

Staff Report

Report To: City Council
Report From: Bradey Carbert, Manager of Corporate Services
Meeting Date: October 23, 2023
Report Code: CR-23-092
Subject: Owen Sound City Band – Lease Agreement at Grey County Sydenham Campus

Recommendations:

THAT in consideration of Staff Report CR-23-092 respecting Owen Sound City Band – Lease Agreement at Grey County Sydenham Campus, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute a lease agreement with the County of Grey for storage for the Owen Sound City Band at the Grey County Sydenham Campus.

Highlights:

- The Owen Sound City Band has operated with support from the City for more than 100 years.
- In-kind support has included the provision of storage space for City Band equipment and music sets.
- Equipment failure has occurred at the current location provided by the City and the City Band needs climate-controlled storage.
- The Grey County Sydenham Campus can provide month-to-month storage for the Owen Sound City Band at their location, subject to the execution of a Lease Agreement.

Strategic Plan Alignment:

[Strategic Plan](#) Priority: Collaborative City - KR1 - Leverage partnerships to improve or maintain delivery of targeted services without increasing tax levy.

Climate and Environmental Implications:

There are no anticipated climate or environmental impacts.

Previous Report/Authority:

N/A

Background:

The Owen Sound City Band has existed for more than 100 years and has been supported by in-kind and financial support from the City's annual operating budget. The City Band has played at numerous City events, such as Canada Day celebrations, Santa Claus parades, and other events over this period and also schedules events outside of the City.

While there is no documentation (By-law, Terms of Reference, etc.) confirming the City's relationship with the City Band, the City has traditionally provided the City Band with heated storage and has utilized various City buildings over the history of the band. The City Band also receives grant funding of \$3,750 from the City's operating budget to offset costs related to Band Director remuneration, instrument and equipment repairs, advertising, photocopier, and other miscellaneous expenses. The City Band charges booking fees to non-City groups and receives donations in order to further supplement the funding received from the City.

The City Band owns approximately 60 musical instruments, various performance equipment, and more than 1,160 music sets. Some of the instruments are signed out to various band members, with the remainder being stored in the space provided by the City. The original copies of the sets of music are also stored at this location. Most recently, the equipment has been stored at the East Side Boat Launch. Previous locations have included the former Court House and Economic Development offices that the City no longer owns.

The East Side Boat Launch has experienced mechanical equipment failure over the past couple of years that has resulted in insufficient climate control for the City Band's equipment and other assets. The City's multi-year capital plan does not currently contain any mechanical upgrades to this facility.

The City Band is looking for a long-term and climate-controlled location to continue to store its equipment and music. The City Band Executive has

spoken with the Grey County Sydenham Campus Manager, who has offered the City Band storage space while the City Band and staff determine an appropriate long-term solution for the equipment and music sets.

Analysis:

Grey County has provided the City with a Lease Agreement for 192 square feet of storage space at the Sydenham Campus at no cost to the City. The term of the Lease Agreement is month-to-month for the City and the City Band to work together to find a long-term solution.

City staff do not have the delegated authority to enter into Lease Agreements and require the approval of Council to enter into these types of Agreements.

City staff have reviewed the Lease Agreement, including consultation with the City's insurance provider, and recommend that a by-law be brought forward to authorize the Mayor and Clerk to enter into the Agreement.

The month-to-month Lease Agreement will allow for staff to develop Terms of Reference or Memorandum of Understanding to better define the relationship and roles of the City Band in relation to City operations. This will also allow staff to finalize the building condition assessments and subsequent facility needs analysis in 2024 to confirm which City facility is the most suitable for the City Band equipment and music sets.

Financial Implications:

There are no costs associated with the Lease Agreement for the Grey County Sydenham Campus for the proposed month-to-month terms.

Communication Strategy:

None.

Consultation:

Owen Sound City Band Executive
County of Grey Sydenham Campus Staff

Attachments:

None.

Recommended by:

Bradey Carbert, Manager of Corporate Services

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Bradey Carbert, Manager of Corporate Services at bcarbert@owensound.ca or 519-376-4440 ext. 1240.