



**Rural Initiatives/Planning Advisory Committee**  
**June 23, 2020**

**Table of Contents**

I.	Agenda – June 23, 2020 .....	2
II.	Minutes from the May 12, 2020 Meeting .....	3
III.	Report from the Chief Administrative Officer - Elgin County 2020 Grant and Festival Events Partnership Program Allocations.....	6
IV.	Status of Applications for the 2020 Grant and Festival Partnership Program.....	9



**Rural Initiatives/Planning Advisory Committee Meeting**

Tuesday, June 23, 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. Elgin County Community Grant Program – Presentation to Gather Feedback (will be posted and distributed in advance if possible)
5. Date of Next Meeting
6. Adjournment

## Rural Initiatives/Planning Advisory Committee Meeting

**Date:** May 12, 2020  
**Location:** Elgin County Administration Building, 450 Sunset Drive, St. Thomas  
 Administrative Services Boardroom, 3<sup>rd</sup> Floor  
**Time:** 1:00 p.m.

**Attendees:** *Members of the Rural Initiatives/Planning Advisory Committee*

Councillor Ed Ketchabaw (electronic)  
 Councillor Sally Martyn (electronic)  
 Councillor Dominique Giguère (electronic)  
 Warden Dave Mennill (electronic)  
 Heather Derks (electronic)

*Elgin County Staff*

Chief Administrative Officer, Julie Gonyou (in-person)  
 General Manager of Economic Development, Alan Smith (electronic)  
 Jim Bundschuh (electronic)  
 Legislative Services Coordinator, Carolyn Krahn (in-person)

### 1. Call to Order

The Rural Initiatives/Planning Advisory Committee met this 12<sup>th</sup> day of May, 2020 in the Administrative Services Boardroom, at the County Administration Building, St. Thomas at 1:00 p.m. Committee Members and some Elgin County Staff members joined the meeting electronically via video conferencing.

### 2. Approval of Agenda

Moved by: Warden Mennill  
 Seconded by: Councillor Giguère

Resolved that the agenda be approved as presented.

#### Recorded Vote

	Yes	No
Warden Dave Mennill	Yes	
Councillor Dominique Giguère	Yes	
Heather Derks	Yes	
Councillor Ed Ketchabaw	Yes	
	4	0

- Motion Carried.

### 3. Adoption of Minutes

Moved by: Councillor Giguère  
Seconded by: Councillor Martyn

Resolved that the minutes of the previous meeting be adopted.

#### Recorded Vote

	Yes	No
Warden Dave Mennill	Yes	
Councillor Dominique Giguère	Yes	
Heather Derks	Yes	
Councillor Ed Ketchabaw	Yes	
	4	0

- Motion Carried.

### 4. Elgin County 2020 Grant and Festival Events Partnership Program Allocations

The Chief Administrative Officer presented a report reviewing the remaining 2020 Grant and Festival Events Program applications. A number of events and programs have been cancelled in Elgin County in response to the COVID-19 pandemic. With direction from Chairman Ketchabaw, staff solicited additional information from grant applicants, seeking additional information with respect to whether their request for funding has changed as a result of the COVID-19 pandemic.

Moved by: Warden Mennill  
Seconded by: Councillor Martyn

Resolved that the Committee recommend to County Council that Eat to Learn be granted \$6,250.00 immediately; and, that the remaining commitments be maintained until such time as the Committee receives confirmation of whether the planned events will be cancelled; and, that the Committee hold on to funds from cancelled events for future use.

#### Recorded Vote

	Yes	No
Warden Dave Mennill	Yes	
Councillor Dominique Giguère	Yes	
Heather Derks	Yes	
Councillor Ed Ketchabaw	Yes	
	4	0

- Motion Carried.

## 5. Signage Grant – Aylmer-Malahide Museum/Archives

The General Manager of Economic Development presented information on the signage grant request from the Aylmer-Malahide Museum/Archives.

Moved by: Councillor Martyn  
Seconded by: Councillor Giguère

Resolved that the Committee grant the request for \$150 to the Aylmer-Malahide Museum/Archives.

### Recorded Vote

	Yes	No
Warden Dave Mennill	Yes	
Councillor Dominique Giguère	Yes	
Heather Derks	Yes	
Councillor Ed Ketchabaw	Yes	
	4	0

- Motion Carried.

## 6. Next Meeting Date

A tentative meeting date has been set for June 9, 2020 at 1:00 p.m.

## 7. Adjournment

Moved by: Warden Mennill  
Seconded by: Heather Derks

Resolved that the meeting adjourn at 1:26 p.m. to meet again on Tuesday, June 9, 2020 at 1:00 p.m.

### Recorded Vote

	Yes	No
Warden Dave Menill	Yes	
Councillor Dominique Giguère	Yes	
Heather Derks	Yes	
Councillor Ed Ketchabaw	Yes	
	4	0

- Motion Carried.



## REPORT TO RURAL INITIATIVES AND PLANNING ADVISORY COMMITTEE

---

FROM: Julie Gonyou, Chief Administrative Officer

DATE: June 17, 2020

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

---

### **INTRODUCTION:**

At its meeting on May 26, 2020, Elgin County Council approved funding for the following organization through the Elgin County 2020 Grant and Festival Partnership Program:

Eat2Learn \$6,250

This organization will receive 90% of funding up front, with the remaining funds to be paid upon receipt of a final report.

County Council also approved \$150 through the Elgin County Tourism Directional Signage Grant Program for the Aylmer-Malahide Museum as recommended by the RIPA Committee.

Chairman Ketchabaw reported to County Council that the Rural Initiatives and Planning Advisory Committee (RIPA) would meet in 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.

Additional information from grant applicants with respect to whether their request for funding had changed as a result of the COVID-19 pandemic 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
- At its meeting on May 26, 2020 Elgin County Council, as recommended by the RIPA Committee, approved \$6250 in funding through the Elgin County 2020 Grant and Festival Partnership Program to Eat2Learn to assist with food insecurity issues experienced by children and families during the pandemic.
  - Staff requested additional information from applicants and Committee Members are asked to refer to the attached:
    - Status of Applications for the 2020 Grant and Festival Partnership Program.
  - The **remaining balance of \$35,411** is available for Grant and Festival Partnership Program allocations. The column below, titled “Staff Recommendation (June 23, 2020)” is for illustrative/discussion purposes only.

Organization /Event	2019 (ask)	2019 (grant)	2020 (ask)	Recommended Allocation (March 10, 2020)	Staff Recommendation (June 23, 2020)	Granted (April 14, 2020)	Granted May 26, 2020)
Shedden Agricultural Society	4500	4500	4500	4500	Application withdrawn		
Wallacetown Agricultural Society	10000	10000	10000	7000	7000		
Rodney-Aldbrough Agricultural Society	6000	6000	6000	6000	Application withdrawn		
Aylmer & East Elgin Agricultural Society	7500	7500	7500	7500	Application withdrawn		
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	n/a		6250
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		
<b>Total 2020 (ask)</b>			82890				
<b>Total 2020 (granted)</b>				61880 (available)		20180	26430
<b>Total Remaining Ask</b>					12,200		
<b>Total remaining funds (**)</b>							23,241 (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 \$23,241 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 additional follow up information from applicants;
- Adjust allocations based on the availability of additional funds following the withdrawal of five (5) applications;
- Decide that unspent funds be carried over for the 2021 grant intake;
- Open up a second intake using the existing scoring tool (for simplicity and continuity) to determine allocations;
- Use Committee feedback to develop a policy to fully support a revised community grant program for approval by Council on July 14, 2020 and open up a second intake to utilize unallocated funds (timelines associated with this option are aggressive); or
- Use Committee feedback to develop a policy to fully support a revised community grant program for future approval by Council and roll out the newly developed program in the fall of 2020 for the 2021 intake.

### **NEXT STEPS:**

COVID-19 has caused the cancellation of all major events in Elgin County this summer including all of Elgin County's agricultural fairs. A number of applicants have withdrawn their applications for funding; however, several applicants have 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 (as attached), it is anticipated that the Committee will determine next steps which may include allocating the funds using existing processes, carrying unspent funds forward into 2021, requesting additional information from applicants, or designing a new program and associated policy based on feedback collected from members of the Committee.

All of which is Respectfully Submitted

Julie Gonyou  
Chief Administrative Officer



## **Status of Applications for the 2020 Grant and Festival Partnership Program**

### **Application Status: Confirmed**

#### 1. 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.”*

#### 2. Elgin County Plowmen's association

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

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

### 3. 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 Gransaul:

*"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. “*

#### 4. 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”*

An additional email was received from Ms. Carder on June 17<sup>th</sup>:

*“Since that time **[Referencing the time of the first email]** we have cancelled the fair as have all in District 13 and across Ontario due to Covid 19. This is so disappointing. We still however have bills to pay and to keep up the property. We will be moving forward with the water issues and a quote from the Municipality to link in to the supply from Sifton Street is \$7000 + the fee from Campbelton Excavation of \$11,000 to trench the lines to the pavilion, replace the 3/4 inch line that is currently inadequate.*

*Our grass cutting has now doubled with the municipality not mowing the infield any longer as soccer fields are not being used.*

*We have been unable to have any of our regular fundraisers and are trying to think outside the box. We are in discussions with SWPH on how we can move forward.*

*If any other information is needed, please let me know.”*

5. Aylmer and East Agricultural Society

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

*“Good Morning Alan, the board met last Thursday, May 21st. A motion was passed that we cancel the fair for this year.*

*So we will start planning for next year which will be our 175.*

*Stay safe.*

*Regards,*

*Carol Watson  
Aylmer Fair Board Secretary”*

Event cancelled. Application withdrawn.

6. Rodney Aldborough-Agricultural Society

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

*“Hi Alan*

*We had a WebEx meeting tonight and have come to the conclusion that realistically without our fundraisers and corporate sponsors we could not do justice to our fair even if it could be held which at this time too many unknowns. So if we were one of the organizations that was to receive any funding that the county put that money to better use as you mentioned food donations or women shelter or whatever other priorities are.*

*In saying this we hope to be going forward with the 2021 fair at full steam and would hope to be considered for next year if any funding is available.*

*We appreciate all the county does for our society in the past and hopefully in the future.*

*Thanks again  
Janet Johnston”*

Event cancelled. Application withdrawn.