

Board Report

Date of Report: Oct 8, 2019

Date of Meeting: Oct. 17, 2019

Report Number: 2019-PAC-015

File: 2019BOARD1017

Subject: FirstOntario Performing Arts Centre Board - Delegated Signing Authority

Recommendation

That the Board delegate signing authority on behalf of the FirstOntario Performing Arts Centre Board to the Executive Director of the Performing Arts Centre to execute routine agreements necessary for the day to day operation of the Performing Arts Centre including: Artist Contracts, Rental Agreements, Grant Applications and Contribution Agreements, as well as Sponsorship and Advertising Agreements;

And that until such time as a new Executive Director is hired, that this delegation of authority be exercised by the Acting Executive Director appointed by the City of St. Catharines, David Oakes.

Background

At its meeting of July 9, 2018, Council approved the transition of the operational control of the FirstOntario Performing Arts Centre to a new municipal service board and directed staff to take all necessary steps and actions required to transition the PAC business to the Board. Part of the business includes the signing and execution of business documents (outlined below).

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Prior to the Board transition, the City of St. Catharines passed By-law 2015-44 which gave the Executive Director delegated signing authority for the City on documents necessary for operating the centre, without having to acquire council approval. Such documents include: Artist Contracts, Rental Agreements, Grant Applications and Contribution Agreements, as well as Sponsorship and Advertising Agreements. Following the departure of the previous Executive Director, this delegated authority to execute agreements on behalf of the City was transferred to the City Clerk as an interim measure.

As the full transition of the business from the City to the Board is now in progress, new agreements are being entered into with the Board as the contracting entity rather than the City. Therefore, they must be executed by persons with signing authority for the Board. Pursuant to the Board's Procedural Bylaw, signing authority for the Board is the Executive Director and the Board Chair. To stream-line the conduct of routine PAC business it is recommended that delegation of some signing authority to the Executive Director is appropriate, similar to the practice previously adopted by the City.

Financial Implications

None

Prepared and Submitted by:

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Approved by:

David Oakes, Acting Executive Director