



GENERAL GOVERNMENT SERVICES COMMITTEE AGENDA

Thursday, March 28, 2024 at 11:00 am

W & M Edelbrock Centre, Dufferin Room, 30 Centre Street, Orangeville ON

The meeting will be live streamed on YouTube at the following link:

<http://www.youtube.com/@DufferinOne>

Land Acknowledgement Statement

We would like to begin by respectfully acknowledging that Dufferin County resides within the traditional territory and ancestral lands of the Tionontati (Petun), Attawandaron (Neutral), Haudenosaunee (Six Nations), and Anishinaabe peoples.

We also acknowledge that various municipalities within the County of Dufferin reside within the treaty lands named under the Haldimand Deed of 1784 and two of the Williams Treaties of 1818: Treaty 18: the Nottawasaga Purchase, and Treaty 19: The Ajetance Treaty.

These traditional territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

Roll Call

Declarations of Pecuniary Interest by Members

PUBLIC QUESTION PERIOD

Members of the public in attendance are able to ask a question. If you unable to attend and would like to submit a question, please contact us at info@dufferincounty.ca or 519-941-2816 x2500 prior to 4:30 pm the day before the meeting.

REPORTS

1. GENERAL GOVERNMENT SERVICES – March 28, 2024 – ITEM #1
Diversity, Equity and Inclusion Community Advisory Committee Minutes

Minutes from the March 14, 2024 meeting of the Diversity, Equity and Inclusion Community Advisory Committee.

Recommendation:

THAT the minutes from the March 14, 2024 meeting of the Diversity, Equity and Inclusion Community Advisory Committee, be adopted.

2. GENERAL GOVERNMENT SERVICES – March 28, 2024 – ITEM #2
Access Dufferin Minutes

Minutes from the March 20, 2024 meeting of Access Dufferin.

Recommendation:

THAT the minutes from the March 20, 2024 meeting of Access Dufferin, be adopted.

3. GENERAL GOVERNMENT SERVICES – March 28, 2024 – ITEM #3
2024 Community Grant Allocation Recommendations

A report from Headwaters Communities In Action, dated March 28, 2024, to recommend allocation of the Dufferin County Community Grant funds.

Recommendation:

For consideration of the Committee.

4. GENERAL GOVERNMENT SERVICES – March 28, 2024 – ITEM #4
Review of Council Policies – Report #2

A report from the Clerk, dated March 28, 2024, to seek approval for two updated accountability-related Council policies.

Recommendation:

THAT the report from the Clerk, dated March 28, 2024, regarding a review of Council Policies, be received;

AND THAT the following attached Policies be approved:

- **Council Professional Development Expenses – Policy # 1-03-07**
- **Delegation of Authority – Policy #1-02-08**

5. GENERAL GOVERNMENT SERVICES – March 28, 2024 – ITEM #6
Memorandum of Understanding with the Salvation Army Emergency Disaster Services

A report from the Manager of Preparedness, 911 & Corporate Projects, dated March 28, 2024, to seek authorization to enter into a memorandum of understanding for emergency disaster services.

Recommendation:

THAT the report from the Manager of Preparedness, 911 & Corporate Projects, dated March 28, 2024, regarding a Memorandum of Understanding with Salvation Army Emergency Disaster Services, be received;

AND THAT the Warden and Clerk be authorized to execute the proposed Memorandum of Understanding on behalf of the County.

NOTICE OF MOTIONS

Next Meeting

Thursday, April 25, 2024

W & M Edelbrock Centre, Dufferin Room, 30 Centre Street, Orangeville ON



DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY COMMITTEE MINUTES

Tuesday, March 12, 2024 at 7:00 pm

The Committee met at 7:00 pm by video conference.

Members Present: Sharon Cadeau
Jordan Dedier
Trisha Linton
Councillor Lisa Post
Councillor Darren White

Members Absent: Arvandi Nalisa Komal (prior notice)
Patti Thomas
Councillor Shane Hall

Staff Present: Rohan Thompson, Director of People & Equity
Kareema Sookdeo, Diversity, Equity & Inclusion
Advisor
Michelle Hargrave, Administrative Support Specialist

The Diversity, Equity and Inclusion Advisor called the meeting to order at 7:04 pm.

LAND ACKNOWLEDGEMENT STATEMENT

The Diversity, Equity and Inclusion Advisor shared the Land Acknowledgement Statement.

DISCUSSION

1. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – March 12, 2024
Item #1 – Strategic Plan

Ruth Cameron, Ruth Cameron Consulting, noted the meeting would be regarding the Committee's strategic plan, including:

- Priority setting
- Planning
- Scheduling
- Reporting

Ruth reviewed the vision and mission statement of the Committee, as well as the strategic priorities identified in the Committee's strategic plan. The Committee reviewed the goals and objectives currently listed in the strategic plan.

Ruth provided a sample annual work plan, noting it would contain a quick short-term goal, a mid-range activity, a progress indicator for a longer-term task, and an accountability activity/reporting task.

Committee members took some time to review the Dufferin County Strategic Plan, noting the compliment between the Diversity, Equity and Inclusion Community Advisory Committee Strategic Plan and the County Strategic Plan.

The Committee suggested goals that could be considered for their workplan, including:

- Work to support the housing strategy or waste services
- Support goals of the age friendly action plan
- Support the diverse senior population through community support services programs
- Invite Community Services to attend a Committee meeting to speak about how services are delivered
- Help departments, such as Waste Services, to produce service documents in other languages to reach a more diverse audience and allow residents to learn in their first language if it is not English
- Host an event to celebrate differences of those employed at the County of Dufferin

Ruth noted she will be forwarding questions for Committee members to reflect on before the next meeting.

ADJOURNMENT

The meeting adjourned at 8:58 pm.

Next Meeting: April 4, 2024 at 7:00 pm
W. & M. Edelbrock Centre, 30 Centre Street, Orangeville ON



ACCESS DUFFERIN COMMITTEE MINUTES

Wednesday, March 20, 2024 at 7:00 pm

The Committee met at 7:00 pm by video conference.

Members Present: Sean Johnson (Chair)
David Vahey

Members Absent: Trevor Lewis (prior notice)

Staff Present: Kareem Sookdeo, Diversity, Equity and Inclusion Advisor
Sara MacRae, Manager of Climate & Energy
Kylie-Anne Grube, Climate Engagement Specialist
Yaw Ennin, Manager of Economic Development
Michelle Hargrave, Administrative Support Specialist

The Chair called the meeting was called to order at 7:04 pm.

LAND ACKNOWLEDGEMENT STATEMENT

The Equity, Diversity and Inclusion Advisor read the Land Acknowledgement Statement.

DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

REPORTS

1. ACCESS DUFFERIN – March 20, 2024 – Item #1
Climate and Energy Division Overview

Sara MacRae and Kylie-Anne Grube provided an overview of the Climate and Energy Division, including current Green House Gas measurements, reduction targets, mitigation, adaptation, and local climate priorities. The Climate and Energy Division highlighted some projects that they are beginning and plan to consult with Access Dufferin on, including:

- Neighbour Hub (a project in collaboration with the Emergency Management Division) – outdoor accessible structure to foster community connections
- Electric Vehicle Awareness Initiative: Electrifying Back Roads
- Electric Vehicle Policy – update to reflect the changing needs of the community
- Tri-County Green Development Standards

Sara MacRae noted they are working to make electric vehicle charging more accessible, some things being reviewed include having display screens lower, curb cuts at the charging module, and attaching a swing arm to lighten the weight of the cord.

2. ACCESS DUFFERIN – March 20, 2024 – Item #2
Economic Development Division Activities

Yaw Ennin, Manager of Economic Development, provided an update on the redesign of Dufferin County's Tourism logo. The finalized logo has a reduced number of icons and colours to simplify the design. There will be a further slight change to the logo to compliment the Explore Dufferin branding.

The Division is working to finalize the 2024 Explore Dufferin Guide in late spring. The Guide will be available for local municipal offices, as well as heavily trafficked businesses in and around the County. The Committee provided feedback on the Bruce Trail map and amenities (electric vehicle charging stations, public washrooms and public parking) map that are included in the Guide.

Yaw noted the team is working on the development of a Tourism website. He featured preliminary designs of the website, noting it will compliment the new County website.

3. ACCESS DUFFERIN – March 20, 2024 – Item #3
Website Project Update

Michelle Hargrave provided an update on the new Dufferin County website, noting the new website will be live on April 17, 2024. The Committee reviewed the accessibility page on the new website as well as some accessibility features.

4. ACCESS DUFFERIN – March 20, 2024 – Item #4
Other Business

The Diversity, Equity and Inclusion Advisor noted that all County staff have been invited to participate in document accessibility training. There will also be web focused training later in the year for staff who contribute to the County website.

ADJOURNMENT

The meeting adjourned at 8:20 pm.

NEXT MEETING: Wednesday, May 15, 2024
Edelbrock Centre, 30 Centre Street, Orangeville ON

REPORT TO GENERAL GOVERNMENT SERVICES COMMITTEE

To: Chair Creelman and Members of the
General Government Services Committee

From: Headwaters Communities In Action

Meeting Date: General Government Services Presentation
Report to Council

Subject: Dufferin County Community Grants - 2024

Table of Contents

I. Executive Summary	4
A. Introduction and Background	4
B. Processes	5
1. Application Process	5
2. Assessment Process	5
3. Reporting Process	6
C. Project Summary Tables and Charts	7
Summary Table 1 - Total requests and recommended funds	7
Summary Table 2 - Recommended grants	9
Charts: Distribution of recommended grants	12
II. Grant Assessment	15
Assessment Summary	15
Application Profiles	17
Community Grants greater than \$3,000	17
1. 1849 Lorne Scots Royal Canadian Army Cadet Corps	17
2. Active Lives Canada	17
3. Big Brothers, Big Sisters of Dufferin and District	18
4. Caledon\Dufferin Victim Services	18
5. Caledon Meals on Wheels	19
6. Children's Foundation Food & Friends	19
7. Dufferin Arts Council	20

8. Dufferin County Canadian Black Association	20
9. Dufferin County Multicultural Foundation	21
10. Dufferin County Cultural Resource Circle	21
11. Dufferin Film Festival	21
12. Dufferin Parent Support Network	22
13. Edify Centre	22
14. Family Transition Place	23
15. Fiddlehead Care Farm	23
16. Headwaters Arts	24
17. High Country United Church	24
18. Highlands Youth for Christ – Shelburne, Grand Valley & Orangeville	25
19. Hospice Dufferin	25
20. North Dufferin Agricultural and Community Taskforce	25
21. Orangeville Blues & Jazz Festival (OBJF)	26
22. Orangeville & District Senior Citizens Centre	26
23. Rotary Club of Shelburne	27
24. Shelburne Cricket Club	27
25. St. John Ambulance	28
26. Streams Community Hub	28
27. Theatre Orangeville	29
28. Westminster United Church	29
29. Youth Activists Inc.	30
Community Grants \$3,000 or less	30
30. Alzheimer Society of Dufferin County	30
31. Bethell Hospice	31
32. Celebrate Your Awesome	31
33. Centre Fellowship Church - Centre Cafe	32
34. Credit Meadows Elementary School	32
35. East Garafraxa Public School Snack Program	33
36. Everdale	33
37. Grand Valley & District Horticultural Society	33
38. Headwaters Health Care Centre - Telecheck	34
39. Hockley Historic Community Hall and Church	34
40. Inclusive Perspectives	35
41. Julia's Place Therapy Centre Inc.	35
42. Orangeville Community Band	35
43. Orangeville Christmas Nite-Lights Patrol	36
44. Orangeville Curling Club	36

45. Orangeville Fiddle & Stepdance Contest	37
46. Orangeville Filipino Community (ORFILCO)	37
47. Orangeville Hallow'een Haunt Patrol	38
48. Orton Community Association	38
49. PERIOD Ontario	39
50. Primrose Elementary School	39
51. Rotary Club of Orangeville	39
52. Stanza	40
53. The Brave Canoe	40
54. Unicamp of Ontario	41
III. Conclusion	42

I. Executive Summary

A. Introduction and Background

Headwaters Communities In Action (HCIA) has served Dufferin County and its communities since its inception in 2004. This registered charity has a strong record of fostering action on priority issues, providing backbone support, facilitating community connections and multi-sector collaborations in support of community well-being.

Since 2018, HCIA has supported the County of Dufferin in meeting its strategic priorities by managing its Community Grant Program process. We perform this service on behalf of the General Government Services Committee. HCIA provides a comprehensive assessment of the applications as well as the end-to-end process, working with County staff to ensure a smooth experience for applicants and optimal use of County funds.

The Community Grants program supports not-for-profit or charitable organizations and some grassroots groups, to complete a project or provide programming that benefits the residents of Dufferin County, and which serves one or more of the County’s strategic priority areas. The amount of funds available varies each year depending on the budget.

Each iteration of HCIA’s involvement continues to refine the application process and respond to emerging needs observed via the applications reviewed.

This year, supported by an update to County Policy #1-2-12 Community Grants, three grant streams were introduced to acknowledge the changing needs of local charities and not-for-profits.

<p>Groundwork</p>	<p>Term: up to 3 years Cap: No minimum or maximum request. Requirements vary for requests over \$3,000</p>	<p>Up to 3-year funding agreement with the County for community organizations to strengthen their organization or to ensure the continuation of long-running programs that are of vital importance and value to the community</p>
<p>Bloom</p>	<p>Term: one year Cap: No minimum or maximum request. Requirements vary for requests over \$3,000</p>	<p>For programs or events that engage in one time funding for initiatives in alignment with the Community Grant Program goals</p>
<p>Grassroots</p>	<p>Term: one year Cap: \$3,000</p>	<p>For unincorporated grassroots groups or newly incorporated not-for-profit organizations that require support for a new initiative (This stream is limited to a maximum of \$3,000)</p>

The assessment process for 2024 was extremely difficult given the volume of requests, the competitiveness and overall quality of the applications, and the introduction of the new streams and associated considerations. The assessment team found it very challenging and made their best effort to ensure a fair and balanced distribution of the available County funds.

B. Processes

1. Application Process

The 2024 grant applications were accepted from December 18, 2023 to January 31, 2024.

The application process was improved by the introduction of a fully online application form using Typeform. Paper copies were also made available on request. A list of the questions was available in PDF format to assist with preparation of application contents, with the caveat that not all questions may be required, as the form included conditional logic flows. The online form allowed for the inclusion of instructions, word count guidelines and point values used in scoring, to help applicants prioritize responses.

Instructions and criteria were modified based on the new form, new streams, and other observations from the 2023 Assessment Team, as well as consultations with past applicants via information sessions and questions received via email. An information session for the 2024 grant round was held on January 8, 2024, and included grant writing tips on how to improve the quality of applications. The instructions, PDF list of questions, link to the updated policy and link to the application form were all posted on the program website: <https://www.dufferincounty.ca/administration/community-grant-program>

2. Assessment Process

Team Selection: A team of 2 HCIA Leadership Council members and 5 citizens were invited to form the HCIA Grant Assessment Team. Citizens were invited on the basis of having had experience in community issues (volunteering, municipal government, managing community events, working with community groups), representing voices of lived experience of equity seeking groups (youth, racialized groups), and/or having experience in assessing grant applications. In cases where there was any possibility of conflict, the committee member recused themselves from assessing or participating in the discussion for that application.

Please see the separate submitted file **DC Grant Assessment Team Bios 2024**, for the information of Council only. This document is not to be distributed publicly or included with the circulated agenda package.

Governance: The Terms of Reference document was reviewed and initialled to ensure transparency and that everyone understood their obligations.

Grant process refinement: The team notes observations and makes suggestions for the next grant cycle. These will continue to be refined in subsequent discussions with County staff in advance of the next grant cycle.

Review Process Steps:

1. The team conducted a kickoff meeting confirming the qualifying criteria, scoring, weighting and the policy update, new streams, funds available and other considerations.
2. Each committee member assessed the applications individually to determine scores and allocate

appropriate amounts within the provided guidelines.

3. A group assessment meeting was held to compare and calibrate scores, discuss as a group, and arrive at final recommendations.

3. Reporting Process

Report of recommendations: The Assessment Team's final recommendations are compiled into this report of recommendations, and submitted to the General Government Services Committee, to be presented at their next meeting. The Committee's recommendation then goes to the County Council at their next meeting. Following Council's final decision, the approved grants are distributed and applicants are notified. This year, a note will be added to the notification letters to offer multi-year applicants the option of accepting 1 year instead of multi-year if receiving a partial grant. This will allow them to apply again next year.

Recipient stories: After project completion, or by November 29, 2024, grant recipients will be asked to publish or submit a report sharing the story of how the Dufferin County Community Grant benefited the community, with a photo and a minimum of 250 words outlining the program, impacts of the project and grant, quotes from beneficiaries and coordinators of the program, and contact information. View grant stories from past recipients on the HCIA website:

<https://headwaterscommunities.org/community-grants/>

Organizations may also be subject to a project review, and required to submit invoices and proof of payment for goods and services, particularly for Grassroots grants to non-registered groups. Recipients are required to keep these records on hand.

C. Project Summary Tables and Charts

The following tables and charts summarize the applications received and grant recommendations for 2024. Charts show the distribution of funding recommendations based on stream applied for, strategic priority area alignment, project type, and breakdowns by organization by request amount > or ≤ \$3,000.

Summary Table 1 - Total requests and recommended funds

Available funds	# Applications received	Total funds requested	# Grants recommended	Total funds recommended	Funds remaining
\$95,000	54 Total >\$3,000: 29 ≤\$3,000: 25	\$ 387,677* \$ 323,828 \$ 63,849 *4x available funds	36 Total >\$3,000: 21 ≤\$3,000: 15	\$95,000 \$70,550 \$24,450	\$0
By Stream	# Applications & terms requested	Funds requested	# Recommended	\$ Recommended	
Groundwork	26 3 years: 21 2 years: 2 1 year: 3	\$230,950	18 3 years: 3 2 years: 0 1 year: 15	\$56,450	
Bloom	19 all 1 year	\$72,727	13 all 1 year	\$27,550	
Grassroots	9 3 years: 1 1 year: 8	\$84,000	5 all 1 year	\$11,000	
TOTAL	54	\$387,677	36	\$95,000	

Requested vs. Recommended: >= \$3,000

■ # of Applications ■ \$ Requested ■ # Recommended ■ \$ Recommended



Requested vs. Recommended: By Stream

■ # of Applications ■ \$ Requested ■ # Recommended ■ \$ Recommended



Summary Table 2 - Recommended grants

	Applicant	\$ Requested	\$ Recommended
Community Grants > \$3,000			
1	1849 Lorne Scots Royal Canadian Army Cadet Corps	\$4,250	\$1,200
2	Active Lives Canada	\$15,000	\$0
3	Big Brothers, Big Sisters of Dufferin and District	\$10,000	\$4,300
4	Caledon\Dufferin Victim Services	\$5,792	\$3,000
5	Caledon Meals on Wheels	\$6,000	\$2,000
6	Children's Foundation Food & Friends	\$5,000	\$5,000
7	Dufferin Arts Council	\$4,510	\$3,600
8	Dufferin County Canadian Black Association	\$5,000	\$2,500
9	Dufferin County Cultural Resource Circle	\$60,000	\$3,000
10	Dufferin County Multicultural Foundation	\$27,950	\$0
11	Dufferin Film Festival	\$10,000	\$4,000
12	Dufferin Parent Support Network	\$17,000	\$5,000
13	Edify Centre	\$30,000	\$3,000
14	Family Transition Place	\$13,000	\$0
15	Fiddlehead Care Farm Inc.	\$7,500	\$4,850
16	Headwaters Arts	\$6,000	\$0
17	High Country United Church	\$6,000	\$0
18	Highlands Youth For Christ	\$7,500	\$3,675
19	Hospice Dufferin	\$12,000	\$5,000
20	North Dufferin Agricultural and Community Taskforce	\$10,000	\$2,875
21	Orangeville & District Senior Citizens Centre	\$6,000	\$2,250

22	Orangeville Blues And Jazz Festival	\$10,000	\$0
23	Rotary Club of Shelburne	\$5,000	\$ 2,300
24	Shelburne Cricket Club	\$10,000	\$0
25	St. John's Ambulance	\$4,000	\$2,000
26	Streams Community Hub	\$5,000	\$4,000
27	Theatre Orangeville	\$5,000	\$0
28	Westminster United Church	\$6,326	\$3,000
29	Youth Activists Inc.	\$10,000	\$4,000
	Subtotal > \$3,000	\$ 323,828	\$ 70,550
Community Grants ≤ \$3,000			
30	Alzheimer Society of Dufferin County	\$3,000	\$2,000
31	Bethell Hospice Foundation	\$3,000	\$1,500
32	Celebrate Your Awesome	\$3,000	\$0
33	Centre Fellowship Church - Centre Cafe	\$1,500	\$1,500
34	Credit Meadows Elementary School	\$3,000	\$2,000
35	East Garafraxa Public School Snack Program	\$3,000	\$2,000
36	Everdale Farm	\$3,000	\$3,000
37	Grand Valley & District Horticultural Society	\$500	\$500
38	Headwaters Health Care Centre - Telecheck	\$2,000	\$1,400
39	Hockley Historic Community Hall and Church	\$3,000	\$0
40	Inclusive Perspectives	\$3,000	\$0
41	Julia's Place Therapy Centre Inc.	\$2,224	\$0
42	Orangeville Christmas Nite-Lights Patrol	\$3,000	\$0
43	Orangeville Community Band	\$1,000	\$550
44	Orangeville Curling Club	\$1,200	\$0
45	Orangeville Fiddle and Stepdance Contest	\$3,000	\$2,000

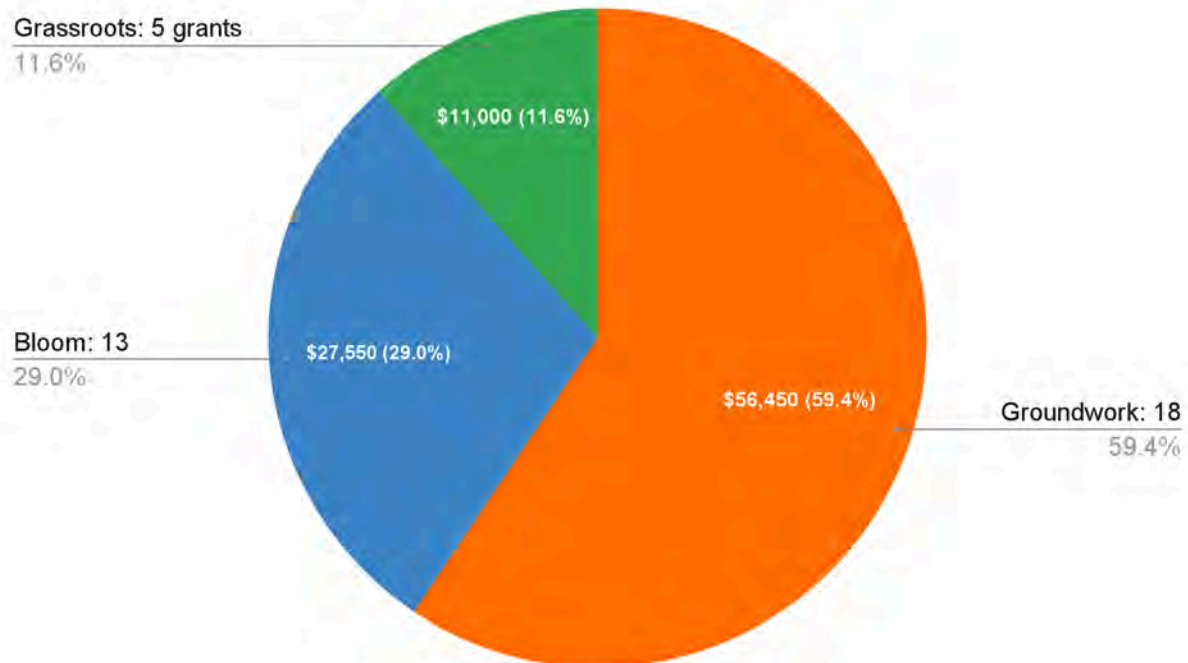
46	Orangeville And Area Filipino Community	\$3,000	\$1,000
47	Orangeville Hallowe'en Haunt Patrol	\$3,000	\$0
48	Orton Community Association	\$2,925	\$1,500
49	PERIOD Ontario	\$1,500	\$0
50	Primrose Elementary School	\$3,000	\$2,000
51	Rotary Club of Orangeville	\$3,000	\$1,500
52	Stanza	\$3,000	\$0
53	The Brave Canoe	\$3,000	\$2,000
54	Unicamp of Ontario	\$3,000	\$0
	Subtotal ≤ \$3,000	\$ 63,849	\$ 24,450
	TOTAL	\$ 387,677	\$95,000

Charts: Distribution of recommended grants

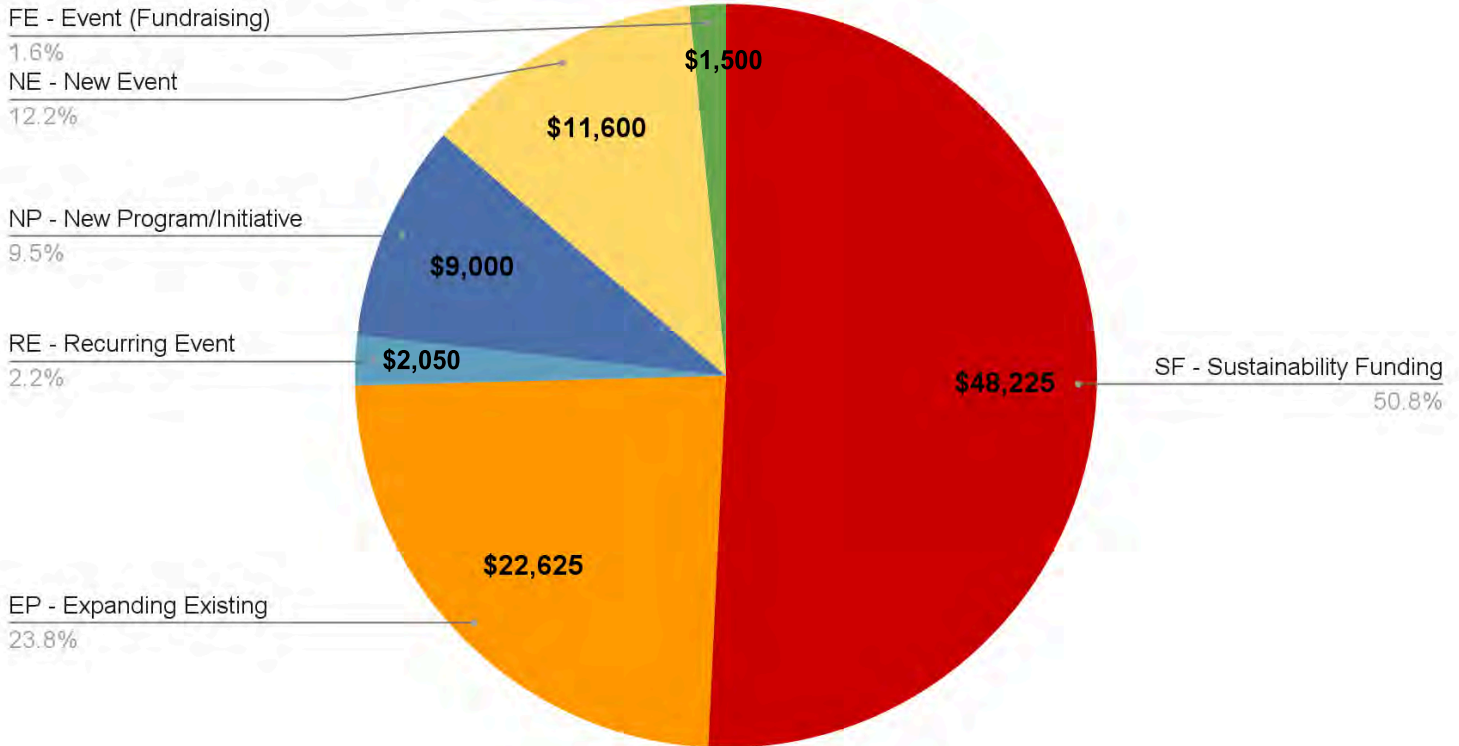
Recommendations: Breakdown by Strategic Priority



Recommendations: Distribution by Stream



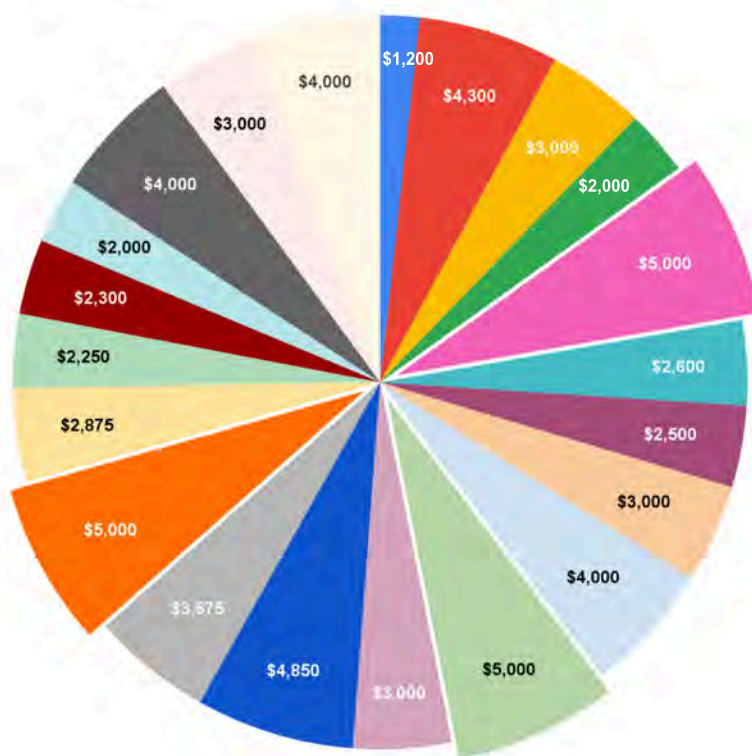
Recommendations: Distribution by Project Type



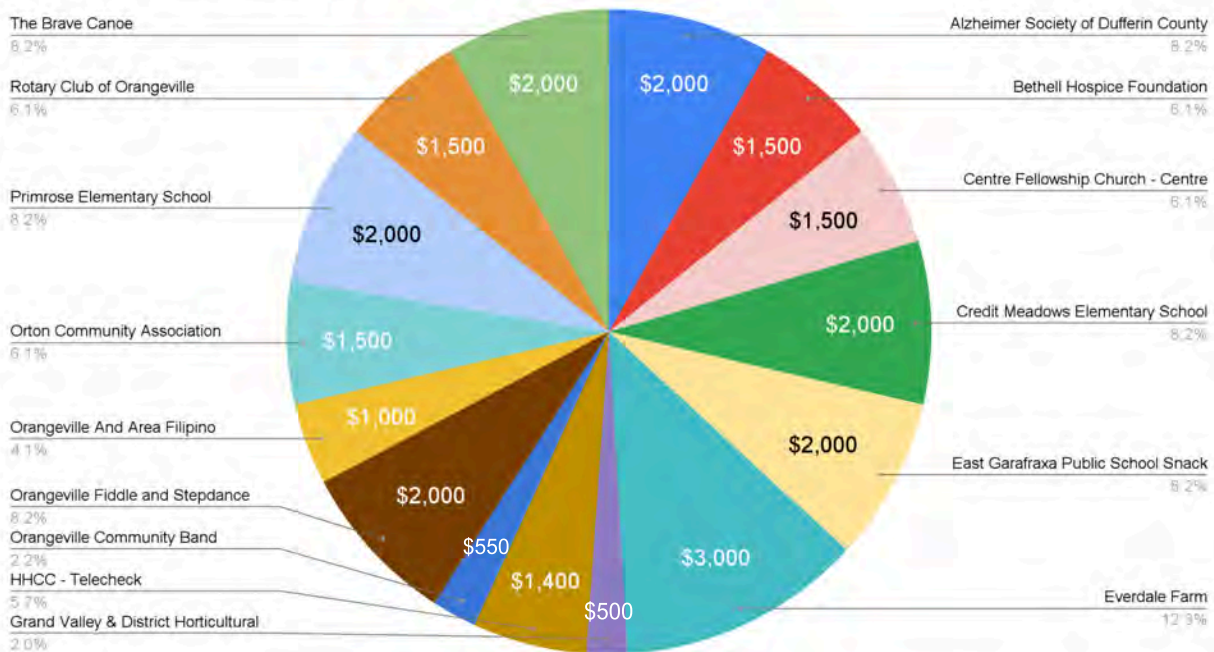
Recommendations: Requests > \$3,000

Pop-out slices are multi-year.

- 1849 Lorne Scots Royal Canadian Army Cadet Corps
- Big Brothers, Big Sisters Dufferin
- Caledon/Dufferin Victim Services
- Caledon Meals on Wheels
- Children's Foundation Food & Friends (3yrs)
- Dufferin Arts Council
- Dufferin County Canadian Black Association
- Dufferin County Cultural Resource Circle
- Dufferin Film Festival
- Dufferin Parent Support Network (3yrs)
- Edify Centre
- Fiddlehead Care Farm Inc.
- Highlands Youth For Christ
- Hospice Dufferin (3yrs)
- NDACT North Dufferin Agricultural and Community Taskforce
- Orangeville & District Senior Citizens Centre
- Rotary Club of Shelburne
- St. John's Ambulance
- Streams Community Hub
- Westminster United Church
- Youth Activists Inc.



Recommendations: Requests ≤ \$3,000



II. Grant Assessment

Assessment Summary

Applications were scrutinized for completeness, accuracy in answering the questions and compliance with eligibility criteria. This section provides context for the decision-making process, and observations from this round.

- **Alignment** with the Dufferin County strategic priorities was assessed against the following categories for 2024:
 - Climate and Environment
 - Community
 - Economy
 - Equity
 - Governance

The “Community” strategic priority encompasses several previously separated benefit categories, for example Youth and Seniors Services, Cultural Enhancement and some Food projects, so this category is heavily favoured in the 2024 results.

- **Competition:** This round was especially competitive, with requests totalling more than 4 times available funds. Recommendations for full, partial or declined funding are at the discretion of the Assessment Team, with final approvals from County Council. Decisions involve careful consideration of all factors, as well as the overall mix of projects and distribution of funds. Side-by-side comparison of applications on specific criteria is therefore impractical.
- **Partial or no funding:** When recommending partial or no funding, consideration was given to:
 - competing requests and instructions on where preference would be given
 - eligibility of the applicant and items listed in the budget
 - organization and mandate alignment with strategic priorities
 - uniqueness of the program for the population served
 - perceived or demonstrated need and potential for impact, of the funds and the activities
 - likelihood of availability of other funding sources
 - overall merits of the application and fit with criteria
 - budgeted items and likelihood of impact of partial funding
- **Application quality is improving:** Holding information sessions in advance of the deadline - this is the third consecutive year doing this - seems to have improved the quality of the applications significantly. Applicants also reached out individually to see how they could improve. This option is open to all applicants in future.
- **Priority:** This grant program has traditionally been intended to support one-time funding opportunities/projects, with priority given to:
 - one-time funding for new projects
 - expanded or modified existing programs, with new features or new beneficiaries
 - events that are not fundraisers (i.e. not event sponsorship; events that fundraise are

- eligible, but the funds should support the event itself being of community benefit)
- The new Groundwork stream allowed organizations facing financial hardship and in need of sustainability funding to request multi-year funding of up to 3 years, to stabilize the organization or avoid interruption of vital programs. A higher proportion of overhead and administration costs are expected in these cases. Financial statements and budgets are expected to support the case for urgent financial need.
- **Balance.** After observing the types of requests received in recent years and receiving feedback from applicants, the Team aimed for a balanced approach to include:
 - responding to the needs of the community/applicants, e.g. with stabilizing funding
 - respecting the original intention of the Community Grants Program and the desire of Council to support one-off, grassroots initiatives, and those who can do a lot with a little financial support
 - acknowledging the limited funds available, where will funds make the biggest difference, where can partial funding still have an impact, and have we achieved breadth and variety in the benefits promised by the recommended projects
- **Optional multi-year.** Three organizations were recommended for multi-year grants, all for 3 years, two at partial the amount requested. Where partial funding was recommended for a multi-year term, recipients will have the option of choosing 1 year so that they can remain eligible to apply next year.

Application Profiles

This section summarizes key elements of each application for brevity. Full contents of the applications are accessible to Council through the County Clerks.

Community Grants greater than \$3,000

1. 1849 Lorne Scots Royal Canadian Army Cadet Corps

Mission, purpose and objectives: The mission of the Cadet Program is to contribute in a positive way to the development of youth through dynamic community-based programming. Our aim is to prepare our youth to be the leaders of tomorrow by focusing on good citizenship, leadership, and physical fitness.

Army Cadets is a FREE program for youth ages 12-18, providing the opportunity to test their limits through participation in challenging and exciting activities. Cadets have experiences that you do not find anywhere else.

Project Description: 1849 Lorne Scots RCACC is requesting funds to create a nutrition planning and food preparation program that will work in conjunction with their local field training and expedition training programs.

Project Type: EP - Expanding existing program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Bloom **Amount:** \$4,250 **Term:** 1 year

Recommended Grant: **Amount:** \$1,200 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Budget includes equipment; benefit somewhat limited
- Programs and applications have evolved from initial funding investment. Good program for youth and good impact for those involved.

2. Active Lives Canada

Mission, purpose and objectives: Active Lives Canada, established in 2015, has been steadfast in supporting individuals who struggle with intellectual and/or physical challenges in Dufferin County for the past 8 years. Initially starting with a modest day program serving three participants three days a week, our organization has grown exponentially. Our multifaceted programming includes a Respite Program and Recreational Program to meet the evolving needs of the special needs community in Dufferin County.

Project Description: Active Lives is requesting funds to restore programming to pre-pandemic levels.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Governance

Requested Stream: Groundwork **Amount:** \$15,000 **Term:** 3 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Number of competitive requests; merits of the application; unclear how funds would be used

3. Big Brothers, Big Sisters of Dufferin and District

Mission, purpose and objectives: Our mission is to enable life-changing mentoring relationships to ignite the power and potential of young people in Dufferin County.

Project Description: To match more children facing adversity in Dufferin County with a caring adult mentor.

Project Type: EP - Expanding existing program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$10,000 **Term:** 3 years

Recommended Grant: **Amount:** \$4,300 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number and quality of competitive applications; availability of alternate funds/sources
- Application improved over prior years; financials seem strong

4. Caledon\Dufferin Victim Services

Mission, purpose and objectives: CDVS supports victims of crime, abuse, and tragedy, enabling the continuum of recovery. We do this through rapid response, informed referrals, and community partnerships. Our mission is to ensure that those who encounter crises can cope with their current circumstances.

Project Description: Organization is requesting funds to create and deliver information and resources to anyone affected by motor vehicle collisions, and to youth, families and newcomers to increase feelings of road safety.

Project Type: NP - New Program Initiative

Strategic Priority Alignment: Primary: Community

Requested Stream: Bloom **Amount:** \$5,792 **Term:** 1 year

Recommended Grant: **Amount:** \$3,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: availability of alternate funds/sources; financial need is not clearly demonstrated

5. Caledon Meals on Wheels

Mission, purpose and objectives: We provide a range of programs and services that promote nutrition, wellness, and social interaction. We envision a community where individuals can enjoy healthy, independent and connected living at any age.

Project Description: Caledon Meals on Wheels is requesting annual funding to continue providing crucial meal subsidies for our low-income clients.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$6,000 **Term:** 3 years

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Potential impact of funds requested. Budget was not specific and the benefit to Dufferin residents was not clearly stated in plans.
- This is a great and much-needed program.

6. Children's Foundation Food & Friends

Mission, purpose and objectives: We are passionately committed to enhancing the well-being of children and youth by connecting them to experiences and supports that contribute to their sense of belonging and help them to reach their full potential.

Project Description: Food & Friends is committed to fighting hunger and providing essential support to those in need of healthy food through student nutrition programs for children and youth.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$5,000 **Term:** 3 years

Recommended Grant: **Amount:** \$5,000 **Term:** 3 years

Notes from the Assessment Team:

- Much needed program. Some schools apply individually - funds will be spread out for Dufferin schools.

7. Dufferin Arts Council

Mission, purpose and objectives: The mission of the Dufferin Arts Council is to enrich the community by actively supporting the arts and artists through communications, resources for learning, cultural programs and partnerships, thereby strengthening the arts through leadership, education, advocacy and promotion.

Project Description: Dufferin Arts Council proposes to host an Arts community consultation in partnership with SPARC (Supporting Performing Arts in Rural Communities).

Project Type: NE - New Event

Strategic Priority Alignment: Primary: Community Secondary: Economy

Requested Stream: Bloom **Amount:** \$4,510 **Term:** 1 year

Recommended Grant: **Amount:** \$3,600 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests
- Good application; good alignment; investment to set up for sustainability; funds would have an impact.

8. Dufferin County Canadian Black Association

Mission, purpose and objectives: To work with community partners, businesses and all levels of government to support the Black community in Dufferin County through civic engagement, education, scholarships and advocacy. DCCBA will be a central hub for resources, tools and programs that are unique to the needs of the Black community. Through DCCB's Outreach Team, the organization will work with schools, organizations and businesses to provide educational training on Anti-Racism, Anti-Black Racism, Equity and Systemic Discrimination to ensure that Dufferin County is welcoming to all.

Project Description: DCCBA is requesting \$5,000 annually to complete ongoing training/education and capacity building programs for our community.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$5,000 **Term:** 3 years

Recommended Grant: **Amount:** \$2,500 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Merits of the application; budget lacks detail; unclear how funds would be spent and the expected impact of these funds. Groundwork is not intended for expanding programs.
- Important group and activities.

9. Dufferin County Multicultural Foundation

Mission, purpose and objectives: Vision: Building a stronger, more empowered, diverse community. Mission: Breaking barriers of communication through education; building and connecting communities; providing businesses the opportunity to meet the community's cultural needs.

Project Description: The Multicultural Foundation is requesting funding to continue offering the multicultural event and various workshops to the community.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$27,950 **Term:** 3 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Merits of the application; number of competitive requests; impact of funds available on overall need; incomplete financial statements

10. Dufferin County Cultural Resource Circle

Mission, purpose and objectives: Our mandate is to create a safe space for the restoration and revival of traditional Indigenous Culture in Dufferin County.

Project Description: To extend our cultural workshops to include Grand Valley and Shelburne as well as Orangeville, estimated cost \$116,900 for 3 years.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Grassroots **Amount:** \$60,000 **Term:** 3 years

Recommended Grant: **Amount:** \$3,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests
- Application was good; impact demonstrated. Significant ask for multiple things.

11. Dufferin Film Festival

Mission, purpose and objectives: DFF celebrates Canadian cinema, increases cultural capacity and develops further cultural tourism in the Dufferin/Caledon area through the exploration of independent films. It aims to inspire, educate and connect filmmakers as well as provide an opportunity for film enthusiasts to come together and celebrate cinema in Dufferin County.

Project Description: Dufferin Film Festival is requesting funding to execute and complete the first

annual festival in August 2024

Project Type: NE - New Event

Strategic Priority Alignment: Primary: Economy

Requested Stream: Bloom **Amount:** \$10,000 **Term:** 1 year

Recommended Grant: **Amount:** \$4,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests and limited funds available
- Great idea, a new and interesting application, with potential for economic impact and is trackable.

12. Dufferin Parent Support Network

Mission, purpose and objectives: DPSN's mission is to encourage, educate and support parents of school-aged children by providing opportunities to build positive parenting skills and healthy community connections. We believe that families and children are the critical building blocks of any community, and when we strengthen the well-being of parents, we help create more resilient and thriving communities.

Project Description: DPSN is requesting funding to provide 30 free parenting workshops benefiting 425+ parents and caregivers.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$17,000 **Term:** 3 years

Recommended Grant: **Amount:** \$5,000 **Term:** 3 years

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests

13. Edify Centre

Mission, purpose and objectives: Our mission is to challenge the stigma of mental health by taking conversations out of the shadows in an authentic way. We strive to make these conversations become part of daily life for our communities. As a dedicated mental health education centre, we commit to fostering this approach to good mental health through Education, Counselling, and a unique Physical Focus program centered around therapeutic boxing. We endeavour to build a community that is more educated, inclusive and supported!

Project Description: Enhance and sustain ongoing initiatives at The Edify Centre, committed to fostering mental health through counseling and education, promoting physical well-being, and fostering self-care practices to sustain positive mental health in the County of Dufferin.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$30,000 **Term:** 1 year

Recommended Grant: **Amount:** \$3,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Availability of alternate funds/sources (budget shows a surplus); number of competitive requests
- Confirmed registration under Canadian Not-for-profit Corporations Act. Team expressed support for the organization and the good work it does.

14. Family Transition Place

Mission, purpose and objectives: Vision: A community free of violence where all individuals are treated with compassion, equity and respect, and live their lives in healthy relationships

Mission: Our Mission is to support the holistic well-being of those affected by gender-based violence and promote healthy relationships and community, through education.

Project Description: Family Transition Place is requesting funding to help sustain our Rural Response mobile crisis and counselling program based in Shelburne and serving rural and farming women and families in rural Dufferin County.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$13,000 **Term:** 3 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Eligibility - already receives funds from the County
- Love the work they do.

15. Fiddlehead Care Farm

Mission, purpose and objectives: Fiddlehead Care Farm (FCF) is a non-profit Care Farm in Dufferin County. FCF's mission is to provide clinical and therapeutic services to children and young adults with unique needs through animal-assisted Care Farming.

Project Description: Fiddlehead Care Farm is requesting funding to sustain "Co-Care Farmers" life skills farming program to provide mental health support to children, youth, and young adults in Dufferin County.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$7,500 **Term:** 3 years

Recommended Grant: **Amount:** \$4,850 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests; availability of alternative funds/sources; not clearly for sustainability
- Unique program; meeting a niche need; impact likely.

16. Headwaters Arts

Mission, purpose and objectives: Key priorities of HA is to maintain financial viability to operate the gallery, deliver and market/promote art shows/programming in the short and long term, support and provide opportunities to artists to exhibit, sell art resulting in economic gain and retain our current employment of the four, part-time staff members.

Project Description: Headwaters Arts (HA) is requesting multi-year, sustainable grant funding for up to 3 years to support administrative costs/salaries for our part-time, staff (4) who provide invaluable programming, support and opportunities to all artists in Dufferin County and the entire Headwaters community

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Economy

Requested Stream: Groundwork **Amount:** \$6,000 **Term:** 3 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Number of competitive requests: availability of alternate funds/sources (budget showed excess funds; financial position seems healthy)

17. High Country United Church

Mission, purpose and objectives: Our Mission: We are a caring community of faith who through worship, work and commitment strive to be loving and supportive within our church family and beyond by fulfilling Christ's ministry.

Our Vision: We, the family of High Country United Church, seek to build a new fellowship of faith, bringing together the best of our legacies from Burns, Laurel and St. Andrews and moving into the future with new purpose and hope.

Project Description: Community orchestra and choir.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Community

Requested Stream: Bloom **Amount:** \$6,000 **Term:** 1 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Availability of alternate funds/sources; merits of the application
- General support for the concept.

18. Highlands Youth for Christ – Shelburne, Grand Valley & Orangeville

Mission, purpose and objectives: We exist to see every young person living to their full potential. We provide a safe, supervised environment -- in-person and on-line -- where relationships are formed between youth and caring staff and volunteers.

Project Description: Highlands Youth for Christ is requesting funding to initiate an internship program and a program for teenage girls in Grand Valley and Orangeville.

Project Type: SF -Sustainability Funding

Strategic Priority Alignment: Primary: Community

Requested Stream: Groundwork **Amount:** \$7,500 **Term:** 1 year

Recommended Grant: **Amount:** \$3,675 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Availability of alternate funds/sources
- Love what they do. Good to see they are in Grand Valley now. Large organization with other funds - application did clearly show that funds would go to local chapter.

19. Hospice Dufferin

Mission, purpose and objectives: Empowering people with life-limiting illnesses, their caregivers, and the bereaved to live fully in the face of challenges.

Project Description: Rent assistance.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community

Requested Stream: Groundwork **Amount:** \$12,000 **Term:** 3 years

Recommended Grant: **Amount:** \$5,000 **Term:** 3 years

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests; need is clearly demonstrated
- The Team was reluctant to recommend grant funds for rent that is due to the County. Other municipalities handle rent relief at Council. Rationale for operational expenses versus rent.

20. North Dufferin Agricultural and Community Taskforce

Mission, purpose and objectives: NDACT's mission is to preserve and protect the unique and non-renewable resources of North Dufferin County including the headwaters that supply water to 1.2 million Ontarians, its Class 1 prime agricultural farmland, as well as the community, the socio-economic and cultural fabric that has been such an important and vibrant part of our community.

Project Description: NDACT is requesting funds to complete our marketing and social media objectives.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Climate & Environment Secondary: Community

Requested Stream: Groundwork **Amount:** \$10,000 **Term:** 3 years

Recommended Grant: **Amount:** \$2,875 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Potential impact of funds requested; Groundwork not intended to expand programs

21. Orangeville Blues & Jazz Festival (OBJF)

Mission, purpose and objectives: To promote, educate, and celebrate blues and jazz music in an accessible and community environment. The festival also focuses on local emerging artists and volunteer community service.

Project Description: OBJF is requesting funds for the 20th Anniversary festival.

Project Type: RE - Recurring Event

Strategic Priority Alignment: Primary: Community Secondary: Economy

Requested Stream: Groundwork **Amount:** \$10,000 **Term:** 3 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Availability of alternate funds/sources; number of competitive requests and limited funding; Groundwork not intended for recurring events
- Love the event - congratulations on 20 years.

22. Orangeville & District Senior Citizens Centre

Mission, purpose and objectives: The Orangeville & District Senior Citizen's Club provides opportunities for social interaction amongst older adults. To introduce and provide a varied program for recreation, education and culture. To foster the development of skills and knowledge of Seniors in the Town of Orangeville and surrounding district. To reduce social isolation and improve their health and wellbeing.

Project Description: The objective of our special event congregate meals is to provide both social opportunities for seniors to interact with each other over a nutritious meal. Good nutrition, safe handling of food especially leftovers for seniors, and meeting with others over a meal reduces social isolation. This program boosts well being, nutritional status of a vulnerable population and keeps seniors active and independent as long as possible. We also provide opportunities for local youth to volunteer with Seniors and local entertainment to participate.

Project Type: EP - Expanding an existing program

Strategic Priority Alignment:	Primary: Community	
Requested Stream: Bloom	Amount: \$6,000	Term: 1 year
Recommended Grant:	Amount: \$2,250	Term: 1 year

Notes from the Assessment Team:

- Partial funding rationale: Merits of the application; budget missing income from meals; financials appear healthy

23. Rotary Club of Shelburne

Mission, purpose and objectives: Rotary brings together a global network of volunteer leaders who dedicate their time and talent to tackle the world's pressing humanitarian challenges. Their work impacts lives at both the local and international level.

Project Description: The Rotary Club of Shelburne is requesting \$5000 to expand and grow PumpkinFest.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment:	Primary: Community	
Requested Stream: Groundwork	Amount: \$5,000	Term: 2 years
Recommended Grant:	Amount: \$2,300	Term: 1 year

Notes from the Assessment Team:

- Partial funding rationale: Merits of the application; for growing event not sustainability; impact versus need
- Good idea, good application and good impact for Shelburne.

24. Shelburne Cricket Club

Mission, purpose and objectives: At Shelburne Cricket Club, we transcend the boundaries of the cricket field, fostering a community where members of all ages embody values such as best behavior, success, confidence, and discipline.

Project Description: The Shelburne Cricket Club is seeking an annual grant that supports innovative initiatives and the expansion of successful programs from previous years. This funding will play a pivotal role in our ongoing efforts to enhance the quality and reach of our offerings, ensuring a positive impact on our community.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment:	Primary: Community	Secondary: Equity
Requested Stream: Groundwork	Amount: \$10,000	Term: 3 years
Recommended Grant:	Amount: \$0	Term: n/a

Notes from the Assessment Team:

- Rationale: Number of competitive requests; availability of alternatives including membership fees; Groundwork not intended for new or expanding programs
- General support for this organization, the activities and the energy put into the application. Wish them well.

25. St. John Ambulance

Mission, purpose and objectives: St. John Ambulance has been serving the communities of Orangeville and Dufferin County since 1964. Our volunteers provide Medical Response Services at public events, disaster support for emergency services, Therapy Dog visitation services and Car Seat Safety education.

Project Description: St. John Ambulance is requesting funds over 2 years to rebuild our Orangeville Mobile First Response Unit.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community

Requested Stream: Groundwork **Amount:** \$4,000 **Term:** 2 years

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Merits of the application; budget not submitted
- Important work.

26. Streams Community Hub

Mission, purpose and objectives: To ignite learning, inspire youth, and enrich the community through the arts.

Project Description: Streams Community Hub, a dedicated youth-focused arts charity in Dufferin County, is requesting funding for three years to support our essential operating costs.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community

Requested Stream: Groundwork **Amount:** \$5,000 **Term:** 3 years

Recommended Grant: **Amount:** \$4,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests; availability of alternate funds/sources
- Love what they do. Good connections and quality application.

27. Theatre Orangeville

Mission, purpose and objectives: Theatre Orangeville is a not-for-profit, theatre organization that brings the magic of live professional theatre to the Town of Orangeville and Dufferin County. Our artistic vision guides every aspect of our company and through our commitment to enrich the community with a theatre experience, that showcases the development of new Canadian works, created by Canadian playwrights and performed by Canadian actors.

Project Description: Theatre Orangeville is requesting funding from Dufferin County to support the implementation of our Theatre For Young Audiences program for elementary school students throughout Dufferin County.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community

Requested Stream: Bloom **Amount:** \$5,000 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Availability of alternate funds/sources per financial statements, not in budget
- High quality application overall.

28. Westminster United Church

Mission, purpose and objectives: Westminster United Church is a leader in spiritual wellness in the Orangeville community. We aim to nurture the body, mind, and soul through compassion, inclusivity, and togetherness. Westminster provides many programs that focus on social justice and community outreach.

Project Description: Westminster is requesting funds to complete the next stage of the garden transformation and provide food for the community through a grazing garden, shelter meals, workshops and more.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Climate & Environment Secondary: Community

Requested Stream: Bloom **Amount:** \$6,326 **Term:** 1 year

Recommended Grant: **Amount:** \$3,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests; budget unclear about expected funding sources
- Good programming; always something new

29. Youth Activists Inc.

Mission, purpose and objectives: Youth Activists Inc is a social awareness advocacy nonprofit focused on promoting social issue campaigns in Peel Region & Dufferin-Caledon. We strive to educate and provide resources to youth aged 12-24, and work with various community partners to tackle social issues in our community.

Youth Activists Inc. also operates Caledon Pride - an LGBTQ+ awareness organization that advocates for LGBTQ+ inclusion in and around Dufferin-Caledon.

Project Description: Youth Activists Inc. is requesting funding to maintain the sustainable development of youth social advocacy campaigns that are promoted to youth in and around Dufferin County, particularly our upcoming 'Ignorance Isn't Bliss' environmental advocacy campaign.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Climate & Environment Secondary: Community

Requested Stream: Groundwork **Amount:** \$10,000 **Term:** 1 year

Recommended Grant: **Amount:** \$4,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests

Community Grants \$3,000 or less

30. Alzheimer Society of Dufferin County

Mission, purpose and objectives: We exist to alleviate the personal and social consequences of Alzheimer's Disease and other dementias and to promote research.

We accomplish this by:

- Promoting the rights and well-being of the person with Alzheimer's Disease.
- Supporting the delivery of local support for individuals affected by the disease and their caregivers.
- Promoting changes in government legislation, policies, programs and procedures when required.

Project Description: Alzheimer Society of Dufferin County is requesting funds for a new social program to be called "The Social" to address the unique challenges faced by the dementia community in Dufferin County and to provide a supportive environment that fosters empowerment, inclusivity, and social integration.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Grassroots **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests
- Good application and good impact

31. Bethell Hospice

Mission, purpose and objectives: Bethell Hospice Foundation exists to raise funds to ensure the ongoing operation of Bethell Hospice in our community. Bethell Hospice depends on the generosity of donors simply to remain in operation. Government funding through the Ontario Ministry of Health covers direct care medical staffing costs at Bethell Hospice.

Project Description: Bethell Hospice Foundation requests funding to support our annual community Hike for Bethell Hospice.

Project Type: RE - Recurring Event

Strategic Priority Alignment: Primary: Community

Requested Stream: Bloom **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$1,500 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests

32. Celebrate Your Awesome

Mission, purpose and objectives: A safe, equitable space for 2SLGBTQIA+ folks to be themselves and thrive.

Project Description: Celebrate Your Awesome annual event expansion.

Project Type: RE - Recurring Event

Strategic Priority Alignment: Primary: Equity

Requested Stream: Groundwork **Amount:** \$3,000 **Term:** 3 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Eligibility concern - application submitted after the deadline

33. Centre Fellowship Church - Centre Cafe

Mission, purpose and objectives: The mission of Centre Fellowship Church is to experience the richness of God the Father, revealed in His Son Jesus Christ and inspired by the Holy Spirit's tangible presence.

Project Description: Centre Fellowship Church - Centre Cafe is looking for funds to update its storage freezer and provide supplies for our Freezer Meal program, making soups for the Lighthouse (Orangeville Soup Kitchen) and providing bakery goods for the Headwaters Health Care Centre Cafe.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Economy

Requested Stream: Bloom **Amount:** \$1,500 **Term:** 1 year

Recommended Grant: **Amount:** \$1,500 **Term:** 1 year

Notes from the Assessment Team:

- Application was clear and to the point; support for aspects addressing food insecurity.

34. Credit Meadows Elementary School

Mission, purpose and objectives: The purpose and objectives of the Food & Friends Program is to provide children and youth with a positive start to the day, improve their learning abilities, decrease disruptive behaviours in the classroom, encourage positive social skills, and teach children and youth healthy eating habits. We provide an atmosphere of social inclusion amongst students who may otherwise feel marginalized.

Project Description: Credit Meadows Elementary School's Food & Friends Snack Program provides food security to our students, which is needed more than ever, as many of our families are seeking support as they are feeling the effects of inflation and rising food costs.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$3,000 **Term:** 3 years

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests

35. East Garafraxa Public School Snack Program

Mission, purpose and objectives: No child or youth should go through the day hungry. The Food & Friends Snack Program is a preventative program committed to improving the learning capacity, health and well-being of school-aged children and youth, through the provision of healthy food during school. When children are hungry, they are not able to focus on their task at hand, but instead their focus is on their grumbling tummies. By providing them with healthy snacks, the Food & Friends program helps these students hunger for knowledge and not for food.

Project Description: We are looking for financial help to sustain our snack program for students at the school.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Grassroots **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests

36. Everdale

Mission, purpose and objectives: Everdale Farm is a place for change makers and food leaders, together we build healthier connected communities where we all have access to healthy food.

Project Description: Everdale is applying for funding to increase community food access with the Good Food Project

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Bloom **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$3,000 **Term:** 1 year

Notes from the Assessment Team:

- Emphasizes expanding participation of Dufferin residents.

37. Grand Valley & District Horticultural Society

Mission, purpose and objectives: To provide broad support and guidance, training and administrative leadership, and to advocate on behalf of affiliated Horticultural Societies/Club. Also, to develop and support programs for all ages and skill levels encouraging gardening, community beautification, environmental stewardship and conservation.

Project Description: Requesting funding for the purchase of plant material for Cenotaph.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Climate & Environment Secondary: Community

Requested Stream: Bloom **Amount:** \$500 **Term:** 1 year

Recommended Grant: **Amount:** \$500 **Term:** 1 year

Notes from the Assessment Team:

- Request is for speakers and project materials, not sustainability. General support for this project.

38. Headwaters Health Care Centre - Telecheck

Mission, purpose and objectives: Headwaters Health Care Centre envisions a future of integrated healthcare and community wellness, encapsulated in the motto 'One Community, Caring Together.' Core values drive continuous improvement, staff empowerment, and patient-centric facilities.

Project Description: TeleCheck is requesting \$2,000 a year to support volunteer recruitment and program outreach.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$2,000 **Term:** 3 years

Recommended Grant: **Amount:** \$1,400 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests
- Good program, good application

39. Hockley Historic Community Hall and Church

Mission, purpose and objectives: The Hockley Historic Community Hall & Church (HHCHC) will be a fiscally sound, not-for-profit corporation and charitable organization that will maintain and preserve the historically significant community hall and church buildings in Hockley, dating back to 1894 and 1869 respectively, as gathering places in the community.

Project Description: Requesting funds to help us with our new heritage project.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Community

Requested Stream: Bloom **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Merits of the application; potential impact compared to competitive requests

40. Inclusive Perspectives

Mission, purpose and objectives: To provide a safe and welcoming environment for children and youth with varying abilities, to support their growth and skills through various forms of activities and materials.

Project Description: Inclusive Perspectives is requesting funds to assist in the opening costs of their business that specializes in providing and supporting children and youth with disabilities in Dufferin County.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Grassroots **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Eligibility - for startup of a business. Budget not submitted.

41. Julia's Place Therapy Centre Inc.

Mission, purpose and objectives: Julia's Place Music Therapy is committed to providing effective, evidence-based treatment in order to help individuals and groups achieve their goals to increase independence and healthy lifestyles.

Project Description: Julia's Place Music Therapy has partnered with the Orangeville Seniors Centre to request funds to establish a Moving With Music program in Orangeville.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Community

Requested Stream: Bloom **Amount:** \$2,224 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Eligibility - applicant is a for-profit business

42. Orangeville Community Band

Mission, purpose and objectives: The Orangeville Community Band serves the local community by teaching and performing music suitable for all ages. We bring concert band music to seniors' homes, Royal Canadian Legions, hospitals, schools, and town festivals, as well as to the public at large, providing the members with an active and rewarding playing season.

Project Description: The OCB is requesting funds to help support purchase of sheet music for all performances (charitable community performances as well as Band fundraisers).

Project Type: RE - Recurring Event

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$1,000 **Term:** 3 year

Recommended Grant: **Amount:** \$550 **Term:** 1 year

Notes from the Assessment Team:

- Rationale: Number of competitive requests; Groundwork not intended for recurring events
- Support this unique community music option.

43. Orangeville Christmas Nite-Lights Patrol

Mission, purpose and objectives: Our Mission = Promote , Enjoy our local Neighbourhood Outdoor Yard and Home Displays During the Christmas Season V=To create a long standing Family and Neighbourhood Christmas tradition Our Vision = community, teamwork and pay it forward.

Project Description: OCNLP requesting funds to cover a few startup, media, expenses t o continue promoting Orangeville throughout Ontario, promoting locally during Christmas/Holiday season wrt driveby lists of decorated Homes, offering contests, prizes, recognition on the Facebook Page Orangeville Christmas Nite-Lites Patrol.

Project Type: RE - Recurring Event

Strategic Priority Alignment: Primary: Community

Requested Stream: Grassroots **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Merit of the application (questions re. some budget items); perceived impact compared to competitive requests; eligibility concern (applicant appears to be an individual and submitted two applications)
- Team would like to see this type of grassroots, neighbourhood activity supported in future.

44. Orangeville Curling Club

Mission, purpose and objectives: Mission: To provide social and competitive opportunities for all age groups and all abilities through the sport of curling.

Project Description: Orangeville Curling Club requesting funds to expand senior and junior curling program equipment.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Bloom **Amount:** \$1,200 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Availability of alternate funds/sources; limited benefit (members only, fees apply)

45. Orangeville Fiddle & Stepdance Contest

Mission, purpose and objectives: To preserve the art of Canadian fiddling and step dancing in the community with an event that both entertains a local audience and creates a performance opportunity for multiple generations of talent across the province.

Project Description: The Orangeville Fiddle & Stepdance Contest is requesting funding for the first annual event taking place on July 6, 2024.

Project Type: NE - New Event

Strategic Priority Alignment: Primary: Community Secondary: Economy

Requested Stream: Grassroots **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests
- Great application; new cultural event

46. Orangeville Filipino Community (ORFILCO)

Mission, purpose and objectives: The Mission of this organization is to serve the need of Filipino community and their Family in Orangeville Ontario and surrounding areas in terms of personal, moral and spiritual needs.

Project Description: ORFILCO Organization is requesting funds to support new programs related to Sports Development, Organic Backyard Gardening and Financial Literacy Campaign for its members in the Dufferin County area.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Community

Requested Stream: Bloom **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$1,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests; request is for multiple programs, partial grant suggested to support one

47. Orangeville Hallow'een Haunt Patrol

Mission, purpose and objectives: The formality of this is still being completed with a newly formed committee, but it most definitely includes Promoting Community Fun in Orangeville, putting Orangeville on " the map" for our wonderful community that has fun, has unique, quality homes decorated with Halloween theme.

Project Description: OHHP requests funds to elevate our project to a higher level through social media (include website creation and link to existing fb page), marketing, appreciation/quality trophies.

Project Type: SF - Sustainability Funding

Strategic Priority Alignment: Primary: Community Secondary: Economy

Requested Stream: Grassroots **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Number of competitive requests; perceived impact compared to competitive requests; eligibility concern (applicant appears to be an individual and submitted two applications)
- Team would like to see this type of grassroots, neighbourhood activity supported in future.

48. Orton Community Association

Mission, purpose and objectives: Through community support and fundraising we provide social and recreational activities for the community of Orton to enhance our feeling of community and well being. It creates a safe and welcoming place to live. All of our fundraising dollars go directly back to the community to not only provide community based programs, but additionally, maintain and improve the facilities (park, pavilion, community centre).

Project Description: The Orton Community Association is requesting \$2,925 to fund our weekly fitness classes for 26 weeks.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Bloom **Amount:** \$2,925 **Term:** 1 year

Recommended Grant: **Amount:** \$1,500 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests
- Great opportunity to fund small, rural community-building activities and fitness.

49. PERIOD Ontario

Mission, purpose and objectives: Our mission is to end period poverty and stigma using several methods. Our plan is divided into pillars in which we work by: service, education, and advocacy.

PERIOD provides supplies to those in need through fundraising, and hosting product drives. We strive to help women in Ontario by distributing menstrual products to those in need.

Project Description: PERIOD. Ontario is requesting funding to complete our annual Packing Party.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Bloom **Amount:** \$1,500 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Merits of the application (benefit to Dufferin limited / not clearly demonstrated); number of competitive requests

50. Primrose Elementary School

Mission, purpose and objectives: Our mission is to ensure that all students have access to healthy, nutritional foods at all points during the school day, each and every day.

Project Description: Primrose Elementary School is requesting funds to support their Breakfast/Lunch Program for Families in need.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$3,000 **Term:** 3 year

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests

51. Rotary Club of Orangeville

Mission, purpose and objectives: The mission of Rotary is to provide service to others, promote integrity, and advance world understanding, goodwill and peace through its fellowship of business, professional and community leaders. The objective of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise through club, vocational, community and international voice.

Project Description: RCO is requesting funds to assist with Marketing/Advertising Costs of 2024 Orangeville Rotary Ribfest.

Project Type: FE - Event (Fundraising)

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Bloom **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$1,500 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests; funds should not sponsor fundraiser, but costs for the event itself, which is of community benefit.
- There is general support for this as a well-established community event.

52. Stanza

Mission, purpose and objectives: Stanza’s vision is to provide literary arts-based programming in the Dufferin community. We want to connect individuals through the power of language and creative thinking. We aim to establish a safe, engaging, and inclusive environment that fosters creative expression, respects language as a privilege for all, and encourages all levels of writers.

Project Description: Our creative writing programs aim to nurture literary talent and literacy skills, boost creativity, support mental well-being, and extend literacy programming access to underserved groups in Dufferin County.

Project Type: NP - New Program/Initiative

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Grassroots **Amount:** 3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Eligibility - applicant is a for-profit business

53. The Brave Canoe

Mission, purpose and objectives: Our mission is to bridge communities, enrich lives and promote well-being within Dufferin County by revitalizing and understanding Indigenous history, culture, and traditions.

Project Description: The Brave Canoe requests funding to hold a candlelight vigil for Missing & Murdered Indigenous Women, Girls and 2SLGBTQQIA+ Peoples Day.

Project Type: NE - New Event

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Grassroots **Amount:** \$3,000 **Term:** 1 year

Recommended Grant: **Amount:** \$2,000 **Term:** 1 year

Notes from the Assessment Team:

- Partial funding rationale: Number of competitive requests
- Important event and a strong application, alignment and potential impact.

54. Unicamp of Ontario

Mission, purpose and objectives: Unicamp is a Unitarian Universalist camp that is committed to providing a safe and welcoming seasonal camp and spiritual retreat to our diverse community.

Project Description: Unicamp is requesting funds to grow and diversify its adult programming.

Project Type: EP - Expanding Existing Program

Strategic Priority Alignment: Primary: Community Secondary: Equity

Requested Stream: Groundwork **Amount:** \$3,000 **Term:** 3 years

Recommended Grant: **Amount:** \$0 **Term:** n/a

Notes from the Assessment Team:

- Rationale: Merits of the application; number of competitive requests

III. Conclusion

This year saw a significant increase in requests, in both the number of applications and funding amounts requested. Several converging factors may have effected this, including:

- the new online form facilitating the application process
- new funding streams and the multi-year option addressing needs that were only glimpsed previously
- not-for-profits and charities generally needing more help
- effective outreach encouraging grassroots projects, information sessions, application feedback and “live-human” help

The quality of applications also increased, making the task of arriving at recommendations significantly more difficult. Our Assessment Team brought a diversity of perspectives, making for valuable dialogue and well-calibrated scoring results. The Team feels confident that their recommendations represent a good balance of project types and priority areas, and that they will all be of benefit to Dufferin in various important ways. All recommended recipients are providing vital services to the community. Indeed, those not recommended for funding are also worthy initiatives and in many cases were ruled out on simple eligibility criteria. If it were possible to support all to their full requirement, we would certainly be eager to do so. We wish all the successful recipients well in carrying out their activities and look forward to sharing their stories in the fall.

On behalf of the Assessment Team and the Leadership Council of HCIA, we would like to thank Dufferin County Council for its continued confidence in our management of the assessment process for its granting programs, and for entrusting this important task to us. We also thank County staff for their guidance and partnership in continuously improving the application process. We look forward to the next steps of sharing grantee stories to show the impact of this valuable work in our communities, and planning improvements to the process for 2025.

Yours in Community,



Jennifer Payne
Executive Director
Headwaters Communities In Action
jennifer@headwaterscommunities.org



Neetu Dane
Chair, Grants Assessment Team
Headwaters Communities In Action
action@headwaterscommunities.org



A community that grows together

Report To: Chair Creelman and Members of the General Government
Services Committee

Meeting Date: March 28, 2024

Subject: Review of Council Policies – Report #2

From: Michelle Dunne, Clerk

Recommendation

THAT the report from the Clerk, dated March 28, 2024, regarding a review of Council Policies, be received;

AND THAT the following attached Policies be approved:

- **Council Professional Development Expenses – Policy # 1-03-07**
- **Delegation of Authority – Policy #1-02-08**

Executive Summary

Periodic reviews of policies enhance the transparency and accountability of our municipality's actions. An updated and well-documented policy framework provides clarity to Council, staff, and the public, fostering trust in the decision-making processes. This report is the continuation of the accountability-related Council policy review and includes two policies that have been reviewed for approval.

Background & Discussion

In October 2023, Council was informed that staff are conducting a review of accountability-related Council policies under Section 270 of the Municipal Act. The Municipal Act empowers municipalities to review and update their policies periodically to ensure that they still are relevant and effective.

Council has adopted several different types of mandatory and non-mandatory accountability policies that should be reviewed at least every five years. As part of this process, Council has already reviewed and approved the following policies:

- Council Closed Session - Policy #1-02-05 – repealed

- Council Alternate Member Attendance – Policy #1-02-09

Currently staff are recommending the following policy changes be approved:

[Council Conference Policy – Policy # 1-03-07](#)

Last Reviewed: June 2018

Current Policy

(Note: The budget amount is not being recommended for changes at this time)

Recommended changes:

- Expands eligibility to all professional development events, rather than limiting it to conference attendance only. This gives Council members flexibility of taking courses relevant to their position, attending workshops or seminars.
- Clarifies Alternate Members are not eligible.
- Expands the timeframe for submitting receipts for reimbursement from thirty (30) days to sixty (60) days.
- Name changed to Council Professional Development Expenses. This truly reflects the proposed changes to this policy.

[Delegation of Authority – Policy #1-02-08](#)

Policy under Section 270 of Municipal Act

Last Reviewed: February 2008

Current Policy

It has been several years since this policy was reviewed. This policy gives authority to specific staff members with the necessary autonomy to carry out their designated functions, while maintaining accountability and adherence to County policies and procedures. By enhancing the level of detail pertaining to the delegated authority, clarity is improved and ambiguity in interpretation is reduced.

Recommended changes:

- Organize and provide more detail for the delegated authority into specific categories, for greater clarity
- Addition of delegated authority to appoint and remove Inspectors pursuant to Section 3(2) of the Building Code Act, 1992, S.O. 1992, c.23. By delegating this authority, we can eliminate the need for a special meeting of Council to adopt a by-law to appoint a new building inspector, should the council schedule not align with a new appointment.

Financial, Staffing, Legal, or IT Considerations

There is no impact to finance, staffing, legal or IT.

In Support of Strategic Plan Priorities and Objectives

Governance - identify opportunities to improve governance and service delivery.

Respectfully Submitted By:

Michelle Dunne
Clerk

Attachments:

- Council Conference Policy – Policy # 1-03-07
- Delegation of Authority – Policy #1-02-08

Reviewed by: Sonya Pritchard, Chief Administrative Officer



POLICY & PROCEDURE MANUAL

SECTION	COUNCIL RELATED POLICIES	POLICY NUMBER	1-3-7
SUB-SECTION	GENERAL CORPORATE PROVISIONS	EFFECTIVE DATE	
SUBJECT	Council Professional Development Expenses		
AUTHORITY	General Government Services Council		

PURPOSE:

The Corporation of the County of Dufferin recognizes the importance of having a well-informed Council and encourages Councillors to attend events related to professional development.

The purpose of this policy is to define the type and amount of expenses associated with Councillors' attendance at professional development events that will be reimbursed by the County of Dufferin.

STATEMENT:

1. This policy will apply to all Dufferin County Councillors. Alternate Members are not eligible for reimbursement.
2. Each Member of Council will be provided an annual \$3,000 budget to attend professional development events relating to County business. Members are eligible to use their annual budget at their discretion throughout their term of office. A Councillor will not be allotted the annual \$3,000 during a term as Warden, as their professional development expenses comes out of the Warden's budget.

SUBJECT	Council Professional Development Expenses	POLICY NUMBER	1-3-7
----------------	---	----------------------	-------

3. Arrangements and reimbursement for professional development events are coordinated through the Clerks Department. Council should notify staff in a timely matter if they would like to attend a professional development event.
4. Eligible professional development events are limited to:
 - a. Municipal conferences, symposiums, seminars, workshops, and other similar events
 - b. Professional Development Programs offered through municipal partnerships
 - c. Other professional development travel to explore how other municipal services are provided.
5. Only the expenses of Councillors will be subject to reimbursement. Expenses of spouses or companions will not be subject to reimbursement.
6. The following expenses are eligible for reimbursement:
 - a. Registration: Prepaid by the County or reimbursed upon the submission of an itemized receipt.
 - b. Travel: Arranged by County staff or use of own car. Mileage (in kilometres) will be paid at the current County rate (statement from Councillor required) including parking.
 - c. Accommodation: Prepaid of the County or reimbursed upon the submission of an itemized receipt.
 - d. Meals: Meals are eligible with an itemized receipt. Meals included as part of the event registration are not eligible. The purchase of alcohol is not eligible for reimbursement.
7. Councillors shall present all receipts, together with a statement of mileage (in kilometres) to the Clerk no later than sixty (60) working days after the conclusion of the professional development event.



POLICY & PROCEDURE MANUAL

SECTION	COUNCIL RELATED POLICIES	POLICY NUMBER	1-02-08
SUB-SECTION	GENERAL CORPORATE POLICY	EFFECTIVE DATE	
SUBJECT	Delegation of Authority		
AUTHORITY	General Government Services Committee Council		

PURPOSE:

The purpose of this policy is to comply with Section 270.1 of the Municipal Act, S.O. 2001, as amended, which requires that municipalities to have a delegation of authority by-law.

STATEMENT:

The Council of the Corporation of the County of Dufferin, as a duly elected municipal government is directly accountable to its constituents for its legislative decision making. It is Council's role to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council. Council must also ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality. Council's decisions are generally expressed by by-law or resolution of Council carried by a majority vote. The efficient management of the municipal corporation and the need to respond to issues in a timely fashion require Council to entrust certain powers and duties to staff while concurrently maintaining accountability, which can be effectively accomplished through the delegation of legislative and administrative functions. Council authority will be delegated within the context set out in the Act and will respect the applicable restrictions outlined in the Act.

This policy provides for signing authority to be delegated down to Directors and the Warden/Clerk for matters that are routine in nature.

SUBJECT

Council Alternate Member Attendance

**POLICY
NUMBER**1-02-08

PROCEDURES:

As set out in By-law XX, as amended.

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER XX

A BY-LAW TO ADOPT A POLICY FOR DELEGATION OF AUTHORITY.

WHEREAS The Municipal Act, 2001 requires that all municipalities adopt and maintain a policy with respect to the delegation of Council's legislative and administrative authority. The purpose of this policy is to set out the scope of the powers and duties which Council may delegate its legislative and administrative authority and to establish principles governing such delegation. This policy has been developed in accordance with the Act in order to comply with its other applicable sections, including section 270. This policy applies to all committees of Council, departments and staff.

DELEGATION OF AUTHORITY

- 1.1. The authority to approve a matter listed in Column 1 of Schedule "A" is hereby delegated to the person or persons set out opposite such matter in Column 2 of Schedule "A", subject to any conditions or restrictions set out in Column 3.
- 1.2. Where authority to approve a matter is delegated to any person under this bylaw, the Chief Administrative Officer may also exercise that authority.
- 1.3. Despite any provision of this bylaw, a delegate shall not approve any matter or execute any document unless the transaction or activity to which the matter or document relates has been approved by County Council. For greater certainty, a transaction or activity shall be deemed to be approved by County Council where such transaction or activity:
 - a) is included in the annual budget adopted by County Council; or
 - b) is included in a program, project or activity which has been approved by County Council; or
 - c) is reasonably incidental to the authority given to the Chief Administrative Officer or the Directors, as the case may be, to carry out their duties and responsibilities on behalf of the County.
- 1.4. No provision of this bylaw shall be construed as waiving any provision of Bylaw No. 2017-33 (the "Procurement By-law"), as amended from time to time, and the Procurement Bylaw shall continue to apply to the procurement of deliverables on behalf of the County.

GENERAL

- 2.1. Where authority has been given by County Council, or under the Procurement Bylaw, or under this bylaw to any person to approve any matter or execute any document, such

authority includes the authority to execute any ancillary documents necessary to give effect to the delegated authority and shall include the authority to amend any document, including extending the term of any agreement, provided such amendment does not result in any additional financial obligation to the County.

- 2.2. The approval of any matter and the execution of any document under this bylaw shall be subject to compliance with any policies adopted by County Council from time to time with respect to the transaction or activity to which the matter or document relates, and to any administrative procedures established by the Chief Administrative Officer.
- 2.3. Where authority has been given by County Council, or under the Procurement Bylaw, or under this bylaw to any person to approve any matter or execute any document, such person may appoint a designate to approve the matter and/or to execute any document on his or her behalf.
- 2.4. The appointment of a designate by a Director shall be subject to the approval of the Chief Administrative Officer.

ADMINISTRATION

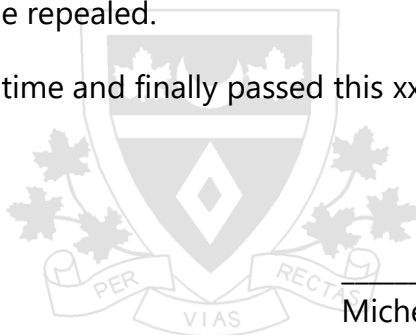
- 3.1. Each Director shall maintain a record of each document executed under this bylaw and shall file such record with the Clerk.
- 3.2. At least one original of each executed document shall be retained by the County.
- 3.3. All executed documents shall be delivered to the Clerk for safekeeping unless otherwise directed.

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN ENACTS AS FOLLOWS:

1. THAT the delegation of Administrative Matters and Legislative Matters listed in Schedule "A" attached hereto be approved.
2. THAT By-law 2008-06 be repealed.

READ a first, second and third time and finally passed this xxth day of XX , 20XX.

Darren White, Warden



Michelle Dunne, Clerk

SCHEDULE "A"

Governance & Administration

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
1	Agreements with Federal or Provincial governments, municipalities, agencies, institutions and community partners for undertakings, program delivery and administration	Director responsible for the program or project to which the matter relates	Approval of the program or project by Council
2	Permits and approvals issued by the County under any legislative authority	Director responsible for the program or project to which the matter relates	-
3	Submission of service and program plans and reports as required by any legislative authority	Director responsible for the program or project to which the matter relates	-
4	Confidentiality agreements	Director responsible for the program or project to which the matter relates	-
5	Memoranda of understanding with housing providers under the <i>Housing Services Act</i>	Director of Community Services or designate	-
6	Leases between the individual tenant and Dufferin County Housing	Director of Community Services or designate	-
7	Agreements respecting the admission of persons to Dufferin Oaks Long Term Care Home	Dufferin Oaks Administrator or designate	-
8	Admission agreements for supportive housing	Dufferin Oaks Administrator, Director of Community Services, or designate	-
9	Minutes of settlement from an insurance/legal claim	Clerk	-

Finance

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
10	Investment transactions	Treasurer	As set out in the County's Investment Policy #3-6-09
11	Approval of timing and structure of debt issues and related activities	Treasurer	As set out in the County's Capital Financing and Debt Policy #3-3-06

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
12	Agreements with Federal or Provincial governments or agencies or any other entity for the provision of funding to the County	Warden and Clerk	-
13	Agreements for the provision of funding by the County	Warden and Clerk	-
14	Applications for any funding or subsidy on behalf of the County and any related documentation, including reporting requirements	Director responsible for the program or project to which the funding relates	-
15	Signing cheques and other financial instruments and agreements respecting banking services	Treasurer and CAO or Clerk	-

Transportation

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
16	Temporary closure of County roads for social, recreational, community, athletic, or cinematographic purposes	Director of Public Works or designate	Compliance with the Road Occupancy Permit, including provision of insurance coverage and security deposit
17	Temporary closure of County roads for railway crossing improvements	Director of Public Works or designate	-
18	Temporary closure of County roads for construction, operational or safety reasons	Director of Public Works or designate	-
19	Issuing oversize load permits under the <i>Highway Traffic Act</i>	Director of Public Works or designate	-
20	Establishing reduced load periods on County roads	Director of Public Works or designate	-
21	Approval of traffic control signal designs and installations under Section 144(31) of the <i>Highway Traffic Act</i>	Director of Public Works or designate	-
22	Approval of the installation of temporary traffic control in support of construction, emergency and safety considerations	Director of Public Works or designate	-

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
23	Designation of parts of County roads as construction zones and setting maximum rates of speed under Section 128 of the <i>Highway Traffic Act</i>	Director of Public Works or designate	-
24	Agreements for access to and from County roads (entrance permits)	Director of Public Works or designate	-
25	Requests for conveyance of lands for highways widenings and reserves as a condition of development approvals	Director of Public Works or designate	-
26	Agreement with property owners for living snow fences	Warden and Clerk	-
27	Adopt-a-Road agreement	Director of Public Works or designate	-
28	Execution of Encroachment Agreements – less than 1 metre encroachment	Warden and Clerk	-
29	Agreements for Winter Maintenance and Boundary Roads	Warden and Clerk	-
30	Vehicle licensing for fleet management	Treasurer; Director of Public Works or designate	-

Planning and Development

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
31	Delegation of authority to give approval of Official Plan Amendments	Councils of Mono and Orangeville	As per By-law 2015-16
32	Delegation of authority to give approval of Plans of Subdivision and Condominium	Councils of lower tier municipalities	As per By-law 2015-15
33	Delegation of authority to give consent under section 54.1 of the <i>Planning Act</i>	Councils of lower tier municipalities	As per By-law 2015-12

Property

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
34	Documents required for the completion of any real estate transaction, including	Clerk	As set out in County's Sale of Land Policy #2-6-10

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
	transfers, easements, undertakings, certificates, acknowledgements, declarations, indemnities and releases		
35	Release of any interest on title in lands and facilities no longer required by the County	Clerk or designate	-
36	Agreements respecting conditions, covenants or indemnities in favour of the County	Clerk	-
37	Conveyances of rights and easements required to service County lands and facilities	Clerk	-
38	Conveyance of easements to local municipalities and utilities over closed highways and reserves	Clerk	-
39	Conveyance of widenings and reserves to the entity having jurisdiction over the abutting highway	Clerk	-
40	Documents required for the purpose of correcting or clarifying title or boundaries	Clerk	-
41	Applications, notices and declarations required under the <i>Expropriations Act</i>	Clerk	-
42	Applications, agreements, and renewals required to obtain authorization to register documents in the electronic land registration system	Clerk	-
43	Transfer, applications, notice and documents required under applicable legislation and the Teranet land registration system to register all County documents, including those that preserve any right, title or interest in lands	Clerk	-

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
44	Consents and waivers of notice relating to registrations in the land titles system	Clerk	-
45	Documents to register liens and discharges on title to real property owned by recipients of social assistance	Clerk	-
46	Execution of land use agreements in the County Forest	Director of Public Works or designate	As per Recreational Use Policy #4-6-01

Purchase of Services

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
47	Agreements for the purchase of services from child care providers, homemakers and domiciliary and emergency hostel providers	Director of Community Services or designate	-
48	Agreements for the purchase of services from physicians, nurses and other health care professionals	Dufferin Oaks Administrator or designate	-
49	Agreements for the purchase of services for clients receiving social assistance	Director of Community Services or designate	-

Building Services

-	Column 1 Delegated Authority	Column 2 Delegate	Column 3 Conditions/Restrictions
50	Appoint and remove inspectors pursuant to section 3(2) of the <i>Building Code Act, 1992, S.O. 1992, c.23</i>	Chief Building Official and Clerk	Certificate of appointment required (secondary sign off – Clerk). Clerk’s certificate required pursuant to <i>Building Code Act, section 3(8)</i>

Where authority to approve a matter is delegated to any person under this bylaw, the Chief Administrative Officer may also exercise that authority.



A community that grows together

Report To: Chair Creelman and Members of the General Government
Services Committee

Meeting Date: March 28, 2024

**Subject: Memorandum of Understanding with the Salvation Army Emergency
Disaster Services**

**From: Steve Murphy, Manager – Preparedness, 911 and Corporate
Projects**

Recommendation

THAT the report from the Manager of Preparedness, 911 & Corporate Projects, dated March 28, 2024, regarding a Memorandum of Understanding with Salvation Army Emergency Disaster Services, be received;

AND THAT the Warden and Clerk be authorized to execute the proposed Memorandum of Understanding on behalf of the County.

Executive Summary

The Salvation Army Emergency Disaster Service (EDS) responds to incidents of diverse sizes and scopes. The EDS provides supports that meet the immediate, as well as long-term, physical, emotional and spiritual needs of disaster survivors and responders.

The EDS wishes to enter into an agreement to aid through the County's Emergency Management Program when requested. Staff are supportive of entering into this MOU which will support community well-being and safety through collaboration and partnership.

Background & Discussion

In September 2018, when six tornadoes touched down in the Ottawa and Gatineau area, The Salvation Army was immediately on the scene providing food, hydration and emotional support to those responding. In addition, EDS personnel continued to

support the people affected by this event. Working with municipal and provincial governments, as well as other partners, The Salvation Army provided vital support in both the short and long term to individuals and families rebuilding what they had lost.

The Salvation Army can provide the following assistance during an emergency in Dufferin County:

Food Services

- Food and/or beverage service at an emergency evacuation centre, warming or cooling centre, registration centre or any other public facility specified by the Municipality.
- Mobile Canteen units will be deployed from an appropriate Salvation Army ministry unit.

Emergency Clothing

- Access to any Salvation Army Thrift Store for clothing and other personal items that may be needed by individuals and families affected by the emergency.

Emotional & Spiritual Support

- Emotional support and spiritual care that may be required by individuals affected by the emergency.
- Critical Incident Stress Management (CISM) either assisting Individuals in crisis or/and group crisis intervention.

In addition to the services noted above the Salvation Army is open to providing other services, based on the required needs of the municipality to the best of its ability.

To fulfill this mandate the Salvation Army has an ongoing capacity building program to prepare volunteers for deployments throughout the province. Through the delivery of related training courses and exercises the Salvation Army maintains the capability to respond to the needs of the community.

To ensure a clear understanding of roles and responsibilities during every phase of an emergency the Salvation Army has prepared the attached Memorandum of Understanding (MOU) in consultation with staff.

Financial, Staffing, Legal, or IT Considerations

There is no impact to finance, staffing, legal or IT.

In Support of Strategic Plan Priorities and Objectives

Community - support community well-being and safety through collaboration and partnerships

Respectfully Submitted By:

Steve Murphy
Manager – Preparedness, 911 & Corporate Projects

Attachment: Memorandum of Understanding – Emergency Disaster Services

Reviewed by: Sonya Pritchard, Chief Administrative Officer



**MEMORANDUM OF UNDERSTANDING
BETWEEN:
THE GOVERNING COUNCIL OF THE SALVATION ARMY IN CANADA
ON BEHALF OF
THE SALVATION ARMY EMERGENCY DISASTER SERVICES,
ONTARIO DIVISION**

("The Salvation Army EDS")

AND

THE CORPORATION OF THE COUNTY OF DUFFERIN
(the "Municipality")

BACKGROUND and PURPOSE:

- A. During a municipally declared state of emergency, collaboration among the Municipality and local agencies and service providers is critical to protecting the property, health, safety, and welfare of the public.
- B. The Salvation Army Emergency Disaster Services (EDS) has experience meeting the physical, emotional, and spiritual needs of individuals and communities experiencing local declarations of emergency and would like to collaborate with the Municipality in responding to local declarations of emergency.
- C. This MOU provides a framework for collaboration between the Municipality and The Salvation Army EDS during a local declaration of emergency.

1. MUTUAL UNDERSTANDING

- a. The Municipality is responsible to direct and control a municipal emergency response to protect the property, health, safety, and welfare of the public during a local declared or non-declared emergency.
- b. The Municipality will call upon The Salvation Army EDS on an as-needed basis.
- c. The Salvation Army EDS' assistance will be requested by following the activation protocol set out in Schedule A to this MOU.

-
- d. The Salvation Army EDS will provide, to the best of its ability, the services and support described in Schedule B as requested by the Municipality. Despite this, both parties understand and agree there may be times when The Salvation Army EDS is unable to meet all requests due to the magnitude and/or duration of the request or emergency.
 - e. The Salvation Army EDS may give immediate notice at any time during a declared emergency that it will withdraw or reduce services in the event conditions are such that The Salvation Army EDS is unable to provide services without compromising the health, safety, and wellbeing of its staff and/or volunteers. In the event that services are withdrawn or reduced, The Salvation Army EDS will advise the Municipality of the same within twenty-four hours of any decision being made.
 - f. Due to the highly variable circumstances under which supplies are needed, calculation of cost estimates for the services provided under this agreement is not practical, and the parties agree to negotiate such costs on a case-by-case basis.
 - g. All expenses incurred under this agreement will be specifically authorized in writing by the Municipality before The Salvation Army EDS incurs the expense. However, nothing in this agreement restricts The Salvation Army EDS from providing additional services at its own expense, in the absence of notification by the Municipality. Costs incurred by the Salvation Army will be compensated in accordance with this MOU, and any applicable legislation, regulation and policies of the Municipality.
 - h. Both parties understand and agree that the specific supplies, services and support, and availability may vary from one emergency to another.

2. KEY CONTACT

Each party shall designate a Key Contact person who will ensure regular and effective communication between the parties, timely activation of and response to emergencies and the resolution of any disagreements that may arise. The contact information for each party's Key Contact and alternates is set out in Schedule A.

3. TERM, RENEWAL AND TERMINATION

- a. This MOU will be in effect for a period of 3 years beginning on the date shown below unless terminated earlier by either party.
- b. This MOU may be renewed for an additional period of 3 years on mutual written agreement of the parties.
- c. Either party may terminate this MOU in whole or in part at any time and for any reason on 30 days' written notice to the other. Notice of termination shall be sent to the Key Contact identified in Schedule A.

4. ANNUAL REVIEW

The parties shall meet annually on or near the anniversary date of the effective date of this MOU to review the terms of this MOU and make any changes they consider desirable or necessary. All changes to this MOU must be in writing and signed by both parties.

5. INDEMNIFICATION

Each Party shall, during the Term and after the termination of this Agreement, indemnify and save harmless the other from any loss, damage, claim, cost, expense or liability whatsoever that the other may incur, suffer or be required to pay pursuant to any claim, demand, action, suit, litigation, charge, complaint, prosecution or other proceeding that may be made or asserted against or affect the Party indemnified by reason of a wrongful or negligent act or omission on the part of the indemnifying Party, its employees, servants, agents, subcontractors or volunteers in the performance or rendering of Services.

6. INSURANCE

The Municipality shall, at its sole cost and expense, take out and keep in force throughout the Term of this Agreement public liability insurance covering all acts and omissions of its employees and volunteers (with the exception of The Salvation Army) in respect of loss by or injury to third parties with a limit of at least Ten Million Dollars (\$10,000,000.00) per incident, or such lesser amount as is approved by The Salvation Army EDS. The policy will include The Salvation Army as an additional insured and will contain a cross liability and severability of interest clause. Certificates of insurance will be delivered promptly to The Salvation Army EDS, on request, throughout the Term.

The Salvation Army EDS shall, at its sole cost and expense, take out and keep in force throughout the Term of this Agreement public liability insurance covering all acts and omissions of its employees and volunteers in respect of loss by or injury to third parties with a limit of a least Ten Million Dollars (\$10,000,000.00) per incident, or such lesser amount as is approved by the Municipality. The policy will include the Municipality as an additional insured and will contain a cross liability and severability of interest clause. Certificates of insurance will be delivered promptly to the Municipality, on request, throughout the Term.

7. LEGAL STATUS OF THIS MOU AND THE PARTIES

- a. With the exception of the obligation to indemnify one another as set out in section 5 of this MOU, and the obligation to take out and maintain the insurance policies as set out in section 6 of this MOU, this MOU is not intended to be legally binding or to give rise to a legal obligation that the Municipality request the Services or that The Salvation Army EDS deliver the Services described in Schedule B.
- b. This MOU does not create a partnership, joint venture, or agency relationship between the parties.

ENTERED INTO AND EFFECTIVE AS OF THIS DAY OF , 2024.

THE CORPORATION OF THE COUNTY OF DUFFERIN

Darren White
Warden

Signature _____

Date _____

Michelle Dunne
County Clerk

Signature _____

Date _____

THE GOVERNING COUNCIL OF THE SALVATION ARMY IN CANADA

**ON BEHALF OF THE SALVATION ARMY EMERGENCY & DISASTER SERVICES,
ONTARIO DIVISION**

Name _____

Title _____

Signature _____

Date _____

SCHEDULE A
ACTIVATION OF SERVICES

Upon becoming aware of an emergency in which The Salvation Army's EDS assistance may be required, the Municipality's Key Contact will immediately contact The Salvation Army EDS Key Contact.

Upon notification by the Municipality's Key Contact, The Salvation Army EDS will, to the best of its ability, mobilize its team to provide the services described in Schedule B.

During an emergency activation, the parties will work together to identify the quantities and duration of supplies, services, and support necessary to assist the residents of the Municipality during that emergency.

The Municipality will provide The Salvation Army EDS access to the emergency evacuation centre, warming centre, cooling centre, registration centre or other facility to provide the services under this MOU.

Key Contacts for Activation of Emergencies

The Key Contact(s) for the Municipality are:

Steve Murphy
Manager - Preparedness and 911
519-938-7215
smurphy@dufferincounty.ca

Brenna Thompson
Alternate Emergency Management Coordinator
[REDACTED]
bthompson@dufferincounty.ca

The Key Contact(s) for The Salvation Army are:

Stephanie C [REDACTED]
Divisional Director of Emergency Disaster Services, Ontario Division
[REDACTED]
[Stephanie.c\[REDACTED\]@salvationarmy.ca](mailto:Stephanie.c[REDACTED]@salvationarmy.ca)

Trevor M [REDACTED]
Emergency Disaster Services Specialist, Ontario Division
[REDACTED]
[Trevor.\[REDACTED\]@salvationarmy.ca](mailto:Trevor.[REDACTED]@salvationarmy.ca)

Theresa A [REDACTED]
Emergency Disaster Services, Specialist, Ontario Division
[REDACTED]
Theresa.[REDACTED]@salvationarmy.ca

Key Contacts for Termination of MOU

If The Salvation Army EDS wishes to terminate, a notice of termination must be sent to the Municipality at:

The Corporation of the County of Dufferin

Michelle Dunne
County Clerk
30 Centre Street
Orangeville, ON
L9W2X1

If the Municipality wishes to terminate this MOU, a notice of termination must be sent to **The Salvation Army** at:

Stephanie C [REDACTED]
Divisional Director of Emergency Disaster Services, Ontario Division
1645 Warden Avenue
Scarborough, ON
M1R 5B3

SCHEDULE B
SALVATION ARMY EDS SERVICES

The Salvation Army EDS will provide, to the best of its ability, the following supplies and services in such quantities and for such time period, and for such costs as the Municipality specifies in writing:

a) Food Services

- Includes provision of food and/or beverage service at an emergency evacuation centre, warming or cooling centre, registration centre or any other public facility specified by the Municipality. As needed, a Salvation Army Canteen will be deployed from an appropriate Salvation Army ministry unit.

b) Emergency Clothing

- Includes the provision of a voucher to be redeemed at any Salvation Army Thrift Store for clothing and other personal items that may be needed by individuals and families affected by the emergency.

c) Emotional & Spiritual Support

- Includes emotional support and spiritual care that may be required by individuals affected by the emergency.
- Critical Incident Stress Management (CISM) either assisting Individuals in crisis or/and group crisis intervention.

d) Other Services

- The Salvation Army is open to providing other services, based on required needs to the best of its ability.
- The Salvation Army will prepare volunteers for deployments throughout the province through related training courses and exercises.