

Staff Report

Report To: Tom Thomson Art Gallery Advisory Committee
Report From: Aidan Ware, Director and Chief Curator
Meeting Date: September 2, 2026
Report Code: AG-26-004
Subject: Transition of Tom Thomson Art Gallery Teams to Working Groups

Recommendations:

THAT in consideration of Staff Report AG-26-004 respecting the transition of Tom Thomson Art Gallery teams to working groups, the Tom Thomson Art Gallery Advisory Committee recommends that City Council:

1. Direct staff to include in the 2027 Board and Committee By-law the inclusion of a Tom Thomson Art Gallery Fundraising Working Group as outlined in the report; and
2. Direct staff to include in the 2027 Board and Committee By-law the inclusion of a Tom Thomson Art Gallery Art Collection Working Group as outlined in the report.

Highlights:

- The Fundraising and Art Collection Teams provide valuable support to the Tom Thomson Art Gallery's operations and vision.
- As part of the City's committee structure review, these Teams will be transitioned to Working Groups, as outlined in the updated Board and Committee By-law.
- Current team members will need to reapply through the City's working group roster in Fall of 2026, and the working groups will begin with the new Committee and Council term.

Vision 2050 - Strategic Plan Alignment:

[Strategic Plan](#) Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

[Report CR-26-031](#) Re: 2027 Committee Structure and Calendar

[Report CS-26-006](#) Re: Terms of Reference for TTAG Teams

[By-law No. 2026-053](#) Board and Committee By-law (comes into effect November 16, 2026)

Background:

The current Fundraising and Art Collection teams have existed for a number of years under the Tom Thomson Art Gallery Advisory Committee, and the terms of reference were most recently updated in February 2026 to clarify roles for staff and volunteers and add reference to the City's Code of Conduct.

At the March 6, 2026 Council Meeting, City Council requested that staff include in the Board and Committee By-law a mechanism to permit the establishment of working groups, being a less formal group of Council and public members who can be appointed quickly to undertake work on a particular issue or initiative.

At the April 13, 2026 Council Meeting, Council directed staff to bring forward [Board and Committee By-law No. 2026-053](#), which outlines the definitions of a Working Group and the Working Group Roster, found on page 2 of the By-law.

Working Groups will be comprised of public members who are selected by Council from the Working Group Roster. The Working Group Roster will be an open application on the City's website, and applications will be kept on file for the term of Council. As Working Groups are created throughout the term, Council will then select individuals from the roster based on their interests and experience.

Public member applications to the Working Group Roster for the upcoming term of Council will be open beginning October 19, 2026.

Analysis and Options:

The current Fundraising and Art Collection teams will transition into working groups to align with the new Board and Committee By-law. The terms of reference for the Fundraising and Art Collection teams have been utilized in the creation of the general purpose, membership, and staff resources required for the establishment of a Working Group.

Current team members that would like to continue their role will need to apply to the working group roster that opens October 19.

The below tables outline the necessary information required for the creation of both Working Groups.

Tom Thomson Art Gallery Fundraising Working Group:

Board and Committee By-law Requirement	Description
Working Group Title	Tom Thomson Art Gallery Fundraising Working Group
Timeframe	Term of Council
Mandate	To support and execute approved fundraising activities and initiatives that enhance the capital and operating budgets of the Gallery.
Outcome	Report to the Tom Thomson Art Gallery Advisory Committee with fundraising updates and initiatives.
Membership	• One (1) member of the TTAG Advisory Committee. • Four to seven (4-7) public members selected by Council through the working group roster, based on expertise in fundraising, community connections, and experience.
Staff Resources	• Gallery Director and Chief Curator • Fundraising Coordinator • Additional Gallery staff as needed

Tom Thomson Art Gallery Art Collection Working Group:

Board and Committee By-law Requirement	Description
Working Group Title	Tom Thomson Art Gallery Art Collection Working Group
Timeframe	Term of Council
Mandate	To strategically plan and undertake activities to support collection policy development, including acquisition/deaccession, and collection planning.
Outcome	Report to the Tom Thomson Art Gallery Advisory Committee with art collection updates and initiatives.
Membership	• One (1) member of the TTAG Advisory Committee. • Three to five (3-5) public members selected by Council through the working group roster, based on expertise in art, policy, collections, or art conservation.
Staff Resources	• Gallery Director and Chief Curator • Fundraising Coordinator • Additional Gallery staff as needed

Resource Alignment:**Financial Resources**

N/A.

Human Resources

Gallery staff will continue to support the Fundraising and Art Collection Working Groups as required.

Time and Scheduling

Applications to the Working Group Roster will open October 19, 2026.

Council will select public members from the roster during a Closed Session on November 30, 2026.

The current teams will continue to operate until the new working groups are established on December 1, 2026.

Technology and Infrastructure

N/A.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

Applications for the Working Group Roster will be advertised through the City's Social Media and other communications channels once open.

Applications will take place online through an online form on the City's website.

Report Developed in Consultation With:

Clerks Division

Attachments:

None.

Reviewed by:

Pamela Coulter, Director of Community Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Aidan Ware, Director and Chief Curator at aware@owensound.ca or 519-376-1932 ext. 5001.