



## The Corporation of the Town of Tecumseh

Chief Administrative Officer

**To:** Mayor and Members of Council

**From:** Margaret Misek-Evans, Chief Administrative Officer

**Date to Council:** April 7, 2022

**Report Number:** CAO-2022-06

**Subject:** Tecumseh 100th Anniversary Celebration – Windsor Symphony Orchestra Agreement

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### Recommendations

It is recommended:

**That** Chief Administrative Officer Report No. CAO-2022-06, respecting the Tecumseh 100th Anniversary Celebration – Windsor Symphony Orchestra Agreement, **be received;**

**And that** By-law No. 2022-021, being a by-law to enter into an agreement with Windsor Symphony Orchestra for the purpose of providing musical performances during the Town's 100th Anniversary Celebration, **be approved;**

**And further that** the Mayor and Clerk **be authorized** to execute the Agreement between the Town of Tecumseh and Windsor Symphony Orchestra, satisfactory in form and content to the Town's Solicitor.

### Background

As Council is aware, the Mayor's 100th Anniversary Task Force has been planning the 3-day anniversary celebration scheduled for July 2 – 4, 2022 within the approved event budget. One of the signature events that the Task Force has planned is a concert performance by the Windsor Symphony Orchestra (WSO). The performance will provide a journey through the past 100 years through music.

## Comments

Founded in 1941, the WSO is an award winning, local orchestra that performs both classical and popular music. The Mayor's 100th Anniversary Task Force (Task Force) supports the engagement of the services of the WSO for the purpose of performing two (2) concerts as part of the anniversary celebrations. Administration has confirmed that the WSO is a legal entity that can enter into formal agreements, maintains liability insurance and is required to adhere to WSIB requirements.

The two (2) scheduled concerts are:

Performance No. 1: Saturday, July 2, 2022  
Lakewood Park and includes the WSO Quintet.

Performance No. 2: Monday, July 4, 2022  
L'Essor High School theatre and includes the WSO's 25 piece orchestra.

Both performances will be free to the public. To attend the live performance at the L'Essor High School theatre requires advanced online ticket reservations. The advanced online ticket reservation process will maintain facility seating capacity as well as contact tracing should Covid-19 restrictions for indoor programming be in place at the time of the concert.

Retaining the WSO requires an agreement with the Town to set out concert details, performance fees, licensing, and roles and responsibilities. A draft agreement has been reviewed by the Town's Solicitor and the finalized document forms Schedule 1 of By-law No. 2022-021.

## Consultations

Town's Solicitor  
Mayor's 100th Anniversary Task Force

## Financial Implications

The 100th Anniversary celebration event is included in the 2022 approved municipal budget. WSO performance fees are \$1,000 for Performance No. 1 and \$8,400 for Performance No. 2. Funds for these events have been planned within the event's approved budget.

According to Section 3.2 of By-law No. 2021-60, a by-law to govern procurement policies and procedures, quotes are not required for purchases between \$200 and \$10,000. Furthermore, informal quotations may be used where it is in the interest of the Corporation to do so for goods or services within this range. Administration confirms

that informal quotes were received and the quote provided by the WSO is cost effective and beneficial. Prior experience with the WSO has been very positive.

### Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" 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 checked="" 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:

Kerri Rice  
Manager Special Projects

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

<b>Attachment Number</b>	<b>Attachment Name</b>
None	None