



Rural Initiatives/Planning Advisory Committee
May 12, 2020

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Rural Initiatives/Planning Advisory Committee Meeting

Tuesday, May 12, 2020
1:00 P.M. – 2:00 P.M.
Meeting to be held electronically.

Agenda

1. Approval of Agenda
2. Approval of the Minutes
3. Elgin County 2020 Grant and Festival Events Partnership Program Allocations
4. Signage Grant – Aylmer-Malahide Museum/Archives
5. Date of Next Meeting
6. Adjournment

Rural Initiatives/Planning Advisory Committee Meeting

Date: March 10, 2020
Location: Elgin County Administration Building, 450 Sunset Drive, St. Thomas
Administrative Services Boardroom, 3rd Floor
Time: 12:30 p.m.

Attendees: *Members of the Rural Initiatives/Planning Advisory Committee*
Councillor Ed Ketchabaw
Councillor Sally Martyn
Councillor Dominique Giguère
Warden Dave Mennill
Heather Derks

Elgin County Staff
Chief Administrative Officer, Julie Gonyou
General Manager of Economic Development, Alan Smith
Legislative Services Coordinator, Megan Shannon

1. Call to Order

The Rural Initiatives/Planning Advisory Committee met this 10th day of March, 2020 in the Administrative Services Boardroom, at the County Administration Building, St. Thomas at 12:35 p.m.

2. Approval of Agenda

Moved by: Warden Mennill
Seconded by: Councillor Giguère

Resolved that the agenda be approved as presented.

- Motion Carried.

3. Adoption of Minutes

Moved by: Heather Derks
Seconded by: Councillor Giguère

Resolved that the minutes of the previous meeting be adopted.

- Motion Carried.

4. Review Grant Scoring Matrix

The Committee reviewed the Grant Scoring Matrix. The Chief Administrative Officer combined the Committee's scores, reviewed the options, and noted that the options can

be adjusted.

Chair Ketchabaw asked whether or not the Grant Policy went out with the applications and stated that he would like to have seed money made available.

The Committee discussed the agricultural societies. Heather Derks discussed the financial statements for the agricultural societies. The organizations/events should find alternative sources of income in the future.

Councillor Giguère agreed in principle and suggested that the Grant Policy be reviewed and an orientation package be completed for next year.

The Chief Administrative Officer commented that there has been a significant change from the 2019 to 2020 ask.

The Committee discussed the West Elgin Renaming Committee.

The Committee discussed the funding for Elgin 4-H Association.

Warden Mennill was satisfied with Option 5. The Committee decided to allocate the \$500 from the Fanshaw College PSW for seed money.

Councillor Mennill mentioned that there should be a deadline for applying next year.

Moved by: Warden Mennill
Seconded by: Councillor Giguère

Resolved that the Committee move forward with Option 5.

- Motion Carried.

5. Next Meeting Date

Tuesday, July 14, 2020 at 1:00 p.m. at the County Administration Building, St. Thomas, in the Administrative Services Boardroom.

6. Adjournment

Moved by: Councillor Giguère
Seconded by: Councillor Martyn

Resolved that the meeting adjourn at 12:56 p.m. to meet again on Tuesday, July 14, 2020 at 1:00 p.m. to determine.

- Motion Carried.



REPORT TO RURAL INITIATIVES AND PLANNING ADVISORY COMMITTEE

FROM: Julie Gonyou, Chief Administrative Officer

DATE: May 6, 2020

SUBJECT: Elgin County 2020 Grant and Festival Events Partnership Program
Allocations

INTRODUCTION:

At its meeting on April 14, 2020, Elgin County Council approved funding for the following organizations through the Elgin County 2020 Grant and Festival Partnership Program:

Tillsonburg and District Multi-Service Centre	\$4780
Quad County Support Services	\$2000
Second Stage Housing	\$13400

These three (3) organizations will receive 90% of funding up front, with the remaining funds to be paid upon receipt of a final report. Chairman Ketchabaw reported to County Council that the Rural Initiatives and Planning Advisory Committee (RIPA) would meet in May-June 2020 to reassess the remaining requests for grants and make additional recommendations to Council following said meeting.

PURPOSE:

A number of events and programs have been cancelled in Elgin County in response to the COVID-19 pandemic, provincial orders to limit gatherings, the closure of non-essential businesses and our community's efforts to stop the spread of the virus locally. The purpose of this report is to review the remaining 2020 Grant and Festival Events Partnership Program applications and seek direction from the Committee with respect to outstanding applications.

With direction from Chairman Ketchabaw, staff solicited additional information from grant applicants, seeking additional information with respect to whether their request for funding had changed as a result of the COVID-19 pandemic. Information from applicants is attached to this report.

Grant and Festival Partnership Program:

- County Council, as part of its 2020 budget process, **approved a budget of \$61,871** for grants.
- At its meeting on March 10, 2020, the RIPA Committee received applications for grants from 14 community organizations totaling \$82,980. The Rural Initiatives Committee reviewed and carefully scored each of the applications and the recommendations are noted in the chart below in the fifth column titled "Recommended Allocation March 10, 2020".

- At its meeting on April 14, 2020, Elgin County Council approved \$20,180 in funding through the Elgin County 2020 Grant and Festival Partnership Program to the following organizations who urgently needed funding to support their services through the pandemic:
 - Tillsonburg and District Multi-Service Centre \$4780
 - Quad County Support Services \$2000
 - Second Stage Housing \$13400
- Staff requested additional information from applicants and Committee Members are asked to refer to the attached:
 - Letter from Charlotte McDonald, Community Development Coordinator – Eat2Learn; and
 - Status of Applications for the 2020 Grant and Festival Partnership Program.
- The **remaining balance of \$41,691** is available for Grant and Festival Partnership Program allocations. A sixth column has been added to the chart below, titled “Staff Recommendation (May 5, 2020)”. This is for illustrative/discussion purposes only.

Organization/Event	2019 (ask)	2019 (grant)	2020 (ask)	Recommended Allocation (March 10, 2020)	Staff Recommendation (May 5, 2020)	Granted (April 14, 2020)
Shedden Agricultural Society	4500	4500	4500	4500	Additional information required (on hold)	
Wallacetown Agricultural Society	10000	10000	10000	7000	7000	
Rodney-Aldbrough Agricultural Society	6000	6000	6000	6000	Board direction anticipated May 12, 2020 (on hold)	
Aylmer & East Elgin Agricultural Society	7500	7500	7500	7500	Board direction anticipated June 1, 2020 (on hold)	
Elgin 4-H Association	2000	2000	2000	2000	2000	
Tillsonburg & District Multi-Service Centre	4780	4780	4780	4780	n/a	4780
Quad County Support Services	2000	2000	2000	2000	n/a	2000
Senior's Picnic	2500	1200	1500	1275	Application withdrawn	
Second Stage Housing	20000	14120	20000	13400	n/a	13400
Eat 2 Learn	5000	5000	7500	5000	5000	
Elgin County Plowman's Association	200	154	200	200	200	
STEAM Centre	5000	3494	12000	3000	3000	
West Elgin Renaming Committee	0	0	5000	5000	Application withdrawn	
Fanshawe College PSW (*)	500	500	500	500	500	
Total 2020 (ask)			82890			
Total 2020 (granted)				61880 (available)	17,200	20180
Total remaining funds (**)				37380 (based on staff recommendations)		

(*) PSW not included in the total as it is included in the Warden's 2020 budget.
(**) depends on outstanding applications and RIPA Committee recommendations – using staff recommendation, an outstanding \$37,380 remains for future allocations.

DISCUSSION:

Since Committee Members have not yet had the opportunity to review the supplementary information submitted by applicants (attached to this report), the Committee may wish to:

- Request follow up information from applicants;
- Adjust allocations based on the availability of additional funds following the withdrawal of two (2) applications;
- Utilize the scoring tool to determine allocations – as previously used for the March 10, 2020 recommendations; and
- Design a new grant program which would utilize remaining funds.

NEXT STEPS:

It is clear from the feedback received from applicants that COVID-19 has created a looming sense of uncertainty for festival and event organizers. Additionally, a number of applicants identified other ways that the funding offered through the Grant and Festival Partnership Program could be used to offset the unanticipated impacts resulting from the pandemic. Following a review of the feedback from applicants, it is anticipated that the Committee will determine next steps which may include allocating the funds, requesting additional information from applicants, or designing a new program. It is recommended that a letter be sent to outstanding applicants following the meeting.

All of which is Respectfully Submitted

Julie Gonyou
Chief Administrative Officer

April 27, 2020

County of Elgin
450 Sunset Drive
St. Thomas, ON N5R 5V1

Dear Grant Review Committee:

In December 2019, our organization applied for a grant in support of School Nutrition Programs across Elgin County. Given the recent COVID-19 outbreak, and with school closures now extended to May 31st and possibly longer, we continue to be concerned for students who would typically access our breakfast, snack and lunch programs during the school day. Our method of supporting students and their families has dramatically changed and we are putting forth a revised request to the County for \$6,250.00.

Knowing that food insecurity is an ongoing issue for children and their families and even more so now without access to school food programs, we have partnered with several local food banks to assist families. Unfortunately, the initial response was low and slow and, for a variety of reasons, families were hesitant to reach out to their local food bank. Given that, we established three food distribution sites across the County (Dutton, Aylmer and Port Burwell) to help get both food and funds to families with possible plans to expand locations should the need arise. Pre-packed food boxes are available for pick-up by school families at our sites and where transportation is an issue, we have a team of volunteer drivers completing “porch drops”. In addition, grocery cards are available to families at our distribution sites and have also been allocated to principals to distribute to families, particularly those dealing with food allergies or cultural food preferences.

At first, 100 food boxes was meeting the initial need, but we have had a 50% increase in demand, with 11 of the 17 County schools making requests, based on recent “wellness calls” made by teachers to their school families. Working within our finite budget, 150 food boxes is our present capacity although we have the food supply and manpower to go beyond this ceiling as we anticipate a rise in numbers. Financial support from the County would allow us to increase our capacity by almost 20%, having a significant impact on the growing need in our community.

We hope you will look favourably upon our request and should you need any additional information regarding this revised proposal, please contact me at the number listed above.

Sincerely,

Charlotte McDonald

Charlotte McDonald
Community Development Coordinator
eat2learn@gmail.com
[@osnpElgin](#)

Status of Applications for the 2020 Grant and Festival Partnership Program

Application Status: Confirmed

1. Eat 2 Learn

Original grant request: \$7500; allocated \$5000

Their method of supporting students and their families has dramatically changed and are putting forth a revised request to the County for \$6,250.00. See letter.

2. Elgin County 4-H Association

Original grant request: \$2000; allocated \$2000

They are still requesting \$2000 as outlined in this email from Brent Howe, President:

“Good afternoon Mr Smith,

Yes we still require the \$2,000.00 as requested to continue our programming for the balance of the year.

COVID-19 has had a great impact on our application. Some of our events have had to be cancelled, but now we are trying virtual meetings which is something new to all of us. We have purchased a ZOOM subscription so we will have the time allotment long enough to conduct our meetings. Each project must have 12 hours of instruction / meetings with our members.

Because of COVID-19, the association is subsidizing each membership by \$35 to help families who are struggling financially. We still want our members to have the opportunity of participate in the 4H programs.

Our membership in 2019 was 92 members and we anticipate that number of members again this year. To date, we have 36 members who have signed up and 2 club projects have been completed. Two projects are on hold as they just started when all gatherings of people were prohibited.

There are at least 7 more clubs scheduled to start now that the Elgin 4-H Association has purchased the Zoom subscription.

The Elgin County 4-H Association, clubs & its members have benefited greatly in the past from the funding from the County of Elgin. This year it will be welcomed and appreciated even more.

Thank you for your continued support.”

3. Elgin County Plowmen's association

Original grant request: \$200; allocated \$200

Plowing match will proceed. Application will remain as originally submitted.

4. Seniors Picnic/Day

Original grant request: \$1500; allocated \$1275

Event cancelled. Application withdrawn.

5. Steam Centre

Original grant request: \$12000; allocated \$3000

The STEAM Centre's application for funding consideration in the amount of \$12,000 is still requested as indicated in the following response/email from Jessica Gransauil:

"Thanks for contacting me. I appreciate the opportunity to provide an update on the STEAM Education Centre and our request for Leaders program support.

On March 16, STEAM Centre decided to halt all program delivery as a nonessential organization. This unprecedented time has encouraged the STEAM Team to consider redesigning some programs for online learning so local students and teachers can continue to communicate with their STEAM learning team and receive superlative hands-on activities, should social distancing measures continue into the summer months.

Due to requests from students and schools, the STEAM Team will rework the Leaders program to offer a virtual learning, mentorship and leadership version of the program to meet the skill and leadership development goals of the in-person Leaders program. This decision will ensure high school and post secondary students already registered for spring and summer Leaders program can successfully complete their placement and/or academic credits while social distancing.

Despite preparing for an online shift, the goals and outcomes of the program will not change; we anticipate providing at least 25-30 young adults from across Elgin County with the opportunity to satisfy their academic or career placement requirements. With some modification to methods of delivery and engagement, students will gain experience using innovative tools and technologies such as 3D design software, 3D printers, coding programs, computational thinking activities,

etc. Whether virtual or in-person, students will access support and mentorship from the STEAM Team and industry experts who can inform their learning and development. Leaders program participants can also count on unique leadership opportunities to support thousands of elementary students in innovating hands-on science, technology, engineering, art and math activities connected to the Ontario Curriculum.

STEAM Centre's application for funding consideration in the amount of \$12,000 is still requested. The timeline of new in-person and online program design has moved up to an earliest possible date. Program delivery timeline, however, has not changed as we are still supporting Leaders program participants at this time. As stated in my initial appeal, all funding will support program design and delivery activities, to advertise the program to area schools and students, and to offer a technology and materials bursary to all Leaders participants.

Thanks again, Alan. If you have any other questions about our request for renewed support, please contact me at your convenience. “

6. Wallacetown Agricultural Society

Original grant request: \$10000; allocated \$7000

Funding of \$10,000 is still requested, but are open to a lesser amount as stated in an email by Kim Carder, Secretary:

“Currently we are hoping the fair will still go on. We are in limbo as to a timeline but since our dates are October 2 to 4, 2020, we do not know what the province will mandate on crowd sizes, etc.

The impact we have already suffered is huge. We have no bingo funds coming in, no fundraising money from silent auction, bbq, etc. We will have to take out a loan to put the fair on this year, lawn maintenance alone is 10,000 dollars and wondering how we will keep up the grounds.

We also have a 15,000 water issue we have to fix for our new pavilion as lines are outdated.

Any amount Elgin County can spare will be appreciated. We are wondering how we will survive.

Thank you, Kim Carder”

7. Municipality of West Elgin – Renaming Committee

Original grant request: \$5000; allocated \$5000

Event postponed till 2021. Therefore, application withdrawn.

Application Status: Pending

1. Aylmer and East Agricultural Society

Original grant request: \$7500; allocated \$7500

The Board is meeting on June 1st to determine if Fair will proceed. Carol Watson, Treasurer/Secretary, indicated that we should be receiving clarification on the status of the application on June 2nd.

2. Rodney Aldborough-Agricultural Society

Original grant request: \$6000; allocated \$6000

The Board will be having a meeting on May 12th to decide if the Fair will proceed. Janet Johnston, Treasurer, mentioned that she has concerns as several fundraising activities are not possible and the municipality will determine a great deal. Even if they can hold their event, will restrictions and extra costs for sanitizer, handwashing stations, extra volunteers make it even worthwhile, she noted. Janet will be in contact with the outcome of the May 12 meeting.

3. Shedden Agricultural Society

Original grant request: \$4500; allocated \$4500

May 6, 2020 – Update from Don Millar:

“Shedden Fair is cancelled for 2020 so we won't be needing the grant money.”