



# FORMAL REPORT

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Stephanie Ische, Director of Community Services
<b>Date of Meeting:</b>	28 November 2017
<b>Subject:</b>	<b>DCS 21-2017 Lease Renewals for Train Station</b>

## PURPOSE

To renew the 2 separate Lease Agreements from January 1, 2018 to December 31, 2018 within the St. Marys Train Station.

## RECOMMENDATION

THAT DCS 21-2017 Lease Renewals for Train Station report be received; and,

THAT Council approve By-law 103-2017 authorizing the Mayor and the Clerk to execute the associated agreement with Mr. Cameron Porteous; and,

THAT Council approve By-law 104-2017 authorizing the Mayor and the Clerk to execute the associated agreement with Mr. Reed Needles.

## BACKGROUND

In the summer of 2015 the Town, through the Building and Development Department leased space in the St. Marys Train Station to Reed Needles and Charles Sharun, both leases were renewed January 1, 2016 for another year. They occupied the Sitting Area/North Office (Needles) and South Office (Sharun).

At the November 3, 2015 COTW meeting Council approved the use of the St. Marys Train Station as a Cultural rental space and the additional rooms were then leased. These spaces were leased to Cameron Porteous and Don Corby for year ending December 31, 2016.

In December 2016 an agreement was brought forward to Council to renew the leases for Reed Needles, Charles Sharun and Cameron Porteous ending December 31, 2017. Council approved and the leases were renewed for another year. In March 2017 Charles Sharun cancelled his lease as he decided to work out of his home.

## REPORT

With the success of Reed Needles and Cameron Porteous they have asked that their leases be renewed. Because of their success, and their connections with culture, they have had nothing but positive comments.

There are currently no issues with the existing agreements and no reason not to extend these leases.

## **SUMMARY**

Staff has presented this report to renew 2 lease agreements at the St. Marys Train Station with Reed Needles and Cameron Porteous.

Attached is a sample lease agreement that will be utilized for each rental space.

## **FINANCIAL IMPLICATIONS**

Rental revenue - \$8000 to \$9000 annually.

## **STRATEGIC PLAN**

☒ This initiative supports several tactics within the Strategic Plan related to leveraging the cultural experience of the Town.

## **OTHERS CONSULTED**

Reed Needles  
Cameron Porteous

## **ATTACHMENTS**

Draft lease

## **REVIEWED BY**

### **Recommended by the Department**



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Stephanie Ische  
Director of Community Services

### **Recommended by the CAO**



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Brent Kittmer  
CAO / Clerk