

## Staff Report

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**Report To:** Council  
**Report From:** Carly Steinhoff, Manager of Parks and Recreation  
**Meeting Date:** November 18, 2025  
**Subject:** Durham Girls Alumni Band Instrument Request

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### Recommendations:

THAT in consideration of staff report 'Durham Girls Alumni Band Instruments', Council:

1. Approves the request from Durham Girls band representatives to donate some remaining band instruments to the West Grey Public Library for the purpose of lending the instruments to the public;
2. Authorizes staff to contact local schools and youth organizations to donate remaining instruments locally; and
3. Authorizes staff to dispose of any instruments and uniforms remaining following the outreach initiative.

### Highlights:

- A request has been made to the Municipality to donate some of the stored instruments from the Durham Girls Alumni Band to West Grey Public Library.
- There are more instruments than West Grey Public Library can accommodate so staff are recommending that the Municipality reach out to local schools and youth organizations to donate remaining instruments from the Band.
- Should instruments and uniforms continue to remain in the Municipality's care and control following the outreach, staff will post remaining instruments on a public forum for purchase.

### Previous Report/Authority:

Bylaw Number 71-2014 – Memorandum of Understanding between the Corporation of the Municipality of West Grey and The Durham Girls Alumni Band.

## **Analysis:**

Staff received a request from former members of the Durham Girls Alumni Band, attached to this report. The request offers the history of the Durham Girls Band, which formed in 1948 until 1984, and reunited in 2012 until 2020.

In 2013, the Municipality collaborated with the Band for a successful Ontario Trillium Foundation grant application, with the funds being used to purchase musical instruments and uniforms. The Municipality entered into a Memorandum of Understanding with the Band stating that should the Band cease to operate, the Municipality retains the musical instruments and uniforms.

The attached request is for the Municipality to donate some of the musical instruments to the West Grey Public Library to be added to their collection. Due to space limitations, the Library is unable to accommodate all remaining instruments. Staff are recommending donating the items requested by West Grey Public Library, which includes:

- One Trumpet
- One Marching Baritone
- Two Snare Drums with Sticks
- One Glockenspiel
- One Thin Snare Drum and Sticks
- One pair of Cymbals

Following receipt of correspondence from former members of the Band, staff reached out to a former member of the Durham Girls Alumni Band regarding the remaining musical instruments. It is their preference that the remaining musical instruments remain within Durham or West Grey. Staff are recommending reaching out to local schools and youth organizations to offer the remaining instruments at no charge. Should instruments continue to remain in care and control of the Municipality following the outreach, staff recommend that the Municipality dispose of the assets by way of public auction.

The letter received also requested that any remaining uniforms be donated to a local thrift store. Staff are recommending that any remaining uniforms be disposed of by way of public auction. Should any uniforms remain following this process, the uniforms will be donated to a not-for-profit thrift store.

## **Financial and Operational Implications:**

There are no operational implications with this report. Should staff be required to post instruments on a public forum for auction, all proceeds will be included as revenue within the operating budget.

## **Climate and Environmental Implications:**

There are no climate or environmental implications associated with this report.

## **Communication Plan:**

If approved, staff will communicate with Durham Girls Alumni Band, West Grey Public Library staff, local schools, organizations, and public, if required.

## **Consultation:**

None.

## **Attachments:**

Durham Girls Alumni Band Request Letter

## **Recommended by:**

Carly Steinhoff, Manager of Parks and Recreation

## **Submission approved by:**

Michele Harris, Chief Administrative Officer

For more information on this report, please contact Carly Steinhoff, Manager of Parks and Recreation, [csteinhoff@westgrey.com](mailto:csteinhoff@westgrey.com) or 519-369-2200 Ext. 231.