



**MUNICIPALITY OF NORTH GRENVILLE
ARTS, CULTURE, AND HERITAGE
ADVISORY COMMITTEE AGENDA**

Thursday, January 30, 2025, 5:00 p.m. - 6:30 p.m.
Held in Meeting Room 1, 285 County Road 44

Pages

A. OPEN MEETING

B. LAND ACKNOWLEDGEMENT

The Municipality of North Grenville acknowledges that the Municipality operates on the territory of the Anishnabek.

We recognize all First Nations, Métis, and Inuit peoples who now call North Grenville their home. We respect and support the need for cultivating a strong relationship, and we commit to Indigenous-informed decision making to foster the path towards reconciliation.

C. APPROVAL OF THE AGENDA

D. DISCLOSURE OF INTEREST

E. MINUTES OF PREVIOUS MEETINGS

1. Committee Meeting Minutes - November 26, 2024

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F. DELEGATIONS

G. DECISION ITEMS

1. 2025 Meeting Schedule

H. REPORTS, INFORMATION ITEMS, AND CORRESPONDENCE

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| 1. | Fragile Inheritance Resolution | 5 |
| 2. | Arts Culture Development Fund Review
<i>Nancy Dery</i> | 6 |
| 3. | Public Art Policy | 11 |
| 4. | Heritage Plaques
Heritage Interpretive Signage
<i>Tom Graham</i> | 23 |
| 5. | Workplan Changes/Updates | 32 |
| 6. | Arts Council Update
Ardis Lerner, Rebecca Campbell, Rose David | |

I. OTHER BUSINESS

1. Items for Next Meeting

J. PUBLIC QUESTIONS

K. ADJOURN



MUNICIPALITY OF NORTH GRENVILLE

ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE MINUTES

**November 26, 2024, 5:00 p.m.
Held in Meeting Room 1, 285 County Road 44**

MEMBERS PRESENT Co-Chair Deputy Mayor John Barclay
Co-Chair Ardis Lerner
Tabitha Valliant
Tom Graham
Rebecca Campbell
Rose David

MEMBERS ABSENT Councillor Doreen O'Sullivan
Inge van Gemeren
Councillor Deb Wilson
Nancy Dery
Mayor Nancy Peckford
Kevin Willey

OTHERS PRESENT Caroline Marshall, Grenville Arts Guild

A. OPEN MEETING

The meeting was opened by Co-Chair John Barclay at 5:04 p.m.

B. LAND ACKNOWLEDGEMENT

The land acknowledgment was read by John Barclay.

C. APPROVAL OF THE AGENDA

Move item to H.2 to H.6.

#ACHAC-2024- 35

Moved By Tom Graham
Seconded By Rebecca Campbell

Be it resolved that:

*The Arts, Culture, and Heritage Meeting agenda for November 26, 2024
be approved as presented.*

CARRIED

D. DISCLOSURE OF INTEREST

None.

E. MINUTES OF PREVIOUS MEETINGS

Corrections to previous minutes: Susanne Lerner resigned a few months ago, and Doreen O'Sullivan is not a Member.

#ACHAC-2024- 36

Moved By Rebecca Campbell
Seconded By Tabitha Valliant

Be it resolved that:

The following meeting minutes be approved as circulated:

1. October 22, 2024

CARRIED

F. DELEGATIONS

None.

G. DECISION ITEMS

None.

H. REPORTS, INFORMATION ITEMS, AND CORRESPONDENCE

1. Public Art Policy, Ardis Lerner and Tabitha Valliant

Aris Lerner discussed the Proposed Public Art Policy, she obtained feedback from the Members. Discussion ensued with each section being reviewed by all Members.

Action Item: Ardis Lerner and John Barclay to review and compare policy with other communities for clarification on the budget request dollar amount.

2. Workplan Changes/ Updates

Moved to next meeting.

3. Arts Council

John Barclay reviewed the Council's decision concerning the Arts Council resolution and emphasized the importance of identifying board

members and volunteers for the Arts Council. Ardis Lerner pointed out that the unspent balance of the Arts Culture Development Fund could be allocated towards the establishment of the Arts Council, including any associated fees. John Barclay proposed an open call for local artists, while Ardis recommended a presentation comparing successful Arts Council setups in other communities.

Arts Council Workgroup was set up with the following members:
Tabitha Valliant, Rebecca Campbell, Rose David and Ardis Lerner

4. Fragile Inheritance Resolution

Rebecca Campbell noted the changes to the resolution, the resolution was reviewed, and changes may have to be made at the next meeting.

WHEREAS, there is an identified need for increased public space(s) to house, engage in, and support arts, culture, and heritage activities for the municipality of North Grenville's residents and visitors.

And recognizing recommendations #23 and #24 from the Parks, Recreation, and Culture master plan^[1]:

"#23. Undertake a strategic visioning exercise to identify arts and cultural space needs and determine potential strategies to address demonstrated needs over time.

#24. Consider opportunities for repurposing surplus municipal buildings for arts and cultural uses prior to disposal. Revitalized heritage facilities may be repurposed for uses such as museums, art galleries, exhibition spaces, and/or creative studios."

And in response to the January 2021 recommendation from the former North Grenville Heritage advisory committee^[2]:

"The Heritage Advisory Committee recommends the North Grenville Council acknowledge the data and specimens accumulated by Dr Fred Schueler and Aleta Karstad as an important element of North Grenville's heritage, and take appropriate, prudent, and affordable action to assist them in finding homes for their specimens, and in making use of their data and specimens for research and public education."

BE IT RESOLVED THAT, The ACH advisory committee requests Council to direct staff to explore the unused or underused municipal spaces that could be repurposed for immediate use by Fragile Inheritance as they work to secure their collection of irreplaceable natural specimens primarily collected from the North Grenville region.

5. Arts Culture Development Fund Review

Moved to next meeting.

6. Heritage Plaques

Moved to next meeting.

I. OTHER BUSINESS

1. Items for Next Meeting

- Workplan Changes/Updates
- Fragile Inheritance Resolution
- Public Art Policy, Ardis Lerner and Tabitha Valliant
- Arts Culture Development Fund Review, Nancy Dery
- Heritage Plaques

J. PUBLIC QUESTIONS

None.

K. ADJOURN

#ACHAC-2024- 37

Moved By Rose David
Seconded By Tom Graham

Be it resolved that:

This meeting adjourned at 6:38 p.m.

CARRIED

FRAGILE INHERITANCE RESOLUTION

WHEREAS, There is an identified need for increased public space(s) to house, engage in, and support arts, culture, and heritage activities for the municipality of North Grenville's residents and visitors.

And recognizing recommendations #23 and #24 from the Parks, Recreation, and Culture master plan¹:

"#23. Undertake a strategic visioning exercise to identify arts and cultural space needs and determine potential strategies to address demonstrated needs over time.

#24. Consider opportunities for repurposing surplus municipal buildings for arts and cultural uses prior to disposal. Revitalized heritage facilities may be repurposed for uses such as museums, art galleries, exhibition spaces, and/or creative studios."

And in response to the February 2021 recommendation from the former North Grenville Heritage advisory committee²:

"That Council acknowledge the data and specimens accumulated by Dr Fred Schueler and Aleta Karstad as an important element of North Grenville's heritage, and take appropriate, prudent, and affordable action to assist them in finding homes for their specimens, and in making use of their data and specimens for research and public education"

BE IT RESOLVED THAT, The ACH advisory committee advises Council to make an inquiry to staff regarding the exploration of unused or underused municipal spaces that could be repurposed for immediate use by Fragile Inheritance³ as they work to secure their collection of irreplaceable natural specimens primarily collected from the North Grenville region.

Moved by:

Seconded by:

¹ Municipality of North Grenville Parks, Recreation & Culture Master Plan 2020, page 65 retrieved from <https://www.northgrenville.ca/component/edocman/parks-recreation-and-culture-master-plan/viewdocument/364>

² February 4, 2021 Minutes HAC-2021-03 Moved by: Neil Whyte Seconded by: Kenneth Mews

³ <https://www.fragileinheritance.ca/>

Arts & Culture Development Fund 2024

Remarks & Recommendations

The information below is a summary of several aspects of the Arts & Culture Development Fund (ACDF). Various aspects were reviewed by category and recommendations have been identified to improve the process for applicants; attract more applicants and provide clearer communications, pre and post the grant award process.

Timing

- In 2024 the application process was launched on May 9th., and closed on May 31st. This allowed applicants just over three weeks to submit an application.
- Three weeks is a very short turn around to time apply; it limits applicants to plan their projects.
- This short turn-around time is insufficient time and problematic as it may deter applicants from applying.
- Release of funds in late spring, fails to provide for sufficient time for potential applicants & attract projects that would be executed & released earlier in the year, e.g. April, May.

In 2024 - 3 applications were received

In 2023 - 9 applications were received

Recommendation

- Launch the grant immediately following confirmation of the annual budget approval & allocation of funds is confirmed. (mid-February, early March).
- Increase the active application process to four weeks.
- The ACDF adjudication committee should establish a timeline for publicity, communications to attract potential applicants, conduct the phases of application review, scoring, and adjudication.
- Potential award of grant date, if possible.

Communications

required information as requested. This puts them at risk of elimination from the process. In order to ensure applicants, have all the supporting information required and potentially avoid incomplete or missing information, late submissions or being disqualified from the process, the following is recommended.

Recommendation

Information on application requirements need to have clear timelines associated with every step, including:

- Submission of applications, with closing date of the process.
- Expected award date for grants
- Timeline to submit report post project & consequences of not meeting this requirement.

All published articles/communiqués (North Grenville Times, NG Web Site, etc.) should include the following links.

- Link to NG website, (*specifically, within the ACDG site, document links to*)
- ACDF Overview – amend to include section on failure to meet application requirements.
- A&C policy
- Community Strategic plan

Published articles should clearly stipulate that grant applications need to be:

- Complete if they fail this requirement - potential for being disqualification
- Impact of not meeting the criteria i.e.: budget, project description, marketing & performance
- To assist in creating awareness and increase the number of applications received, the use of social media platforms, Instagram, FB, etc. could assist in achieving this.

DOCUMENTS

•To avoid any discrepancies and ensure all changes and updates are captured, all supporting documents & information need to be accurate and consistent.

Recommendation:

- All ACDF program documents need to provide a revised date in the footer of the document
- Review and update of documents prior and post grant launch. (included in timeline)

Current document REVISIONS Needed:

ACDF Overview document

- Remove the eligibility criteria assessment checklist section – as contained in the ACDF Overview document. This version should not have been posted for the 2024 process.
- Remove the evaluation criteria (in the table), this is redundant info., as it is all stated in the eligibility criteria.

- Remove the table with Revenues & Expenses

Application

Include:

- They are encouraged to include attachment with additional information as needed.
- Note to applicants: Applications use “Jot-form” software and have limited characters. Each section within the application has a 100-word maximum. Should you wish to include more information, we encourage you to include an attachment, etc.
- Add *new question*: “If you were awarded a portion of your \$ request, how would this impact your project/event?”
- Review and edit the reporting template
- Documents need to emphasize that successful applicants must agree to submit a report 8 weeks after their event.
- Upon receipt of applications received, they should be date stamped, by NG staff.
- Include a checklist for applicants to cross reference to ensure application is complete.

Report Template

- Report template should include Date of Event & Report Received On
- Report should focus less on strategic outcomes (already covered in application) and more on actuals achieved.

Evaluation

- Scoring grid/document to be reviewed annually prior to the launch of the application process.

Arts & Culture Policy

- Dated 2022-02-15 – should be reviewed to ensure no updates are required, etc.

Evaluation Process

- When information is missing or is incomplete, applicants will be emailed and offered an opportunity to respond back via email.
- A tracking process needs to be in-place and responses recorded, etc.

Reporting

- Upon receipt of reports they should be date stamped
- When successful applicants are awarded a grant, the Outcome Report should be included. This will emphasize the importance of reporting back and the need for them to think about how they are going to capture the required elements to report back on.
- Develop a process to follow up with applicant.
- If the grant recipient does not submit a report, what is our process?
- Does this block them from applying in the future?
- What is our policy/stance on projects that do not get executed?
- What is our policy/stance on project funds that are used differently than what was stated in the application?

Once we have determined answers to the above questions, we will need to amend policy & ACDF grant overview document.

A final yearly report should be drafted by the ACDF committee to include (but not limited to) :

- Timelines – launch, closing date, adjudication date, results published, project dates
- Results – were all projects executed as stated in the application, who? what? when? etc.

Support to applicants

- In reviewing post event reports, it has become apparent that applicants have difficulty in capturing and reporting back on some of the reporting requirements. This includes:

Metrics - Number of people who attended or participated at the event.

Getting the word out – How to advertise their event

Recommendation

- The advisory committee should develop some guidelines, ideas and concrete suggestions of how applicants can measure and capture metrics of their event.
- Provide applicants with suggestions on how they might advertise, get the word out about their project/installation, etc.



Committee Agenda Report

Committee Name: Arts, Culture and Heritage Advisory Committee

Meeting Date: January 30th, 2025

Submitted By: Nancy Déry

TOPIC: Next steps to input recommendations for changes to the Arts & Culture Development Fund (ACDF) process & associated documents as presented in late October 2024.

GOAL: Given that these changes were presented and accepted, at the October meeting I am now seek guidance on next steps to have these recommendations/changes input into all associated documents.

BACKGROUND: An extensive review was completed on all documents related to the ACDF. To ensure that accurate and updated documents are published with the release of the ACDF for 2025, it is prudent to have these changes made accurately and a timeline plan to move forward.

HOW DOES THIS RELATE TO THE COMMITTEE: The Arts, Culture and Heritage Advisory Committee is responsible for the ACDF, the process, associated communications, document, adjudicating applications and in awarding the fund to successful applicants.

HOW DOES THIS RELATE TO THE COMMUNITY STRATEGIC PLAN: It is linked through the pillar: *A Strong, Connected, and Vibrant Community*. The ACDF aims to support the arts in the community thereby fostering and creating a connected and vibrant community.

OUTCOME: Establish a timeline and contact at the Municipality that will make changes/modifications to the ACDF documents prior to release of 2025 funds.



Committee Agenda Report

Committee Name: Arts, Culture & Heritage Advisory Committee

Meeting Date: January 30, 2025

Submitted By: Nancy Dery

TOPIC: Public Art Policy for North Grenville

GOAL: Agreement to make a motion to recommend the endorsement of this policy to council for approval. This policy was presented for feedback/input to the ACHAC in November 2024.

Subsequent to the presentation and feedback received at the November 2024 meeting, the changes have been implemented and the document has been amended.

BACKGROUND: Currently, North Grenville does not have a public art policy. Having one approved by council and in place will provide direction and guide artists interested in creating, etc. public art in North Grenville. This policy sets the framework and outlines the purpose & scope; administration of the policy; committee oversight & funding.

HOW DOES THIS RELATE TO THE COMMITTEE: It is understood that the arts and cultural activities in North Grenville have a prolific role and have a significant economic impact. This committee is in part responsible for supporting and enhancing the health of the arts and culture in North Grenville.

HOW DOES THIS RELATE TO THE COMMUNITY STRATEGIC PLAN: The inclusion of public art in North Grenville supports a strong connected and vibrant community. Public art can create a sense of identity and belonging, and help people understand where they live. Public art can encourage people to connect with each other and discuss important issues. Public art can attract tourists and visitors, which can boost the local economy.

OUTCOME: Seeking agreement by Committee members to make a motion to recommend the endorsement of this policy to council for approval.



North Grenville



Public Art Policy

DRAFT Version #3
January 2025

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SECTION 1 – PURPOSE AND SCOPE

1.1 PURPOSE

The Municipality of North Grenville's Public Art Policy serves as a guiding document for Council, staff, the arts community, with its primary objectives as follows:

- i. Facilitating the commissioning, acquisition, and management of public art in municipally owned spaces or on municipally owned land.
- ii. Establishing a framework for privately owned public art on privately owned commercial and residential property.
- iii. Ensure that the Arts & Culture Development Fund and stewardship mechanism align with the Municipality's commitment to fostering and supporting community public art.
- iv. Providing guidance to the public on the purpose, processes, with regard to public art in North Grenville.

1.2 PRINCIPLES

The Public Art Policy ensures that Public Art is:

- i. selected through a competitive process that is fair, consistent, and transparent.
- ii. contributes to and enhances the Municipality's unique history, culture, land, and building scape.
- iii. represents a variety of professional artistic expressions and practices that emphasize innovation, aesthetic, and technical merit.
- iv. a catalyst for community engagement, activation, tourism, and partnerships.
- v. accessible to all and encouraged throughout the Municipality.
- vi. planned for and integrated into all departments within the Municipality, where appropriate.

1.3 STRATEGIC FOCUS AREAS

As such, the Public Art Program for North Grenville encompasses four key areas:

Public Art Capital Projects

Capital Projects include those commissioned and maintained by the municipality, or those commissioned by community members to be installed on or in municipal property or facilities and would become a piece of the Municipality's Collection. Such installations must be vetted through and recommended by the Arts, Culture and Heritage Advisory Committee and approved by Council.

Art in Public Places

The Municipality will create opportunities to foster diverse cultural expression in municipal owned spaces, public areas and neighborhoods by commissioning and displaying public artwork in various art forms, including temporary art, street art (including crosswalks and or commissioned graffiti) and private public art donations.

Community Arts, Public Engagement and Education

Involving the local community will help shape the Municipality's commitment to fostering place-making throughout the Municipality. Residents will be encouraged to actively participate in public and community arts initiatives through attendance on the advisory committee, artistic creation, public consultations, educational activities, and promotional efforts.

Public Art Inclusion Program

Promoting the integration of public art into major building developments by infusing the concept in urban design and land use planning procedures. Municipal staff will leverage existing and explore new planning tools that support the inclusion of public art in development projects.

1.4 SCOPE AND USE

The scope of this Public Art policy encompasses the following principles:

- i. the Policy shall not be interpreted in a manner that exempts any individual(s) from fulfilling the obligations set forth in any Municipality of North Grenvilles' By-law, any Provincial or Canadian law, or from acquiring any necessary license, consent, permit, authorization or approval mandated by this or any other Corporation By-law, unless explicitly specified otherwise herein.
- ii. the Public Art Policy supersedes all other policies, arrangements, installed by the Municipality prior to the date of enactment of this Policy.
- iii. the Public Art Policy should be taken into consideration by all commercial and residential property owners who wish to include, display, and/or commission Public Art on their property.
- iv. the Public Art Policy does not include:
 - Art exhibitions and presentations held within galleries, museums, or traveling exhibitions under the management of the Municipality of North Grenville.
 - Special events, festivals, and temporary art installations on private property.
 - Management of any archaeological, archival, historical, and museum collection or exhibition under the Municipality's care.
 - Commemorations and memorials not commissioned or created by artists and not situated in municipal public spaces.
 - General graffiti removal and its management.
 - Art initiatives curated or installed on privately owned property, unless funded in whole or in part by the municipality
 - Public Art installed on leased property or licensed to third parties. These works are the responsibility of the occupying organization or individual(s).

1.5 MUNICIPALITY AUTHORITY AND EXCEPTIONS

- i. All submissions for commissioned Public Art must comply with the stipulations set forth by the Municipality of North Grenville, the Ontario Building Code, the Ontario Fire Code, and the Municipality's Building By-law, along with any other pertinent Municipality By-law.

- ii. The Municipality reserves the right to terminate any Public Art project at its discretion, should it be deemed unsafe, inappropriate, detrimental to the Municipality's reputation, or not representing the artist's originally proposed concept as approved by the Municipality. In such an exceptional circumstance, the artist(s) would be responsible for remediation of the site at their own expense.

SECTION 2 – ADMINISTRATION

2.1 GENERAL ADMINISTRATION

- i. The administration of this Policy falls under the purview of the Department of Parks and Recreation and Tourism and will undergo periodic reviews and updates.
- ii. Public Art projects submitted for Municipality consideration through the application process must adhere to municipal requirements and criteria, in compliance of municipal, provincial, and federal laws, as well as with the scope and spirit of this Public Art Policy.
- iii. The Request for Proposal (RFP) process, its criteria, the application procedure, public consultation, and the selection process are outlined in the Terms of Reference for the Arts, Culture and Heritage Advisory Committee (ACHAC) (as approved by Council) and may be subject to revisions from time to time.
- iv. The formal and final approval of any Public Art project is granted by Council and recommended through the Advisory Committee.
- v. The Municipality entrusts the ACHAC Committee to uphold the Purpose and Principles of Public Art Policy in its decision-making including but not limited to the evaluation procedures for the RFP process, public consultation, and final recommendations.

2.2 CONTRACT TERMS FOR ARTISTS

Agreements with artists for Public Art projects through the Municipality of North Grenville's Public Art Projects must encompass a range of elements, including but not restricted to:

- i. Project scope
- ii. Responsibilities of private property owners including artwork care, conservation, maintenance or decommission/removal guidelines should funding be provided through the Municipality of Smiths Falls and as outlined in the Funding Agreement (if applicable)
- iii. Construction schedules
- iv. Ownership rights
- v. Artist recognition
- vi. Obligations for both the Municipality and the artist(s)
- vii. Artist(s)' recommended maintenance procedures for the artwork
- viii. Intellectual property and copyright considerations
- ix. Identification of subcontractors (if applicable)
- x. Any necessary legal and insurance requirements
- xi. Timelines for artist payments

2.3 CONTRACT TERMS FOR PROPERTY OWNERS

An additional agreement may be required by the Municipality for Property Owners when the Municipality commissions artwork or provides funding for artwork on private property. These agreements shall include stipulations for the property owner's maintenance or decommission/removal guidelines of artwork and the duration of the agreement (in the number of years).

2.4 REMUNERATION

- i. The Municipality of North Grenville will compensate artists in accordance with the Canadian Artists Representation (CARFAC) [Minimum Fee Schedule](#).
- ii. Arts professionals and local representatives who serve on the ACHAC shall act as a public art jury to review and make recommendations related to their mandate as volunteers, Committee Members shall not receive compensation.

2.5 COLLECTION MANAGEMENT

- i. The Public Art Collection will become a part of the permanent collection of the Municipality of North Grenville.
- ii. All Municipality commissioned, and approved private donations of Public Art will be entered into the Municipality's collection and within the Asset Management database to ensure funds are allocated for condition assessments, maintenance/repair or removal practices.
- iii. An inventory of all Public Art owned by the Municipality, or funded through municipal funds, will be managed by the Department of Parks and Recreation and Tourism, and will include:
 - Title of Artwork
 - Artist(s) name and biography
 - Agreements (e.g., Artist, Partner, Funder, or Property Owner)
 - Appraisal (fair market value)
 - Insurance Certificate (where applicable)
 - Location of artwork and site plan
 - A comprehensive listing of materials used and product brand names
 - Maintenance plan
 - Conservation and condition reports
 - Photographs of the artwork
 - Other (e.g., loan or recognition agreements)
- iv. The Municipality shall manage a Public Arts Reserve for the purpose of maintenance, conservation, and repairs of its Public Art Collection.

2.6 COLLECTION MAINTENANCE AND DOCUMENTATION

- i. Artwork is to be installed where it is accessible and may be enjoyed by the community.
- ii. Artwork should be maintained in good repair by the Municipality or by a property owner for the duration of the installation or the life span of the artwork.
- iii. At the installation/completion of a Public Art project, the Municipality must receive all documents and materials outlined in subsection 2.5 to complete the file.

2.7 DECOMMISSIONING OF ARTWORK

The Municipality has the right to decommission artwork, move it to another site, donate, sell, or destroy the artwork. The Public Arts Advisory Committee, working with Municipality staff and any required third-party shall manage the process of permanently removing artwork from the Municipality's Collection through a decommissioning process. The Committee shall prepare a report for Council that will outline the need for decommissioning and the method of disposal. Decommissioning may be required if:

- I. The artwork is deteriorating and conservation or restoration is not feasible.
- II. The artwork is no longer relevant to the Municipality's Collection.
- III. The artwork poses, or is predicted to pose, public safety concerns.
- IV. The artwork is disproportionately too costly for the municipality to maintain.
- V. The site for the artwork is no longer accessible to the public.

When possible, the Municipality will notify the artist of its intent to decommission the artwork and the reasons for that decision. Deaccessioned art from the Municipality's Collection may be moved, donated, sold or destroyed at the Municipality's discretion. Should the artwork be donated to the Municipality, it cannot be returned to the donor as per CRA tax regulations.

SECTION 3 – COMMITTEE and FUNDING

3.1 ARTS, CULTURE and HERITAGE ADVISORY COMMITTEE (ACHAC)

The Municipality of North Grenville appoint the ACHAC to oversee this function and that the TOR are reviewed to ensure alignment. This committee's responsibilities should be outlined in the Municipal Terms of Reference, the term will coincide with the term of Council. The Committee shall be comprised of the number of voting members outlined in the Terms of Reference and shall be from various backgrounds including members from: Council, North Grenville Arts Council, members of the ACHAC, and members of the public including but not limited to youth representatives. The ACHAC will:

- i. Adhere to the roles and responsibilities detailed in the approved municipal Terms of Reference for the North Grenville ACHAC concerning the implementation of the Public Art Policy. The Terms of Reference will be reviewed and amended from time to time.
- ii. Work alongside the Municipality Staff Liaison (non-voting) who will act as Secretary & Treasurer and who will report to Council on the Committee's behalf.

3.2 FUNDING

The Municipality of North Grenville's Public Art Program will receive funding in a formal and consistent manner to offer a comparable level of financial support with other similar Public Art programs in the province.

Funding will include:

- i. Establishing an ongoing line item in the Municipality's annual budget (1%) brought to council, being up to 1% of the tax generated revenues, to be used for commissioning, fabrication and installation of new art pieces and projects (subject to the approval of Municipality Council during the annual budget cycle).
- ii. A minimum of 50% of project funding should come from external sources including but not limited to grants, sponsorships and donations.
- iii. A minimum of 10% of annual allocation will be maintained for the long-term maintenance, conservation, and deaccession of the permanent collection. This will be placed in the Public Art Reserve Fund for future allocation as needed.
- iv. Support of a Public Art contribution from each new major capital project in the Municipality by leveraging tools referenced in the Ontario Planning Act including identifying a public art component when developing North Grenville's Official Plan.
- v. Where Public Art is identified as an opportunity for the developer, the Municipality will consider concessions (height, zoning, or other), offer guidance and technical input through Municipality departments and consider funding support through the Community Improvement Program or other similar incentives.
- vi. Leverage cost-sharing opportunities and partnerships available to area businesses and organizations as well as donation opportunities from individuals for future public art installations.

3.3 MUNICIPALLY OWNED PUBLIC ART SITES

Municipally owned public art sites that have been recommended by the ACHAC and approved by Council can include new civic facilities, additions to existing buildings, park and natural space development projects, streetscape developments, and newly built and existing engineering structures (bridges and overpasses) that are places of one or more of the following:

- i. historical and cultural significance.
- ii. highly visible and accessible for pedestrians and motorists.
- iii. community gathering spaces, open spaces, pedestrian routes, and trails.
- iv. significant as a tourism opportunity that may be proposed for multiple works either as one project or to house multiple works as in a sculpture park.
- v. high profile and have been prioritized by the Municipality's development schedules.

3.4 PROJECT AND SITE SELECTION

The selection of projects will be contingent upon available funding and the level of priority the project holds. Site selection should include opportunities for smaller projects as well. The Municipality of North Grenville's Public Art Master Plan identifies five categories of sites to be taken into account during the Municipality's capital or annual planning phase. These encompass but are not limited to:

1. Park Renewal (existing land)
2. Park Development (new)
3. Facility (Major and Medium-scale projects)
4. Facility (Minor projects)
5. Major Infrastructure Projects

3.5 PRIVATE DEVELOPMENT PUBLIC ART

This Policy includes a Private Development Public Art component to:

- i. advance the Purpose and Principles of the Municipality of North Grenville's Public Art Policy by encouraging private development to contribute to the program through current or emerging opportunities.
- ii. offer funding assistance in support of Public Art inclusion throughout the Municipality, when appropriate including but not limited to the Community Improvement Plan, Municipality planning policy and/or Municipality programs.
- iii. advise developers, artists, collectives, and others in the planning and inclusion of Public Art into projects including the selection and placement of Public Art in private developments undergoing a development approvals process.

SECTION 4 – DEFINITIONS

For the purpose of this Policy, the definitions and interpretations in Section 4 shall govern unless the context indicates otherwise. Where a definition does not exist, a dictionary definition may prevail. (Source: The Merriam-Webster Dictionary)

- 4.1 **"ACCESSIBILITY"** shall mean the public's ability to reach a site or enter a building, interact with the artwork through programming, activations, and events in compliance with Section 6 of Ontario Regulation 429/07 (Accessible Standard for Customer Service) made under the Accessibility for Ontarians with Disabilities Act, 2005.
- 4.2 **"ACTIVATION"** shall mean the ability to encourage and participate in public programming, knowledge sharing, and enjoyment of the Municipality of North Grenville's Public Art Collection.
- 4.3 **"AESTHETIC"** shall mean the qualities of the artwork that are beautiful or interesting.
- 4.4 **"APPROVAL"** shall mean permission to proceed with the Public Art project as agreed upon by the Municipality.
- 4.5 **"COMMEMORATIONS"** shall mean memorials and plaques to celebrate, observe, or

remember a specific event, person, or group of persons.

- 4.6 **“COMMERICALLY LEASED PROPERTY”** shall refer to all property that is not owned or leased by the municipality.
- 4.7 **“COMMISSIONING”** shall mean the formal request to produce Public Art in exchange for payment.
- 4.8 **“DECOMMISSIONING”** shall mean the act of removing artwork from public view or from service.
- 4.9 **“INTELLECTUAL PROPERTY”** shall refer to the artist(s)’s intellectual concepts and techniques involved in the creation of artwork. It is considered best practice for all North American Public Art Programs to include a statement that the artist does not waive their Artist Moral Rights or assign their copyrights.
- 4.10 **“GRAFFITI”** shall mean intentional artwork in a genre that is not general vandalism or unauthorized writing or drawing on a public surface.
- 4.11 **“MUNICIPALITY”** shall mean the Corporation of the Municipality of North Grenville and its representatives, which include but are not limited to, its officers, directors, employees, agents, licensors, and other representatives.
- 4.12 **“MUNICIPAL PROPERTY”** shall mean any municipally owned lands, which may include but is not limited to any park, building, road, structure, or sidewalk.
- 4.13 **“PERMANENT ART”** shall mean artwork created and installed with no proposed expiry or end-date for exhibition.
- 4.14 **“PUBLIC ART”** shall mean a work in any media created by an Artist for the express consent to be installed and displayed in a public site to be incorporated into the community through engagement.
- 4.15 **“RECOGNITION”** shall mean public acknowledgement and outlining of the artist’s name, biography, date of the artwork and any other items the Municipality deems necessary to display who, when, where, and why the artwork was commissioned.
- 4.16 **“SIGNAGE”** shall mean the physical element used to attribute the artist’s recognition and any information relevant to animate Public Art.
- 4.17 **“SITE”** shall mean a place or location set aside for specific Public Art use.
- 4.18 **“STREET ART”** shall mean temporary art that is sanctioned and permitted on walls, sidewalks, roads and other urban spaces.
- 4.19 **“STEWARDSHIP”** shall mean the obligation of the Municipality to manage the care and maintenance for the Public Art within its collection.
- 4.20 **“TEMPORARY ART”** shall mean original artwork that is created to be exhibited for a proposed length of time, for a specific occasion or event. Temporary art may take many forms including visual, digital, sound, and performance-based artwork.

SECTION 5 – REFERENCES

1. North Grenville Arts & Culture Policy (2022)
2. Terms of Reference for the Arts & Culture Development Fund (2023)
3. Terms of Reference for the Arts, Culture and Heritage Advisory Committee
4. Municipality of Smiths Falls Public Art Policy (2024)

DRAFT

A proposal for a
Canoe Sculpture
in Downtown Kemptville



By the North Grenville Friends of Indigenous Trails

July 23, 2024

Location –

Old Town Kemptville
Turning basin, South
Branch of the Rideau
(Kemptville Creek).

To be mounted on the
concrete retaining wall,
opposite the Public
Library.

In the same style as the
Post Card Murals.



Idea –

The idea is to have a sculpture of a canoe mounted on the concrete retaining wall below the Wellstein Building facing the creek.

Engineering services would be required to ensure proper installation.

CA regulations would be followed with regards to flood plane and species at risk (Butternut). Trees would not be cut.



Design –

The canoe is a symbol of resilience and human ingenuity – and part of the shared heritage of both Indigenous peoples and settlers in our community and Country.

Concept 1 is based on a birchbark canoe from the Canadian Canoe museum in Peterborough.

Concept 2 is traced from a photo of renowned canoe maker Chuck Commanda paddling a traditional Algonquin birchbark canoe.



Concept 1



Concept 2

Concept 1

Canoe is more visible in this concept.

Mounted on concrete wall.

Fabricated out of flat metal. Material could be steel or copper.

Colour could be natural i.e. steel left to rust to orange-brown. Copper oxidizes to a pale green.



Concept 2

Canoe is slimmer in this concept.

Mounted on concrete wall.

Fabricated out of flat metal. Material could be steel or copper.

Colour could be natural i.e. steel left to rust to orange-brown. Copper oxidizes to a pale green.



Concept 1

Shown with rust
colouring.



Interpretive Story Panel

To accompany the sculpture, an interpretive story panel would be mounted on the opposite side of the creek at the Library parkette.

The panel would explain the history and significance of the canoe as part of the shared heritage of Indigenous peoples and settlers in our community.



Prepared by:

Tom Graham

Lorraine Rekmans

Michael Whitaker

North Grenville Friends of
Indigenous Trails Group.

July 23, 2024

FOR DISCUSSION ONLY

Committee:	Arts, Culture & Heritage Advisory Committee
Subject:	Committee Work Plan 2023-24
Date:	Amalgamated April 23, 2024

INTRODUCTION:

On May 21, 2019, By-Law 47-19 was established by the Council of the Corporation of the Municipality of North Grenville to create eight Committees of Council. These committees were created to allow for more focused and timely investigation of a specific matter, to have members of the public add their perspectives for a specific matter and allow additional opportunity for participation and comment on specific subjects.

PURPOSE:

To provide an avenue for a two-way exchange to occur between the arts, culture and heritage community and the Municipality of North Grenville.

GOALS:

Committee to outline Goals based on objectives noted in the terms of reference for the specific committee.

Goal: <i>Link to committee</i>	Key Action Steps:	Target Date:	Lead Committee Member:	Other Supports:	Completed
1. Update of Heritage Evaluation Manual (HEM)	<ul style="list-style-type: none"> - Evaluate and revise existing document - HAC to review update - Provide revised/ updated HEM to Council (2024) 	June 2024	Inge van Gemeren	Phil – Technical Review	July 2024
2. Heritage Assessment of Kemptville Campus	<ul style="list-style-type: none"> - Provide updated HEM (when ready) to ED Liz Sutherland - 	October 2024	Tom Graham		
3. Evaluation of Heritage Inventory/List	<ul style="list-style-type: none"> - Working group reviewed 30 properties and proposed 13 for inclusion into register - List submitted to HAC (see Dec. minutes) - Further review required once updated HEM is available 	2024	Councillor Wilson / Tom Graham / Kevin Willey	Phil to add to register once approved. Phil to advise on possible action steps	

	<ul style="list-style-type: none"> - Add properties to NG Historic Properties Register - Decide what to do with remaining properties 			for remaining properties.	
4a. Heritage Tourism - Interpretive Plaques	<ul style="list-style-type: none"> - Evaluate condition of existing plaques - Determine if there is a budget already (2024) for asset management (i.e. replacing faded plaques) - Establish list of future possible plaques - Determine who will manage/lead creation of new plaques - Request budget for future (2025) <p>-Motion to Council July 2024</p>	2024	Deputy Mayor Barclay (evaluation), Kevin Willey / Tom Graham	<p>Staff to inquire about staff time / ability / budget</p> <p>Staff to find original artwork for plaques</p>	
4b – Walking tour brochures/ suggestions for improved Heritage Interpretation	<ul style="list-style-type: none"> - Group made motion to recommend that Heather Currie assist with coordination of Heritage Walking Tour Program. <p>Forward below 4 items to Tourism Coordinator for consideration within the Tourism program.</p> <ul style="list-style-type: none"> - QR codes on all products - Place tour sites as pins on a Google map. - Include Heritage Plaques on a Google map. - Include cemeteries on map as well. <p>- Tom has update from Heather Currie, he will forward to members</p>	2023/2024	<p>Deputy Mayor Barclay (evaluation), Kevin Willey / Tom Graham</p> <p>Director of Parks, Recreation and Culture</p>		
5. Dr. Fred's Work	<ul style="list-style-type: none"> - Natural heritage/history - Invertebrate collection - accessibility? - storage (physical / digital) 	October 2024	Kevin Willey		October 2024

	<ul style="list-style-type: none"> - Invite Dr. Scheuler to speak to the committee - Connections to physical space? - Link to Rachel Everett-Fry – AARAC, EAC -A list of action items will be put together. 				
* Civic Awards Night	<ul style="list-style-type: none"> - integrate Arts, Culture and Heritage with civic awards - Ensure that civic awards night nomination calls come to ACHAC. - Nomination of Bob Beshara, email from Committee Clerk sent to Kyna Boyce on July 29 	2025	Director of Parks, Recreation and Culture		
* Participate in Official Plan update	<ul style="list-style-type: none"> - OK - - - 	2024			
* Designating McLean Cairn	<ul style="list-style-type: none"> - Staff to implement - slated to be installed at the new Heron's Nest Park within the Tempo Development. - 	2025		Staff to advise HAC when complete	
6. Arts Development Fund Post-Mortem	<ul style="list-style-type: none"> -Review, adjust rules and regulations -Mark Guy to send letter to recipient - 	Oct 2024	Nancy Dery	Nancy Dery	
7. Public Art Policy	<ul style="list-style-type: none"> - Identify municipal stakeholders - Identify community stakeholders - 	2024-2025	Ardis Lerner Tabitha Valliant Nancy Dery Kevin Willey Debbie Wilson	Staff? BIA Chamber Annie Hillis	
8. Adaptive Re-use of Township Hall in Oxford Mills	<ul style="list-style-type: none"> - Arts space - needs assessment survey results - 	Nov. 2024	Director of Parks, Recreation and Culture	3 rd Party Consultant	

9. Analysis of Survey and Consultation Data	- Statement of Work	June 2024	Kevin Willey Ardis Lerner Tabitha Valliant		July 2024
10. Arts Council	Set up a new Arts Council for North Grenville	2025	Tabitha Valliant, Rebecca Campbell, Rose David and Ardis Lerner		

EXPECTED OUTCOMES:

Committee to outline expected outcomes based on goals and objectives determined for the remainder of the term.

ANTICIPATED ECONOMIC IMPACT:

Committee to outline anticipated economic impact.

COMMUNICATIONS PLAN:

Committee to note the plan to communicate

APPLICABLE LEGISLATION:

How does this apply to provincial and federal mandates?

RELATION TO THE COUNCIL WORK PLAN:

How does this relate the North Grenville Council Work Plan and Strategic Plan?