

## REPORT

**REPORT TO:** Mayor Bonnette and Members of Council

**REPORT FROM:** Catherine McLeod, Cultural Development Coordinator

**DATE:** June 22, 2018

**REPORT NO.:** ADMIN-2018-0014

**RE:** Halton Hills Cultural Roundtable 2017 Year End Report and 2018 Workplan

### RECOMMENDATION:

THAT report No. ADMIN-2018-0014, dated June 22, 2018, regarding the Halton Hills Cultural Roundtable (HHCR) 2017 Year End Report and 2018 Annual Workplan be received;

AND FURTHER THAT Council endorse the 2017 Year End Report and the 2018 Annual Workplan, as submitted by the HHCR;

AND FURTHER THAT Town staff continue to collaborate with the HHCR in the implementation of the 2018 Annual Workplan and report back to the Community and Corporate Affairs Committee on its delivery and impact, including the review of the existing MOU between the Town and the HHCR, and confirmation of roles and responsibilities.

### BACKGROUND:

The Halton Hills Cultural Roundtable (“HHCR”) is celebrating its 10<sup>th</sup> anniversary this year. The Roundtable (originally the “Advocacy Committee for an Arts, Culture and Heritage Action Plan”), was initially supported and developed through two grants from the Ontario Trillium Foundation for a period of two and half years from 2008 to mid-2011. The Roundtable incorporated as a provincial not-for-profit in 2011.

As part of the Town’s 2011 Operating Budget, Council approved an annual allocation of \$40,000 related to a service contract with the HHCR to provide cultural services on behalf of the Town. This MOU was approved via Report No. R-2011-0023, dated April 20, 2011, and was in effect until 2015. A second MOU, with minimal updates to the previous version, was approved via Report No. CSS-2015-0013 dated November 18, 2015. The latter MOU covers the period between January 1<sup>st</sup> 2016 and December 31<sup>st</sup>, 2019 for \$40,000/year, plus an economic adjustment approved by Council starting in 2017.

Over the past 6.5 years the Roundtable has been the Town's main partner in developing and implementing the Cultural Master Plan and has actively represented cultural interests on numerous committees and as part of various initiatives.

The Town's Cultural Services division was formed in 2015 and was initially delivered through partial time allocations from staff in several departments until 2017 when a part-time cultural resource was put in place. As part of an organizational refinement in mid-2017, a new Cultural Services section was established within the CAO's Office – the "Economic Development, Innovation and Culture" division. As part of the 2018 Budget submission, Council approved the transition of the part-time contract Cultural Development Coordinator to a full-time permanent position. In doing so, the Town assumed an active role in the development and delivery of cultural services. The efforts of the HHCR and its volunteers were a major driving factor behind the Town putting in place a dedicated cultural services resource.

## **COMMENTS:**

The purpose of this report is to update Council on the key accomplishments achieved by the HHCR in 2017 and to obtain endorsement for the HHCR's Annual workplan for the remainder of 2018.

Typically, the Year End Report and the Annual Workplan would be submitted in February. This year, the submission deadline was pushed back due to ongoing discussions between the Town and the HHCR related to updated roles and responsibilities, priority alignment, and the need to ensure effective implementation of the existing MOU while avoiding duplication of effort.

## **1. 2017 Achievements**

The 2017 Year End Report (attached under separate cover as Appendix 1) summarizes the Roundtable's activities and key successes for the previous year. Notable highlights include:

- Planning and hosting a successful Canada 150 edition of the annual Cultural Symposium including recognizing 13 individuals, events and organizations with Arts Alive Awards (presented once every 3 years).
- Co-leading the second year of the Student Events Team with the Chamber of Commerce through which 26 local events were supported.
- Participation on and input to various Town committees, including Canada 150, Destination Downtown, Vision Georgetown, Culture Days, and the Sustainability Implementation Committee.

- Regular meetings with the Economic Development, Innovation and Culture division to align priorities, coordinate actions, and ensure the continued elevation of cultural initiatives and their connection to economic development.

## **2. 2018 Workplan**

Per the MOU, the HHCR prepared an annual plan in coordination with Town staff. Attached under separate cover as Appendix 2, this workplan was developed to ensure alignment with Council's Strategic Plan and applicable business plan priorities, maximize cultural benefits, ensure effective MOU implementation, avoid duplication of services and achieve measurable impacts.

Main areas of focus for the remainder of 2018 include:

- Communication of professional development, networking and funding opportunities to the cultural community, and of arts and cultural opportunities/events to residents and visitors.
- Review of the existing MOU between the Town and the HHCR, and a discussion and confirmation of roles and responsibilities.

The development of the Cultural Services section at the Town, and the Town's direct involvement and leadership in cultural initiatives, has contributed to significantly elevating culture and its relationship with economic development. Because of this shift, there is a need to review the existing MOU.

- Participation in the review and planning of direct organizational support roles and services being undertaken by the Town's Community Development staff.
- Identification of funding opportunities for cultural programs and serving as the community-based grant applicant for Town-based cultural program initiatives.
- Enhanced support to the Culture Days initiative, including raising the event's profile through existing networks and helping to engage new cultural individuals, businesses and groups to participate.
- Participation in local planning exercises and committees to bring a community-based arts and cultural perspective.
- Organization of the 2018 and 2019 annual Cultural Symposiums (the 2018 Symposium has already been completed).

- Support of summer events from a community development and tourism perspective.
- HHCR organizational development with the goal of developing a forward-looking vision/mission, goals and operating structure for the work of the HHCR.

The 2017 Year End report and 2018 Workplan were approved by the HHCR Board at its June 21, 2018 meeting.

### **RELATIONSHIP TO STRATEGIC PLAN:**

The HHCR's work supports implementation of the Strategic Plan's top eight priorities, including those related to:

- Continuing to implement the Community Sustainability Strategy, in particular as it relates to the Cultural Vibrancy pillar.
- Working with community partners, including the HHCR, to promote sports, heritage, countryside, agricultural and eco-tourism.
- Effective, efficient and economical delivery of the Town's existing services.

### **FINANCIAL IMPACT:**

This report has no direct financial impact.

### **CONSULTATION:**

A number of meetings were held between the Town and the HHCR. This included the HHCR's Executive; Economic Development, Innovation and Culture staff; as well as Recreation and Parks (Community Development) staff.

### **PUBLIC ENGAGEMENT:**

This report has no direct public engagement impact.

### **SUSTAINABILITY IMPLICATIONS:**

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendations outlined in this report advance the Strategy's implementation.

This report supports the Cultural Vibrancy and Social Well-being pillars of Sustainability, and in summary the alignment of this report with the Community Sustainability Strategy is **Good**.

**COMMUNICATIONS:**

The HHCR will be notified of Council's disposition of this report. Town staff will continue to work with the HHCR to implement the 2018 Workplan.

**CONCLUSION:**

This report presented a summary of the HHCR's 2017 accomplishments and a 2018 Workplan. Town staff will continue to collaborate with the HHCR as the Roundtable implements the 2018 Workplan in support of Halton Hills' cultural sector and its vibrancy.

Reviewed and Approved by,

Handwritten signature of Damian Szybalski in black ink.

Damian Szybalski, Manager Economic Development, Innovation & Culture

Handwritten signature of Brent Marshall in black ink.

Brent Marshall, CAO