



Corporation of the City of  
**NEW WESTMINSTER**

Notice is hereby given of the following meeting:

**PUBLIC ART ADVISORY COMMITTEE  
(PAAC)**

**October 6, 2021 at 5:30 p.m.**

**Meeting held electronically under Ministerial Order No. M192**

**And in Meeting Room B**

**AGENDA**

**1.0 ADOPTION OF THE AGENDA**

**2.0 ADOPTION OF THE MINUTES**

**2.1 Adoption of the Meeting Minutes of September 9, 2021**

**3.0 PRESENTATIONS**

**4.0 UNFINISHED BUSINESS**

**4.1 Public Art Policy Review Sub-Committee– Quyen Hoang**

**4.2 Artist Roster & Selection Panel – Quyen Hoang**

**4.3 Artist-Initiated Public Art & Selection Panel – Quyen Hoang**

**5.0 NEW BUSINESS**

**6.0 REPORTS AND INFORMATION**

**7.0 NEXT MEETING**

**Thursday, November 18, 2021**

**8.0 ADJOURNMENT**



**PUBLIC ART ADVISORY COMMITTEE  
(PAAC)**

**September 9, 2021**

**Meeting held electronically under Ministerial Order No. M192  
and in Meeting Room B, City Hall**

**MINUTES**

**MEMBERS PRESENT:**

- |                           |  |
|---------------------------|--|
| Oliver McTavish-Wisden    | - Alternate Chair/Community Member                 |
| Councillor Mary Trentadue | - Council Representative                           |
| Kathy Curry               | - Arts Professional Representative                 |
| Eryne Donahue             | - Artist of Recognized Standing in New Westminster |
| Peter Leblanc             | - Arts Commission Representative                   |
| Stephen O’Shea            | - Arts Professional Representative                 |
| Anjana Pradhananga        | - BC Society of Landscape Architects               |
| David Vivian              | - Arts Professional Representative                 |

**REGRETS:**

- |                |                        |
|----------------|------------------------|
| Nazli Azimikor | - Chair/Urban Designer |
| Janice Meehan  | - Community Member     |
| Neal Michael   | - Community Member     |

**STAFF PRESENT:**

- |                 |  |
|-----------------|--|
| Todd Ayotte     | - Manager, Community Arts and Theatre  |
| Quyen Hoang     | - Public and Community Art Coordinator |
| Jacque Killawee | - City Clerk                           |
| Carilyn Cook    | - Committee Clerk                      |
| Katie Stobbart  | - Committee Clerk                      |

The meeting was called to order at 5:30 p.m.

**1.0 ADOPTION OF THE AGENDA**

**1.1 MOVED and SECONDED**

*THAT the Agenda for the Public Art Advisory Committee meeting scheduled for September 9, 2021 be adopted, noting that New Business Item 5.4 – Adjustments to the Civic Arts Advisory Model be addressed prior to Unfinished Business items, and that New Business Item 5.2 – Artist Roster be addressed prior to Item 5.1 – Agnes Greenway Art Opportunity.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## 2.0 ADOPTION OF THE MINUTES

### 2.1 Adoption of the Meeting Minutes of July 8, 2021

#### **MOVED and SECONDED**

*THAT the minutes of the July 8, 2021 Public Art Advisory Committee meeting be adopted with the following amendments:*

- *Add Anjana Pradhananga, BC Society of Landscape Architects, to the members in attendance;*
- *Page 5, Item 5.2, Recommendation: Diversify the artist selection process: Change “Flexibility with selection processes is beneficial but remain open to new artists through open calls” to “Flexibility with selection processes is beneficial and remain open to new artists through open calls.”*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## 3.0 PRESENTATIONS

There were no items.

## 4.0 UNFINISHED BUSINESS

### 4.1 Public Art Policy Review Update

Quyen Hoang, Public and Community Art Coordinator, provided the following updates on the Public Art Policy Review:

- Feedback from the Committee has been incorporated;
- Administrative processes have been removed from the policy and an administrative procedures manual is currently being drafted; and
- Guiding principles will be added to the policy to capture the values that guide the program.

Ms. Hoang advised that the next steps are to form a policy review subcommittee to review the language in the draft, and to have internal stakeholders review to ensure the document is consistent with City guidelines. Ms. Hoang described the timeframe and nature of the commitment for Committee members to participate on the subcommittee. Staff will call for volunteers to commit by September 23, 2021.

## **MOVED AND SECONDED**

*THAT the Public Art Advisory Committee create a subcommittee to review the Public Art Policy.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## **5.0 NEW BUSINESS**

### **5.2 Artist Roster**

Quyen Hoang, Public and Community Art Coordinator, provided a summary of a call to artists for an Artist Roster.

In response to questions from the Committee, Ms. Hoang and Todd Ayotte, Manager, Community Arts and Theatre, provided the following comments:

- The Artist Roster would be a list of pre-qualified artists. As opportunities emerge the City is in a position to respond in a more timely fashion;
- The process to identify artists for the Artist Roster would be done through a juried selection process;
- The City would plan annually for available opportunities, working with other departments;
- The Artist Roster would be one tool in the City's toolkit for selecting artists. There will still be calls for artists and other ways of selecting artists;
- Accountability for public spending on art would not change, as budgets go through an annual review process and are approved by Council; and
- Being on the roster does not guarantee an artist work.

The Committee provided the following additional comments during discussion:

- The Artist Roster is a great way engage artists and pair them with opportunities;
- PAAC noted that staff should ensure that the Artist Roster is open to both New Westminster residents and artists in nearby municipalities; and
- Staff were asked to review the option of a shorter time frame (perhaps an annual call) while recognizing that this may be an added administrative burden.

## 5.1 Agnes Greenway Art Opportunity

Quyen Hoang, Public and Community Art Coordinator, reviewed the Agnes Greenway art opportunity (for example, retaining walls, hardscapes) to be constructed in spring 2022 and completed by summer 2022. Budget and timeline constraints were also discussed.

Ms. Hoang added that this is a good opportunity to work with an artist from the Artist Roster, once established, and that the community art budget could be used to augment the project, if required, to ensure a successful and impactful outcome.

As Agnes Greenway links Douglas College and Qayqayt Elementary School, Ms. Hoang advised that these could inform the opportunities along with other themes connected to the Greenway project such as heritage, learning, play, and creating safe spaces and greening infrastructure.

In response to questions from the Committee, Ms. Hoang advised:

- Ideally the City would want to bring artists in at the early stages in future projects in order to better integrate the art;
- There are more, similar opportunities coming up, so a roster of artists would be helpful as a resource for these kinds of projects;
- The call to artists for the artist roster will be open to social practice artists who work in community-engaged ways so the results may not be an object but perhaps experiential.

## 5.3 Open Artist Call

Quyen Hoang, Public and Community Art Coordinator, summarized the call to artists for an artist-initiated public art project. For this call, artists will be able to propose projects to complete in New Westminster, in any medium, with a maximum budget of \$30,000.

Ms. Hoang added that equity-seeking and underrepresented artists will be encouraged to apply. She noted that we could invite artists to explore topics relevant to our shared experiences around the COVID-19 pandemic.

In response to questions from the Committee, staff advised:

- As with any other calls, artists are selected by a jury;
- To ensure equity, the jury composition could include a knowledge keeper, a voice for accessibility, etc.;

- Outreach will be needed to reach artists who may not look to the normal channels used to disseminate the call for artists;
- There is a line in the approved 2021 capital plan to support emerging public arts projects such as this;
- The selection process would be two-phased, with three to five artists shortlisted from the first phase and an invitation to develop a final proposal for consideration as part of the second phase.

The Committee provided the following additional comments during discussion:

- As there are barriers to typical ways of submitting arts applications, the Committee recommends allowing oral applications; and,
- Applications should come from a wide geographical area to include artists who cannot afford to live in the city. “Metro Vancouver” is inclusive as far as Langley and should suffice as a geographical term.

#### **5.4 Adjustments to the Civic Arts Advisory Model**

Todd Ayotte, Manager of Community Arts and Theatre, and Jacque Killawee, City Clerk, provided a report on proposed adjustments to the existing civic arts advisory model, including a recommendation that a new Arts Advisory Committee be established to replace the existing Arts Commission and Public Art Advisory Committee.

In response to questions from the Committee, Mr. Ayotte and Ms. Killawee provided the following comments:

- The City currently has the Arts Commission and Public Art Advisory Committee (PAAC). These will be streamlined into one committee, the Arts Advisory Committee. In order to do this, the Commission and PAAC will be dissolved and applications for the new Committee will ensue. Current members of the Commission and PAAC would be welcome to apply;
- The function of PAAC would be incorporated into the new Committee;
- These Committees will come together in January 2022 as directed by Council;
- There will be other opportunities for community engagement beyond the Committee, including selection processes for public art projects as well as informal opportunities for engagement and dialogue with all art sectors.

The Committee provided the following additional comments during discussion:

- Staff should consider the option of having two education representatives for representation from across the education sector;
- With shorter terms and therefore increased turnover, there is a need to ensure legacy knowledge remains intact;
- The arts landscape has changed dramatically since the current model for arts advisement was established in 2009, and this new model will help facilitate broader arts conversations.

Following review with the Arts Commission and PAAC, staff will develop a Terms of Reference and Implementation Plan for Council's review and endorsement.

## **6.0 REPORTS AND INFORMATION**

There were no items.

## **7.0 NEXT MEETING**

**Thursday, November 18, 2021**

## **8.0 ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 7:33 p.m.

Certified Correct,

---

**Nazli Azimikor**  
**Chair**

---

**Katie Stobbart**  
**Committee Clerk**



## **Memorandum**

To: PAAC Members

Date: September 23, 2021

From: Quyen Hoang

File: DOC#1920377

**Subject: Artist Calls and Opportunities**

At the September 9, 2021 PAAC meeting, staff presented summaries of new artist calls and opportunities for feedback. This document provides additional information and staff recommendations for PAAC's input.

### **Artists Roster**

Summary of Call:

- To develop a roster of artists (prequalified through a jury process) for emerging or planned projects valued under 25K
- Open to artists in New Westminister and greater Vancouver region working in any media
- Up to 20 artists chosen by a selection panel
- Selection panel comprised of 3-5 members and includes one PAAC member, artists, community members and arts professionals
- Staff in consultation with stakeholders will select artists from roster based on opportunity

### **Staff recommendation**

- Roster artists eligible for projects for 2 years to allow time for as many artists as possible on roster to have opportunities to be contracted
- Selection Criteria will evaluate:
  - A. Letter of interest which includes background and interest in or connection to New Westminister's context and history
  - B. Demonstrated, relevant experience and quality of past work

### **Artist-Initiated Public Art**

Summary of Call:

- Invitation to artists to propose a project up to \$30k budget (total budget available for program is \$30k)
- Open to artists in New Westminister and greater Vancouver region working in any media

- 2 phase process – 1<sup>st</sup> to shortlist three artists and 2<sup>nd</sup> to hire based on quality and feasibility of proposal
- Selection panel comprised of 3-5 members and includes one PAAC member, artists, community members and arts professionals.

#### Staff recommendations

- Phase I Selection Criteria will evaluate:
  - B. Letter of interest which includes background and interest in or connection to New Westminster's context and history
  - B. Demonstrated, relevant experience and quality of past work
- Phase II –Concept Proposal & Presentation  
Once identified, the short-listed artists will be invited to prepare a concept proposal for presentation to the Selection Panel and receive a fee.

Proposals will consider questions to help frame their responses around public spaces post-pandemic.

Artists are encouraged to explore relevant City-owned public spaces.

- Phase II Selection Criteria will evaluate:
  - Quality of response to site context and opportunity;
  - Feasibility of project.

#### Agnes Greenway

Summary of Opportunity:

- 1.2 km along Agnes Street, support walking, cycling, wheeling
- Several small public art opportunities
- Public art allocation is ~\$22K
- Construction begins early spring 2022

#### Staff recommendations

- Work with project team to select artist from prequalified artist roster
- Augment budget if required to ensure success and impact, could result in more than one artist hired with more funding