



**Subject: Museum, Culture, Heritage and Special Awards Advisory Committee Recommendation**

**Report Number:** CS 2025-004

Committee Name: Museum, Culture, Heritage & Special Awards Advisory Committee

Submitted by: Duncan Bryce, Records and Legislative Coordinator

Meeting Type: Council Meeting

Meeting Date: Monday, February 10, 2025

**RECOMMENDATION**

- A. THAT report CS 2025-004 titled “**Museum, Culture, Heritage and Special Awards Advisory Committee Recommendation**” be received as information; and
- B. THAT Council approves the recommendation of the **Museum, Culture, Heritage and Special Awards Advisory Committee** as follows:
  - a. THAT Staff be directed to advertise for applications to the Founder’s Day Subcommittee and that a report to endorse members be brought forward to Council.

**BACKGROUND**

At the January 15, 2025, Museum, Culture, Heritage and Special Awards Advisory Committee meeting, the following resolution was passed:

**Moved By: Joan Weston**

**Seconded By: Kelly Spencer, Councillor**

- A. THAT the Museum, Culture, Heritage and Special Awards Advisory committee establish a Founder’s Day Event Subcommittee with a mandate to advise and make recommendations to the MCHSA Advisory Committee with respect to the Founder’s Day Event to be held on the 18<sup>th</sup> of October, 2025; and
- B. THAT the Founder’s Day Subcommittee be comprised of committee members, Joan Weston, Doug Cooper, and Carrie Lewis; and
- C. THAT the Founder’s Day Subcommittee be dissolved on October 18, 2025 following completion of the Subcommittee’s mandate; and
- D. THAT the Committee recommends to Council that Staff begin the recruitment process for additional members for Founder’s Day Subcommittee; and
- E. THAT the Committee recommends to Council that staff send out Joan’s letter of awareness to the public.

**Carried**

This report facilitates presenting the above request to Council for consideration.

### **DISCUSSION**

In accordance with the policy for Boards and Committees of Council, subcommittees that are formed of members outside of the committee must be endorsed by Council. The Committee is seeking the Town to open applications to the Founder's Day Subcommittee.

If approved an application form will be posted on the Town website. Notice of open applications will be posted on the Town website, Town social media and the local newspaper. The MCHSA Committee will also be advised so that members can promote subcommittee applications. The Clerk's Office would bring a report forward at the Council meeting of March 10, 2025, seeking Council's endorsement should applications be received.

In addition, as requested by the Committee, a letter of awareness regarding the Founder's Day Event is attached for the public's information.

### **CONSULTATION**

Museum, Culture, Heritage and Special Awards Advisory Committee; and  
Andrea Greenway, Director of Recreation, Culture and Parks.

### **FINANCIAL IMPACT/FUNDING SOURCE**

Associated staff time for meeting support.

### **CORPORATE GOALS**

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement
- Business attraction, retention and expansion
- Community growth
- Connectivity and transportation
- Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

**Goal** – The Town of Tillsonburg will strive for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives.

**Strategic Direction** – Engage community groups, including advisory committees and service organizations, in shaping municipal initiatives.

**Priority Project** – N/A.

**ATTACHMENTS**

Appendix A – Committee Member Joan’s Letter of Awareness