

# Report to Municipal Council



<b>Meeting Date:</b> March 5, 2025	<b>Report Date:</b> February 26, 2025
<b>Reason Before Council:</b> Financial Approval	<b>Priority:</b> Normal
<b>Department:</b> General Government	<b>Type of Meeting:</b> Committee of the Whole

**Report Title:** Various Requests for Donations

## **Recommended Resolution:**

That Council provide direction to staff on the following requests:

- 1) Decide whether to provide a donation or purchase a sponsorship package for the Women Empowering Women - Chamber of Commerce event on March 8th.
- 2) Decide whether to provide complimentary use of the Community Centre for UNIVI to hold their Volunteer Appreciation night on April 17<sup>th</sup>.

## **Options:**

Consider long term approval of UNIVI's complementary use of the hall for both the International Women's Day and Volunteers appreciation as follows:

- That council wishes to add the following clause to the Fees By-law:
  - UNIVI Health Center has complimentary access to the Community Center for the following events:
    - The International Women's Day event held no more than once every three years
    - The Volunteer Appreciation event held no more than once every three years
    - As no deposit is normally requested on UNIVI uses, that the following be added in consideration, that UNIVI will be responsible for any costs for damaged to facility and equipment as a result of its use and be responsible for any excessive cost of clean-up.
    - UNIVI shall provide proof of insurance
    - And the Municipality of St.-Charles reserves the right to discontinue the free use of the hall benefit at any time.



## Financial consideration

- Tentative advertising budget for 2025 is \$1,000
- Tentative donation budget for 2025 is \$500

To note, the CAO has a limit of \$100 for donation requests. Normal consideration for any approval to local organization association that either to be benefit to the community, specific vulnerable groups such as seniors, kids, ... or with a charitable goal. To note, "Not for Profit" organization requests are generally forwarded to Council as the direct benefit to the community should be evaluated by Council.

## Analysis & Background:

Two (2) recent donation requests have been received, one (1) from the Chamber of Commerce and one (1) from UNIVI.

- 1) The Chamber of Commerce is holding their Women Empowering Women event in Alban on March 8.

To my knowledge we have not donated to this event in the past. The base sponsorship package is \$500. As we are near the date of the event, it may not be practical to purchase a package. Council may consider a simple donation.

- 2) The following request was received from UNIVI to have free access to the Hall.

*"Hi Tammy,*

*I hope this email finds you well. I am reaching out today to see if we could have use of the Community Centre for our annual Volunteer Appreciation night on April 24<sup>17th</sup>, 2025. Every year, Univi offers an evening to celebrate and thank our volunteers for their time and support towards our community programs and services. We usually provide a dinner and an evening activity with a bar that we usually offer to another non-profit organization to run if there is interest.*

*As you know Univi is a non-profit organization and we usually ask for our local municipalities for their support with our two main events, this one and International Women's Day, as we offer these events for free to our community members.*



*We rotate between the three municipalities in our Health Centre catchment area and this year our Volunteer Appreciation is scheduled to return to St. Charles. (Next year our IWD event is scheduled to return to St. Charles. ☺)*

*Basically, what I am asking today is if we could have the use of the Community Centre for free on April 24<sup>17th</sup>? We would need to access the kitchen and the bar area. There will be no dancing, but we will have a planned activity for the evening after our dinner.*

*Looking forward to hearing from you!*

*Joanne Violette, UNIVI”*

**Attachments:**

- Women Empowering Women - request for sponsorship

**Prepared By:** Denis Turcot, CAO