

 Town of CANMORE	Council Policy
Policy Title:	Public Art and Micro Grant
Policy Number:	AE-001
Date in Effect:	August 17, 2021
Current as of:	October 3, 2023

POLICY STATEMENT

1. Canmore’s Public Art program supports excellence in Public Art by emerging and established Artists, in new and traditional media, through commissions and projects. The Micro Grant program is established to provide funding to promote a strong and vibrant arts and culture sector, build capacity, and support cultural expression, practice, and connectedness. 2023-10
2. The Town is committed to supporting Acquisition and maintenance of a Public Art Collection that:
 - a) develops Canmore as an increasingly vibrant place in which to live, work and visit,
 - b) adds to the identity and quality of the civic landscape,
 - c) enriches people’s experience of Public Places,
 - d) contributes to community pride, and
 - e) enhances Canmore’s cultural assets. 2023-10

PURPOSE

3. This policy articulates the intention of the municipality to make art a permanent part of everyday life and a legacy for future generations, contributing to foster a sense of place, and increase the livability and artistic richness of the community through funding, Acquisition, care and maintenance, and Deaccession of Public Art and enabling individual Artists, Artist Collectives, and Organizations to take advantage of opportunities that may otherwise remain unattainable. 2023-10

DEFINITIONS

4. In this policy:
 - a) Acquisition means the process of accepting Artwork into the Town’s Public Art Collection;
 - b) Activities means the item, project, or pursuit to which Micro Grant money will be directed;
 - c) Art Trust Fund means a program-specific reserve established by and subject to Reserves Policy FIN-007;

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- d) Artist means the designer/creator of an Artwork who has completed specialized training in their artistic field or is recognized by their peers as such; is committed to their artistic activity; and, has a history of public presentation;
- e) Artist Collective means an informal group comprised of two or more individual Artists whose creation and public presentation of art is their primary activity;
- f) Arts and Culture Administrator means a professional who is paid a wage to plan, organize, direct, control, coordinate, and promote artistic and cultural policies, programs, projects, and services;
- g) Artwork means a tangible creation by an Artist;
- h) Canmore Based means the main place or area in which Artists, Artist Collectives, and Organizations reside, create, live or do business is in the Town of Canmore;
- i) Conservation means all actions aimed at safeguarding Public Art for the future; including examination, documentation, maintenance, preservation, and restoration;
- j) Deaccession means the act of legally ending the Town's responsibility for Artworks within the Public Art Collection;
- k) Micro Grant means a small payment intended to build capacity and support cultural expression, practice, and connectedness;
- l) Organization means a group of individuals who come together to develop and share Artistic and/or cultural creation;
- m) Public Art means any visual Artwork planned and executed specifically for siting or staging in a Public Place;
- n) Public Art Collection means all works of art owned by the Town that are site specific, part of a portable collection, or documentation of works of specific duration;
- o) Public Place means any land owned or leased by the Town, other than a highway, that the public is ordinarily entitled or permitted to use and includes
 - i) parks, as defined by the Parks Bylaw, as amended,
 - ii) parking lots, and
 - iii) land developed, used, or managed by the Town for public utilities;
- p) Treaty-7 Based means applicants who are a member of and reside in Treaty 7 nations of the Blackfoot Confederacy, the Iyahre Nakoda, and Tsuu'tina Nations as well as Metis Nation 3.

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FUNDING

- 5. A sustainable funding model that aligns with Canadian municipal best practices is set out as follows:
 - a) A \$5 per capita annual contribution to the Art Trust Fund in accordance with the Reserves Policy; and

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- b) Allocation of 0.5% of the average of the preceding five-year period's annual approved budgets' tax contribution to municipal infrastructure capital projects, excluding all utilities projects, subject to the following:
 - i) the allocation will be determined at the time of budget preparation,
 - ii) grant funding of a capital project is not considered as part of the contribution, and
 - iii) the allocation may be limited by overall available funds.

- 6. Funds in the Art Trust Fund are allocated as follows:
 - a) 60% of the per capita funding to design and commission, Acquisition, site preparation, installation, maintenance, and conservation of Public Art, and
 - b) 40% of the per capita funding to the Artist and Arts Organization grant program.
 - c) 100% of the capital project allocation to design and commission, Acquisition, site preparation, installation, maintenance, and conservation of Public Art.

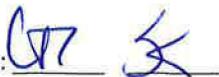
- 7. 10% of the value of the Public Art Collection must be in the Public Art Trust at the beginning of each calendar year to fund maintenance, repair, and conservation.

- 8. Eligible capital projects include tax funded:
 - a) new municipal buildings,
 - b) non-utility facility expansions or upgrades,
 - c) new park development projects,
 - d) major street rehabilitation or streetscape improvements,
 - e) new bridges, bridge replacements, and interchanges, and
 - f) new Public Places such as squares and plazas.

- 9. Funds derived from capital project allocations may be allocated to the specific project from which they are sourced or may be combined with other funds to either enhance a more prominent capital project or to support a non-contributing project.

GUIDING PRINCIPLES FOR THE PUBLIC ART PROGRAM

- 10. The Public Art program aligns with the planning framework set out in the 2020 Cultural Master Plan:

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- a) Leadership – The Town of Canmore Public Art Program adheres to recognized professional standards and promotes excellence in artistic practice and aims to elevate the role of culture in community building.
- b) Inclusion – The Public Art Program works to advance right relations, promote cultural equity and expression, and increase community access to culture. The Public Art Collection will be comprised of Artworks that reflect the diversity present in our community and across Canada.
- c) Space – Ensure town spaces and places reflect the community’s shared history and advance local culture. The public shall have free and unobstructed access to art in Public Places.
- d) Investment – The Town recognizes the contribution made by arts and culture as an economic driver and community builder and works to strengthen the sector and support and promote traditional and diverse forms of cultural expression.

PUBLIC ART ACQUISITION

- 11. Administration is authorized to acquire Public Art through commission, purchase, donation, loan, partnership with an external party, or lease.
- 12. Any person involved in a decision to acquire Public Art must comply with the Town’s Purchasing Policy and Code of Conduct Policy.
- 13. Public Art purchased by the Town must be unencumbered and acquired through a full transfer of ownership from the Artist to the Town; the Artist will retain any and all copyright and moral and intellectual rights to the Artwork.
- 14. Acquisitions must be accompanied by a maintenance plan and a deaccession plan.

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PUBLIC ART COLLECTION CRITERIA

- 15. The Public Art collection:
 - a) provides a sense of place, community pride and identity through the creation of new works across all mediums and in a variety of Public Places,
 - b) reflects community and regional diversity, values, history, nature, and culture,
 - c) is built in collaboration and partnership with Indigenous and multicultural communities as well as the private sector, internal and external stakeholders,
 - d) creates opportunities, challenges, and encouragement for all types of artists and artistic expression, and
 - e) is comprised of relevant art that inspires people and is an expression of the time.

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PUBLIC ART SITE SELECTION CRITERIA

16. Public Art is intended to compliment current and future municipal development and infrastructure and enhance Public Places. Site selection will include a public engagement process that puts signage in a potential location for a minimum of three weeks with an opportunity for the public to provide comment. Sites will be selected using the following criteria:
- a) Accessibility – Public Art shall be located in areas that provide the public a free and unobstructed experience of the piece, with a preference given to sites offering the greatest opportunities for interaction and safe access for all;
 - b) Visibility – preference shall be given to sites that are primarily visible to pedestrians and cyclists and that also considers a secondary audience of motorists, including public transit users;
 - c) Discovery – use of sites where Public Art is unexpected or discovery by the viewer is encouraged;
 - d) Project Specific – use of a site that lends itself to a specific project, audience, or desired art form may be considered;
 - e) Environment - the environmental impact of the Public Art and its maintenance will be considered including wildlife attractants or entrapments, habitat preservation, and pollutants; and
 - f) Municipal access – the site must be accessible to emergency services, property maintenance services, and the services related to maintenance, repair, and conservation of the Public Art.

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PUBLIC ART COLLECTION MANAGEMENT

- 17. Town staff maintains a Public Art inventory and provides safekeeping for records related to the selection, Acquisition, maintenance, conservation, and deaccession of Public Art.
- 18. The Town provides insurance for all Public Art in its custody and control, regardless of whether the art is owned or not.
- 19. Where Public Art is commissioned, the Artist shall be required to provide a maintenance manual prior to receiving final payment for the project.
- 20. Maintenance, repair, and conservation, including storage, of Public Art shall be carried out by Town staff.
- 21. Deaccessioning of Public Art may be approved by Council only if one or more of the following conditions apply:
 - a) It is no longer deemed morally or ethically accepted by current standards,

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- b) It possesses faults of design, workmanship or materials that result in excessive or unreasonable maintenance, a threat to public safety, and for damage to the extent where repair is unreasonable, impractical or the Artwork is beyond restoration,
 - c) Imminent changes to the site threaten the integrity and safety of the work,
 - d) It is fraudulent, not an authentic work, or there is a valid challenge to title; and/or,
 - e) Council determines that there is an exceptional and unforeseen reason for removing the Artwork from its current site, and no other suitable site can be found.
22. Deaccessioning shall not serve as a means for generating funds; any and all funds received through deaccessioning activities will be deposited into the Public Art Trust.

MICRO GRANT AREAS OF FOCUS

23. Activities funded through the Arts and Culture Micro Grant Program must fall within one or more of the following areas of focus:
- a) Individual or Organizational Development
Activities that:
 - build individual or Organizational capacity,
 - support cultural expression and practices, and/or
 - build business acumen.
 - b) Sector Development
Activities that:
 - promote a strong and vibrant cultural sector.
 - c) Community Development
Activities that:
 - encourage community connection, interaction, and engagement.
 - d) Right Relations, Equity, Diversity, and Inclusion
Activities that:
 - support Canmore’s diverse culture and values, and
 - include underrepresented communities.

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MICRO GRANT ELIGIBILITY

24. Eligible applicants include:
- a) Canmore Based Artists, Artist Collectives, and arts and culture Organizations, and
 - b) Treaty-7 Based Artists, Artist Collectives, and arts and cultural Organizations whose artistic creation is intended to be shared with/in the Canmore community.

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25. Ineligible applicants include:

- a) individuals or Organizations who have already received the maximum funding amount allowable under the Arts and Culture Micro Grant Program within the previous 12 months,
- b) individuals or Organizations who have overdue reports related to prior Town of Canmore grant funding, and
- c) Arts and Culture Administrators.

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RESPONSIBILITIES

26. The Cultural Advisory Committee is responsible for:

- a) advising administration on the Acquisition of Public Art,
- b) monitoring administrative practices related to planning, Acquisition, placement, maintenance, and deaccessioning to ensure a high standard is maintained, and
- c) making recommendations to Administration for amendments to this policy.

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27. Administration is responsible for:

- a) preparing a five-year Public Art capital plan,
- b) overall management of the Micro Grant program,
- c) bringing policy updates to Council, and
- d) making the final decision on Acquisition and site selection.

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28. Council is responsible for:

- a) Approving the Public Art and Micro Grant Policy and any amendments to the policy as needed,
- b) Approving expenditures from the Public Art Trust through the budget process, and
- c) Approving annual contributions to the Public Art Trust based on the funding model detailed in this policy.

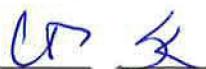
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POLICY REVIEW

29. This policy will be reviewed by Council within the next four years.

RELATED DOCUMENTS

- 30. 2020 Cultural Master Plan
- 31. Public Art Procedure
- 32. Micro Grant Procedure

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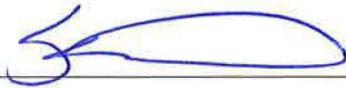
- 33. Cultural Advisory Committee Terms of Reference
- 34. Reserves Policy FIN-007
- 35. Purchasing Policy FIN-006
- 36. Code of Conduct Policy HR-002

ATTACHMENTS

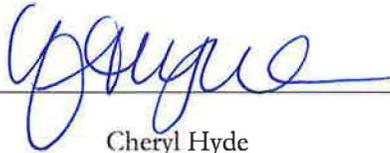
None

REPEALS POLICY: Public Art Policy AE-001 approved June 15, 2010.

AUTHORIZATION:



Sean Krausert
Mayor



Cheryl Hyde
Municipal Clerk

REVISION HISTORY

Action	Date	Council Motion	Notes
Approved	2021-08-17	196-2021	
Amended	2023-10-03	235-2023	Amended to include the Micro Grant

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