



Committee of the Whole Report

Meeting Date: 2025-07-07

Department: Administration

Report Number: Administration-2025-018

Submitted By: Michelle Hannah

Approved By: Stephen Donachey

Subject: Milestone Recognition Certificate Program – Update

Recommendation:

This report is for information only.

Background:

At the June 16th, 2025, Council meeting, Council passed a By-law adopting a policy for a Milestone Certificate Program.

Council inquired about the possibility of adding in ribbon cutting ceremonies and Council and/or Mayor attendance at these events.

Analysis:

In response to the questions and comments from Council regarding ribbon cutting ceremonies, staff reviewed the policy, and the Township website page created for information with respect to Milestone Certificates, which also houses a form to fill out for residents to request certificates.

It was determined that the policy already includes provisions for customized certificates for businesses and organizations on milestone occasions and for special honours. This could include the opening of a business and the ribbon cutting ceremony. Information regarding requesting the Mayor or a member of Council to attend to present the certificate at events has been included on the webpage and can be requested through the request form. It has been noted that the requests for the Mayor or Councillors to attend any event are subject to the Clerk discretion and the member's availability.

Alternatives:

None.

Financial Implications:

None.

Relevant Policy or Legislation:

Milestone Recognition Certificate Policy.

Strategic Plan Alignment:

Council adopted the Township of Leeds and the Thousand Islands Strategic Plan (2021-2031) at its regular meeting held on November 8, 2021. The initiative contained within this report supports the following Strategic Pillars as set out in the Strategic Plan:

- ☐ Delivering Effective and Accountable Government
- ☐ Promoting Quality of Life and Environmental Stewardship
- ☒ Growing a Liveable Community with Great Services
- ☐ Fostering Jobs and Economic Development

Consultations:

This report was reviewed in consultation with:

None.

Attachments:

None.