

 COBOURG	THE CORPORATION OF THE TOWN OF COBOURG	
	STAFF REPORT	
TO:	Mayor and Council	
FROM: TITLE:	Stephen Peacock CAO	
DATE OF MEETING:	September 24, 2018	
TITLE / SUBJECT:	Victoria Hall Public Art Policy	
REPORT DATE:	September 13, 2018	File #:

1.0 STRATEGIC PLAN
N/A

3.0 RECOMMENDATION
It is recommended that Council approve the Victoria Hall Public Art Policy and direct the CAO to enter into negotiations with the Art Gallery of Northumberland for the maintenance and inventorying of the Town's collection.

4.0 ORIGIN
This matter was referred to the CAO at the June 25th, 2018 meeting of the Committee of the Whole.

6.0 ANALYSIS
A policy has been provided to Council for your consideration



CORPORATION OF THE TOWN OF COBOURG

Division: Corporate Services	Effective Date:
Department: Legislative Services	Approval Level: Council
Policy Title: Victoria Hall Public Art Policy	Section # 6-1 Policy # PW-ADM1

Purpose

A town's character, history, aspirations and challenges can be expressed and reflected by artists through their work. Victoria Hall represents the political and social centre of the Town and is a primary showcase for art and commemorative material. Public spaces within Town Hall are significant areas for the installation of art and memorabilia for the enjoyment of the general public. These spaces include the atrium, Council Chambers,, corridors, grand hall, court room, meeting rooms, staircases.

Policy

1.0 Exhibition –Public Areas

In designated public spaces only the following maybe installed:

- art work from the Town collection, AGN collection
- photos and painting of civic officials
- framed archival materials including documents and photos which relate significantly to the Town's heritage.
- those items that are necessary for the operation of the municipality such as maps, announcements, awards etc.

2.0 Exhibition –Employee Areas

Offices that are designated staff work areas may install artwork, photos or paintings in keeping with the décor of the office in question and as approved by the appropriate director.

3.0 Installation

Installation requirements include:

- the artwork must be of sufficient robust nature to withstand normal wear in a public space as well as vandal attack.



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- the size and theme of the artwork or material should be considered in context of its proposed installation location.
 - if the artwork or item is related to indigenous cultures or sites the proposed material should be assessed by relevant indigenous communities as to its appropriateness.
 - All installation shall abide by fire regulations as to location and composition.

4.0 Management

Council designates the office of the CAO to manage the selection, installation and care of materials hung or to be selected to be hung in the Hall. All easements in place due to the historic nature of the building shall be respected. When necessary the town staff will consult local experts with regard to the appropriateness of the art or the historical significance of the proposed material.

4.0 Care of Town Art Collection

The Town of Cobourg has acquired various pieces of Art or Artworks either from donation or through purchase. The Town of Cobourg should enter into negotiations with the AGN for maintenance and keeping of the Town's collection. This agreement should include:

1. Inventorying of the Collection with the following information collected:
 - Title of Artwork
 - Artist(s) name and biography(if possible)
 - Any agreements associated with the piece
 - Location of Artwork
 - Maintenance Plan
 - Conservation Activities and condition report
 - Value of work
 - Photograph of Artwork
 - Any other applicable documents



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Scope

This policy shall apply to the exhibition of art within Victoria Hall including public and staff working areas

Administration

The Chief Administrative Officer hereby designates the Municipal Clerk to implement and administer the terms of this policy. This policy will be reviewed one (1) year after the implementation of the Cultural Master Plan.

Cross Reference

Policy #

Procedure #

Resolution #	Revision Description:	Signature/Municipal Clerk: _____	Council Approval Date:
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