

- (iii) making recommendations on all public art sites and acquisitions that are funded through the Public Art Trust or donated or acquired through other means.
- (c) Collaborates with the community by:
 - (i) looking for opportunities to engage, involve, and include the community in the public art process and in the building capacity of the cultural sector
- 7. The members of the committee and any sub-committees established by the committee must comply with the Town's Purchasing Policy and Code of Conduct Policy.

PUBLIC ART SELECTION SUB-COMMITTEES

- 8. The committee is authorized to establish temporary public art selection sub-committees as required to evaluate submissions received in response to requests for proposals for commissioned artwork and recommend a successful candidate to administration.
- 9. Selection sub-committees are comprised of a minimum of five (5) voting members and may include any of the following:
 - (a) the Council representative on the Cultural Advisory Committee,
 - (b) a member of the Cultural Advisory Committee,
 - (c) artist(s) appropriate for the selected medium,
 - (d) community representative(s),
 - (e) Treaty 7 and/or Metis Region 3 Indigenous representative(s),
 - (f) an architect, landscape architect, and/or public art professional, and
 - (g) a member of administration.

MEMBERSHIP AND TERM

- 10. The committee is comprised of five (5) to seven (7) voting members as follows:
 - (a) one (1) member of Council;
 - (b) one (1) public member who is a member of a Treaty 7 Nation or Region 3 Metis;
 - (c) up to three (3) public members who ideally represent the business, education, and social sectors in Canmore;
 - (d) one (1) professional cultural worker (employed or volunteer in the cultural sector); and

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- (e) one (1) member of the under 35 cultural community
- 11. The committee includes the Supervisor of Arts and Events or designate in a non-voting capacity.
- 12. Council appoints public members, the Treaty member, and the Council member at Council's annual organizational meeting.
- 13. The term of membership for public members is two (2) years for the first term and three (3) years for subsequent terms, beginning on the date following Council's annual organizational meeting and terminating on the date of the annual organizational meeting two or three years later.
- 14. The number of consecutive years served by a public member shall not exceed eight (8) years.

ELIGIBILITY

- 15. To be eligible for public membership on the committee, a person must:
 - (a) be a resident of Canmore; and/or a member of a Treaty 7 Nation or Region 3 Metis;
 - (b) be at least eighteen (18) years of age.
- 16. A public member is not eligible for continuing a term on the committee and/or for reapplying for the next subsequent term on that committee if the public member:
 - (a) fails to attend three (3) consecutive meetings of the committee, unless that absence is caused through illness or is authorized in advance by resolution of the committee; or
 - (b) ceases to meet the eligibility requirements set out in this bylaw.

RESIGNATIONS AND REMOVALS

- 17. Any public member may resign from the committee at any time by sending written notice to the committee chair.
- 18. If a vacancy occurs before Council's annual organizational meeting, Council may appoint a replacement for the remainder of the term.

MEETING SCHEDULE AND PROCEDURES

- 19. Quorum is a simple majority.
- 20. The committee meets a minimum of nine (9) times per year according to a schedule approved by the voting members.
- 21. Public notice of a meeting is provided on the Town's website at least twenty-four (24) hours prior to the meeting.
- 22. The committee conducts its meetings in public except where authorized by the municipal Government Act to close a meeting to the public.

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23. The committee chair is a public member selected by a majority vote of committee members.
24. Matters are decided by majority vote. A tied vote is defeated.

MEETING RECORDS

25. Agendas are made available to committee members at least three (3) days prior to a meeting and made available to the public at least one (1) day prior to a meeting.
26. Minutes are prepared for every committee meeting and contain the following:
 - (a) the date, time and location of the meeting;
 - (b) the names of all committee members present;
 - (c) the name of anyone other than a committee member who participated in the meeting; and
 - (d) any motions made at the meeting, along with the results of the vote on the motion.
27. Questions and debate are not recorded in committee minutes.
28. Minutes may, at the discretion of the members, include action items agreed upon by unanimous consent, including, but not limited to, action items accepted by individual committee members.
29. Minutes of a meeting are adopted by motion at the next meeting.
30. Any member may request a correction to the minutes before they are adopted; corrections are deemed adopted when the motion to adopt the minutes has carried.
31. Approved minutes are signed by the chairperson and the recorder who were present at the meeting where the minutes were taken, wherever possible. Where not possible, the minutes are signed by the current presiding officer and recording secretary.

ENACTMENT/TRANSITION

32. If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
33. Public Art Committee Establishment Bylaw 2018-19 is repealed on October 26, 2021.
34. This bylaw comes into force on the date it is passed.

FIRST READING: August 17, 2021
SECOND READING: August 17, 2021
THIRD READING: August 17, 2021

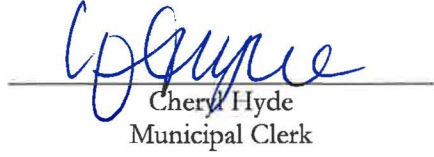
Bylaw approved by CP JB

Approved on behalf of the Town of Canmore:



John Borrowman
Mayor

August 20, 2021
Date



Cheryl Hyde
Municipal Clerk

August 18, 2021
Date

Bylaw approved by:  