



# Minutes

---

## Public Art Committee Meeting

**Meeting Date:** October 4, 2018  
**Meeting Time:** 9:30 a.m.  
**Location:** Town Hall, Committee Room  
**Prepared by** Karen Hilgendorf, Executive Assistant

---

### A. Call to Order

---

Chair, Yvonne Hamlin called the meeting to order with Peter Tollefsen and David Morgan in attendance. Yvonne introduced Beverly Smith, Chair of the Arts & Culture Council for The Blue Mountains Public Library. Sarah Filion extended regrets.

- **Approval of Agenda**

Moved by: Peter Tollefsen                      Seconded by: David Morgan

THAT the Agenda of October 4, 2018 be approved as circulated, including any items added to the Agenda.

- **Declaration of Pecuniary Interest and general nature thereof**

None declared

- **Previous Minutes**

Moved by: David Morgan                      Seconded by: Peter Tollefsen

THAT the Public Art Committee minutes of September 6, 2018 be adopted as circulated, including any revisions to be made. Carried

### B. New and Unfinished Business

---

#### B 1. Municipal Art Program

Yvonne gave an overview of the discussion at the September meeting at which Interim CAO, Shawn Everitt spoke about Council's review of Town Committees and the proposed realignment of the Public Art Committee.

Karen noted Staff Report FAF.18.135 entitled “Realignment of Municipal Public Art Committee Mandate” is on the October 9, 2018 Committee of The Whole agenda. The responsibilities that focus primarily on the annual display of art through the Town Hall Facility will change from its Public Art Committee overseen by Town Staff, to be under the supervision of The Blue Mountains Public Library. The report includes a recommendation to rescind Corporate Public Art Policy POL.COR.12.15 and approve a revised Corporate Public Art Policy. As the Public Art Committee’s term is concurrent with the term of Council, it will conclude when the current Council’s term ends following the October 22, 2018 Municipal Election.

Yvonne thanked Beverly Smith, Chair of the Arts & Culture Council for attending the meeting. She noted Beverly’s attendance provides an opportunity to discuss the current Committee’s work and to review the administrative processes developed and fine-tuned annually by the Committee since the Municipal Art Program’s inception in 2012. A Municipal Art Program – Proposed Timeline Reference chart, prepared by Karen, was distributed; a checklist document for the 2019 administration of MAP.

Yvonne referred to the Committee work and research completed to date around an outdoor art project. She noted it would be the Committee’s recommendation that a separate committee be struck for an outdoor art project should it continue to be a consideration. Yvonne noted a potential spot for public art had been identified by Interim CAO, Shawn Everitt.

The proposed timeline for the 2019 Municipal Art Program was reviewed as Committee work would start in November and December, if the same timeline is followed. Yvonne and Peter noted their availability to attend a meeting to assist Beverly during the transition. Discussion highlighted:

- Main focus is to let artists in the region know of the Municipal Art Program to showcase and support regional artists
- Call for Artists brochure – November/December
- Call for Artists - various methods used to get the word out – brochure, hand delivery, email, Twitter, advertising - free newspaper and radio, Town ad, website, community bulletin boards, email etc. – November/December/January
- Applications and digital art submissions - end of February deadline
- PowerPoint of digital images for Jury – February/March
- Jury Selection - early March
- Council approval – per COW/Council schedules
- MAP Brochure – printed in April
- Artist Agreements – end of April
- PowerPoint for Town Hall atrium screen - April
- Reception Incoming & Outgoing art and agreements - May
- MAP Exhibit - May
- Installation – May

## B.2 Public Art Committee Report to Council

As an alternative to a report to Council, the Committee concurred with Peter's recommendation to pass an end-of-term covering letter directly to Beverly Smith. The contents read:

"October 4, 2018

To Whom It May Concern:

RE: Public Art Committee

As we near the end of our term of appointment and knowing the Public Art Committee (PAC) may transform into another or become part of another volunteer municipal structure group, we thought we could pass on our history, experience, programs and recommendations on improvements.

The Town of The Blue Mountains Council appointed a Public Art (Evaluation) Committee in 2011 to make recommendations on the acquisition, safe-keeping and de-accessioning of public art. And; to draft a permanent Public Art Policy, which was done. And; to create a Committee Terms of Reference which was done and approved by Council, along with the Public Art Policy in 2012. We are required to review the Policy each term of PAC making recommendations to Council for improvements.

In 2012 the Municipal Art Program (MAP) was initiated by PAC to provide an annual showcase for the works of artists in the region while enhancing the environment of the Town Hall for both employees and visitors. All works are on loan from the artists for one year.

To assist a future group in the administration of a municipal art program, attached is a checklist schedule and timeline of steps. You will find this guide helpful. A particular pinch point is after the jury selects the art to be displayed; a staff report has to work its way through the Committee/Council approval process, while a number of other tasks (including the production of a brochure) all have to be done at the same time to make the Artists' reception announcement day.

Thank you and good luck.

Town of The Blue Mountains Public Art Committee (2014 – 2018)"

## C. Additions to the Agenda

---

No additions

## D. Adjournment

---

Moved by: Peter Tollefsen

Seconded by: David Morgan

THAT THIS Public Art Committee meeting does now adjourn at 10:30 a.m.