

Report to Council

Report Title:	2021 Walkerton Homecoming Committee		
Prepared By:	Sonya Watson, Chief Administrative Officer, Fiona Hamilton, Clerk and Trish Serratore, Chief Financial Officer		
Department:	Clerk's		
Date:	April 23, 2019		
Report Number:	CLK2019-07	File Number:	C11CL
Attachments:	Letter from 2016 Walkerton Homecoming Committee to Council Requesting to Become a Committee of Council Brockton Resolution 14-06-062 Brockton Resolution 14-08-088		

Recommendation:

That the Council of the Municipality of Brockton hereby approves Report CLK2019-07 - 2021 Walkerton Homecoming Committee, prepared by Sonya Watson, Chief Administrative Officer, Fiona Hamilton, Clerk and Trish Serratore, Chief Financial Officer, and in doing so provides further direction to staff about declaring the Walkerton Homecoming 2021 Committee a Committee of Council;

And further authorizes an initial start-up loan to the Walkerton Homecoming 2021 Committee in the amount of \$_____ and directs staff to enter into a Financing Agreement with the 2021 Walkerton Homecoming Committee and bring forward a By-Law authorizing this Financing Agreement.

Report:

Background:

On March 24, 2014, Council passed Resolution 14-06-062, declaring the 2016 Walkerton Homecoming Committee as a Committee of Council. On April 14, 2014, Council passed Resolution 14-08-088 approving an advance of \$30,000.00 to the 2016 Walkerton Homecoming Committee, and that the amount be established as an account receivable in the municipal accounts. Further, the advance was to be paid back to the Municipality immediately following the event. Both resolutions have been attached to this report for Council's information. It does not appear that any Terms of Reference or a termination date were established for the 2016 Walkerton Homecoming Committee.

The 2021 Walkerton Homecoming Committee (the "2021 Committee") is requesting that it become a Committee of Council so that the event, and the members of the Committee, would be covered under the insurance policy of the Municipality of Brockton. The 2021 Committee is also requesting a start-up loan of

\$30,000.00 to be in-line with the amount loaned in 2014. The upcoming Walkerton Homecoming is scheduled for 2021.

Analysis:

Staff inquired with the Municipality of Brockton’s insurance carrier about the potential cost of adding the members of the 2021 Committee. The insurance carrier has confirmed that there is no additional cost associated with adding the members of the 2021 Committee and noted that, as a Committee of Council, the control still rests with Council and therefore there is no increase in liability that would warrant additional premiums.

Given the comments made by the insurance carrier, it is important that Council retain sufficient control and oversight over the 2021 Committee. The 2021 Committee will be required to meet regularly and provide the minutes from each meeting to the Clerk for inclusion in the Council Package once approved. A staff person and a Member of Council should also be appointed to sit on the 2021 Committee to assist with proper communication. Comprehensive terms of reference should be developed and staff would recommend that the 2021 Committee be dissolved at the end of the year following the event – December 31, 2021.

The Municipality of Brockton will also need to open an account for the 2021 Committee, and the 2021 Committee would need to follow all established municipal finance rules and procedures, including adherence to the purchasing and procurement policy.

Staff are also recommending that the 2021 Committee sign a Financing Agreement to ensure all parties are aware of the municipal financing requirements and to ensure that the initial start-up loan is repaid prior to the disbursement of any funds.

All members of the 2021 Committee would also need to adhere to the Council Code of Conduct that was enacted in 2018.

The 2021 Committee could also choose to follow the example set by a number of other communities and become an incorporated entity should they wish to retain full control and decision-making authority over the finances and operations, rather than follow the required municipal procedures.

It should also be noted that Walkerton Homecoming is a large event that promotes economic development and also contributes to the sense of community and cultural vibrancy. The time and effort dedicated by these volunteers to organize an event of this scale is tremendous and should be supported.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? Yes
- Do the recommendations contribute to achieving Cultural Vibrancy? Yes
- Do the recommendations contribute to achieving Economic Prosperity? Yes
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? Yes

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

If approved by Council, the \$30,000 loan would be established as an account receivable. The 2021 Committee would be required to pay back the loan following the event as per the terms established in the Financing Agreement.

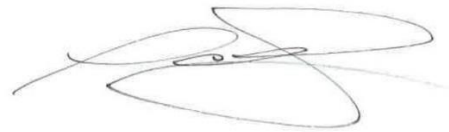
Respectfully Submitted by:



Sonya Watson, Chief Administrative Officer



Fiona Hamilton, Clerk



Trish Serratore, Chief Financial Officer