

# MEMORANDUM

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**TO:** Mayor and Council

**FROM:** Stephan Poulin, Director of Economic Development and Community Services

**DATE:** April 23, 2019

**RE:** **DRAFT PARTNERSHIP AGREEMENT WITH CANO**

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Following meetings/discussions with CANO representatives, the following key points are being proposed and will form part of the partnership agreement (subject to Council's approval);

- 3 year financial partnership subject to annual approval by Council;
  - 2019 - \$50,000
  - 2020 - \$25,000
  - 2021 - \$25,000
- CANO will present their audited financial statement to council on an annual basis for the duration of the agreement between the two parties.
- CANO to provide a detailed quarterly report to Council that will including info such as activities completed, attendance and profit/loss report for each event.
- A member of Council be appointed to the CANO Board of Directors as a voting member.
- That the Municipality's financial contribution only be used for event production costs and not for salaries.
- CANO commits to organize/host a minimum of 20 shows/events per year, which will include 4 geared to youth/students.
- CANO will recognize the Municipality as a key corporate sponsor and will prominently display the Municipal logo on all marketing/advertising material, on their website, and via their social media platforms. The municipal logo will be displayed on all tickets printed for all events. A news release will be issued to announce/acknowledge the partnership between the Municipality and CANO.
- Limit the amount of events being held on weekends during the months of June, July and August so not to negatively impact the availability of the Marcel Noel Hall. Hall bookings are subject to Municipal staff approval.

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