

THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS

BY-LAW NO. 2014-41

A BY-LAW to adopt a Policy to provide for art display in the South Dundas Municipal Centre.

WHEREAS *the Municipal Act, 2001, S.O. 2001, Chapter 25*, as amended, states that a municipality and a local board shall adopt policies with respect to certain matters;

NOW THEREFORE the Council of the Corporation of the Municipality of South Dundas hereby enacts as follows:

1. THAT Policy No. 2-7, Art Display in the South Dundas Municipal Centre, attached as Schedule "A" to this by-law is hereby approved.
2. THAT the Policy in Schedule "A" shall be effective on the date of passing.

READ and passed in open Council, signed and sealed this 20th day of May, 2014.

MAYOR

CLERK

Schedule "A" to By-Law No. 2014-41

POLICY MANUAL	Policy No. 2-7
For Municipality of South Dundas	Effective Date: May 20, 2014
Subject: SDMC Art Display	Department: Administration

Policy Statement:

The Municipality of South Dundas will provide display space in the South Dundas Municipal Centre to promote and highlight the talents of South Dundas Artists enabling the viewing of their work by the public.

Procedure:

Eligible Artists and Works of Art:

1. Artists who have work displayed in the South Dundas Municipal Centre must be a resident or have a studio in South Dundas.
2. Submissions must be received from the artist themselves. Applications from commercial galleries or art curators will NOT be accepted.
3. Works of art to be displayed include but are not limited to drawings, paintings, prints, digital graphics and photography. Sculptures and 3 dimensional pieces will be considered dependent on the availability of an appropriate space.
4. Artwork displayed is subject to the determination of appropriateness by the South Dundas Council and Staff. All decisions are final. The Municipality also reserves the right to refuse display space to Artists who do not meet the criteria in the South Dundas Art Display Conditions/Contract, including fire and safety issues.

Applications to Display Artwork:

1. Interested artists must sign the South Dundas Art Display Conditions/Contract before the reservation to display artwork is final. This form will also serve as the application to display art at the SDMC.
2. There will be no formal selection process. Art will be accepted on a first come, first serve basis. The Municipality reserves the right to implement a selection process to be administered by a potential future South Dundas Arts Committee.
3. Applications will be accepted on an ongoing basis with a one year wait list if required.

Rules for Displaying Artwork:

1. The Municipality of South Dundas assumes no liability for the loss, damage, or theft of the displayed artwork. Artists will assume any required insurance coverage.
2. Artwork will be accepted for display on wall space that the Municipality of South Dundas has designated for that purpose. Display space is limited to the three lobby areas, Mayor's Office and Council Caucus Room.
3. Artists are limited to one six-month display in a twelve-month period. Display periods are from January to June, and July to December. The Municipality reserves the right to keep works of art for longer than 6 months should there not be sufficient interest for the subsequent display period.
4. Each artist is entitled to display 3 pieces of work during their display period. As much as possible, artworks from one artists will be displayed together to create a mini-exhibition. Artwork of more than one artist will be displayed at a time and space will be allocated on a first come, first serve basis.
5. Artists may post an Artist's statement or other description next to the display. The content is limited to one 8.5" x 11" paper. It is to be forwarded to staff prior to hanging. The content may include but is not limited to the Artist's bio, name and description of the pieces. Sale price is NOT to be included.
6. Set-up and removal of the displayed artwork will occur at the beginning and end of the display period and will be done by South Dundas Staff and the Artist. All displays must use the hardware approved by South Dundas; no nails or other objects may be attached to any surface.
7. Artwork must be dropped off one week prior to and picked up one week after the agreed upon display dates. Any artwork not picked up will be sold and the proceeds to go to a non-profit charity within South Dundas.
8. Publicity is the responsibility of the Artist and they may issue his/her own press release.
9. Artists consent to the use of their name and/or photograph(s) of the Artwork by the Municipality in publications including but not limited to the South Dundas newsletter and online on the Municipal website or social media applications.

Municipality of South Dundas Art Display Conditions/Contract

Artists agree to display their work under the following conditions:

1. The Artist acknowledges that the Municipality of South Dundas DOES NOT ACCEPT responsibility for security, or loss or damage of displayed artwork.
2. The Artist is fully aware that he/she is volunteering to have their art work hung in the South Dundas Municipal Centre and acknowledges that he/she will not be receiving any remuneration of any kind from the Municipality for displaying his/her works of art. All works of art are hung in a public space where no person shall be charged an admission to view the works of art.
3. Bookings must be made in advance for six calendar months. The day of hanging and removal of art displayed will also be booked with the Staff of South Dundas.
4. The Artist named herein agrees to be bound by the Municipality of South Dundas Art Display Policy attached hereto.

Name and address of Artist(s) displaying artwork:

Name(s): _____

Address: _____

Email: _____ Telephone: _____

Size and Medium of the Artwork (i.e. canvas, cardboard, flammable or dangerous materials, etc.):

1. _____

2. _____

3. _____

Scheduled months and years of display: _____ to _____

This South Dundas Art Display Conditions/Contract must be signed and returned before the display reservation is final.

I, _____, agree to the Conditions/Contract as
(print name)

set out above, dated this _____ day of, 20__.

Signature: _____

Request Approved by: _____ Date: _____