

ADOPTED by Council at its meeting held April 16, 2012 [M194-2012]

AA/

Windsor, Ontario, April 16, 2012

REPORT NO. 63 of the
**SOCIAL DEVELOPMENT,
HEALTH & CULTURE STANDING COMMITTEE**
of its meeting held March 21, 2012


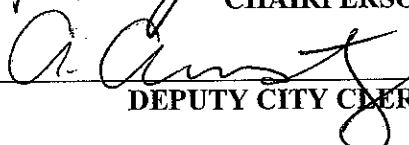
Present: Councillor Al Maghnieh, Chair
Councillor Alan Halberstadt
Councillor Percy Hatfield
Councillor Ed Sleiman

Regrets: Councillor Ron Jones

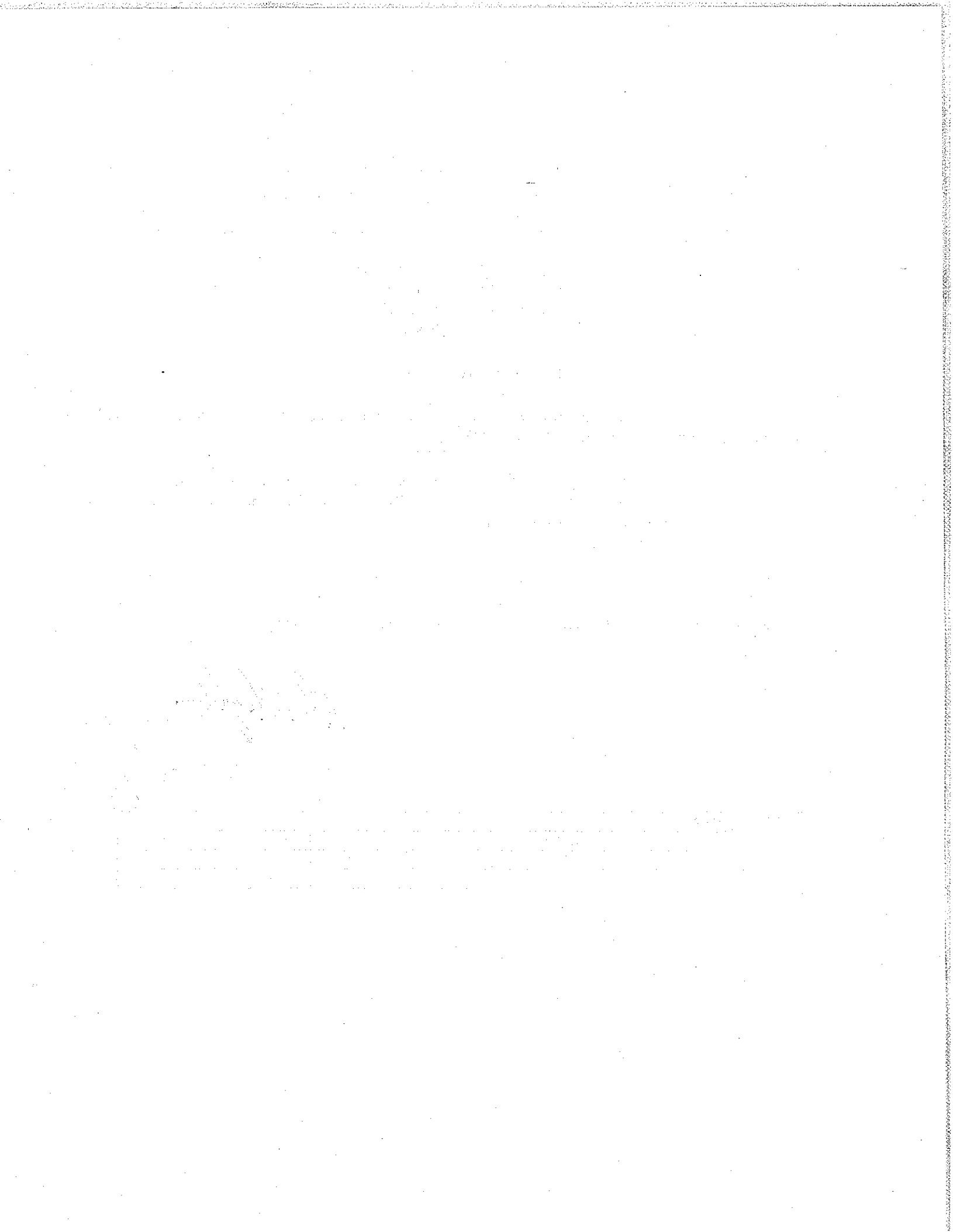
That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

Moved by Councillor Hatfield, seconded by Councillor Sleiman,
THAT the Culture Workplan 2012 prepared by the manager of Cultural Affairs **BE RECEIVED** for information.
Carried.

Clerk's Note: The "Culture Workplan 2012" is attached as background information.


CHAIRPERSON

DEPUTY CITY CLERK

NOTIFICATION:		
Name	Address	Email



Culture Workplan 2012

Recommendation	Task	Lead	Timeline	Status	Result
#7 • Establish Ann's-length Cultural Funding Commission	Research what other communities provide including amounts, options, evaluation, etc.	Christopher	end of Feb	In progress	
	Evaluate what Windsor currently provides in terms of Council requests and operating funds	Cathy	end of Feb	In progress	
	compile chart comparisons	Christopher	first week Mar	In progress	
	Meet with Interdepartmental staff to discuss	Cathy	2nd wk Mar		
	Convene Task Force for input	Cathy Christopher	end Mar early Apr		
	report to Council for direction on which option meets their needs & costs of options	Cathy	to Council 2013 budget consideration		
	meet with partners - TWEPI, WEEDC, to learn what is targeted for 2012	Cathy	end of Feb		
	e-newsletter connected with partner sites once developed	Cathy	TBD	Business case being written to make request to IT	
	work with TWEPI & WEEDC to ensure Cultural coverage of Trade Shows	Cathy			
	need a generic cultural official's email address	Cathy	immediatly	complete	IT provided Cultural Affairs email address as culturclaffairs@city.windsor.on.ca
#14 Develop cultural tourism plan (focused on visitors)	use City Facebook & Twitter accounts to keep community updated	Christopher	ongoing	Council approved and we are submitting info	
	Convene Task Force for input	Cathy Christopher	end Mar early Apr		
	develop a plan identifying target themes, budget, work with partners to streamline opportunities	Cathy	April / May		

Culture Workplan 2012

Recommendation	Task	Lead	Timeline	Status	Result
#15 Develop cultural marketing and communications plan (focused on residents)	e-newsletter a business case is being developed with partner of Mgr New Business Development.	Scott & Cathy	early Feb	in progress	
	e-newsletter need IT support to investigate digital options	Cathy	Apr		
	1/4ly full newsletter updating general Cultural Affairs issues & monthly events listing of what's happening in community	Christopher			
	work with communications to develop more PSAs on 1812	Madelyn & Christopher	early Feb	series is developed to be sent out as appropriate	
	work with communications implement Facebook & Twitter updates as frequently as possible	Cathy, Christopher, Madelyn	IT's timeline		
	initiated conversations with Rob Oleynik around housing opportunities	Cathy		email Jan 9 & 24, phone conversation Jan 25 need more research	
	need to research Windsor specific economic info regarding artists in our community with partners ACWR, AGW, Broken City Lcp	Cathy	mtg Feb 8		
	work with community leaders to match artists with space	Cathy			
	contact BIA's to see what is available	Cathy			
	host a fact finding mtg with community to find interest in live space	Cathy & Christopher	early Apr		
#16 Investigate feasibility of live-work facilities for artists	Convene Task Force for input	Cathy, Christopher	early Apr		
	host neighbourhood tours with BIA & other partners	Cathy & Christopher			

Culture Workshop 2012

Recommendation	Task	Lead	Timeline	Status	Result
#5 Undertake feasibility assessment for City of Windsor Museum	Draft report back from Consultants. Start to read and provide feedback	Cathy Madelyn	ongoing	comments given back to Consultants	
	Steering Committee mtg	Cathy Madelyn	Feb-02	Completed	
	Public mtg	Cathy Madelyn	Feb-02	132 in attendance	
	Draft 2 with costs	Cathy Madelyn	end March to mid-Apr		
	Mtg with senior staff for input	Cathy	early March		
	Report to Council	Cathy	end March early Apr.		
	mtg with Jan & John McCell to discuss plan moving forward	Cathy	Jan-20	not our strength of knowledge	
	contact Canadian expert on what is required	Cathy	Jan-20	able to update early Mar	
	research what other municipalities are doing in terms of maintenance of public art	Christopher, Cathy	end of March	In progress	
	Put together a scope of work	Cathy, John	April		
#6 Ensure adequate Maintenance for the Odette Sculpture Park	Put together an RFP to develop a plan specific to our conditions and pieces and to include a training module for yearly maintenance by Parks staff	Cathy, John	April-May		
	Plan received and implemented	Cathy	June-July		
	Mocktails at the Capitol May 9 5:30-7:30 drop in, meet staff & discuss issues. Save date notice sent	Cathy, Madelyn, Christopher	Jan	booked Capitol theatre, save the date sent out	
#10 host Cultural Summits	plan visuals and messages - where are we - what have we done from Nov 2011 to April 2012	Christopher	Mar	ongoing	
	meeting with senior staff	Cathy	end March		
	place food & beverage order, print materials	Christopher	mid Apr		
	advertise to include email notices	Christopher	mid Apr		

Culture Workplan 2012

Recommendation	Task	Lead	Timeline	Status	Result
#3 Provide capacity building support for cultural organizations	artsVest - have received one of 5 grants for 2012	Christopher, Cathy	December 31, 2012	Launch date April 17, workshop date April 18	anticipate training workshops in mid-April with project completion end of 2012.
	Workshop on Packaging with TWEP	Cathy	Jan	discussed with TWEP	
	e-newsletter workshop - if we are able to get this up and going a workshop at night for those interested in using our newsletter to promote their activities. Won't be able to implement until it approves opportunity	Christopher	TBD	business plan being written	
	workshop on Media Relations-PSA releases, photo ops, Facebook, Twitter, etc	Christopher	this spring	sooner than later but after City launches its electronic info acc'ts	
	Convene Task Force for Input	Cathy Christopher	end Mar early Apr		