



Town of Shelburne
Shelburne Arts and Culture
February 16, 2022, 7:00 pm
Committee Meeting - Agenda
Virtual Town Hall – 203 Main Street East



AGENDA

This document can be made available in other accessible formats and with communication supports as soon as practicable and upon request.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest**
- 3. Approval of January 19, 2022, minutes**

Motion #1
Moved by
Seconded

Recommendation: BE IT RESOLVED THAT we approve the minutes from the meeting held January 19, 2022, as presented and circulated.

- 4. Grace Tipling Hall revitalization – Vice-Chair Andrew James – Fee review**
- 5. Upcoming Partnerships - Feb / March / April**
- 6. General Information - Discussion Items**

- i. Art in the Park**

- a) **Date/Time** – July 23, 2022, from 9am to 4pm
- b) **Location** – Jack Downing Park, Greenwood Park, Natasha Paterson Memorial Pavilion
- c) **Event Items**
- d) **Budget**

- ii. Town Hall Gallery**

- iii. Webpage**

- iv. Biographs**

- v. Introduce Shelburne Arts and Culture Committee to the public**

- 7. New Business**
- 8. Confirm Date & Time of Next Meeting – March 16, 2022**

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9. Confirm Date & Time of 2022 Meeting Schedule

Meetings to commence at 7pm on the following dates:

Wednesday, January 19, 2022
Wednesday, February 16, 2022
Wednesday, March 16, 2022
Wednesday, April 20, 2022
Wednesday, May 18, 2022
Wednesday, June 15, 2022
Wednesday, July 18, 2022
Wednesday, July 20, 2022
Wednesday, August 17, 2022
Wednesday, September 21, 2022

10. Adjourn

Motion #1
Moved by
Seconded

Recommendation: BE IT RESOLVED THAT we now adjourn to reconvene at the call of the Chair.



Town of Shelburne
Shelburne Arts and Culture
January 19, 2022, 7:00 pm
Committee Meeting - Minutes Virtual
Town Hall – 203 Main Street East



Minutes

Members in attendance:

Councillor Kyle Fegan, Chair
Andrew James, Vice-Chair
Councillor Walter Benotto
Councillor Lynda Buffett
Trisha Linton
Tracy Smith
Angela Tracogna
Althea Ali – Regrets
Tristan Barrocks

Absent:

1) Call to Order

Meeting called to order at 7:02pm.

2) Disclosure of Pecuniary Interest

No Disclosures

3) Approval of minutes from the meeting held December 15, 2021

Motion #1

Moved by Councillor Walter Benotto
Seconded Trisha Linton

BE IT RESOLVED THAT we approve the minutes from the meeting held December 15, 2021, as presented, and circulated.

CARRIED

4) Annual Review of Terms of Reference and Mandate

Staff provided an overview of the Terms of Reference for the Arts and Culture Committee. Staff highlighted the following areas: All committees shall elect a chair at or soon after the first meeting of each year, quorum is needed in order to have a meeting, it has been determined that the committee will meet the Third Thursday of each month.

5) Selection of Committee Chair and Vice Chair

Committee members will be asked to indicate their interest in serving for either position or nominate someone from the committee to serve.

Motion #2

Moved by Councillor Lynda Buffett
Seconded Councillor Walter Benotto

BE IT RESOLVED That Councillor Kyle Fegan be appointed Chair of the Arts and Culture Committee and that Andrew James be appointed Vice-Chair of the Arts and Culture Committee for the remainder of 2022.

CARRIED

6) Upcoming Partnerships

Committee members discussed working together within the community with other organizations that fall under Arts and Culture and list upcoming events on the Town of Shelburne calendar. Committee members discussed reaching out to DCCBA to inquire if there is anything happening for Black History Month.

7) General Information - Discussion Items

1. Art in the Park

- a) Date/Times June 25, 2022, from 9am-4pm.

Committee members discussed changing the event from June 25, 2022 due to Fiddle Park being reserved for a Hot Rods and Butter Tart Festival on the same day. A discussion ensued regarding merging the Art in the Park event with the Canada Day event. A further discussion ensued regarding pushing the date further into the year due to the current Covid-19 pandemic. Committee members discussed the option of incorporating the Art in the Park event with Picking in the Park. Committee members agreed to change the date for the Art in the Park event to July 23, 2022. Staff has agreed to update the park rental application to the new date of July 23, 2022.

A further discussion ensued regarding this year's Multicultural Day event which will be held on June 4 or 5, 2022, the event is leaning towards being run virtually.

A discussion ensued regarding having another meeting prior to the Art in the park event on July 23, 2022. Committee members agreed to having a meeting added on July 18, 2022, at 7pm.

Motion #3

Moved by Tracy Smith
Seconded by Tristan Barrocks

BE IT RESOLVED THAT a meeting be scheduled on July 18, 2022, at 7pm to speak about the event Art in the Park.

CARRIED

b) **Location** –Natasha Paterson Memorial Pavilion, Jack Downing Park and Greenwood Park

Committee discussed where they the main stage event would be. Committee members agreed to have the main stage at Natasha Paterson Memorial Pavilion if Jack Downing park is not available.

c) **Event items**

Committee members discussed what kind of seminars they would like to have at the event and if anyone has approached anyone yet. Committee Member Tracy Smith mentioned she has reached out to someone who teaches Art for Healing, they would be interested in attending and doing a half hour seminar.

Chair Councillor Kyle Fegan approached Pete Patterson from In the Hills magazine who would also be interested in a half hour session and teach photography.

A discussion ensued regarding if committee members are able to participate in the spotlight sessions. Staff reviewed pecuniary interest with the committee, they would be able to do a session, just not be able to be paid for it. Committee members discussed reaching out to vendors for the event with Committee Member Tracy Smith being the liaison.

Committee members discussed advertising the event on the Town social media sites, Chair Councillor Kyle Fegan will work on the artwork.

Staff updated the committee on artists that are interested in participating in the event that were submitted through the Call Out To Artists email that was sent on January 19, 2022. Currently there are 7 interested parties.

Committee members discussed having the art gallery open in Town Hall during the event and hosting an art walk through various stores in the downtown core. The Shelburne BIA would like to partner with the committee for the event. Councillor Lynda Buffett will liaise with the BIA.

Committee members discussed Tracy Smith being the liaison with Town Hall staff in order to prepare the art gallery for the grand opening in conjunction with the Art in the Park event.

d) **Budget**

Committee members discussed the draft budget showing \$15,000.00 for the Arts and Culture budget. The budget has been passed and the bylaw will be going to the next council meeting on January 24, 2022.

A further discussion ensued regarding time slots for the artists and ensuring that artists have time to sanitize, set up and take down. Committee members discussed moving from five main artists to four.

Motion #4

Moved by Councillor Lynda Buffett
Seconded by Tristan Barrocks

BE IT RESOLVED THAT the Arts and Culture committee budget \$150 per artist up to a maximum of \$750 for an honorarium fee for the artists for the main stage.

CARRIED

2. Town Hall Gallery a) Purchasing Artwork

Committee members discussed how clients could purchase artwork. Committee members discussed that the artists used to pay a fee for having artwork displayed. Staff recommended to waive the fee. Staff will review how clients could purchase artwork through the town. A further discussion ensued regarding adding contact details to the artist cards with the paintings. Committee members discussed meeting with town staff to review how clients can purchase artwork feasibly.

Chair Councillor Kyle Fegan updated the committee on etransfers.

3. Webpage a) Biograph

Committee members discussed submitting biographies to the Town with up to 175 words.

4. Introduce Shelburne Arts and Culture Committee to the Public

Staff updated the committee on the email "Call Out to Artists" that was sent out on behalf of the committee. The email was sent to 83 participants, 54.2% open rate, 39 opens, 11 bounced back, 2 nonexistence, 5 suspended addresses, 4 have been resent. The form was completed by 12 artists, 7 would like to participate in events, 7 are interested in the art gallery. A further discussion ensued regarding a spelling error.

Committee members discussed adding the call out to artists to social media. Staff reviewed parameters needed for social media outlets. Vice-Chair Andrew James agreed to work on the social media posts with staff.

8) New Business

Committee members discussed an event that was held in Orangeville that was showcased in the "In the Hills" magazine where the participants painted a mural, and that it would be a great activity to do in Shelburne. Committee members asked staff to put this on the agenda for April 2022.

Staff reviewed paperwork that will be required to hold the event including safety plan, and an emergency preparedness plan. Committee members agreed that Chair Councillor Kyle Fegan, Vice-Chair Andrew James and staff will review the paperwork in a separate meeting.

Staff reviewed the press release with committee members, committee members agreed to have it sent out On January 24, 2022.

9) Confirm Date and Time of next Meeting – February 16, 2022

Councillor Walter Benotto asked all members to respond to the meeting invite to ensure we have quorum.

10) Confirm date and time of 2022 Meeting Schedule

Meetings to commence at 7pm on the following dates:

Wednesday, January 19, 2022

Wednesday, February 16, 2022

Wednesday, March 16, 2022

Wednesday, April 20, 2022

Wednesday, May 18, 2022

Wednesday, June 15, 2022

Wednesday, June 22, 2022, special meeting – Art in the Park Event

Wednesday, July 20, 2022

Wednesday, August 17, 2022

Wednesday, September 21, 2022

11) Adjourn

Motion #5

Moved by Tracy Smith

Seconded by Vice-Chair Andrew James

BE IT RESOLVED THAT we now adjourn to reconvene at the call of the Chair.

CARRIED

Meeting adjourned at 8:14pm.