room, Municipal Hall.

**10. ADJOURNMENT**

RECOMMENDATION:

THAT the July 17, 2024 Arts & Culture Advisory Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
ARTS & CULTURE ADVISORY COMMITTEE MEETING MINUTES  
RAVEN ROOM, MUNICIPAL HALL  
THURSDAY, JUNE 20, 2024**

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Voting Committee Members: S. Swan (Chair), K. Burnett, K. Hall, and S. Price attended the meeting in the Raven Room, Municipal Hall. Absent: C. Monsef and M. Wilberg.

Non-Voting Committee Members: A. Krawczyk (Kay Meek Arts Centre Board of Directors); C. Schachtel (West Vancouver Community Arts Council Board of Directors); L. Yu (West Vancouver Memorial Library Board); and Councillors N. Gambioli and L. Watt attended the meeting in the Raven Room, Municipal Hall. Absent: N. Brown (West Vancouver Board of Education).

Staff: D. Niedermayer, Senior Manager, Cultural Services (Staff Representative); C. Rosta, Cultural Services Manager; and A. Nomura, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

**1. CALL TO ORDER**

The meeting was called to order at 4:40 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the June 20, 2024 Arts & Culture Advisory Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the May 16, 2024 Arts & Culture Advisory Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Arts & Culture Strategy Update Subcommittee Report**

The Subcommittee provided an update on the work completed. Meetings with the Ambleside & Dundarave Business Improvement Association (ADBIA) and the Horseshoe Bay Business Association (HBBA) provided good feedback.

The Executive Director from the ADBIA indicated the organization is in support of arts activity that will enliven the area and increase foot traffic. Also animating green spaces. The HBBA is interested in creating ways to bring people into the community, along with installing power and a covered area in Horseshoe Bay Park

as was originally planned for the park redevelopment for small events. Both groups also indicated a need for better wayfinding signage for both Ambleside and Horseshoe Bay.

The Subcommittee will not meet with donors and funding groups at this time. This action will be deferred as it is a tactic rather than a strategy and will be coordinated with the arts community if it becomes an emerging priority.

It was Moved and Seconded:

THAT the discussion regarding Arts & Culture Strategy Update Subcommittee Report be received for information.

CARRIED

## **5. Arts & Culture Strategy Update Discussion**

To date, two workshops have been completed with the final workshop to take place on June 25, 2024. 40 individuals and 28 organizations have responded to the questionnaire. The attendance of the first two workshops has been low, the workshop on June 25 has the highest registration so far.

Concerns were raised by the Committee that not enough consultation has been done to meet the current strategy update timeline. Feedback from schools and teachers has been difficult to coordinate given the time of year. Consultation with Indigenous artists and cultural workers was scheduled for August. The Committee has not yet met with members of the Chamber of Commerce.

Council representatives suggested that the strategy update should proceed as quickly as possible to ensure any relevant budget and policy change requests are put forward for Council consideration for the 2025 budget process.

It was suggested that in lieu of meeting with schools, teachers, and students directly, staff and the Committee could work with a focus group comprised of S. Price, N. Brown, A. Krawczyk, and I. Vanderhorst (Education Coordinator with the West Vancouver Art Museum), who have expertise with school administration and students. A. Krawczyk suggested putting together a draft of the strategy update including the information about schools that is gathered from the focus group, and then consulting with actual teachers and students in September when school has resumed and request their review of the draft strategy update.

Council representatives suggested that Council needs to know what the priorities are, with a straightforward explanation of actions Council can take to support this.

The West Vancouver Memorial Library has also not yet been consulted. It was suggested that staff meet with the Director of Library Services along with a few board members for a focused meeting.

It was Moved and Seconded:

THAT the discussion regarding Arts & Culture Strategy Update Discussion be received for information.

CARRIED

## 6. Annual Work Plan Review

Committee members reviewed the work plan and made recommendations on items that need to be deferred, as the Arts & Culture Strategy Update is a priority.

The following items on the work plan will be deferred:

- Item 2: Monitor and support the progress of Council's 2024-2025 Strategic Plan objectives:
  - Strategy 6.2 to develop an arts and culture centre adjacent to a waterfront park anchored by a combined new art museum and other multi-purpose program and studio spaces: Arts & Culture Advisory Committee suggested that Council identify a location so that next steps in the process could proceed.
  - Strategy 6.8 to develop a District vision, framework, and costing for the collection of historical objects and designation of historical sites, with a goal to identifying a clear path to achieving these goals. Deferred.
- Item 3: Support capacity-building efforts for the arts and culture sector initiated by District staff or other organizations across the North Shore (workshops, forums). Deferred.
- Item 4: Review District bylaws, zoning and policies that affect the sector and make recommendations for changes in content and approach (e.g. home-based businesses, allocation of Community Amenity Contributions, busking). Deferred to outcome of the Arts & Culture Strategy Update.
- Item 6: Develop plan for an educational initiative that increases the community and Council's awareness and value of the arts, culture and heritage sector and contribution to the health and economy of a community. Deferred.

It was Moved and Seconded:

THAT the Annual Work Plan be amended as discussed.

CARRIED

## 7. Updates from Committee Members

Members were instructed to limit their update to two minutes.

- Catherine Schachtel, West Vancouver Community Arts Council (WVCAC): The WVCAC is busy with summer programming and rentals. The WVCAC has also been completing an Human Resource review, reviewing existing documentation and policies with a consultant. The consultant will be presenting their review to the board at the end of June.
- Lorena Yu, West Vancouver Memorial Library: The West Vancouver Memorial Library team has been busy working with the West Vancouver Art Museum (WVAM) on West Coast Modern Week. The Library has also launched a new program, the adult summer reading club.
- Kim Burnett, North Shore Artists' Guild: There was no update.

- Kirsten Hall, West Vancouver Art Museum (WVAM): The Art Museum is ramping up for West Coast Modern Week and is focused on trying to increase donations and sponsorships.

It was Moved and Seconded:

THAT the verbal reports regarding Updates from Committee Members be received for information.

CARRIED

## 8. Council Liaison Update

There are important public hearings occurring on Monday, June 24, regarding the Ambleside Local Area Plan, and on Tuesday, June 25, regarding the Cypress Village plan. There were no updates pertaining to arts and culture.

It was Moved and Seconded:

THAT the verbal report regarding Council Liaison Update be received for information.

CARRIED

## 9. PUBLIC QUESTIONS

There were no questions.

## 10. NEXT MEETING

Staff confirmed that the next Arts & Culture Advisory Committee meeting is scheduled for July 18, 2024 at 4:30 p.m. and held in-person in the Raven Room, Municipal Hall.

## 11. ADJOURNMENT

It was Moved and Seconded:

THAT the June 20, 2024 Arts & Culture Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:22 p.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Committee Clerk