



Town of Shelburne  
Shelburne Arts and Culture  
July 21, 2021, 7:00 pm  
Committee Meeting - Minutes  
Virtual Town Hall – 203 Main Street East

## Minutes

### Members in attendance:

Councillor Kyle Fegan  
Councillor Lynda Buffett  
Tracy Smith  
Wendy Reid  
Andrew James  
Althea Alli  
Tristan Barrocks  
Trisha Linton

### Absent:

Councillor Walter Benotto  
Angela Tracogna

#### 1) Call to Order

Staff called the meeting to order at 7:01 p.m. in the absence of having a chair or vice - chair appointed.

#### 2) Disclosure of Pecuniary Interest

No Disclosures

#### 3) Introduction of Committee Members - Round Table

Committee members introduced themselves.

#### 4) Committee Terms of Reference – Mandate and focus of the Committee, Roles and Expectations

Staff provided an overview of the terms of reference and mandate of 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, committee members shall be appointed for the Term of Council, all committees shall elect a secretary, the town has appointed Melissa as the secretary, all committees shall adhere to the town's procedural bylaw, transparency and accountability policy, and other policies as directed by Council. Committees are not permitted to hold in-camera meetings as

part of the Municipal Act. A schedule of meeting dates and times are to be provided to the Town, it has been determined that the committee will meet the third Wednesday of each month. Minutes will be provided at the following meeting, once they have been approved and adopted, they will be sent to council. All meetings are to be held in an open transparent forum for public attendance. Committees shall represent their recommendations to Council through resolutions.

#### 5) Selection of Committee Chair and Vice Chair

Staff provided a general overview of the role of advisory committee Chairs.

Committee members reviewed nominations for both positions of the Chair and Vice-Chair.

Motion # 1

Moved By: Councillor Lynda Buffett

Seconded By: Andrew James

BE IT RESOLVED Councillor Kyle Fegan be appointed Chair of the Arts and Culture Committee for the remainder of 2021.

CARRIED

Motion # 2

Moved By: Althea Alli

Seconded By: Councillor Kyle Fegan

BE IT RESOLVED Andrew James be appointed Co-Chair of the Arts and Culture Committee for the remainder of 2021.

CARRIED

#### 6) Mandate – as set by Council at their February 11, 2019, meeting – the mandate for the committee is as follows - To advise Council and staff on policies, and to develop plans and programming designed to promote culture and the arts within the community – review and discussion.

Staff provided an overview on the Art and Culture Mandate.

Committee members discussed the mandate and how they would like to expand and bring forward ideas for the committee to move forward and be more active.

Ideas that were discussed:

- Community inclusive art events
- Expand / promoting / increasing awareness of Town Hall art gallery
- More community art projects like the Community Flag (handprints)
- Film Festival that would be Dufferin County wide, housed in Shelburne
- Encourage film as a medium

- More activities for kids
- Public art more in town
- Expand the Orangeville Blues and Jazz Festival and partner with them and bring some into Shelburne
- Artist's studio space
- Arts Centre
- Events where artists perform/create, and people can meet the artist
- Live music and art displayed at the farmer's market
- Celebration and education of other cultures
- Utilize Jack Downing Park by having events
  - Music
  - Art
  - Performance
  - Painters
- Incorporate a show and a restaurant package
- Expand Multicultural art
- Have performances and movie nights outdoors, make this part of the mandate
- Outdoor movie nights
- Utilize Grace Tipling Hall more
- Art in the park event
- Art Gallery awareness, rotate art every two month
- Create a web page for the art gallery
- Art classes held at Town Hall
- Display Multicultural pieces at Town Hall in June
- Display Black History Month pieces at Town Hall in February
- Build and promote existing events in the community
- Create a journey and tie in all the events and ideas
- Celebrate our heritage and embrace our culture dynamics
- Contract services that can do videos on local talent and sharing their stories
- Create a list of artists in the area
- Create a bi-annual Shelburne Arts and Culture magazine and showcase local artists and promote events that are being put together
- Newsletter
- Town Page in the Free Press
- Branding / Logo for the committee
- Use Town Social Media Accounts to promote
- Introduce ourselves to the public

Committee members agreed to have the below items added to the next agenda as discussion items:

- Art in the park event, start planning possibly Christmas Time
- Webpage for the art gallery
- Creation of a logo
- Call out to all artists to complete a profile online
- Introduce the committee to the public

Committee members discussed a budget for the committee and what it would look like depending on the project. Staff reviewed how to proceed with a budget for the committee. Budget discussions start in September for the 2022 budget.

#### 7) General Information

Staff reviewed that general information and new business would be discussed under this category item in future committee meetings.

A discussion ensued regarding if there is a list or database of existing artists. Councillor Buffett committed to investigating if there is a list from the Town Hall Gallery Committee.

#### 8) Confirm Date & Time of Next Meeting – August 18, 2021

Staff reviewed that quorum is needed to run a meeting. The committee has 10 members, quorum is 50% of the committee plus 1. The committee will need 6 members to hold valid meetings.

#### 9) Adjourn

Meeting adjourned at 7:55 p.m.