



# City of Dawson

## Art Procurement Policy

### # 2022-01

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## **POLICY STATEMENT**

The City of Dawson is dedicated to enhancing Arts and Culture as an integral part of our community. The City of Dawson's goal is for a vibrant, dynamic arts and cultural community as identified in the municipal Sustainability Plan and Official Community Plan. The City of Dawson recognizes that arts and culture is an essential part of the community's growth and overall good health.

### **1.00 Purpose**

1.01 An Art Procurement Program will contribute to the appearance of our public buildings and spaces, and help provide education about the importance of arts and culture to our residents. The program will reflect the professional interests of visual arts in the town, serving as a means to publicly promote local talent and artistic accomplishments and contribute to the professional development and economic success of our local artists.

### **2.00 Definitions**

2.01 The following terms are used within this policy and are defined as follows:

- a) "artwork" means a physical work of art installed in the public realm. These works of art may be installed within buildings, or outdoors on public lands.
- b) "installed" means a piece of artwork that is fully prepared by the artist for public viewing with no assistance from City staff.
- c) "program" means the City of Dawson Art Procurement Program as described in this policy.
- d) "public space" means interior or exterior spaces frequented by the public, or within public view, and accessible to or visible by the public during normal business hours or longer.
- e) "selection committee" means the appointed members who will review the submissions and make recommendations to Council for purchase.
- f) "City" means the City of Dawson.

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### 3.00 Objective

- a) To support the growth of a vibrant arts and culture community and uphold the principles of the *Arts and Culture Policy #2021-01*;
- b) Enhance Public spaces with the presence of public art.

## Procedure

### 4.00 Artist Eligibility

Artists will be eligible to participate in the Program provided that they meet the following criteria;

- a) Artists wishing to participate in the Program MUST have been a resident of Dawson for at least 12 consecutive months.
- b) Artist eligibility will not be reliant on an artist's professional status but rather on the artwork.

### 5.00 Artwork Criteria

The suitability of the artwork for the Program will depend upon whether or not the artwork meets the following established criteria:

- a) The artwork should originate from the primary art market/artist where the artist maintains ownership of the work. Artwork from a secondary market, including artist's estates, will NOT be considered for the Program.
- b) Artwork presented for selection must be an original design. Reproductions or photographic reproductions of artwork will not be accepted under the Program.
- c) Creative works in any discipline will be eligible for selection, provided it is a two-dimensional or three-dimensional art form, is accessible to the public and is an original or limited edition which includes, but is not limited to:
  - i) Paintings and drawings, produced entirely by hand on any support or in any material (excluding industrial designs and manufactured articles decorated by hand);
  - ii) Original prints, posters and photographs, as the media for original creativity;
  - iii) Original artistic assemblages and montages in any material;
  - iv) Work of statutory art and sculpture in any material;
  - v) Works of applied art in such materials as glass, ceramics, metal, wood, etc.

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- d) Illustrated and detailed proposals for artwork are only eligible for a sculpture piece. All other artwork submitted must be complete and available for procurement as of the date of submission.
  - e) Submitted artwork must be sturdy, vandal resistant (if an outside piece) and low maintenance.

## **6.00 Submission Guidelines**

- a) Artists can submit a maximum of three (3) artworks for consideration, either in person and/or through a commercial representative of the Artist.
- b) Descriptive details of each work must be submitted, including the title, date completed, medium, dimensions and cost. Each submission must be on a separate form (Appendix A). There will be no limit on the date of creation of artwork submitted for the Program.
- c) Artwork proposals for outdoor sculptures must include specific details on potential placement, size, materials used and expected days to complete as well as instruction on any potential maintenance
- d) Artists may present prices for their work as installed or uninstalled. These prices should be clearly stated with each submission.

## **7.00 Selection Committee Composition**

- a) An Art Procurement selection committee will be appointed by Mayor and Council to oversee the selection of artworks. The committee will consist of one (1) arts professional from the School of Visual Arts (SOVA), two (2) representatives from the community at large and two (2) City of Dawson staff members.
- b) Committee members will be appointed in December on an bi- annual basis and will serve for a period of two (2) years.
- c) A minimum of 3 selection committee members is required for selection of art
- d) A selection committee member shall abstain from participating as a selection committee member if they or a direct member of their family will be submitting art for consideration
- e) A schedule will be established for the selection of artwork by the committee.
- f) The decisions of the committee will be final.

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## 8.00 Selection process

The selection process for the Program will be administered in accordance with the clauses outlined below:

- a) A call for submissions will be announced in January of each year and will include the submission deadline in July, date of adjudication in September and date of the public meeting of Council in December at which the selected artworks will be announced.
- b) The following general selection criteria will be used in the selection of artworks. Each criteria will receive a weighting but the weighting will be determined on a project by project basis by the committee. For example, in certain circumstances the “Relevance of theme” may weight higher in one year over another.

### Example of Public Art Project Weighting

Description	Indoor Pieces	Outdoor Pieces
Compliance with submission requirements and budget	40	40
Artistic Merit – imagination and innovation	20	20
Experience in delivering projects of similar scope	5	5
Feasibility of construction or installation (Indoor)	5	
Installed outdoor pieces		0
Relevance of theme and local content	25	25
Durability and ease of long term maintenance (indoor pieces)	5	
Durability and ease of long term maintenance (outdoor pieces)		10
Total Points	100	100

- c) All submissions received will be available for public viewing from the date of adjudication until the announcement of selected works in December.

## 9.00 Program Financing

- a) Minimum funding of \$3000.00 annually will be budgeted for the Art Procurement Program. This funding is subject to review by Council through the annual budgetary process.

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- b) The committee may recommend that Council consider additional funding if a piece is thought to be particularly beneficial to the City's collection.

#### **10.00 Conditions of Purchase**

- a) Purchase contracts between the artists and the City will include the use of artwork for display in a public place. These contracts will also include permission for the use of the images on the City's website for brief periods throughout the year in which the artwork is chosen.
- b) After the selection process, payment will be issued to the artist once the artwork has been received and all contracts have been signed.

#### **11.00 Display of Artwork**

- a) With the exception of outside pieces, selected artwork will be displayed at City Hall for the first year of acquisition. Following that year, the piece may be relocated to another city owned building.
- b) The City will maintain the artwork for a lifespan that is reasonable for the piece.
- c) The City has the right and responsibility of deaccession of public art. All reasonable efforts shall be made to rectify problems or re-site artwork where appropriate. Reasons for deaccession include:
  - i. Endangerment to public safety
  - ii. Excessive repairs or maintenance, or repair is not feasible
  - iii. Public accessibility is no longer available
  - iv. Demolition of a structure incorporating public art or redevelopment of site incorporating public art
  - v. Expiry of lifespan

#### **Roll of Staff:**

1. Ensure the proper maintenance of all existing artworks.
2. Determine suitable public places and spaces for the display of the artwork.
3. Develop a list of potential committee members.
4. Coordinate the Call for Submissions and assist the committee in arranging and scheduling the selection process.

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5. Ensure that copyright, ownership, publication, exhibition and selection committee feedback are appropriately considered and fulfilled in accordance with any legal requirements

**POLICY TITLE:** *Art Procurement Policy*  
**POLICY #:** 2022-01  
**EFFECTIVE DATE:** May 4, 2022  
**ADOPTED BY COUNCIL ON:** May 4, 2022  
**RESOLUTION #:** **C22-10-10**

Original signed by:  
William Kendrick, Mayor

Cory Bellmore, CAO