



## Staff Report

**Report Title: Christmas Gala Update**

**Prepared By: Leanne Scott, Human Resources Generalist**

**Department: CAO**

**Date: Apr. 17, 2023**

**Report Number: CAO-2023-04-12**

**File Number: C11 – CAO23**

### **Attachments:**

---

### **Recommendation:**

THAT the Township of Huron-Kinloss Council hereby approves Report Number CAO-2023-04-12 prepared by Leanne Scott, Human Resources Generalist AND in so doing approves moving forward with an annual staff and council event and volunteer token of appreciation plan.

### **Background:**

Previous to the pandemic the Township would host an annual Christmas Gala to celebrate staff, council, volunteer firefighters and Council appointed Committee members. These events would include a catered meal, entertainment and transportation was available to and from the holiday party. Organization of the party and decorating of the hall was all handled internally by a staff committee.

During and post pandemic the Township has provided staff, council, volunteer firefighters and committee volunteers with a token of appreciation. We have purchased Yeti cups and distributed HK-dollars to everyone. These have been well received by both the recipients and the local businesses that we are supporting.

### **Discussion:**

The Christmas Gala committee met, and we would like to propose an annual staff and council event. The staff would include all staff holding permanent and long-term contract positions with the Township. We would distribute tokens of appreciation to the Council appointed Committee members/positions and staff that are on temporary contracts.

Staff would like the opportunity to continue having a social event outside of the workplace with their peers and Council. This would provide fellowship and solidify the sense of unity.

We would still like to recognize the Council appointed Committee members for their service to the community and would like to continue offering a token of appreciation in the form of HK-dollars at Christmas time.

The volunteer members of the Ripley-Huron Fire Department and the Lucknow District Fire Department jointly have an annual appreciation event for their members and therefore a token of appreciation is no longer necessary.

Over the years the Christmas Gala has seen a decrease in attendance and an increase in costs. The staff committee feels this proposal is a more cost-effective and engaging way to show appreciation for everyone.

**Financial Impacts:**

\$9,000 included in the 2023 budget.

**Strategic Alignment / Link:**

We are a spirited community that takes pride in calling Huron-Kinloss home and welcoming others by maintaining a sense of connection and cohesion with each other.

**Respectfully Submitted By:**

Leanne Scott, Human Resources Generalist

**Report Approved By:**

Mary Rose Walden, Chief Administrative Officer