



<i>ADMINISTRATIVE POLICY</i>	No. 21
INTEGRATION OF THE ARTS	Resolution # 2005-196 Adopted on: November 21, 2005

1. PURPOSE:

The policy for the integration of the arts with the architecture and the environment of municipal buildings and sites ensures that a percentage of the budget for the construction or expansion of a public building or site is allocated for the creation of one or several works of art designed specifically for that location or, in certain cases, the purchase of a piece of artwork that already exists.

2. STATEMENT:

This policy is an initiative that has previously been approved by the Municipal Council in 2003 when the Cultural Policy Action Plan was presented. The municipality's cultural sector is in charge of implementing this policy and ensuring its coordination.

3. SCOPE:

- a) The policy applies to any major project involving the construction of any public building or site. As defined in the policy, the term "construction" includes the expansion, the restoration or the renovation of such building or site. A public site is a location open to the public for purposes of information, recreation or for obtaining goods or services and is the property of the municipality.
- b) This policy is intended exclusively for creators in visual and applied arts.
- c) A selection committee will be formed to include specialists and professionals for each project, including a visual or applied arts professional, a design specialist, an architect, a project designer or manager and a representative from the municipality. The municipality's cultural sector will be in charge of setting up the selection committee.

4. OBJECTIVES:

- a) Promoting the creation or the purchase of works of art so as to permanently integrate them with the architecture and environment of public places, taking into account the projected purpose of these places.
- b) Increasing the diffusion of works of arts made by artists from the municipality and from New Brunswick.
- c) Raising awareness about current art and its various trends and forms of expression in visual and applied arts.

5. CHARACTERISTICS OF THE POLICY

a) The acquisition of a work of art

For construction projects that do not require any plan or quotation, a work of art may be purchased and not ordered. The works of art shall be installed in the building's public spaces.

b) Calculation of budget reserved for works of art

The budget for each construction project is calculated according to the following scale:

<u>Cost of the construction project</u>	<u>Part allocated for the integration of a work of art</u>
From \$100,000 to \$249,999	\$1,500
From \$250,000 and over	1% of the implication of municipal funds

The amount reserved for the integration of a work of art covers the expenses related to the design and delivery of this work of art, namely:

- The artist's fees and royalties;
- Fees for the creation, installation and transportation;
- The cost of follow-up or specific work provided for in the project's final plans and quotations, which are necessary for the execution of the work of art;

- The fees involved in the project presentation for artists whose artwork submission was not accepted (model).

c) Integration process for a work of art

For any construction project **lower than \$250,000**, the municipality goes through the selection committee to acquire a work of art. In such a case, the selection committee can directly contact an artist or several artists without having to resort to a competition process.

For any project of **\$250,000 or more**, the process is as follows:

- Establishment of the selection committee
- Invitation to artists
- Selection of artists through registration
- Choosing a model (A maximum of three artists will be retained for model presentation. If the project fails to attract a minimum of three artists, the selection committee will proceed with the proposed project or projects).
- Recommendation to the Council

d) Role and responsibilities of the selection committee:

- The proper functioning of the policy
- The acceptability and amendment of the integration policy.
- Budget allocation (amounts of money allocated for the works of art and models).
- The discipline under which the integration project should be submitted (painting, photography, sculpture, installation, arts and crafts, new technologies, work on paper, art glass and stained glass...)
- Evaluation of files
- Selection of artists
- Choice of project
- Evaluation of the policy

e) Competition and artist selection

When the cost of the integration project is \$250,000 or over, the selection is done through a notice of competition published in the weekly newspaper. The artists must fill out a competition registration form and include a visual file.

The same process may be applied to projects that are less important financially, but that are exceptional because of the purpose of the building or the site.

Exceptionally (particular project) and on the recommendation of the selection committee, the municipality can, without competition, retain an active artist whose work of art and career are distinctive. The nomination of the artist will then be made by the selection committee.

The selection committee evaluates the proposal of works of arts that are submitted by selected artists according to their artistic quality, their conformity to the policy, the realism of the technical specifications, the budget forecasts, the impact of the work on the course of the construction work, as well as the maintenance estimate. The selection committee makes its recommendations to the municipal council with regard to the work of art that has been chosen.

f) Ethics

The municipality's cultural sector makes sure that none of the selection committee members are in a conflict of interest position. When forming the committee, the members are informed of the applicable ethical guidelines. If a person does have a conflict of interest with an artist having the potential to be chosen, he or she must disclose it and be replaced.

6. ABROGATION

This policy replaces all previous policies relating to the integration of arts in buildings belonging to the Edmundston municipality.

Mayor

Clerk

Terminology

Professional artist

In brief, a person is considered a professional artist if he or she:

identifies himself/herself as such;

creates artworks on his/her own account;

has had individual exhibitions or participated significantly in exhibitions or community events presented in a professional context;

is recognized as a professional by his/her peers and has received recognition in the form of commendations, rewards, awards, grants, appointments to panels, etc.

Particular project

To be considered a particular project, a construction project shall be defined by the relationship between its purpose, its history and the artist. For example: A cultural centre whose name is associated with an artist known/renowned by the community; in this particular case, this artist's work may be ordered without going through a competition process.

Work of art

To be considered a work of art, a work has to be an original artwork production designed for an integration which respects the area's architecture and the site's visual environment.

Reference materials

Canadian Artists' Code / A complete definition of an artist's status can be found in the *Canadian Artists' Code*.

La politique d'intégration des arts à l'architecture et à l'environnement des bâtiments et des sites gouvernementaux et publics. Implementation Guide – Quebec government