

POLICY

Title: Public Art Advisory Committee Terms of Reference

Division: Parks, Culture, and Community Services

Policy Number: 0218

File Number: 0282-20-0218

1. Mandate

- 1.1. The purpose of the Public Art Advisory Committee (the Committee) is to:
- (a) make recommendations regarding policy and procedures related to public art, and on any matters referred to it by Council;
 - (b) advise on all issues pertaining to the Public Art Inventory Collection according to Council's established policy and procedures;
 - (c) assist with the implementation and enhancement of the Public Art Program;
 - (d) provide advice regarding best practices for public art funding and opportunities to advance community visual art; and
 - (e) make recommendations to Council on the expenditures of Public Art Reserve Fund Bylaw No. 4912, 2016 (as amended or replaced).

2. Role

- 2.1. The Committee will:
- (a) provide oversight of the Public Art Inventory, enrolment criteria, site and display, maintenance and safety, de-accessioning, donations of art and commissioning of new works; and
 - (b) review the Municipal Art Collection Policy and the Municipal Art Collection Public Art Procedure and make recommendations to Council on proposed amendments to ensure currency and inclusion of best practices in accordance with contemporary theory and implementation.

3. Membership

- 3.1. The Committee consists of a minimum of six (6) and a maximum of nine (9) voting members appointed by Council.
- 3.2. Qualifications for individuals seeking membership on the Committee include:
- (a) skills and experience related to the fine arts, public art, architecture, design, urban planning and/or general interest in community-based public art programming, with a maximum of one (1) of these volunteer representatives residing outside of West Vancouver;

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- (b) an ability to look beyond personal interests for the benefit of the community and residents of West Vancouver; and
 - (c) strong communication skills and the ability to work collaboratively as part of a team.
- 3.3.** The Committee membership includes the following non-voting members:
- (a) up to one (1) representative from the Arts and Culture Advisory Committee as appointed by the Arts and Culture Advisory Committee; and
 - (b) One (1) member of Council, appointed annually to serve as the Council representative on the Committee.
- 3.4.** Appointments will be made by Council according to the General Council Committees Procedure.
- 3.5.** The Chair and Acting Chair must be designated, by resolution, according to the Council Committee Procedure Bylaw.

4. General Terms and Code of Conduct

- 4.1.** Volunteer members are expected to uphold the standards outlined in the General Council Committees Policy, the General Council Committees Procedure, the Council Committee Procedure Bylaw, and the *Community Charter*.

5. Rules of Procedure

- 5.1.** Meetings must be conducted in accordance with the General Council Committees Policy, the General Council Committees Procedure, the Council Committee Procedure Bylaw, and the *Community Charter*.

6. Working Groups

- 6.1.** Working Groups may be established by the Committee in alignment with the Council Committee Procedure Bylaw and the General Council Committees Procedure for specific tasks or projects identified in the Annual Work Plan.

7. Annual Work Plan

- 7.1.** An Annual Work Plan must be submitted to Council for approval and be consistent with the requirements outlined in the General Council Committees Procedure.

8. Altering Terms of Reference

- 8.1.** Any alterations to the Terms of Reference must be in accordance with the General Council Committees Procedure.

9. Staff Assistance

- 9.1. Staff assistance will be provided to the Committee, as necessary and within reason, by staff of the Parks, Culture, and Community Services division.

10. Approval

Approved by	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
Approval date	2025/09/15	
Council minutes Document ID (Council Policies only)	LGDM-711734498-24640	
Council report Document ID (Council Policies only)	LGDM-745393809-2868	
Signature	<u>[Original signed by Mayor]</u> MAYOR	

Replaced by	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
Replacement date	2025/12/15	
Council minutes Document ID (Council Policies only)	LGDM-711734498-24866	
Council report Document ID (Council Policies only)	LGDM-711734498-24880	
Replacement description	To include a provision for non-voting members from the Arts and Culture Advisory Committee to attend regular monthly Community Grants Committee meetings for continuity within the overall arts and culture umbrella.	
Signature	<u>[Original signed by Mayor]</u> MAYOR	

11. Additional Information

Category	<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Administrative
Related procedure	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Date of last review	2025	