

Staff Report to Council

Parks, Recreation and Culture

FILE: 01-0450-01/25

REPORT DATE: November 04, 2025 **MEETING DATE:** November 25, 2025
TO: Mayor and Council
FROM: Jodi Callaghan, Arts & Cultural Services Coordinator
SUBJECT: 2026 Business Plan - Culture Division

CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:



RECOMMENDATION(S):

THAT Council:

- A. Receive for information the Culture Division 2026 Draft Business Plan and Staff Report as presented at the November 25, 2025 meeting of Council; OR
- B. Other.

PURPOSE

The purpose of this report is to present the 2026 Draft Business Plan for the Culture Division.

☒ Information Report ☐ Decision Report ☐ Direction Report

DISCUSSION

DIVISION OVERVIEW

Pitt Meadows is a community with a rich cultural heritage, rooted in its deep connection with ǫíćǎý (Katzie) First Nation, a diverse historical background, and a vibrant, engaged population. The Culture Divisions plays a key role in celebrating and advancing this cultural identity by fostering inclusive participation in activities, exhibitions, and special events.

The Culture Division is responsible for operating the Pitt Meadows Art Gallery (PMAG), leading the City's Community events, and strengthening relationships with ǫíćǎý (Katzie) First Nation. It

also manages the City's film permitting process, oversees the volunteer program, and supports initiatives that promote diversity, equity, and inclusion in the community.

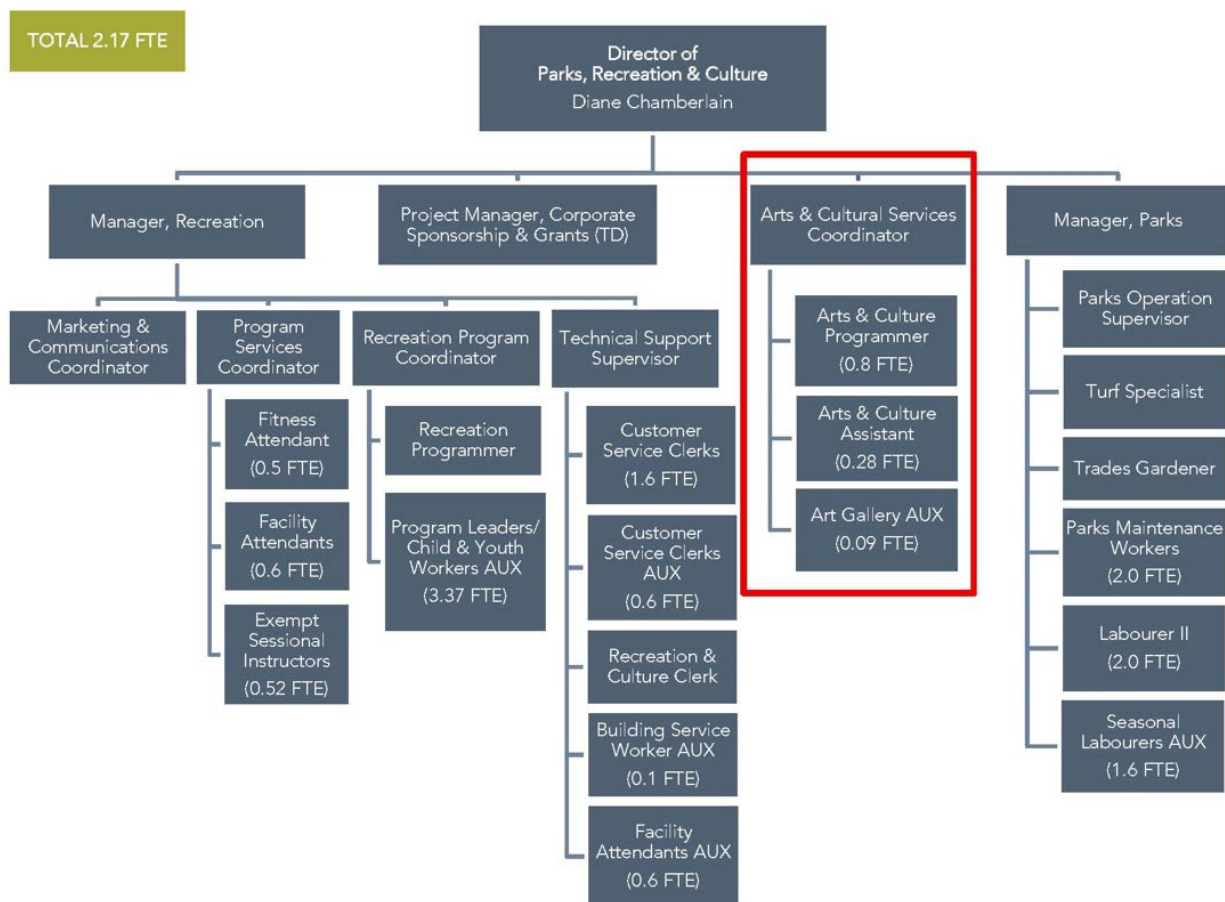
Operating Budget: \$509,800

Capital Budget: \$134,000

% Share of overall City Budget: 1.4%



Staff Complement



Forecasted Position Adjustments

None.

Deferred Projects

As a result of priorities that emerged throughout the year, the following 2025 business plan initiatives were deferred:

- **HARRIS ROAD CONCESSION OPENING.** The new concession did not open until September and with the reduction of hours for the fall/winter season, this has been added as a 2026 initiative to take place in the late spring when hours of operation and community participation are at their peak.

2025 Achievements (Top 3)

- **TRUTH AND RECONCILIATION.** Staff had the honour to collaborate with Chief George at the beginning of the year to discuss 2025 events and create a plan together for Red Dress Day & National Day for Truth & Reconciliation. Also included in the discussion was participation by members of Katzie First Nation at all other City events. *Principled Governance – First Nations Relationship*
- **EXPANDED ARTS PROGRAMMING.** The number of arts programs was increased and participation reflected this. This included adding programs that had a musical component, and a family open art drop-in program. Featured artists also hosted free workshops for the community as part of their exhibition. *Community Spirit and Wellbeing – Pride and Spirit*
- **CONTINUED GROWTH AT PITT MEADOWS ART GALLERY.** Visitor numbers continue to grow at PMAG in the second year of operation at South Bonson Community Centre (SBCC). Annual attendance numbers have grown from 1,779 in 2022 at the previous location to, 4,755 in year one at SBCC, and if attendance stays on track at 11.3% growth from last year the estimated attendance is 5,293 at the end of the second year at SBCC. *Community Spirit and Wellbeing – Pride and Spirit*

Key Challenges for 2026

- **STAFF CAPACITY DURING PEAK TIMES (MARCH – AUGUST).** The scale and attendance of City-sponsored special events continue to increase each year, placing growing demands on staff capacity. Ensuring that events remain safe, well-organized, and enjoyable requires significant coordination and resources. To address these pressures, staff are actively exploring opportunities to engage community partners, recruit volunteers, and leverage existing personnel from other departments to provide additional support for these initiatives.

- **DECLINE IN PROVINCIAL GRANTS.** Application requirements for existing provincial grants were revised in 2025, making the City ineligible for some. Staff will continue researching new and emerging grant opportunities for City events.
- **VOLUNTEERS AT PITT MEADOWS DAY.** Volunteerism is at its peak for the daytime portion of Pitt Meadows Day, but falls short for the evening. Staff will continue to explore different avenues to engage volunteers to work the evening shifts.

Key Initiatives 2026

Strategic Priority	Initiative
Community Spirit and Wellbeing – Pride and Spirit	PUBLIC ART PROJECT – RCMP DETACHMENT (Decision package). As part of the City's commitment to integrating public art into civic spaces, staff have identified the new RCMP detachment as a suitable location for a City-commissioned artwork. This initiative will invite artistic proposals for a public art installation that enhances the interior lobby or the surrounding grounds of the detachment.
Principled Governance – Fiscal Stewardship and Accountability	REVIEW PROVINCIAL REPORT ON SAFETY AT COMMUNITY EVENTS. Staff will review the findings of a recent Government of BC Commissioned study on public safety at community events. Based on this review, additional safety measures may need to be incorporated into event plans.
Community Spirit and Wellbeing – Pride and Spirit	DEVELOP FUTURE PUBLIC FACING PRIDE IMAGERY. Engage local 2SLGBTQ+ organizations and leaders to co-develop Pride imagery that best reflects evolving understandings of inclusion.
Principled Governance – Community Voice	REVIEW STANDARD OPERATING PROCEDURES. Audit current standard operating procedures and creating new ones to ensure consistent, safe, and efficient operations.

PROPOSED OPERATING BUDGET

	2025 Adopted Budget	2026 Proposed Budget	Proposed Changes for 2026		2027 Proposed Budget	2028 Proposed Budget	2029 Proposed Budget	2030 Proposed Budget
Revenue								
Culture	(176,500)	(152,300)	24,200	13.7%	(153,300)	(158,800)	(159,800)	(162,800)
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Expenses								
Culture	627,900	662,100	34,200	5.4%	679,600	700,700	719,000	737,200
	627,900	662,100	34,200	5.4%	679,600	700,700	719,000	737,200
Net Operating Expenses	\$ 451,400	\$ 509,800	\$ 58,400	12.9%	\$ 526,300	\$ 541,900	\$ 559,200	\$ 574,400
Key Budget Changes for 2026:								
Revenues								
Event Vendor Permits and Other Revenue			(21,400)					
Grants, Donations, and Contributions			45,600					
Expenses								
Salary and benefits			22,900					
Programming and Event Contracted Services			16,800					
Supplies and Materials			(5,500)					
Change in Net Operating Expenses			\$ 58,400					

PROPOSED CAPITAL BUDGET

DV661 - CULTURE								
170008 - SPECIAL EVENTS EQUIPMENT PURCHASE AND REPLACEMENT#17-AC-078	\$ 9,000	\$ 9,500	\$ 9,900	\$ 10,400	\$ 10,800	\$ 49,600		
260015 - Public Art - RCMP Building	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000		
DV661 - CULTURE Total	\$ 134,000	\$ 9,500	\$ 9,900	\$ 10,400	\$ 10,800	\$ 174,600		

DECISION PACKAGE(S)

See Attachment A - Public Art – RCMP Detachment

PUBLIC PARTICIPATION

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

KATZIE FIRST NATION CONSIDERATIONS

Referral ☐ Yes ☒ No

SIGN-OFFS

Written by:

Jodi Callaghan,
Arts & Cultural Services Coordinator

Reviewed by:

Diane Chamberlain,
Director of Parks, Recreation & Culture

ATTACHMENT(S):

- A. Decision Package: Public Art – RCMP Detachment

DECISION PACKAGE: PUBLIC ART – RCMP DETACHMENT

Department/Division	Parks, Recreation and Culture – Culture Division	
Submitted by	Jodi Callaghan, Arts & Cultural Services Coordinator	
Estimated Capital Cost	One time: \$125,000	
Estimated Operating Cost		Ongoing: Maintenance to be funded within the existing Art in Public Places Operating budget.

Recommendation

THAT Council:

- A. Approve \$125,000 for a Public Art project at the new RCMP Detachment, funded from the Public Art Reserve; OR
- B. Other.

Executive Summary

The City recognizes that Public Art brings many benefits to its residents including; strengthening community identity and culture, enhancing the physical appearance and history of a public location and increasing awareness and appreciation of the environment and the arts.

The RCMP detachment offers an exciting opportunity for artists to submit artistic proposals for a public art installation that enhances the interior lobby or the surrounding grounds of the detachment. Selected pieces will become part of the permanent collection, reflecting the diversity and history of the community.

Background/Discussion

The new RCMP detachment is scheduled to open in early 2026 at its Harris Road location. This facility will mark a significant milestone in the history of Pitt Meadows, featuring an autonomous detachment and an innovative architectural design.

Staff are recommending the lobby or surrounding grounds at the RCMP detachment as the next location for a City Commissioned Public Art project. This initiative would involve a call for artists to submit proposals for the lobby of the building, or on the surrounding grounds of the detachment.

Financial Implications

Costs	<u>One Time</u>		<u>Ongoing</u>	
	Capital	Operational	Capital	Operational
Artist fees, installations costs, permits, etc.	\$125,000	\$0	\$0	\$0
Total Costs:	\$125,000	\$0	\$0	\$0
Special Remarks: Maintenance costs would be covered within the existing Art in Public Places Operating budget.				

Funding related to this decision package is already captured in the 2026 Financial Plan Overview. The current balance in the Public Art Reserve is \$353,534.04.

Alternatives

- A. The budget may be adjusted to support a smaller-scale, less impactful public art installation.
- B. The project could be structured as a two-year initiative, with year 1 dedicated to the call for proposals, artist selection, and payment of the initial artist fee, and Year 2 would focus on the fabrication and installation of the artwork.
- C. The project could be deferred to a future year.