

THE CORPORATION OF THE CITY OF WINDSOR POLICY

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Department:	Parks, Recreation, Culture & Facilities	Approval Date:	
Division:	Culture	Approved By:	CR39/2026
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1. POLICY

- 1.1. The City of Windsor is committed to integrating public art into civic spaces to enhance quality of life, reflect community identity and diversity, and contribute to placemaking, social well-being and cultural vitality.
- 1.2. This policy establishes the guiding principles and criteria for acquiring, exhibiting, and stewarding public art on City property in a manner that is equitable, transparent, inclusive, accessible, environmentally responsible and consistent with professional standards.
- 1.3. The City of Windsor recognizes the vital role of artists in shaping public spaces and is committed to ensuring fair, transparent, and inclusive opportunities for local and regional artists to participate in the creation of public art. This partnership approach strengthens community connections, celebrates cultural diversity, and supports a thriving creative sector that reflects the people and stories of Windsor.
- 1.4. This policy aligns with the City of Windsor's current cultural and economic development strategies, including the Municipal Cultural Master Plan and Windsor Works, by advancing goals related to creativity, inclusion, economic vitality, and cultural placemaking. Through the integration of public art in civic and community spaces and capital projects, it supports talent attraction and retention, strengthens civic identity and storytelling, and enhances the overall experience of Windsor's shared spaces in line with Council-approved priorities.
- 1.5. Artist-led projects may also be eligible for support through the City's Arts, Culture & Heritage Fund (ACHF), subject to program criteria.
- 1.6. Projects of a commemorative or memorial nature that primarily recognize individuals, groups, or events of historical significance may instead be reviewed under the Monuments and Memorials Policy and Procedure, where applicable. Such proposals will be assessed for alignment with commemorative standards,

site suitability, and long-term maintenance responsibilities in coordination with the Culture Division.

2. PURPOSE

- 2.1.** To provide a clear governance framework for how public art is considered, approved, owned, and cared for by the City of Windsor.
- 2.2.** To ensure consistent standards that encourage artistic excellence, cultural relevance, sustainability, accessibility and long-term stewardship.
- 2.3.** Public art contributes to civic pride, creative identity, community well-being, and Windsor's reputation as a culturally vibrant and inclusive city.

3. SCOPE

- 3.1.** Applies to public art commissioned, purchased, donated, loaned, or otherwise accepted and managed by the City on City-owned or City-managed property (indoors or outdoors; permanent or temporary).
- 3.2.** Does not govern:
 - 3.2.1. Monuments and memorials (see *Monuments and Memorials Policy*);
 - 3.2.2. Plaques, Donor recognition signage, wayfinding signage, or interpretive panels not created by an artist;
 - 3.2.3. Mass produced or standard municipal furnishings (benches, lighting etc.) unless artist-designed;
 - 3.2.4. Privately owned works on private lands; and
 - 3.2.5. Temporary activations not adopted into the City collection. Short-term, artist- or community-led creative projects presented in public spaces for a limited time typically less than three years. These are not accessioned into the City's Public Art Collection and carry no ongoing maintenance or conservation obligations.
- 3.3.** Related documents include: *Public Art Procedure*, *Monuments and Memorials Policy*, *Commemorative Plaques*, *Bench and Tree Policy*, *Purchasing By-law*, *Parks Master Plan*, *Cultural Master Plan*, *Records Retention By-law*, and *Accessibility Standards*.

4. RESPONSIBILITY

4.1. City Council

- 4.1.1. Approve the Public Art Policy and any future amendments;
- 4.1.2. Approves significant public art commissions, donations or deaccessions based on recommendations from Administration and the Community Public Art Working Group (CPAWG);
- 4.1.3. Allocate funding to support public art initiatives within capital projects and other civic programs; and
 - 4.1.3.1. City-Initiated and Council-Directed Public Art Projects from time to time, City Council or The Corporation of the City of

Windsor may initiate or undertake Public Art projects, initiatives, or commissions connected to neighbourhood revitalization, strategic planning, commemorations, or other time-sensitive or Council-directed priorities.

In these instances, the Public Call, artist selection, siting, and installation processes may fall outside the standard procedures administered through CPAWG. However, all City-initiated projects will continue to be guided by the principles and standards set out in this Policy, including quality, equity, accessibility, design integrity, and long-term maintenance.

City Council retains sole discretion and decision-making authority for these projects, and all such works will be documented and reported through the annual Public Art Program Report to Council to ensure transparency and alignment with the City's broader public art objectives.

4.2. Culture Department

- 4.2.1. Administer the Public Art Policy and Procedure;
- 4.2.2. Advise Council on proposed artwork gifts, bequests, donations, or commissions;
- 4.2.3. Facilitate fair and transparent selection processes for public art;
- 4.2.4. Maintain the City's Public Art Registry and coordinate inspections, documentation, and maintenance;
 - The Culture Division shall implement an annual inspection and conservation review program to ensure proper condition assessment, documentation, and care;
- 4.2.5. Ensure appropriate agreements are in place governing installation, insurance, and maintenance;
- 4.2.6. All permanent and temporary installations shall have executed agreements prior to installation outlining ownership, moral rights, insurance, installation, and removal responsibilities;
- 4.2.7. Work with Parks, Facilities, and other departments on siting, access, and maintenance;
- 4.2.8. Coordinate with Legal and Finance to ensure agreements and receipts comply with City and CRA requirements;
- 4.2.9. Manage the accessioning and deaccessioning processes for public art;
- 4.2.10. Promote community engagement and education related to public art; and
- 4.2.11. Work with the Community Public Art Working Group to review Public Art proposals and present recommendations to City Council.

4.3. Community Public Art Working Group (CPAWG)

- 4.3.1. Provides expert advice and recommendations to Administration and Council for consideration on acquisitions, siting, conservation priorities, and deaccessioning consistent with this policy;

- 4.3.2. Support public consultation and assist with artist selection processes as outlined in the Public Art Procedure; and
- 4.3.3. To ensure fair and equitable treatment, members of CPAWG shall not directly or indirectly benefit from their participation during their tenure and are subject to the City's Code of Conduct and Conflict of Interest policies.

4.4. Facilities, Parks and Asset Management Divisions

- 4.4.1. Support technical review, installation logistics, and lifecycle maintenance coordination.

4.5. All City Departments

- 4.5.1. Integrate public art considerations into relevant capital projects and site planning.

5. GOVERNING RULES AND REGULATIONS

5.1. Guiding Principles

- 5.1.1. Public art in Windsor shall:
 - 5.1.1.1. Respect the moral and intellectual rights of artists;
 - 5.1.1.2. Engage, reflect, and enhance the community;
 - 5.1.1.3. Be inclusive and accessible for all residents and visitors;
 - 5.1.1.4. Promote environmental sustainability through materials and fabrication where feasible;
 - 5.1.1.5. Provide fair professional compensation to artists consistent with recognized standards;
 - 5.1.1.6. Celebrate diversity and cultural expression representative of Windsor's population;
 - 5.1.1.7. Support innovation, dialogue, and excellence in design and artistic practice; and
 - 5.1.1.8. Be implemented through transparent and collaborative processes across City departments, artists, and partners.

5.2. Acquisition Principles

- 5.2.1. Works may be acquired by commission, purchase, donation, transfer, or loan.
- 5.2.2. Acquisitions must demonstrate artistic merit, contextual relevance, and feasibility (safety, materials, durability, conservation).
- 5.2.3. Ownership, copyright, and moral rights shall be respected under law and agreement.
- 5.2.4. Public art must be original work created by an artist.
- 5.2.5. "Artist" refers to an individual with a demonstrated professional art practice through training, experience, or peer recognition.
- 5.2.6. Public art may include digital, sound, light, or multimedia works designed for public spaces.

5.3. Siting and Integration

- 5.3.1. Projects must align with the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)* and City accessibility standards, including physical access, sensory considerations, and inclusive interpretive approaches.
- 5.3.2. Priority locations include civic gateways, corridors, the riverfront, downtown, and community parks.
- 5.3.3. Installations shall not impede safe public use or operations.
- 5.3.4. Siting decisions shall consider long-term stewardship, conservation, and sustainable environmental design.
- 5.3.5. Public art may be integrated into new civic or infrastructure projects through collaboration between artists, designers, architects and engineers.
- 5.3.6. Where applicable, stamped engineering drawings shall be required to guide installation, ensure safety, and inform long-term maintenance.

5.4. Ownership and Stewardship

- 5.4.1. Upon acceptance, public art becomes the property of The Corporation of the City of Windsor unless otherwise defined by agreement.
- 5.4.2. The City will steward the collection to professional standards, including documentation, conservation planning, and periodic review.

5.5. Donations and Gifts

- 5.5.1. Donations must align with this policy and include documentation of title, provenance, condition, and maintenance requirements.
- 5.5.2. Acceptance is at the City's discretion based on artistic merit, feasibility, and lifecycle costs.
- 5.5.3. A lifecycle maintenance contribution, equivalent to 10% of total project value or as otherwise determined by Council, shall be held in a designated reserve managed by the Culture Division to support long-term conservation and care.

5.6. Funding Principles

- 5.6.1. Public art may be funded through capital allocations, dedicated funds, grants, sponsorships, and partnerships.
- 5.6.2. The City encourages integration of public art funding within major capital projects, generally targeting up to one percent of eligible construction costs, subject to Council approval.
- 5.6.3. Funding shall be transparent and consistent with corporate financial policies.
- 5.6.4. The City supports fair compensation of artists in accordance with recognized professional fee standards (e.g. Canadian Artists' Representation/Le Front des artistes canadiens CARFAC).
- 5.6.5. A Public Art Fund may be established to support acquisition, conservation, and maintenance activities.
- 5.6.6. Percent for Public art and Funding Cap - The Percent for Public Art program will generally allocate up to one percent (1%) of eligible construction budgets toward the integration of public art, to a maximum contribution of \$250,000 per project, unless otherwise approved by City

Council.

The allocation for public art should be identified in the project's initial capital budget submission and reported to City Council with the planned process for inclusion of public art in the project.

City Council retains the discretion, on a project-by-project basis, to determine which projects are enhanced with a public art component and to approve the final funding amount.

5.7. Community and Temporary Public Art

5.7.1. The City supports community-based and temporary public art projects that encourage participation, experimentation, and local expression.

5.7.2. Temporary artworks may be accessioned into the permanent collection following review by CPAWG and approval by Council.

5.8. Deaccessioning of Artwork

5.8.1. The City may deaccession artwork where consistent with ethical stewardship and this policy.

5.8.2. Deaccessioning refers to any action that ends City ownership or possession, provided it is not contrary to the original acquisition terms.

5.8.3. Considerations may include: beyond restoration, duplication, forgery, loss of authenticity, irrelevance to community context, accidental loss or theft, persistent safety/liability concerns, or unavoidable site redevelopment without feasible alternatives.

5.8.4. Decisions shall consider community, cultural, and historical context and follow the *Public Art Procedure*.

5.9. Windsor Sculpture Park

5.9.1. The City recognizes the Windsor Sculpture Park as a significant cultural asset and will steward works within the Park in accordance with this policy and applicable site plans.

5.10. Art on Private Property

5.10.1. The City encourages property owners and developers to integrate art visible from the public realm in the design of privately owned buildings, courtyards, or landscapes, guided by this policy's principles.

5.11. Public Awareness and Interpretation

5.11.1. The City will promote awareness and understanding of public art through interpretive signage, digital mapping, publications, and educational programming.

5.11.2. The Culture Division will collaborate with community partners to support tours, exhibitions, and online storytelling.

5.12. Cross-References

This policy shall be applied with the documents listed in Section 3.3.

6. RECORDS, FORMS AND ATTACHMENTS

6.1. The Culture Division shall maintain the official public art inventory, associated agreements, conservation records, CPAWG recommendations, and Council approvals per the *Records Retention By-law*.

6.2. Forms and templates referenced in the *Public Art Procedure* include: Donation Form, Call-to-Artists Package, Artist Agreement, Condition/Conservation Record, and Deaccession Request Form.

6.3. This policy shall be reviewed every four (4) years, or sooner as required, to ensure continued alignment with corporate and cultural priorities.

Definitions:

- *Accession* – Formal process of adding a work to the City's cultural asset collection.
 - *Deaccessioning* – Permanent removal or transfer of City ownership of an artwork, monument, or memorial following Council approval.
 - *Decommissioning* – Physical removal or relocation of a work, regardless of whether ownership is retained.
 - *Registry* – Centralized database maintained by the Culture Division containing asset, donor, site, and maintenance details.
- *Temporary Artwork* – Works installed for an appointed timeframe or having a limited lifespan typically less than three years.