



## MUNICIPALITY OF **West Elgin**

### Staff Report

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**Report To:** Council Meeting  
**From:** Terri Towstiuc, Manager of Community Services/Clerk  
**Date:** 2025-06-26  
**Subject:** Recreation Committee Request – Cash Payment for Performers

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#### **Recommendation:**

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services/Clerk; And

That Council hereby approve the request for cash payments, \$175.00 total, for compensation for the musical performers for the Canada Day Celebration event, to be held on July 1, 2025; And

That Council direct staff to use the funds allocated from the Federal Canada Day Grant and the Municipal Budget.

#### **Purpose:**

The purpose of this report is to obtain Council approval to provide cash payments to the youth performers for the 2025 Canada Day Celebration, as requested by the Recreation Committee (request attached to this report).

#### **Background:**

The Recreation Committee (Canada Day Sub-Committee) has submitted a request to Council to provide a cash payment to the five (5) youth performers for the 2025 Canada Day Celebrations. Typically, all payments for the events are completed by receiving invoices and providing payment through electronic means or by cheque. However, the committee has scheduled youth performers and feel a cash payment would be more efficient than obtaining an invoice, however providing cash payments requires the approval of Council, as the petty cash payment limit for staff is \$100.00 (Procurement Policy 2023-42)

#### **Financial Implications:**

The required funds have been included in the Canada Day budget, funded from the Federal grant received for Canada Day (\$8,000) and the approved budget (\$2,500).

#### **Policies/Legislation:**

By-law 2023-42

**Alignment with Strategic Priorities:**

| <b>Infrastructure Improvement</b>  | <b>Recreation</b>   | <b>Economic Development</b>  | <b>Community Engagement</b>  |
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| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input checked="" type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input checked="" type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Terri Towstiuc, Manager of Community Services/Clerk