



AGENDA

REGULAR MEETING OF THE ARTS AND HERITAGE COMMITTEE OF THE TOWN OF TABER,
TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON TUESDAY,
JUNE 21, 2022 AT 5:30 PM.

	<u>MOTION</u>
1. CALL TO ORDER	
2. APPROVAL OF THE AGENDA	X
3. ADOPTION OF THE MINUTES	
ITEM No.3.1 Arts and Heritage Committee Minutes	X
ITEM No.3.2 Arts and Heritage Committee Minutes	X
4. BUSINESS ARISING FROM THE MINUTES - None	
5. ACTION ITEMS	
ITEM No.5.1 Downtown Revitalization: Mural / Banner Project	X
ITEM No.5.2 Arts & Heritage Committee Information Item	
ITEM No.5.3 Arts & Heritage Committee Standing Item	
6. DELEGATION	
ITEM No.6.1 Communities in Bloom Delegation	X
7. MEDIA INQUIRIES	
8. CLOSED SESSION - None	
9. OPEN SESSION - None	
10. CLOSE OF MEETING	X



Arts and Heritage Committee Request for Decision

Meeting Date: June 21, 2022

Subject:
Arts and Heritage Committee Minutes

Recommendation:
That the Arts and Heritage Committee adopts the Minutes of the Regular Meeting of the Arts and Heritage Committee held on March 15, 2022 as presented.

Background:
Minutes of the Regular Meeting of the Arts and Heritage Committee held on March 15, 2022.

Legislation / Authority:
MGA, Section 208(1)(a)(c)

Strategic Plan Alignment:
N/A

Financial Implication:
N/A

Service Level / Staff Resource Implication:
N/A

Justification:
Approval of minutes is in accordance with the Municipal Government Act Section 208



Alternative(s):

That the Arts and Heritage Committee adopts the Minutes of the Regular Meeting of the Arts and Heritage Committee held on March 15, 2022 as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Marty Planger

Chief Administrative Officer (CAO) or Designate: _____

03/2022

MINUTES OF THE ARTS & HERITAGE COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING ON March 15, 2022, AT 5:30 PM.

PRESENT:

Tasha Tams
Jeff Bronsch
Councillor Carly Firth
Councillor Tamara Miyanaga (Remotely)
Councillor Joanne Sorensen (Remotely)

ABSENT: Joshua Beebe
Mandy Simmons

ALSO PRESENT:

Brian Martin – Recreation Manager
Emily Hembrough – ACE Coordinator

CALL TO ORDER

T. Tams called the Regular Meeting of the Arts & Heritage Committee to order at 5:33 PM.

ADOPTION OF THE AGENDA

RES. 18/2022 MOVED by Councillor C. Firth that the Arts & Heritage adopt the agenda as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

A) Regular meeting – February 15, 2022

RES. 19/2022 MOVED by J. Bronsch that the Arts & Heritage Committee adopts the Minutes of the Regular Meeting of the Arts & Heritage Committee held on February 15, 2022, as presented.

CARRIED UNANIMOUSLY

DELEGATION – None

BUSINESS ARISING FROM THE MINUTES - None

ACTION ITEMS

A) Busking

A year ago, Council decided to allow busking at certain Town of Taber organized events as a trial to see how much interest there is and to allow administration a chance to see if there are any major concerns that arise. Administration was directed to bring the topic back to Council after 1 year and at this time they wanted to give the Arts & Heritage Committee a chance to make recommendations to Council, as the initiative started with them.

While busking at the Farmers' Market was a success and was a nice addition to the park event, with only 5 participants, many committee members voiced there may not be a need for changing processes at this time. The members would like to support moving forward and discussed how they would like to see the town proceed.

A discussion occurred around possibly offering busking spots around town and offer a busking permit, however the concern is with businesses owners may not want the "panhandling" aspect of busking outside of their place of business. Perception to clientele/customers may have a negative impact on their livelihood.

It was also noted that in order to encourage buskers, the process laid out must be simple and not too daunting. Many liked the suggestion that buskers would only require CAO approval as the demand is currently not too high. If the situation changes and the demand increases, then the town may decide to relook at its procedures/policies at that time.

The Members also discussed the need for the use of amplifiers while busking. While some thought amps should not be used, others disagreed that in environments like the Market where there are so many people, food truck generators, etc., they are required. Many buskers use portable speakers and some voiced they should be supplying their own. This opens up having to regulating size permitted and having to "police" the participants. This is why last year administration decided to rent equipment, for a minimal charge for the markets and equipment would be consistent for everyone.

RES. 20/2022 MOVED by J. Bronsch that the Arts and Heritage Committee recommends that Council direct Administration to continue to include busking at Town run events, and for administration to include Chief Administrative Officer approval for busking in all other scenarios in the Business License Bylaw / Community Standards Bylaw and recommends administration to continue providing amplification for the 2022 Market Season.

CARRIED

Councillor J. Sorensen had to leave the meeting at 6:22 pm due to poor connection.

B) Arts & Heritage Committee Information Item

E. Hembrough reviewed the items in this agenda line by line with the committee. Members discussed the proposed location for the Community Garden would be the Ernest Meyer Park if the grant is successful and possibly planning the Yates and CASA tours to be May 17 which is a regular meeting night.

RES. 21/2022 MOVED by M. Simmons that the Arts and Heritage Committee accepts the material received in this agenda item as information.

CARRIED UNANIMOUSLY

Councillor T. Miyanaga had to leave the meeting at 6:27 pm.

C) Standing Item – Arts & Heritage Committee Requests

Mirroring Council's agenda, this item gives the Committee an opportunity to bring forth anything they would like Administration to bring back at future meetings. Further discussion occurred as to what type of items and what it might look like.

The Committee expressed appreciation for the focus group meeting held the previous week and thought it might be beneficial to have each February after nominations to remind everyone of meeting protocols and to reiterate focus and purpose of the committee.

MEDIA INQUIRIES - None

CLOSED SESSION - None

CLOSE OF MEETING

RES. 22/2022 MOVED by Councillor C. Firth that this Regular Meeting of the Taber Arts and Heritage Committee is hereby closed.

CARRIED UNANIMOUSLY AT 6:31 PM

CHAIRMAN

Arts and Heritage Committee Request for Decision

Meeting Date: June 21, 2022

Subject:
Arts and Heritage Committee Minutes

Recommendation:
That the Arts and Heritage Committee adopts the Minutes of the Regular Meeting of the Arts and Heritage Committee held on May 17, 2022 as presented.

Background:
Minutes of the Regular Meeting of the Arts and Heritage Committee held on May 17, 2022.

Legislation / Authority:
MGA, Section 208(1)(a)(c)

Strategic Plan Alignment:
N/A

Financial Implication:
N/A

Service Level / Staff Resource Implication:
N/A

Justification:
Approval of minutes is in accordance with the Municipal Government Act Section 208



Alternative(s):

That the Arts and Heritage Committee adopts the Minutes of the Regular Meeting of the Arts and Heritage Committee held on May 17, 2022 as amended.

Attachment(s): May 17, 2022 Minutes

APPROVALS:

Originated By:
Marty Planger

Chief Administrative Officer (CAO) or Designate: _____

04/2022

MINUTES OF THE ARTS & HERITAGE COMMITTEE MEETING HELD IN THE YATES THEATRE AND CASA BUILDING IN LETHBRIDGE ON May 17, 2022, AT 5:00 PM.

PRESENT:

Tasha Tams
Jeff Bronsch
Councillor Carly Firth
Councillor Tamara Miyanaga (Remotely)
Councillor Joanne Sorensen (Remotely)
Mandy Simmons

ABSENT: None

ALSO PRESENT:

Emily Hembrough – ACE Coordinator

MEETING

In lieu of the May 2022 Regular Arts & Heritage Committee Meeting, the members decided to take a tour of the Yates Theatre and the CASA Building in Lethbridge, as an information gathering expedition. The group left Taber at 5:00 pm

At 6:00 pm the Committee Members met with Scott Carpenter (the Yates Theatre Facility Programmer) who showed the facility (including the entrance/lobby, both theatres, the basement / green room, rehearsal dance space, sewing room, costume rooms, and change rooms.

At 7:00 pm the Committee Members then met at the CASA facility with Brad Goruk (CASA's Operations & Maintenance Manager), who showed the space and classes/studios. He highlighted the different rental options, the way they advertise, the art exhibits, and how they procure the artist for the exhibits.

The members discussed the next meeting date, and decided to keep it the same.

No MOTIONS were made at this meeting.

CLOSE OF MEETING

The Members arrived back in Taber at 10:00 pm.

Draft

Arts and Heritage Committee Request for Decision

Meeting Date: 6/21/2022

Subject:

Downtown Revitalization: Mural / Banner Project

Recommendation:

That the Art & Heritage Committee appoints ____ and ____ to the Mural Project Sub Committee.

AND

That the Art & Heritage Committee appoints ____ and ____ to the Banner Sub Committee.

Background:

The Town of Taber has been lucky to have received a grant for Canada Community Revitalization Fund for the Downtown Revitalization.

Included in this project is:

1. Bulb outs
2. New light posts
3. Street light banners
4. Murals

The portion of this project that is specifically related to the Art & Heritage Committee is the murals and the banners. The grant submission requested to do six (6) murals in the Downtown District working with building owners. The focus to be on expansive blank walls to assist in visual interest.

We are going to turn both of these into competitions to local artists in Southern Alberta to propose their ideas through the Request for Proposals (RFP) process. After meeting with Megan Sushelnitski (the Procurement Specialist for the Town), the ACE Coordinator received the RFP Process in which we will follow (see attached) to complete the mural portion and the banner portion of the Downtown Revitalization project.

We are hoping to have a discussion on what the Art & Heritage Committee would like to see on the murals as well as some key descriptive words we can put in our RFQ and RFP for artists to understand what we are looking for such as;

1. Vibrant
2. Beautiful
3. Heritage / Historic
4. recognizable



5. Agriculture
6. Eclectic
7. Sense of Place
8. Photo Interactive

The A&H Committee needs to appoint two members (who preferably have a liking / knowledge of art/murals) to form a sub committee to help filter and short list the original submissions for A&H Committee to make the final decisions. These two members will need to be available very specific times to ensure that this project is completed on time: 5pm on Thursday July 21st. We also need to have an Art & Heritage Committee meeting on July 26th to ensure that the deadlines are met and the A&H Committee can make the final decision.

Legislation / Authority:

Municipal Development Plan

Strategic Plan Alignment:

Strategic Plan: Enhance Sense of Community #3 develop and promote Taber's local arts community.

Financial Implication:

This is not a budgeted project, but the grant will cover the murals

Service Level / Staff Resource Implication:

Staff resources to post RFQ's and RFP's, host meetings to short list and choose the local artists that will be awarded the work.

Justification:

To ensure that the Art & Heritage Committee is following the appropriate steps and being well informed on the local art in the community.

Alternative(s):

1. That the Art & Heritage Committee does not appoint any members to the Mural Project Sub Committee.

Attachment(s): Procurement Process

APPROVALS:

Originated By:

Chief Administrative Officer (CAO) or Designate:

Call for Artist Submission – Order of Events

RFQ

- Town of Taber will issue a Request for Qualifications (RFQ) posted to the Town of Taber's bidding system (Bids&Tenders) and Alberta Purchasing Connection (APC) for 2 weeks to ensure the project's available to as many Albertan artists as possible. We will also share this link with CASA (Lethbridge), which will then be shared through their newsletter and website which will reach more local artists.
- This process will provide the Town with the Artist's qualifications and their vision of their art piece.

Review / Short List

- Submissions would be provided to the Town, who will then filter down qualified submissions to the sub-committee.
- Sub-committee will short list 6 artists

RFP

- The Town will issue a Request for Proposal (RFP) to the 6 short listed, which will be posted on the Town's bidding system for 1 week, and sent directly to the 6 short listed artists.
- The RFP would require each of the short listed artists to submit a to-scale mock-up/detailed drawing of what they plan to create.
- Artist will submit budget based on their submission

Award

- Sub committee will bring their recommendation to the Art & Heritage Committee for their approval.
- Once Art & Heritage Committee approves, the Town will issue the notice of award/regret letters.
- Contracts will be issues

Arts and Heritage Committee Request for Decision

Meeting Date: June 21, 2022

Subject:

Arts & Heritage Committee Information Item

Recommendation:

No motion is required.

Background:

1. April

1. Hosted our 1st ever Home & Rec Show. 22 exhibitors. 300+ people through.
2. Hosted the second easter garden kits. They did not sell like they did last year.
3. Recipient of the Alberta Conservation Association Grant for \$3,000.00 for Kids Can Catch.
4. Recipient of the Provincial Co-host of Alberta Seniors Week for \$5,000.00
5. Recipient of the ParticipACTION grant for \$500.00
6. Recipient of the Federal Government Heritage Grant for \$9,150 for Canada Day

2. MAY:

1. Recipient of the Henry S. Varley Fund Grant for \$10,000 for the Veteran Oral History Project
2. Recipient of the Federal Government Her Majesty Jubilee Grant for \$4,000 for the Veteran Oral History Project
3. Received the remaining \$2,600 from Council for the Veteran Oral History Project.

4. Hosted our 3rd Annual Backyard BBQ Competition (May 14th) Total of 12 teams for the rib competition, 6 teams for the kid's hot dog competition, and sold 317 dinner tickets. Donated \$4,529.37 to the Taber Charity Auction.
5. Hosted a Photography Exhibit at the Administration Building through Kaleidoscope (FCSS) and Southern Alberta Art Gallery / attended opening day May 18th
6. Selected and completed the co-host of the Alberta governments Provincial Launch of Seniors Week on June 6th - approximately 300 people came through the doors throughout the day.
7. Attended a Downtown Revitalization meeting with Communities in Bloom.
8. Taber is rallying to win \$100,000 and the title of Canada's Most Active Community through ParticipACTION. Download the app or fill it out online and track ALL active minutes from June 1st to 30th.
9. Summer Programs Leader started working/ already advertising the Summer Programs (July 11th Start) registrations open on June 15th.
10. Farmers Markets start on June 16th and are every Thursday from 4-7pm in Confederation Park.
11. 3rd annual Kids Can Catch: June 18th
12. Cornfest Fun Run is August 27th – this year is the 30th anniversary!

Legislation / Authority:

N/A

Strategic Plan Alignment:

General information, therefore, it does not specifically apply.

Financial Implication:

Staff resources to be utilized for all items listed above.

Service Level / Staff Resource Implication:

Staff resources to be utilized for all items listed above.



Justification:

To keep the Arts & Heritage Committee informed of the current municipal information correspondences.

Alternative(s):

1. The Arts & Heritage Committee could seek clarification on any matters from administration.
2. The Arts & Heritage Committee could discuss, in depth, any matters raised by this communication and take action through resolution.

Attachment(s):

APPROVALS:

Originated By:

Chief Administrative Officer (CAO) or Designate: _____

Arts and Heritage Committee Request for Decision

Meeting Date: June 21, 2022

Subject:

Arts & Heritage Committee Standing Item

Recommendation:

That the Art & Heritage Committee uses this standing agenda item opportunity to address administration about their concerns, ask questions and direct municipal resources.

Background:

To assist in this information sharing and ensure agreement on the relative importance of activities, and to facilitate a common understanding, administration established a standing item on the Arts & Heritage Committee agenda that would allow the members to raise issues of individual concern.

This allows discussions amongst the Arts & Heritage Committee members and with administration on how best to deal with these concerns. It is an opportunity for the Art & Heritage Committee to provide suggestions or direction to administration as to how best proceed. The intention of this RFD is for items to be brought forward from the floor at the meeting.

Legislation / Authority:

Bylaw 16-2019

Strategic Plan Alignment:

Improve Internal & External Communications

Financial Implication:

The financial implication will vary depending on the discussion outcomes but should consider the alignment of Town facility and service provision with the approved budget.

Service Level / Staff Resource Implication:

Having a regular Arts & Heritage Committee discussion about service levels will improve the ability of administration to meet the expectations of the Arts & Heritage Committee rather than dealing with the request of individuals on an ad hoc basis.

Justification:

This will bring administration efficiencies and the better alignment of service and expenditures with the budget. It will also help with communication protocols.



Alternative(s):

Alternatives will vary based on the discussion.

Attachment(s): Standing Item

APPROVALS:

Originated By:

Marty Planger

Chief Administrative Officer (CAO) or Designate:  _____

Committee Date	Resolution #	Resolution (if applicable)	Assigned to	Complete?	Request return to committee
July 21, 2020	11/2020	MOVED by Councillor M Garner that the Arts & Heritage Committee recommends to Council to only shoot high altitude fireworks at the gold course for Canada Day and Cornfest due to safety reasons and maximum enjoyment by citizens.	ACE	YES	
September 15, 2020	N/A	Look at uping the entertainment for Winter Festival (bands, parade, etc.) This was left with the ACE Coordinator to explore options with the limited budget	ACE	YES	
November 17, 2020	20/2020	MOVED by Councillor T. Miyanaga that the Arts & Heritage Committee direct administration to investigate/ research street performers/ busking and whether or not legislation is required	ACE	YES	March 2022
January 18, 2022		Focus Group Discussion			



Arts and Heritage Committee Request for Decision

Meeting Date: 6/21/2022

Subject:
Communities in Bloom Delegation

Recommendation:

That the Art & Heritage Committee accepts the following presentation as information.

Background:

Administration has been meeting with the Communities in Bloom organization about the Mural Project that they were organizing / facilitating to come up with a way to run parallel with our Downtown Revitalization project.

Communities in Bloom would like to present their mural project to the Art & Heritage Committee to keep everyone informed.

Legislation / Authority:
MGA Section 6

Strategic Plan Alignment:
Internal & External Communications
Develop Community & Promote Growth

Financial Implication:
N/A

Service Level / Staff Resource Implication:
N/A

Justification:
Would be an excellent partnership for the Town.

Alternative(s):

1. That the Art & Heritage Committee does not accept the following as information.



Attachment(s):

APPROVALS:

Originated By:

Chief Administrative Officer (CAO) or Designate:


