



Public Arts Advisory Committee MINUTES

Thursday, March 06, 2025 – 5:00PM
TOWN HALL- COUNCIL CHAMBERS
Jonathon Lee, Chair

Members Present: Chair, Jonathon Lee
Council Representative, C McGuire
Vice Chair, Richard Grant
Member, Pam Craig
Member, Opal Dunbar-Adams
Member, Liz Steinberg

Absent:

Staff Present: Staff Resource, J Crawford, J Murphy

1. LAND ACKNOWLEDGMENT (J Crawford)

J Crowder read the Land Acknowledgement.

2. CALL TO ORDER (J Crowder)

J Crowder called the meeting to order at 5:01PM

3. APPROVAL OF AGENDA

Moved By E Steinberg
Seconded By R Grant

THAT the March 06, 2025, Public Arts Advisory Committee Meeting Agenda be approved as circulated.

CARRIED

4. ADOPTION OF MINUTES (None)

5. DISCLOSURE OF MONETARY INTEREST

None

6. APPOINTMENT OF CHAIR & VICE CHAIR

Moved By R Grant
Seconded By P Craig

THAT Jonathon Lee be appointed as the Public Arts Advisory Committee Chair for the remainder of this term of Council.

Moved By L Steinberg
Seconded By R Grant

That Pam Craig be appointed as the Public Arts Advisory Committee Vice Chair for the remainder of this term of Council.

7. DELEGATIONS (None)

8. PRIORITY ISSUES

8.1 Introductions

Introductions were made from all members present.

8.2 Overview of Municipal Policies, Documents & Procedures

K Costello reviewed the following policies and legislation:

- Committee Terms of Reference
- Conflict of Interest
- Accountability and Transparency
- Code of Conduct
- Accessibility & Training

8.3 Future Meeting Schedule

Tuesday at 5 pm was chosen as the meeting time, and the Committee will meet monthly on the first Tuesday of each month.

8.4 Public Arts Master Plan

The first two (2) initiatives have been completed:

- a. Adopting the Public Arts Policy
- b. Establishing the Advisory Committee

The next step is to develop public arts commissioning guidelines and associated templates for proposals & submissions.

An inventory of existing public art is needed, including its condition and maintenance requirements. A list has been started by staff but needs to be

completed.

ACTION: Staff will provide a copy of the existing list to members in order to start populating missing information.

8.5 Joyce Brennan Award & Bursary

The Committee has decided to adopt the award & bursary, being taken over from the Smiths Falls District Arts & Culture Council now that the Council is no longer operating. The award will be issued annually to a local artist through a community nomination process and chosen by the Committee. The bursary would be issued annually to a local high school student pursuing post-secondary education in the arts, The bursary could be budgeted for, donated, or sponsored.

ACTION: Committee will look to develop award and bursary criteria and will relaunch the award cycle in 2026 as part of the Town's Community Awards program.

8.6 Future Projects

Council can award up to 1% of tax-generated revenue, but 50% of any project needs to be funded from outside sources. A reserve should be set up, allocating 10% of funds for future maintenance.

The committee can solicit public funding and set up reserves for maintenance and grants/sponsorships. Staff have started compiling a list of possible grant funding opportunities.

ACTION: Staff will provide a wording document for the committee's information and to initiate research by committee member to create a complete list.

The subway tunnel near the CPKC yard was mentioned as a possible project. The Heritage House may reach out to the Committee about assisting the Rideau Artist of the Year. A "gateway" for the town was also mentioned as a possible future project.

9. CORRESPONDENCE ITEMS (None)

10. IN-CAMERA ISSUES (None)

11. NEXT MEETING DATE – Tuesday, April 8, 2025

12. ITEMS FOR FUTURE MEETINGS

- a. Inventory of existing artwork
- b. Joyce Brennan Awards Criteria
- c. Development of guidelines and templates for proposals/submissions
- d. Rideau Artist of the Year
- e. List of possible grants
- f. Art Project ideas

13. ADJOURNMENT

Moved By L Steinberg
Seconded By R Grant

THAT the meeting be adjourned at 06:43 pm and stand so adjourned until the next duly called meeting.

Chair

Vice Chair