



## The Corporation of the Town of Tecumseh

Corporate Services & Clerk

**To:** Mayor and Members of Council

**From:** Laura Moy, Director Corporate Services & Clerk

**Date to Council:** November 10, 2020

**Report Number:** CS-2020-36

**Subject:** Donation to Goodfellows

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### Recommendations

It is recommended:

**That** the provisions set in the Proclamation, Declaration and Donation Requests Policy No. 23 **be waived** to allow for a one-time donation to be made on behalf of the Town;

**And that** \$1,500 of the annual Holiday Dinner budget allocation **be donated** to the local Windsor Goodfellows Holiday Drive.

### Background

The Town holds a Holiday Dinner and Employee Recognition Event in early December each year, with funding allocated in the annual budget. This year, as noted in the Chief Administrative Officer's Thanksgiving message, the event is cancelled due to the COVID-19 pandemic and associated limits on social gathering. The intent is to carryover the employee recognition portion of the event to 2021, when we hope to hold the event once again.

The event is organized by the Holiday Dinner Committee (Committee). The Committee consists of volunteers from various departments who are responsible for organizing the event, booking a venue, arranging entertainment and decorating the hall. The annual event has traditionally been held at the Ciociaro Club and is well attended with an average of 140 persons attending, including members of Council and staff and their spouses/partners.

To augment the budget allocation for the event each year, the Committee approaches a list of companies vetted by the Senior Management Team to request a modest contribution for the Employee Recognition portion of the event. Individual sponsorships have ranged from \$250 to

\$1,000 and any sponsor that wishes to contribute is invited to attend. In 2019, sponsors included WFCU Credit Union, Frank Cowan Company, Dillon Consulting Limited and Wolf Hooker Professional Corporation.

Due to the popularity of the venue and difficulty securing a date, the Committee reserves the venue with a deposit in early January for the following December. The 2020 event was scheduled for December 4, 2020. The deposit will be applied to the 2021 reservation for the Holiday Dinner.

## Comments

Since the time of securing the event date, the Premier of Ontario declared a state of emergency throughout Ontario related to COVID-19 under s 7.0.1 (1) the *Emergency Management and Civil Protection Act*. Due to the limits on gatherings as well as additional public health guidelines, the Town has cancelled almost all of the 2020 events such as the Corn Festival and Christmas in Tecumseh. With the ongoing restrictions, and in keeping with Town policies to ensure the health and safety of staff, it was determined that the annual event would be cancelled for 2020.

In light of the cancellation, and with the support of the Senior Management Team, the Committee looked at potentially using some of the Town funds allocated to the Holiday Dinner to donate to a local charity. The Committee has also reached out to previous event sponsors to suggest they consider a donation to a local charity in lieu of their event sponsorship for this year. Dillon Consulting Limited and Frank Cowan Company have both responded to date and pledged a donation to Goodfellows. It is Administration's recommendation that a portion of the Town's budget allocation for this event be donated to Goodfellows as well.

Goodfellows has long been a part of the fabric of Tecumseh and the organization provides community support throughout the year. Members of various departments, including Fire and Rescue Services, participate in Goodfellows' annual fundraising events including the newspaper sales campaign and grocery bagging in November and December. The annual newspaper sales drive is one of their largest fundraisers. It was announced on November 2, 2020, that the annual on-the-street newspaper drive would be cancelled over health and safety concerns, as would the grocery-bagging event. Although alternative methods of collecting donations are being investigated, it is anticipated that overall donations will be significantly lower than previous years.

Moneys raised go toward the organization's various charitable endeavours, including providing Christmas meals to those in need. In previous years, the charity has provided 120 to 150 food hampers to local families. Goodfellows anticipates a greater need this year, given the current pandemic and the impact on the economy. It is therefore recommended that \$1,500 of the Town's budget from the Holiday Dinner and Employee Recognition Event be allocated as a donation to Goodfellows.

The Town's Proclamation, Declaration and Donation Requests Policy No. 23 (Policy) restricts donations that are not requested by the Provincial or Federal Governments, or are not in keeping with Provincial/Federal legislation, or are not of historical significance to the Corporation. Council has waived the Policy to provide donations during a time of crisis to other

communities. In light of the current pandemic and the needs of the public for support, it is recommended that the Policy be waived to permit a one-time donation to the Goodfellows to assist the community this coming holiday season.

## Consultations

All Departments

## Financial Implications

In recognition of the challenges fundraising organizations will face during the pandemic and to help support Goodfellows who rely on the financial support provided by the annual fundraising campaign in which Town employees participate, Administration recommends the donation of \$1,500 towards this cause and that the funding for this donation be provided through the approved 2020 budget allocation for the Town's employee recognition and holiday event that will not take place this year.

## Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input checked="" type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

## Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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Deputy Clerk & Manager Legislative Services

Reviewed by:

Laura Moy, Dipl. M.M., CMMIII HR Professional  
Director Corporate Services & Clerk

Reviewed by:

Wade Bondy  
Director Fire Services & Fire Chief, C.E.M.C.

Reviewed by:

Tom Kitsos, CPA, CMA, BComm  
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

Attachment Number	Attachment Name
None	None