



## The Corporation of the Town of Tecumseh

Legislative & Clerk Services

**To:** Policies and Priorities Committee

**From:** Robert Auger, Director Legislative Services & Clerk

**Date to Council:** March 26, 2024

**Report Number:** LCS-2024-08

**Subject:** Revisions to Awards Policy No. 2

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### Recommendations

It is recommended:

**That** Report LCS-2024-08 entitled “Revisions to Awards Policy No. 2” **be received;**

**And that** the revisions to Awards Policy No. 2 in Attachment 1, and the new Terms of Reference for the Awards Review Committee in Attachment 3 to Report LCS-2024-08 **be recommended for approval and adoption** by Council at the April 9, 2024 Regular Council Meeting.

### Background

The Town of Tecumseh has established the following four (4) community awards:

**Dr. Henri Breault Community Excellence Award** (est. 2000) recognizes an individual, family, group or company who has displayed continued dedication and perseverance to a cause or causes that have ultimately benefited the citizens of the Town and the general population at large.

**Donald “Donny” Massender Memorial Volunteer Award** (est. 2010) recognizes a person who has made exceptional contributions to the citizens of the Town or the public at large and is well known for his/her work as an outstanding fundraiser, advocate and supporter of charitable organizations. Recipients of this award will be nominated for the

June Callwood Outstanding Achievement Award for Volunteerism in Ontario and the Ontario Medal for Good Citizenship.

**Senior of the Year Award** (est. 2009) recognizes one outstanding local Ontarian who, at the age of 65 or older, has enriched the social, cultural or civic life of the Town without thought of personal or financial gain. Recipients of the Senior of the Year Award are nominated to the Ontario Senior of the Year Award and the Senior Achievement Award (Canada).

**Youth of the Year Award** (est. 2020) recognizes a person, 23 years of age and under, who has enriched the social, cultural or civic life of the community that has ultimately benefited the citizens of the Town and the general public at large without thought of personal or financial gain.

To guide Administration, the Awards Policy No. 2 was developed with a defined process and timeline for submitting nominations and selecting recipients for the Town Awards. Last year, Council requested that Administration review this Policy in an effort to encourage greater public engagement and Award nominations.

On January 23, 2024, Regular Council Meeting, Council received Report LCS-2024-01 Town Awards Review Update and approved the following motion:

**“That Council provide direction** to the Director of Legislative Services & Clerk to proceed with Option 1 as the basis for amendments to the Awards Policy No. 2;

**And further that Administration be directed** to review the parameters of the Awards to consider broadening the eligibility requirements for all awards;

**And furthermore that Administration be directed** to present the draft revised Awards Policy No. 2, the draft Terms of Reference reflective of the chosen option and the award eligibility criteria at an upcoming Policies & Priorities Committee meeting for consideration of approval.”

This report is to provide Council with the revisions requested to the Awards Policy and to present the Terms of Reference for an ad hoc Awards Review Committee.

## Comments

In the Report LCS-2024-01, Council approved and provided Administration direction to implement Option 1 which recommends the following revisions to the Awards Policy:

- Call for nominations and confer the awards biennially (every 2 years);
- Select the recipients by an ad-hoc Striking Committee comprised of five (5) residents;

- Remove the residency requirement for award recipients and include community groups, organizations and businesses for eligibility;
- Such other changes to the Policy as may be required or recommended to give effect to this Option.

Administration has updated the Policy in Attachment 1 with tracked changes enabled with the amendments (Attachment 2 Clean Version).

In Attachment 3, a draft Terms of Reference is provided which outlines the purpose of the Awards Review Committee (Committee). The Committee's scope is to meet to review submissions received for the Town's Awards, discuss and provide recommendations to Council on the recipients of each award. The role of Council is to support and approve the recommendations of the award recipient from the Committee. Recommendations from the Committee on award recipients will be circulated through the approval of the Committee minutes by Council resolution.

Therefore, it is recommended that Council approve the Terms of Reference for the Awards Review Committee and the revised Awards Policy No. 2. If these revisions are approved, the next step for the Town Awards is to call for applications for the Awards Review Committee. A report will be presented to Council for their selection of committee members. The call for nominations for each of the Town Awards is intended to occur in Spring 2025.

## **Consultations**

None

## **Financial Implications**

The revisions to the Awards Policy No. 2 provided in this report have a financial implication of \$1,000.00 to be used towards a committee member honorarium which will be funded through the Legislative & Clerk Services budget.

## Link to Strategic Priorities

Applicable	<a href="#">2023-2026 Strategic Priorities</a>
<input type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input checked="" type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input checked="" type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

## 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:

Jennifer Alexander, AOMC, MPA  
Deputy Clerk & Manager Legislative Services

Reviewed by:

Robert Auger, LL.B.  
Director Legislative Services & Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

<b>Attachment Number</b>	<b>Attachment Name</b>
1	Awards Policy No 2 – Tracked Changes
2	Awards Policy No. 2 – Clean Version (No Tracked Changes)
3	Awards Committee Review - Terms of Reference