



MANAGEMENT REPORT

Date: January 24, 2023
To: Mayor and Council
From: Joan Thomson
Report#: FIN23-009
Attachments: Draft Terms of Reference

Title: Ad-Hoc Grand Trunk Renewal Committee Terms of Reference - Draft

Objective: To consider draft Terms of Reference that have been prepared for Council's consideration.

Background: At the October 11, 2022 Council meeting, the following resolution was adopted:

R2022-400 THAT Council direct staff to develop terms of reference and composition of a Citizen's Advisory Committee to support the development of the Grand Trunk site, its architectural design, development and fundraising, and that the development of this committee be subject to approval by the 2022-2026 term of Council.

This resolution was adopted at that meeting in conjunction with the award of the Request for Proposal for the Community Hub Fundraising Phase 1 Project to Ketchum Canada Inc.

Analysis: Draft terms of reference for the proposed Ad-Hoc Committee are attached.

The Mandate of the Ad-Hoc Grand Trunk Renewal Committee is to provide support for and a forum for input and exchange of ideas on the renewal of the Grand Trunk building.

As with similar Council appointed committees within the City of Stratford, the Grand Trunk Renewal Committee will not have the authority to commit City resources or direct the work of staff. The term of the Ad-Hoc Grand Trunk Renewal Committee is up to two years.

The purpose of the Ad-Hoc Committee is:

1. To support the Grand Trunk Master Plan adopted by City Council.

2. To act as a sounding board to the City on matters dealing with the renewal of the Grand Trunk building, including building designs and architectural plans.
3. To identify fundraising opportunities and support fundraising initiatives.
4. To advise and assist with the development of a public engagement program and promote the activities of the Grand Trunk renewal.
5. To liaise with other committees or organizations with overlapping roles and responsibilities.

Meetings would be held quarterly or at the discretion of the Chair; however, please note that at the present time, fundraising strategies and objectives are still being set, and an Architect would still need to be retained for the Community Hub project.

It is anticipated that this Committee would begin to meet after Phase I of the Fundraising campaign is complete.

Subject to support of the draft Terms of Reference, next steps would involve preparing to seek applications and report back to Council.

Financial Implications:

Financial impact to current year operating budget:

The costs to advertise and support the Ad-Hoc Committee are expected to be under \$5,000 excluding Staff time and can be funded from the Grand Trunk Community Hub (GTCH) reserve fund. There would be no impact to the 2023 tax levy.

Financial impact on future year operating budget:

Costs for the Ad-Hoc Committee will be included in the 2024 Budget and would be subject to Council approval at that time.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Widening our Economic Opportunities

Strengthening Stratford's economy by developing, attracting and retaining a diversity of businesses and talent.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT direction be given with respect to the draft Terms of Reference;

AND THAT Staff be authorized to advertise for Ad Hoc Grand Trunk Renewal Committee members and to bring applications received to Council for consideration.

Recommended by: Joan Thomson, Chief Administrative Officer