



Cultural Plan Task Force Agenda
Town of Orangeville
Electronic Participation – Chair and Secretary participating remotely
Tuesday, December 8, 2020 – 2:00 p.m.

Notice

Due to efforts to contain the spread of COVID-19 the Cultural Plan Task Force will be meeting electronically until further notice.

Prior to the meeting, written comments may be sent to the Secretary of the Cultural Plan Task Force by email to edo@orangeville.ca. Such written comments will become part of the public record.

Members of the public may access the meeting on the above-noted date and time by telephone at:

1-(289) 801-5774

Conference ID: 594 510 029#

Please note that your full name and comments will be part of the public record and will be included in the minutes of the meeting.

Accessibility Accommodations

If you require access to information in an alternate format, please contact the Clerk's division by phone at 519-941-0440 x 2256 or via email at clerksdept@orangeville.ca

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- 1 Call to Order**
 - 2 Disclosures of (Direct or Indirect) Pecuniary Interest**
 - 3 Agenda**
Approval of Agenda for December 8, 2020
 - 4 Adoption of Minutes of Previous Meeting**
Recommendation:

That the minutes of the following meeting are approved:

- June 18, 2020

5 Other Business

Councillor Post will provide a brief overview of the 2021 Cultural Plan Task Force Work Plan

6 Closed Session

Confidential verbal report from staff and discussion regarding personal matters about an identifiable individual, including municipal or local board employees and information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them – Selection of the Winning Children's Library Card Design for each category.

7 Date of next meeting

8 Adjournment



4.

Electronic Participation

The Corporation of the Town of Orangeville
Chair and Committee Secretary participated remotely

Minutes of an Electronic Meeting of the Cultural Plan Task Force Held on Thursday, June 18, 2020 at 11:00 a.m.

Please note that all attendees participated electronically.

Members Present

Councillor Lisa Post
RaDeana Montgomery, Cultural Entrepreneur Representative
Donna Henderson, Dufferin Arts Council Representative
Alison Scheel, BIA Representative
Peter Ross, Blues and Jazz Representative
David Nairn, Theatre Orangeville Representative

Staff

Ruth Phillips, Staff Liaison, Economic Development & Culture
Betty Ann Lusk, Economic Development & Culture
Katrina Lemire, Economic Development & Culture

Councillor Post advised that due to efforts to contain the spread of COVID-19, the Cultural Plan Task Force (CPTF) will continue to meet electronically until further notice.

1 Call to Order

Councillor Post called the meeting to order at 11:08 a.m.

2 Disclosures of (Direct or Indirect) Pecuniary Interest

None

3 Agenda

Ruth Phillips requested that Other Business (item 8) be brought forward in the agenda during the open committee meeting.

Recommendation 2020-001

Moved by Ms. Donna Henderson

That the agenda for June 18, 2020 CPTF meeting be amended to move Item 8 - Other Business forward ahead of going into closed session, and that the agenda be approved as amended.

Carried.

4 Adoption of Minutes of Previous Meeting

Recommendation 2020-002

Moved by David Nairn

That the minutes for the September 18, 2019 CPTF meeting be approved.

Carried.

5 Other Business

Alison Scheel said the Farmers' Market opened with online ordering and curbside pickup earlier in the month. Alison Scheel said that 14 - 15 vendors participated, and that product was kept in their vehicles and could not be displayed. She said the market looked much different but that vendors were pleased with the business.

Raymond Osmond said that the Town is working on a protocol to address the lack of public washrooms at the market.

David Nairn told the committee that Theatre Orangeville is delivering classes and workshops online, and that it is still unknown when this industry will be allowed to resume business as usual. He said that Theatre Orangeville still has a core staff of 6 - 7 people who are looking at various scenarios of what live theatre will look like after COVID.

Ruth Phillips advised the committee that completion of a new Tourism Strategy and Action Plan had been launched in May. She said the consulting firm, Bannikin Travel & Tourism, will incorporate COVID-19 recovery measures as part of the framework for the Town's short-and long-term tourism development objectives. She said that community input would be gathered through in-depth interviews with stakeholders and that all are welcome to attend a virtual public meeting scheduled for July 7 at 7:00 p.m.

6 Arts and Culture Awards

Katrina Lemire provided an overview of the general criteria and timelines proposed to deliver the 2020 Arts and Culture Awards in consideration of the pandemic restrictions.

Katrina Lemire said that the award categories would remain the same as last year and that nominations would open for digital submissions on July 20th. She said nominations would close on August 28th and then nominees would have until September 18 to provide any further information.

Katrina Lemire said Culture Days are being recognized from September 25 – October 25 this year. She said the Arts and Culture Award submissions would be judged by an external judging panel and announced via a virtual celebration on Thursday, October 22, 2020.

7 Closed Session

Recommendation 2020-003

Moved by David Nairn

That a closed meeting of the Committee be held pursuant to s. 239 (2) of the Municipal Act for the purposes of considering the following subject matters:

Confidential verbal report from Katrina Lemire regarding personal matters about an identifiable individual, including municipal or local board employees and information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them – Selection of Award Recipients.

Carried.

The CPTF convened into Closed session at 11:24 a.m.

Recommendation 2020-004

Moved by David Nairn

That CPTF convene into open session at 12:43 p.m.

Carried.

Recommendation 2020-005

Moved by David Nairn

That the confidential verbal report by Katrina Lemire regarding personal matters about an identifiable individual, including municipal or local board employees and information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them – Selection of Award Recipients be received; and

That staff proceed as directed.

Carried.

8 Date of next meeting

The next CPTF will be held at the call of the Chair.

9 Adjournment

Recommendation 2020-6

Moved by David Nairn

That the meeting adjourn at 12:45 p.m.

Carried.

Councillor Lisa Post,
Task Force Chair

**Cultural Plan Task Force Meeting
Electronic Participation Protocol
(during Emergency declaration)**

Meeting Date: Tuesday, December 8, 2020

Note: The Procedure By-law shall continue to apply to Cultural Plan Task Force meetings that allow for electronic participation (also referred to as electronic meetings) during a declared emergency held pursuant to this Protocol.

General

- The method and technology used for electronic meetings shall be determined by the Committee Secretary, based on the resources available at the time and the prevailing circumstances and context for a meeting.
- The Chair (or designate) shall lead the meeting and may be present from a designated meeting location supported by the Committee Secretary (or designate), where possible.
- For any technology matters unforeseen and not clearly identified within these rules, the matter shall be decided by the Committee Secretary.

Voting

- The Chair will call the vote, and in doing so will ask for any objections to the motion being carried. If no objections are raised, then the motion is deemed to be carried.
- Chair to announce the decision to the Committee.

Member Conduct

- Each member participating in a meeting electronically shall be available at least twenty (20) minutes before the beginning of the scheduled meeting to assist staff in confirming establishment of the electronic connection and to troubleshoot any possible issues.
- Each member participating in a meeting electronically will mute their electronic device when not speaking and/or it will be muted by meeting support staff, depending on the technology used for the meeting.
- At the start of the meeting, the Chair shall conduct a roll call by voice (calling out each Member).
- In order to ensure that the meeting maintains quorum, a member participating electronically must advise verbally that they are leaving the meeting before ending their participation and/or if they re-enter the meeting, which will be noted in the minutes.
- The Chair will announce each agenda item on the floor of the meeting and shall maintain an orderly meeting process keeping members informed.
- For each item of the agenda being considered by the Committee, the following process will be followed:
 - The Chair will announce each item to be considered by the committee
 - The Chair will call upon the members to discuss the item. Each member is to announce their name prior to making comments
 - The Chair will ask the committee members for a motion with respect to the subject agenda item
 - Upon the introduction of a motion, the Chair will canvass members participating electronically about their intention to speak to the matter on the floor
 - The Chair will notify each member when it is their turn to speak
 - A Member may voice a follow up question or comment only after all members have had an opportunity to speak to the matter on the floor
 - The Chair will then call for a vote on the motion and each member shall vote on the motion.

- The Chair will announce the decision to the Committee.
- Member(s) participating electronically will be deemed to have left the meeting when they are no longer electronically connected to the meeting.
- In the case of a loss of connection, or any connection issue which impedes the ability of a Member(s) to participate in the meeting in real time, the meeting will continue **as long as quorum is not lost**, and staff will attempt to assist with reconnecting the Member.

Public Participation

Due to efforts to contain the spread of COVID-19, the Board Room, 200 Lakeview Court will not be open to the public to attend Cultural Plan Task Force meetings until further notice.

- To facilitate public participation, the Chair will advise at the beginning of the meeting that:
 - the complete agenda package can be found on the town website, and
 - any member of the public wishing to speak regarding any matter on the agenda being considered by the Committee, will need to provide their full name which, along with their comments, will become a part of the public record and will be included in the minutes of the meeting
- If a member of the public wishes to speak, they may do so once called upon by the Chair.
- The Chair will identify the respective individuals who may provide the requested answers and/or provide comments.

Public Notice posted on the Town website and newspaper, prior to the meeting

Public Participation During Electronic Cultural Plan Task Force Meetings

The upcoming electronic **Cultural Plan Task Force** meeting is scheduled for Tuesday, December 8, 2020 at 2:00 p.m. and the agenda will be posted online at www.orangeville.ca by Thursday, December 3, 2020.

Due to efforts to contain the spread of COVID-19, the Board Room, 200 Lakeview Court will not be open to the public to attend **Cultural Plan Task Force** meetings until further notice.

Written Comments

Prior to the meeting, written comments may be sent to the **Cultural Plan Task Force Secretary** of the **Cultural Plan Task Force** by email at edo@orangeville.ca. Such written comments will become part of the public record.

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