



## Staff Report

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**Report To:** South Huron Council  
**From:** **Dan Best, Chief Administrative Officer/Deputy Clerk**  
**Date:** December 18 2017  
**Report:** CAO 17.30  
**Subject:** MOU Canada Day Committee

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### **Recommendations:**

**That** the report of Dan Best, Chief Administrative Officer dated December 18, 2017 regarding a Memorandum of Understanding with the Canada Day Committee be received;and

**That** Council approves the Memorandum of Understanding with the Canada Day Committee as presented;and

**That** the necessary bylaw be forwarded to Council for the required three readings

### **Purpose:**

Council approval

### **Background and Analysis:**

On November 16, 2017, Administration met with representation of the Canada Day Committee for the purposes of establishing role clarity regarding the annual Canada Day festivities.

To that end, the framework of the discussion outlined the following areas to assist the event in moving forward:

- Predominant source of revenue is through donations

- Clarity on Municipal role and establish a sustainable partnership moving forward
- Clarity of the role and responsibilities of the Committee
- Use of facilities with a clear mandate.
- Better communication
- Ensuring that all 3<sup>rd</sup> party insurances are in place when required.
- Request to have stable annual funding (\$1000) which would offset annual costs for insurance and marketing.

### **Operational Considerations:**

As this request is coming from a Community Committee there are no operational considerations to be examined.

### **South Huron's Strategic Plan:**

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

- ✓ Increased Communications and Municipal Leadership
- ✓ Transparent, Accountable and Collaborative Governance

### **Financial Impact:**

Funding for Canada Day events in 2018 were incorporated as part of the Community Grants program. Should Council authorize the recommendations outlined in this report, the requirement to submit a Funding Request on an annual basis to Council by the Committee would no longer be required and the annual contribution would continue for as long as the MOU remains in effect or subject to change as approved by Council.

**Legal Impact:**

There are no legal implications as a result of the actions outlined in this report

**Staffing Impact:**

There are no staffing implications as a result of the actions outlined in this report.

**Policies/Legislation:**

None

**Consultation:**

None

**Related Documents:**

MOU with the Canada Day Committee

Respectfully submitted,

**Dan Best, Chief Administrative Officer/Deputy Clerk**