

Civic Facilities & Events Administration Service Enhancement Arts, Culture & Heritage Coordinator

Description:

At the December 15, 2025 Council Meeting, Council provided the following resolutions to Administration:

1. Council APPROVES Option 1 (*Use existing City strategies (e.g., OCP 2025) and establish an Arts, Culture & Heritage Committee supported by a dedicated staff position to create a stand-alone guiding document, requiring a dedicated Arts, Culture & Heritage staff position*) contingent upon and to be addressed through the 2026 Budget deliberations following Council's review and conclusion regarding the Heritage Planner service enhancement; and
2. Council DIRECTS Administration to revise the proposed Heritage Planner role to incorporate responsibilities for arts and culture, in advance of the 2026 Budget deliberations, and to report back with an updated role description and cost implications as part of the 2026 budget process.

Civic Facilities & Events and Development Services merged the proposed Heritage Planner and Arts & Culture Coordinator roles into a single Arts, Culture & Heritage Coordinator, presented as a 2026 budget enhancement.

The Arts, Culture & Heritage Coordinator acts as a central liaison among City departments, arts and culture organizations, Indigenous communities, and the Heritage Commission. This role advances the City's arts, culture and heritage priorities by fostering partnerships, supporting initiatives, developing policies and plans, coordinating public art projects, and integrating cultural considerations into municipal planning. In addition, the coordinator provides professional and administrative support to the Heritage Commission, including managing meetings, work plans, reports, and heritage-related projects such as interpretive signage. The position is responsible for creating and implementing strategies and programs that promote community identity, reconciliation, and cultural continuity.

Financial Cost of Enhancement:

Description	Cost
Arts, Culture & Heritage Coordinator	\$123,643
Total	\$123,643

Measurement of Service Level Increase:

A dedicated Arts, Culture & Heritage Coordinator will collaborate across City and community sectors, to advance arts, culture and heritage priorities, including support for the Heritage Commission's work plan.