



Corporation of the Municipality of Temagami

Memo No.
2017-M-074

Memorandum to Council

Staff

Committee

Subject: Update on Train Station Lease

Agenda Date: June 27, 2017

Attachments:

1. Letter of Support from Temagami Artistic Collective for Living Temagami – Heritage and Culture Centre
2. Draft By-law for Living Temagami Heritage & Culture Centre

RECOMMENDATION

Be it resolved that Memo 2017-M-074 be received; and further that...

BACKGROUND

Council received report No. 2017-024 for information at the Regular Council meeting held on June 8, 2017 and directed it be added to the June 20, 2017 Special meeting for discussion. The report was discussed and Council passed Resolution No. 17-392 as amended:

“Moved By: John Harding, Seconded by: Debby Burrows

Be it resolved that Council acknowledges receipt of Report 2017-024 regarding Expressions of Interest for the Temagami Train Station; And further that Council direct staff to move forward and negotiate a contract with Temagami Artistic Collective as per their expression of interest, for a 2-year contract, with a review after one year to ensure they are following their proposal; And further that Council hereby authorizes the Temagami Artistic Collective to be allowed to move into the building by July 1, 2017; And further that a two-year contract be negotiated as soon as possible to be considered by Council by by-law.

CARRIED”

INFORMATION

Staff has met with Temagami Artistic Collective (TAC) to discuss terms of a possible lease. It was indicated by TAC that they would be unable to enter into a lease with the Municipality for the Temagami Train Station due mainly to conflicts with ongoing funding and grants.

TAC currently accesses grants and funding from Ontario Arts Council for its events. These would be many of the same grants required for programming in the Station as per their Expression of Interest (EOI). As a result, a separate group has been formed in order to be able to access these grants but not conflict with the ongoing business of TAC. The group is named Living Temagami – Heritage and Culture Centre and has been endorsed by TAC (see attached letter of support).

The intent of the group is to carry out programming as outlined in the EOI submitted by TAC. The financials included in the EOI were estimates of projections of what could be accomplished when programming is operating at the capacity noted in the EOI.

Initial terms that are agreeable to the new group are that they can commit to paying \$250 per month, reviewable every 6 months. They are interested in operating the entire building and can manage the subletting to other organizations / individuals that are consistent with their goals and objectives. The group has begun the process of establishing the organizations by-laws and has directors appointed. These are attached to this memo.

There is interest by Mike Camp to occupy the station as well. Mr. Camp submitted an EOI but he can fall under the new group or lease directly with the Municipality, either way is fine for him. I met with him and he outlined his terms. His terms are for the north room at the station until the end of September. He is willing to pay \$600 per month. He is looking for permission to erect a sign, paint the north room a lighter colour and display 2 large sculptures in front of the building. He is asking the Municipality to upgrade the lighting or install new lighting in the north room and to have locks changed to secure the north room when he is not there. He also would be interested in leasing the entire building and subletting to others if Council is interested in doing so.

Other:

The Chamber of Commerce and information centre and the proposal by Mr. Graham.

Living Temagami – Heritage and Culture Centre is willing to share the space with the CofC and Information Centre and can live with and work around lease terms that the Municipality would have with the Chamber of Commerce.

We could meet with the Chamber of Commerce about their interest in managing the building as well.

Staff requires direction on how the Municipality wishes to proceed regarding the leasing of the Station.

Prepared and Submitted by:

Reviewed by:



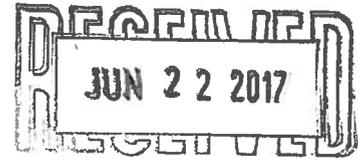
Patrick Cormier, Chief Administrative Officer

Name, Position



Temagami Artistic Collective

P.O. Box 482, Temagami, Ontario P0H 2H0
Email: temagamiac@gmail.com 705-569-2904



June 21, 2017

Municipality of Temagami
P.O. Box 220,
Temagami, ON P0H 2H0

Re: Letter of Support for *Living Temagami—Heritage and Culture Centre*

Temagami Artistic Collective supports the opportunity for *Living Temagami—Heritage and Culture Centre* to occupy and develop programming in the Temagami Train Station.

We recognize the potential of this superb facility and matched with dynamic people who live to do good work, it is an exciting prospect of having diverse programming at this "artists" hub. Artists of all kinds need space to do their work, sell their project and in general enrich the lives of the community at large. That and the historical vision of *Living Temagami* can make a cultural centre a reality.

Temagami Artistic Collective supports this project and will be excited to see it realized in our community. This project will positively impact our community and the region.

Yours truly,

David Laronde
Special Projects Coordinator

LIVING TEMAGAMI HERITAGE & CULTURE CENTRE BY-LAWS

(DRAFT - Under Development)

Section 1. Identify.

These are the By-Laws of Living Temagami Heritage & Culture Centre (further known as Living Temagami) Living Temagami has been organized for the purpose of operating to increase the interaction of all people of all age groups of all cultures and heritage of the Community as a whole through events, workshops, seminars, and exhibits in the areas of arts, music, dance, all culture, heritage, and history of the area.

1.1 The mailing address of Living Temagami Heritage & Culture Centre shall be 6715 Highway 11 North, P.O. Box 333, Temagami, Ontario, P0H 2H0.

1.2 The fiscal year of Living Temagami shall be the calendar year

Section 2. Board of Directors.

2.1 Except for the "First Board", the Board of Directors shall consist of the persons appointed by the Board in operation.

2.2 Filling Directors positions shall be conducted in the following manner:

(a) Vacancies in the Board shall be filled by the appointment from the Board.

(b) Vacancies in the Board shall be filled by the appointment from the Board from the pool of applications received.

2.3 The term of each Director's service shall extend until resigned or asked to resign.

2.4 The annual organizational meeting of Living Temagami Heritage & Culture Centre shall take place the first 4th Monday in May in each year.

2.5 Regular meetings of the Board of Directors may be held at such time and place as shall be determined from time to time by a majority of Directors. Notice of regular meetings shall be given to each Director, personally or by mail, email or telephone at least 2 days prior to the day named for such meeting unless such notice is waived. In the event of an emergency, notice of all Board meetings shall be posted on the website.

2.6 Special meetings of the Directors may be called by the Executive Director, or by 3 other Directors of the Board. Not less than three (2) days' notice of the meeting shall be given personally or by mail, or email, which notice shall state the time, place and purpose of the, meeting. Notice of all Board meetings shall be posted on the website.

2.7 Any Director may waive notice of the meeting before or after the meeting, and such waiver shall be deemed equivalent to the giving of notice.

2.8 A quorum at the Directors meeting shall consist of the Directors entitled to cast a majority of the votes of the entire Board. The acts of the Board approved by a majority of the Board present at a meeting at which a quorum is present shall constitute the acts of the Board. If at any meeting of the Board of Directors there shall be less than a quorum present, the majority of those present may adjourn the meeting from time to time until a quorum is present. At any adjourned meeting any business which might have been transacted at the meeting as originally called may be transacted without further notice.

2.9 The presiding officer at Directors' meetings shall be the Executive Director. In the absence of the presiding officer, the Directors present shall designate any one of their number to preside.

Section 4. Powers and Duties of the Board of Directors.

All of the powers and duties of Living Temagami shall be exercised by the Board of Directors.. Such powers and duties of the Directors shall include but not be limited to the following:

- 4.1 Use the proceeds of revenue activities in the exercise of powers and duties for which they have been raised and will include operation costs of the organization and programming.
- 4.2 Make and amend by-laws and regulations with respect to the operation of Living Temagami Heritage & Culture Centre.
- 4.3 Purchase and carry insurance for the protection of Living Temagami Heritage & Culture Centre and the members against casualty and liability.
- 4.4 Pay the cost of all rental space needed for programming and events we are running.
- 4.5 Hire instructors as necessary for program workshop and seminars as needed.
- 4.6 Carry out the obligations and responsibilities of living Temagami Heritage & Culture Centre.

Section 5. Officers.

5.1 Directors of the Board of Living Temagami shall be:

- (a) Executive Director, who shall be a Director.
- (b) Vice Director
- (c) Finance Director
- (d) Communications Director
- (e) Programming Director

All of whom shall be Directors appointed annually by the Board of Directors and who may be preemptorily removed by vote of the Board of Directors at any meeting. The Board shall, from time to time, elect such other officers and assistant officers and designate their powers and duties as the Board shall find to be required to manage the affairs of Living Temagami.

5.2 The Executive Director shall be the chief executive officer of Living Temagami. They shall have all of the powers and duties which are usually vested in the office of the President of an organization such as Living Temagami, including, but not limited to the power to appoint committees from time to time as he/she may in their discretion determine appropriate and to assist in the conduct of the affairs of the organization. They shall preside at all meetings of the members of the Board.

5.3 The Vice Director, in the absence or disability of the Executive Director, shall exercise the powers and perform the duties of the Executive Director. They shall also generally assist the Executive Director and exercise such other powers and perform such other duties as shall be prescribed by the Board of Directors.

5.4 The Finance Director shall have custody of all of the property of Living Temagami, including funds, securities and evidence of indebtedness. He shall keep the asset list, and accounts of the Programming of the organization, he shall keep the books of Living Temagami in accordance with good accounting practices; and he shall perform all of the duties incident to the office of Treasurer.

5.5 The Communications Director, shall keep the minutes of all proceedings of the Board of Directors and all other meetings and records of all programs and initiatives, and shall perform all of the duties required by the Executive Director.

5.6 The Programming Director shall develop and organize all events and programs with the help of the Board of Directors, Volunteers, paid Instructors, and other parties involved, to deliver said programs in a cost effective and on time manner. They shall oversee the organization, budgets, and all other aspects of the programming set out by the Board of Directors.

5.6 The compensation, if any, of all Directors shall be limited to reimbursement for cost incurred in fulfilling the office they are in, or for providing materials and supplies for the organization, meetings, and programming.

Section 6. Fiscal Management.

The provisions for Rent and Operating Expenses (herein called "Assessments") and related matters set forth in the operation of Living Temagami Heritage & Culture Centre

6.1 Budget:

(a) On or before December 1st of each year, the Board of Directors shall adopt a budget for the forthcoming calendar year which shall contain estimates of the costs of performing the following items:

(1) Living Temagami Heritage & Culture Centre Operating Expenses Budget:

(i) Rental of space

(ii) Maintenance and Repairs to any owned equipment or other assets

(iii) Insurance

(v) Instructor/facilitator Fees, if any.

(vi) Fundraising & Sponsorship expectations

(vii) Administration costs, including website, internet, phone

(2) Proposed programming costs

(3) Proposed events, workshops, exhibitions costs

(4) Proposed costs for fundraising and promotions

6.2 Accounting. The cash basis method of accounting shall conform to generally accepted accounting standards and principles applicable thereto.

6.3 The depository of Living Temagami shall be such bank or banks as shall be designated from time to time by the Directors, and in which the monies of ECC shall be deposited. Withdrawal of monies from such account shall be only by checks signed by such persons as are authorized by the Directors.

6.4 An examination which need not be certified of the accounts of Living Temagami shall be made annually by an auditor, accountant, or Certified Public Accountant and a copy of the report shall be furnished to each Director not later than April 1st of the year following the year for which the report is made.

Section 7. Parliamentary Rules.

Robert's Rules of Order (latest edition) shall govern the conduct of the meetings of Living Temagami when not in conflict with the By-laws, guidelines, rules, mandate, mission, vision or values statements of Living Temagami Heritage & Culture Centre.

Section 8. Amendments.

8.1 The By-laws shall be amended as required and deemed by the Board of Directors.

8.2 These By-Laws may be amended by approval of seventy-five (75%) percent of the full board.

8.3 No modification or amendment to these By-Laws shall be adopted which would affect or impair the validity or priority of the Living Temagami Heritage & Culture Centre to operate.

Living Temagami Heritage & Culture Centre

Members of the Board of Directors 2017

Director	Roxanne St. Germain	705-569-4503	cell 416-678-6075
Director	John Shymko	905-320-4187	
Director	Doug Adams	705-569-3791	
Director	Margaret Youngs	705-569-2634	
Director	Hugh McKenzie	705-569-2881	
Office Support	Deb Morrow	705-477-2836	

MISSION

Living Temagami ~ Heritage & Culture Centre connects, cultivates and engages community through the arts. Arts and culture are fundamentally linked to quality of life and to the health and wellness of all citizens, shaping identities, fostering life-long learning, promoting creativity and innovation, and engaging citizens across generations.

VISION

Living Temagami ~ Heritage & Culture Centre envisions a vibrant, connected community engaged in discovering, exploring, and creating all art forms. The supportive power of extended family in all its definitions is embraced, as is the belief that the spirit and energy of community, and our participation in it, empowers and transforms. The warmth, enthusiasm, and unity of our cultural hub echo throughout the Temagami area. This serves as an example of the inclusive community making, kinship, and cultural expression that can be created and embraced.

VALUES

Community ~ Living Temagami is a community driven organization committed to those who live, work, study, and play in the Temagami area. We incubate and provide safe, welcoming access to space, experiences, events, learning, and other resources as a strategy to revitalize community and connect people. We believe in our community and the people in it. We foster belonging, self-expression, interdependence, and engagement.

Heritage & History ~ Living Temagami believes the heritages and histories of all people should be embraced and celebrated. We believe it is very important to be connected to our history and heritage as it influences what we do in the present.

Art & Culture ~ Living Temagami believes the presence of all art forms are essential for a healthy, loving, just community. We believe making, showing, performing and experiencing art, music, dance and all culture should be safe, affordable and accessible to everyone.

Collaboration ~ Living Temagami believes our success is tied to that of our volunteers, artists and artisans of all heritages and other members of the community. Our primary commitment is to support, elevate and engage organizations and individuals in the Temagami and surrounding area. We embrace collaboration, partnerships, programming, and commitment as ways to building community.

Diversity ~ Living Temagami values and celebrates the diverse history, identities and cultures within our community. We embrace an intersectional, multi-issue approach to all art, programming, partnership, inclusion and community building. We will keep a hyper local focus on Temagami while breaking down boundaries and raising awareness throughout communities.

Education ~ Living Temagami believes knowledge and mutual respect are enhanced when we share space, create and learn together. We prioritize providing access to arts, and other education to a community that otherwise lacks such resources within it and/or the schools serving our youth.

Inclusion ~ Living Temagami is committed to participatory decision-making. We value and welcome diverse people, art, culture, heritage, and ideas.

Terms of Reference

Terms of Reference: Living Temagami - Heritage & Culture Centre

The purpose of the Living Temagami - Heritage & Culture Centre is to promote community interest, engagement, appreciation, and education in the arts, culture, heritage, local history, and other areas. We will include art & other exhibitions, education, events, and developing needed resources for other specific community interests.

Mandate: Living Temagami - Heritage & Culture Centre will, consistent with the purpose described above, undertake the following: Develop and deliver program's to promote and engage people with our rich and diverse cultural heritage. This will include art, artisan, craftsman, music, dance, theatre, and other educational workshops, and to embrace our history and diverse heritage. Foster public awareness, recognition, and support for local talent in all arts, heritage, and archival preservation of the history, lore, and language of the Temagami and surrounding area.

Meetings: The Board of Directors will meet a minimum of once per month in accordance with its regular schedule of meetings established by the Board. Special meetings may be held at the call of the Executive Director or by request of other Directors for specific purposes. The meeting rules and procedures will be in accordance with the Standard Accepted Practices such as Robert's Rules of Order.

Membership: The Board of Directors will consist of five (5) members including; One (1) Director of the Board shall be Indigenous; and four (4) other Directors who shall bring a variety of skills and knowledge to compliment the various areas of our mandate and will include men and women. At present all Directors shall be chosen by the sitting Board of Directors. Other Committees may be formed in future to develop specific areas of Living Temagami programming and organizational needs.