

Memorandum to the Council of Corporation of the Municipality of Temagami

Subject: Request for Donation – Temagami Lions Club Steak Fry and Live Music Fundraiser

Memo No: 2025-M-151

Date: June 12, 2025

Attachment: Appendix A - Letter from Temagami Lions Club

Prepared By: Laala Jahanshahloo - CAO/Treasurer

Recommendation

BE IT RESOLVED THAT Council receives Memo 2025-M-151 as presented;

AND FURTHER THAT Council approve the in-kind donation request from the Temagami Lions Club for use of the Temagami Arena on Saturday, August 9, 2025, for the Steak Fry and Live Music Fundraiser, with access granted on Friday, August 8, 2025, for setup purposes;

AND FURTHER THAT this approval be conditional upon the Temagami Lions Club providing proof of liability insurance naming the Municipality of Temagami as an additional insured for a minimum of \$2,000,000.

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1. Executive Summary

The Temagami Lions Club has requested an in-kind donation of the Temagami Arena for its community Steak Fry and Live Music Fundraiser scheduled for Saturday, August 9, 2025, with setup beginning Friday, August 8, 2025. In accordance with the Council Donation Policy established under By-law No. 20-1499 (Schedule A), this report recommends that Council approve the request, subject to the provision of insurance.

2. Background

On May 29, 2025, the Municipality received a written request from the Temagami Lions Club (Appendix A) to donate the use of the Temagami Arena to host a community Steak Fry and Live Music event. The fundraiser will support vital local services including the food bank and youth programs.

This event represents a revival of a popular and well-attended community tradition and is expected to attract broad local participation. The Lions Club is a registered non-profit operating within Temagami, making it eligible under Section "Guidelines Eligibility" of the Council Donation Policy.

Although the request was received outside the designated application periods (April 30 and October 31), Section "Application Process" of the policy allows Council to exercise discretion to consider off-cycle submissions.

3. Analysis

- **Eligibility:** The Temagami Lions Club meets all criteria outlined under the Council Donation Policy (By-law No. 20-1499), including its non-profit status and community-focused programming.
- **Event Impact:** The fundraiser supports essential services, revives a valued community event, and enhances civic engagement.

- **Policy Alignment:** In-kind contributions are permitted under the policy and will be tracked against the annual donation cap (1% of the tax levy, per “Funds” section of the policy).
- **Insurance Requirement:** Per municipal risk standards and consistent with past practice, staff recommend that liability insurance in the amount of \$2,000,000 naming the Municipality as additional insured be a condition of approval.
- **Application Format:** Although the formal Annex A form was not submitted, the May 29, 2025 request letter provides sufficient detail to satisfy application requirements.

4. Financial Considerations

The request is for an in-kind contribution of municipal facility use only. No direct financial transfer is being requested. The value of the donated use of the Arena will be calculated by staff and tracked toward the Municipality’s 2025 annual donation cap, which must not exceed 1% of the total tax levy as outlined in the Council Donation Policy (By-law No. 20-1499).

5. Conclusion

Staff recommend approval of the Temagami Lions Club’s request for in-kind use of the Temagami Arena for its Steak Fry and Live Music Fundraiser, subject to the standard insurance condition. The event aligns with municipal policy goals, promotes community well-being, and meets the eligibility and discretionary review criteria of the Council Donation Policy.

Ashly Legacy
Secretary
The Temagami Lions Club

May 29, 2025

To: The Municipality of Temagami
P.O. Box 220, Temagami, ON, P0H 2H0

Subject: Request for the Arena Space Donation for Steak Fry and Live Music Fundraiser

To Whom it May Concern;

On behalf of The Temagami Lions Club, I am writing to respectfully request the donation of the Temagami Arena for use in hosting our community steak fry and live music fundraiser. We are seeking to hold this event on Saturday, August 9, 2025 from 4:30 pm to 1:00 am. With set up beginning on Friday, August 8, 2025, if available.

This Event aims to raise essential funds for our Club to support the local food bank, youth programs and community services. We anticipate the event will draw strong community interest and attendance, offering both a great meal and an opportunity to bring neighbours together in support of a meaningful cause. We are very excited to resurrect this previously popular gathering.

We believe the Temagami Arena would be an ideal venue due to its central location, facilities and capacity to accomodate our expected guests. We are committed to organizing a safe, clean and well-managed event.

We hope the Municipality will consider supporting our initiative by donating the space for this fundraiser. Your generosity would make a significant impact on our ability to raise funds and serve our great community effectively.

Thank you for your time and consideration. We would welcome the opportunity to discuss any details or requirements at your convenience.

Sincerely,
Ashly Legacy
Secretary
The Temagami Lions Club

