AGENDA

ECONOMIC DEVELOPMENT COMMITTEE MEETING (EDC)
Thursday, October 15, 2020
5:00 pm
Township Video-Conference

THIS MEETING IS BEING HELD ELECTRONICALLY USING VIDEO AND/OR AUDIO CONFERENCING.

To connect only by phone, please dial any of the following numbers. When prompted, please enter the meeting ID provided below the phone numbers. You will be placed into the meeting in muted mode. If you encounter difficulty, please call the front desk at 705-466-3341, ext. 0

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+1 647 374 4685 Canada
+1 647 558 0588 Canada
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Meeting ID: 871 2266 8122

To connect to video with a computer, smart phone or digital device) and with either digital audio or separate phone line, download the zoom application ahead of time and enter the digital address below into your search engine or follow the link below. Enter the meeting ID when prompted.

https://us02web.zoom.us/j/87122668122 Meeting ID: 871 2266 8122

Page#

1. Call to Order

3 2. Approval of Past Minutes

Moved by and Seconded by
THAT the Minutes dated August 20, 2020 be approved.

3. Declaration of Pecuniary Interest

4. Delegations (none)

5. Current Business

5.1 Welcome Website - Julie Pollock

6 5.2 Trail Budget Update – Angela McMonagle

42 5.3 Broadband Survey

5.4 Superburger Sunflower – Verbal update

Page#

56 5.5 Signage Grant Council Decision

57 5.6 Business Excellence Awards

5.7 RED Grant Project Ideas – Verbal update

61 5.8 Canadian Agricultural Partnership Grant – Moving Mulmur Farmers Market Online

6. Information Items

7. Items for Future Meetings/Meeting Date & Time

8. Unfinished Business
   a. Primrose Business Park
   b. Agricultural Recovery Subcommittee

9. Adjournment

   Moved by and Seconded by
   THAT the meeting adjourns at pm.

ECONOMIC DEVELOPMENT COMMITTEE MEETING (EDC)
Thursday, August 20, 2020
7:00 pm
Electronic Meeting

Present:

Angela McMonagle – Chair
Ruben Rindinella- Vice Chair
Janet Horner- Mayor
Jeanette McFarlane
Julie Pollock
Tracey Atkinson – Secretary

Absent with Regrets:

David Spencer
Ernie Lynch
Diana Morris

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1. Call to Order – The Chair called the meeting to order at 7:06pm

2. Approval of Past Minutes

   Moved by Rindinella and Seconded by Pollock
   THAT the Minutes dated June 18, 2020 be approved. Carried.

3. Declaration of Pecuniary Interest – none declared

4. Delegations (none)

5. Current Business

   5.1 Broadband Survey

   Mayor Horner provided an update regarding SWIFT. Five projects have been approved in Dufferin County. The survey was presented as an option to send out this fall to determine areas that the Township should focus on to improve connectivity. While telecommunication providers have produced mapping, it does not accurately reflect the topographical implications.

   Discussions regarding the survey. McMonagle to reach out to David Spencer to form a subcommittee with the assistance of resident Alec Yauk to review the draft survey questions. Survey to include reference to the ISED/Cira Link. Subcommittee will provide materials directly to staff.

5.2 Website Welcome Package

Member Pollock provided an update. Discussion regarding website status and materials. Members to provide input to Pollock. Pollock to connect to Adam Hicks regarding status and incorporation into new framework. History may be added here or on another link.

5.3 Trails Task Force Update

McMonagle provided an update on the trails task force and shared proposed 7 loops, map digital framework, apps and paper production status. Tendering will be required. The task force to reach out to public works regarding trail maps and liabilities.

5.4 Downtown Revitalization Signage Grant (Budget Update)

Secretary Atkinson provided an update regarding the grant and remaining funds and staffs proposed stone sign with artwork and landscaping. Discussions ensued regarding Circa Townships, Honeywood Park sign, “its in our nature” tagline addition opportunities. The status of the County signage project was also discussed. The approval process was also discussed.

Moved by McFarlane and seconded by McMonagle
THAT Council consider the following options:
1) Stone base for Township sign
2) Wall repair and signage at Honeywood Arena (N.D.C.C.)
3) Tagline added to new signs
4) Historical Plaque refresh.

Carried.

5.5 Municipal Contributions (Mulmurs Farmer Market, Drive-In Theatre)

Mulmur Council approved contributions to the Drive-In Theatre and contributions and contributions in kind to support the Farmers Market during Covid-19. An update on the status, success and lessons learned from the events was shared. The Drive-in was attended by approximately 200 vehicles. Farmer Market has started up.

5.6 Superburger Flag

Mulmur Council received a request for a flag for Superburger. Mulmur Council deferred a decision on this matter and will review the matter as part of the 2021 budget. Superburger is interested in creating a sunflower field for tourism, and discussions ensued regarding connecting Superburger to Sunflower field farmers.

5.7 Date for Budget Review

The 2020 budget included $15,000. 2021 budget considerations for Trails mapping, Superburger Flag, Mulmur EDC Covid Business Grant. Committee also discussed maintaining $10,000 for grant matching

capacity. The 2020 portion for the trail project may need to be carried forward.

6. Information Items

7. Items for Future Meetings/Meeting Date & Time

   Welcome Website, Trail Budget Update, Broadband Survey, Superburger Sunflower, Signage Grant Council decision

8. Unfinished Business
   a. Primrose Business Park
   b. Agricultural Recovery Subcommittee

9. Adjournment

Moved by Rindinella and seconded by Pollock**.**
THAT The meeting be adjourned at 8:49 pm, and that the next meeting be scheduled for September 17th at 5:00pm or at the call of the chair.

Approved by:

…… ……
Chair Secretary

Project Plan - updated Sept 2020

Phase 1 –Develop a digital map of cycling routes, disseminate in several forms and promote Mulmur as a cycling destination.

Task	Budget/Funding	Status/Timeline	Who
Establish Mulmur Cycling working committee	Volunteer	complete	Mulmur cycling committee **(MCC)**: Mulmur resident volunteers who are - avid cyclists - represent each cycling mode - experienced with online cycling tools/platforms - have design, marketing and/or communications Experience -access to web development resource with Mulmur township
Identify 6 – 10 cycling routes of different distance, mode and difficulty with safety in mind - Road - Gravel - Mountain bike	Volunteer	complete	MCC
Develop digital cycling routes using available mapping tools	Personal accounts – Trail forks & Ride with GPS	complete	MCC - links to be embedded on Mulmur website, Dufferin trails website and other relevant
Document restaurants, shops, places of interest along each route.	Volunteer	August 2020	MCC/EDC/others?
Coordinate plan and produce a printed map, a digital map and content that can	Design/Print/Digital Content $10,000 - $15,000/*DC EDI Fund*	Sept →Oct 2020 RFQ Deadline: Sept 18	MCC/designer/printing/ web developer

be posted & downloaded from the Mulmur website.			
Determine strategy and requirements for signage along routes. Coordinate with Roads/Works departments	Safety/Caution Signs Wayfinding - routes $5,000 - $7,500		
Plan/design/install 2-3 unique bike rack/repair stations.	$2,000 - $4,000		
Develop and implement a promotional and outreach campaign to: - inform local businesses & residents -attract visitors to Mulmur	Sponsor/host annual conference of IMBA - $3,000 Summer 1-2 interns: $10,000/DC EDI Fund & Mulmur Township	Planning Fall 2020; event in January 2021 Develop plan: Fall 2020 Roll out: Spring/summer 2021	MCC (J Yeaman) /Mulmur communications committee Mulmur communications/summer intern.
Total Cost (Phase 1)	**$30,000 - $40,000**		
Phase 2			
Collaborate with area venues, event caterers and accommodation to proactively promote Mulmur to cycling event organizers.	TBD		Eager Beaver Event Mansfield Ski Club MOC Etc.
Coordinate with adjacent townships and county to develop a county-wide cycling network and extend the strategy and economic benefits.			

Township of Mulmur

Proposal of Services to The Corporation of the Township of Mulmur

Municipal Cycling Map and Signage Materials

RFQ – 2020 – 05

September 18, 2020

Re:public Urbanism

Re: PUBLIC urbanism

Proposal of Services – Municipal Cycling Map and Signage Materials

Submitted to:

Angela McMonagle
Cycling Chair
758040 2nd Line East
Mulmur, Ontario, L9V0G8
E: amcmonagle@amstratcom.com
T: 416.553.0190

Submitted by:

Re: public Urbanism
405-1830 rue Panet
Montreal, QC H2L 0G1
W: republicurbanism.com
T: 514.503.2614
E: hicks@republicurbanism.com

Re: PUBLIC
urbanism

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Re: The Provision of Consulting Services for the Creation of Municipal Cycling Map and Signage Materials

September 18, 2020

Angela McMonagle
Cycling Chair
758040 2nd Line East
Mulmur, Ontario, L9V0G8

Dear Ms McMonagle,

On behalf of our team, we would thank you for the opportunity to submit a proposal to the Township of Mulmur for the development of a Municipal Cycling Map and Signage Materials. We have prepared a very strong and competitive proposal that showcases our ability to meet and exceed the needs of your project objectives. We view this project as an important opportunity to create an innovative design and planning tool to encourage tourism and recreation in the Municipality.

The following proposal outlines our proposed team, experience, project understanding, work plan, schedule, and budget. We have a team with extensive experience working on a wide range of planning, branding, and mapping projects associated with sustainable transport and design. Our team proposes a 4-Phase Work Plan, concluding at the end of December 2020.

We look forward to the opportunity to work with the Township of Mulmur and we hope that the following meets and exceeds your expectations. We're happy to discuss and / or clarify any part of the proposal. Please don't hesitate to contact me at 514.503.2614 or hicks@republicurbanism.com should you need additional information or have any questions.

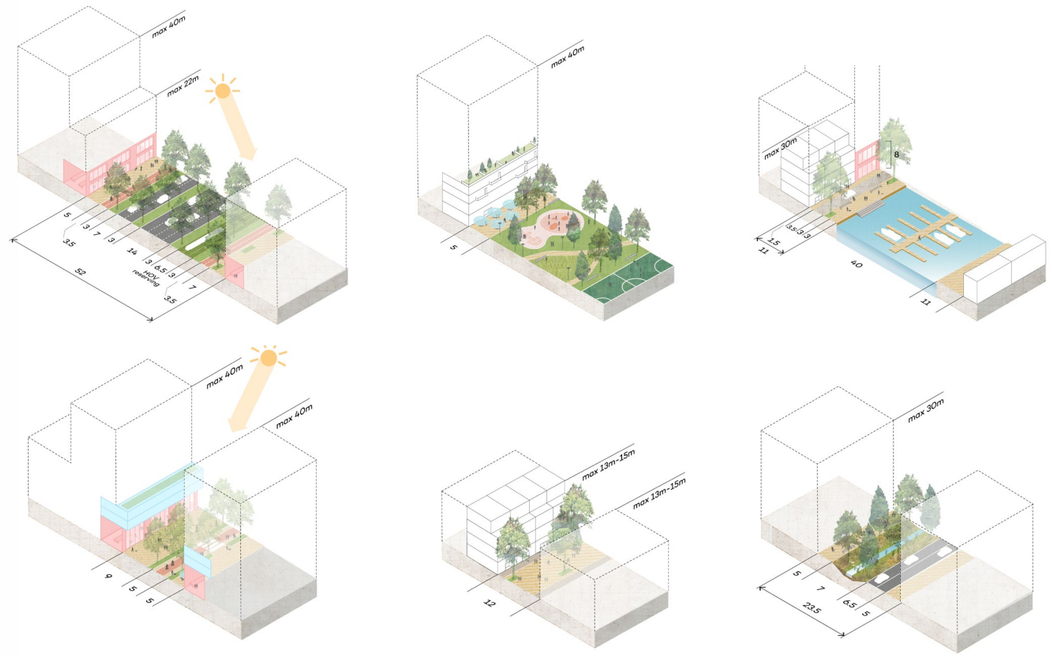
Sincerely,

Paul Hicks, MCIP, RPP
Principal | Urban Planner

Re: PUBLIC
urbanism

1

COMPANY OVERVIEW



Team Introduction

Your Team

Re: public Urbanism is an urban design and planning consultancy specialising in community planning, engagement, branding, GIS services and design. We believe strongly in the power of the community planning process to strengthen communities through creative, dynamic and viable approaches to planning and design.

We are dedicated to helping our clients conceive, design and plan the next generation of communities and our primary interest is in engaging in forward-looking projects intended to foster good quality urban spaces, community and economic vitality, and a healthy natural environment for everyone to enjoy.

With projects ranging from site-specific developments to municipal-wide plans and strategies, Re: public brings creativity and collaboration to each project we undertake. Our approach is context-based, working with communities to help identify assets and opportunities and establish the vision necessary for carrying out a plan. A truly community-based approach means engaging with communities in meaningful and creative ways to ensure voices are heard and needs are addressed, and we make that a core part of our work.

Your Experts

We have assembled a two-person team to lead the development of your Cycling Map headed by Paul Hicks, MCIP, RPP, urban planner and principal of Re: public Urbanism. He will be supported by Michelle Blom, urban designer. A brief profile of Paul and Michelle is found below, please see Appendix A for their full CV.

Paul Hicks

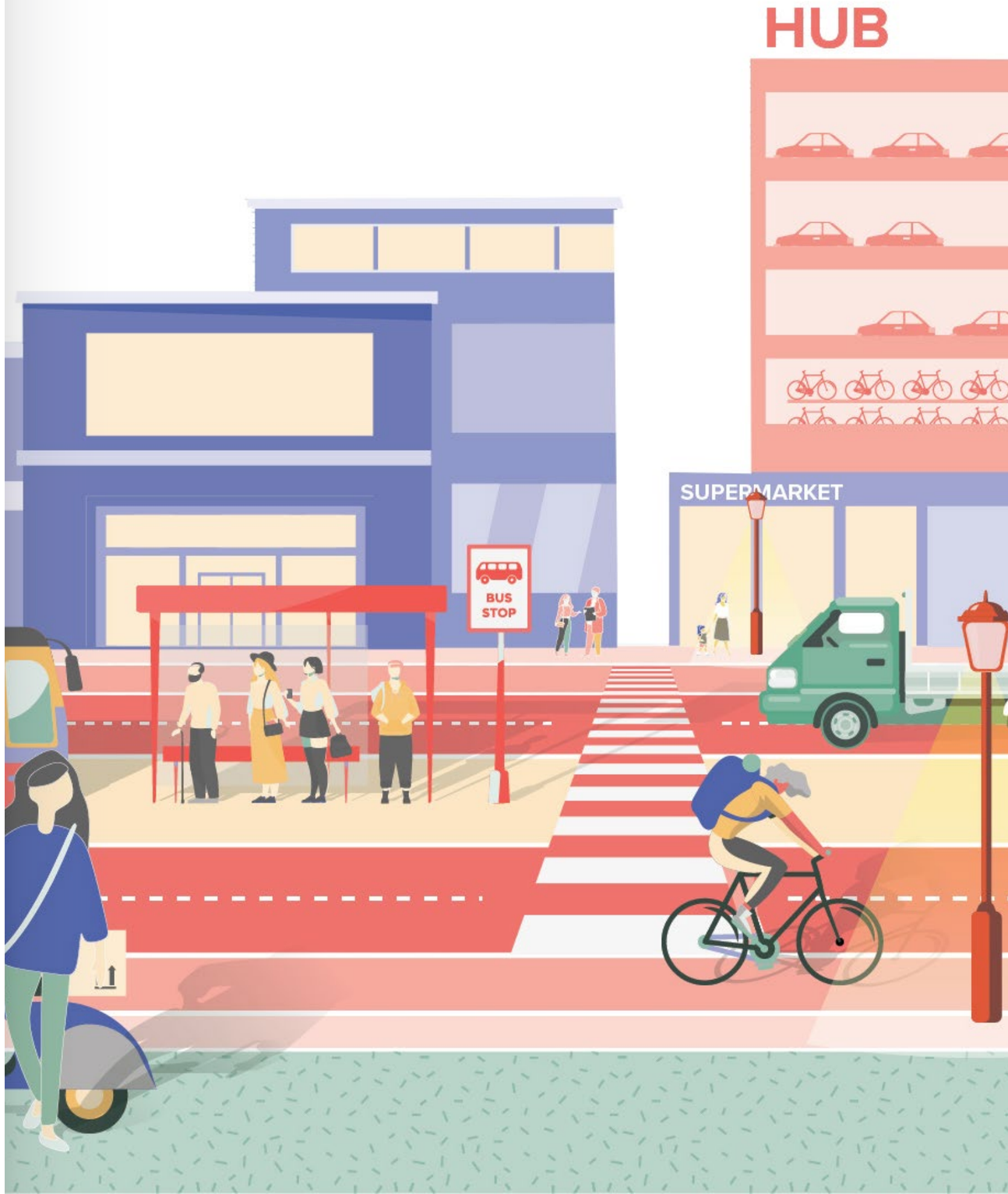
Qualifications: Paul Hicks is a registered professional planner and founding partner of Re: public Urbanism with over 17-years' experience in urban planning, public consultation, and project management. Paul has led the preparation of a number of official plans and zoning by-laws, master plans, strategic plans, and special studies for many public bodies and governments including a variety of municipalities across Ontario and Canada, the private sector, and provincial and federal ministries. He has significant experience in multi-jurisdictional environments, dealing with all levels of government and has successfully developed and implemented many consultation programmes, including with Indigenous Peoples.

Role: Paul will act as overall project manager for this assignment and will be the primary point of contact for the Municipality. He will be responsible for ensuring delivery of the project on-time and on-budget and on-time and ensuring overall quality control.

Michelle Blom

Qualifications: Michelle is an Urban Designer with professional experience in Urbanism, Mapping Services, and Graphic Design. Her experience has provided her with comprehensive understanding of project design ranging from small-scale branding projects to master planned communities. She has worked for both private and public sector clients in Ontario, Quebec, Nova Scotia, Nunavut, and the Netherlands. With a background in Urbanism, she obtained her Bachelor of Architectural Studies in 2015 and her Master of Urbanism in 2019. Michelle has successfully contributed to a broad range of design projects including Identity and Branding Guidelines, Urban Design Guidelines, Regional Transit Strategies, Official Plans, Regional Energy Strategies, City Visions, and GIS Mapping projects. Her passion stems from her understanding of built-form and its role in shaping the future of our communities.

Role: Michelle will act in the role of the project designer. She will assist in the development of all project deliverables and will undertake all background research, mapping, and design activities under Paul's direction.



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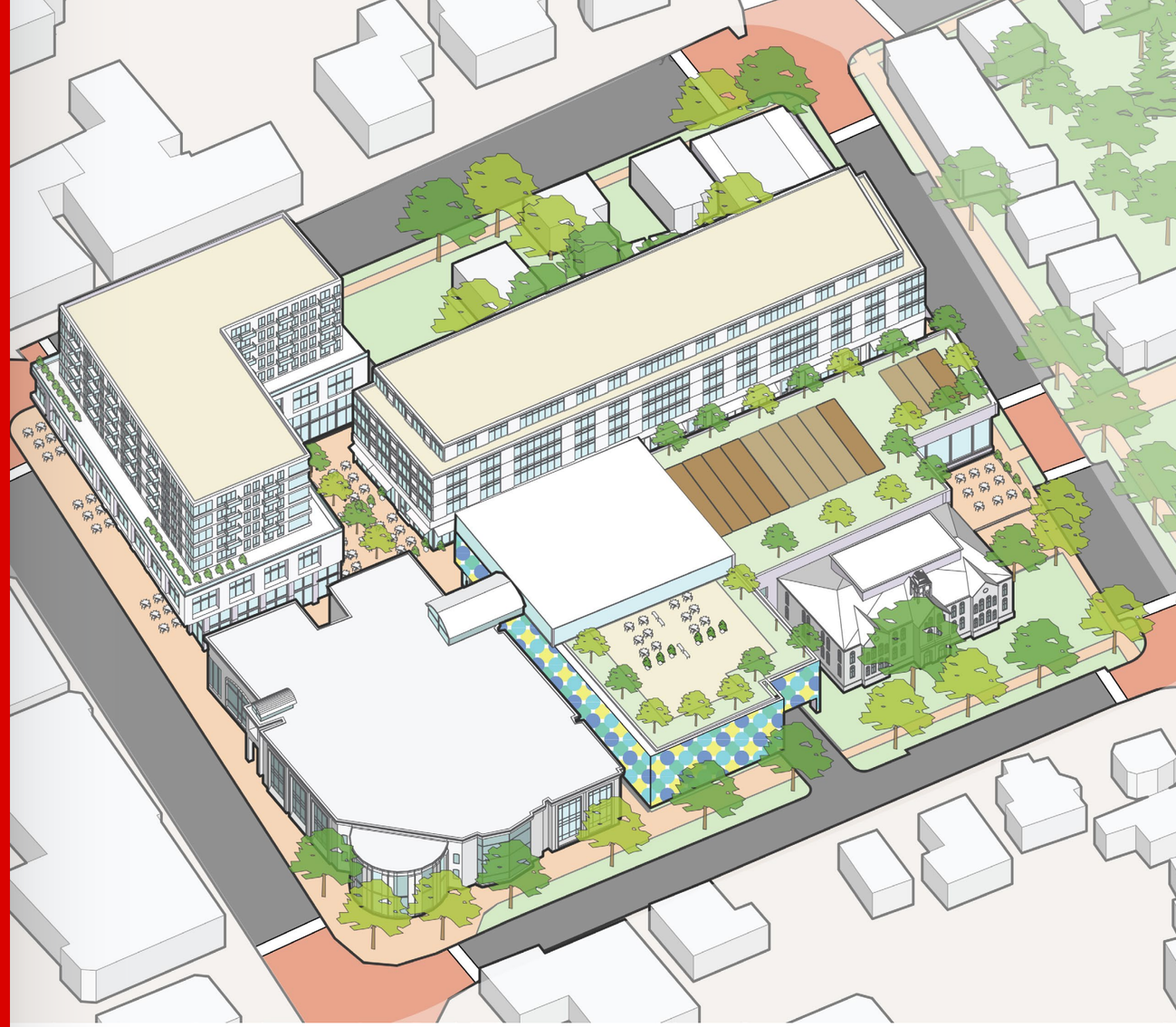
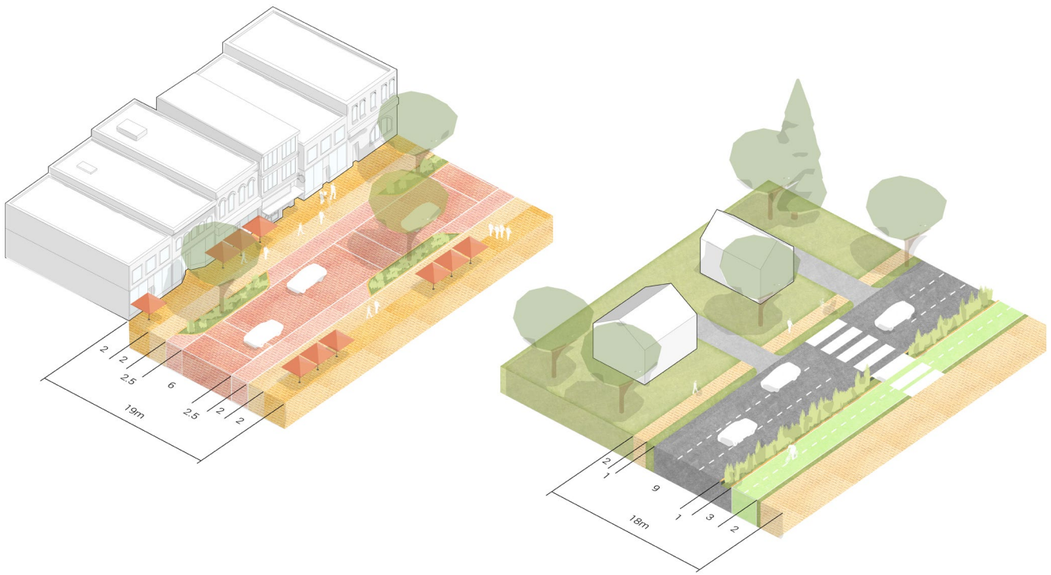
EXPERIENCE ON SIMILAR PROJECTS



Relevant Experience

We bring extensive and varied experience to this project including the preparation of a wide range of design materials, branding guidelines, GIS mapping services, and using creative and innovative techniques to facilitate community engagement and clear outcomes. In addition to the experience outlined in our CVs we've highlighted a sample of projects below to showcase our work.



Municipality of Strathroy-Caradoc, Downtown Strathroy Urban Design Guidelines and Master Plan

Location Strathroy, Ontario
Date 2019-2020
Client Municipality of Strathroy-Caradoc
Reference Greg McClinchey, CAO
T: 519.245.1105 x. 225
E: gmcclinchey@strathroy-caradoc.ca

The Municipality of Strathroy-Caradoc has had a long-standing commitment to maintaining the health and vitality of Downtown Strathroy. In 2008, the Municipality adopted a master plan for Downtown Strathroy outlining a series of municipally-led initiatives and strategic interventions to the public realm across the Downtown, many of which have been implemented. Most recently, the Municipality adopted the Downtown Strathroy Urban Design Guidelines in 2018, completed by Re: public Urbanism, to provide detailed guidance on the development and redevelopment of land and buildings in the Downtown as well as the public realm. As the Downtown Master Plan has been in effect for 11 years, the Municipality has decided to develop a new master plan to reflect recent changes in the Downtown and renewed priorities to ensure they remain relevant and useful to both the Municipality and the Downtown. This project includes:

- Establishing a new vision for the Downtown's future growth and revitalisation;
- Creating a new master plan reflecting best practices and community needs; and
- Undertaking a comprehensive consultation and engagement program for public and stakeholder input.

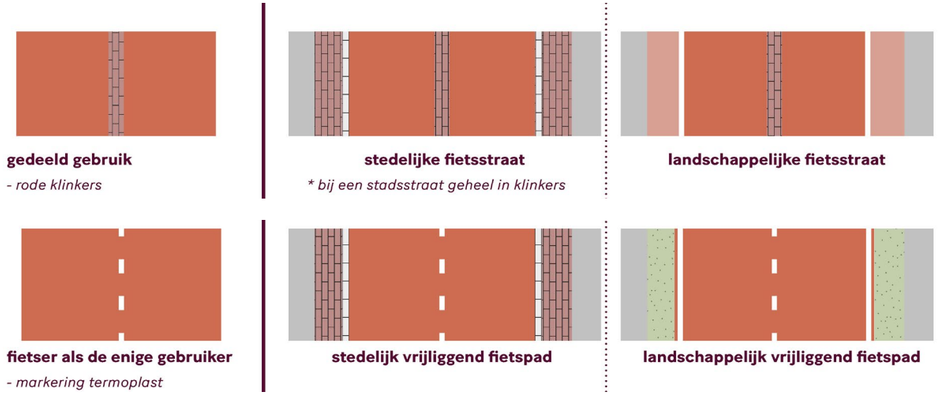
MFR Den Haag to Pijnacker Cycling Strategy

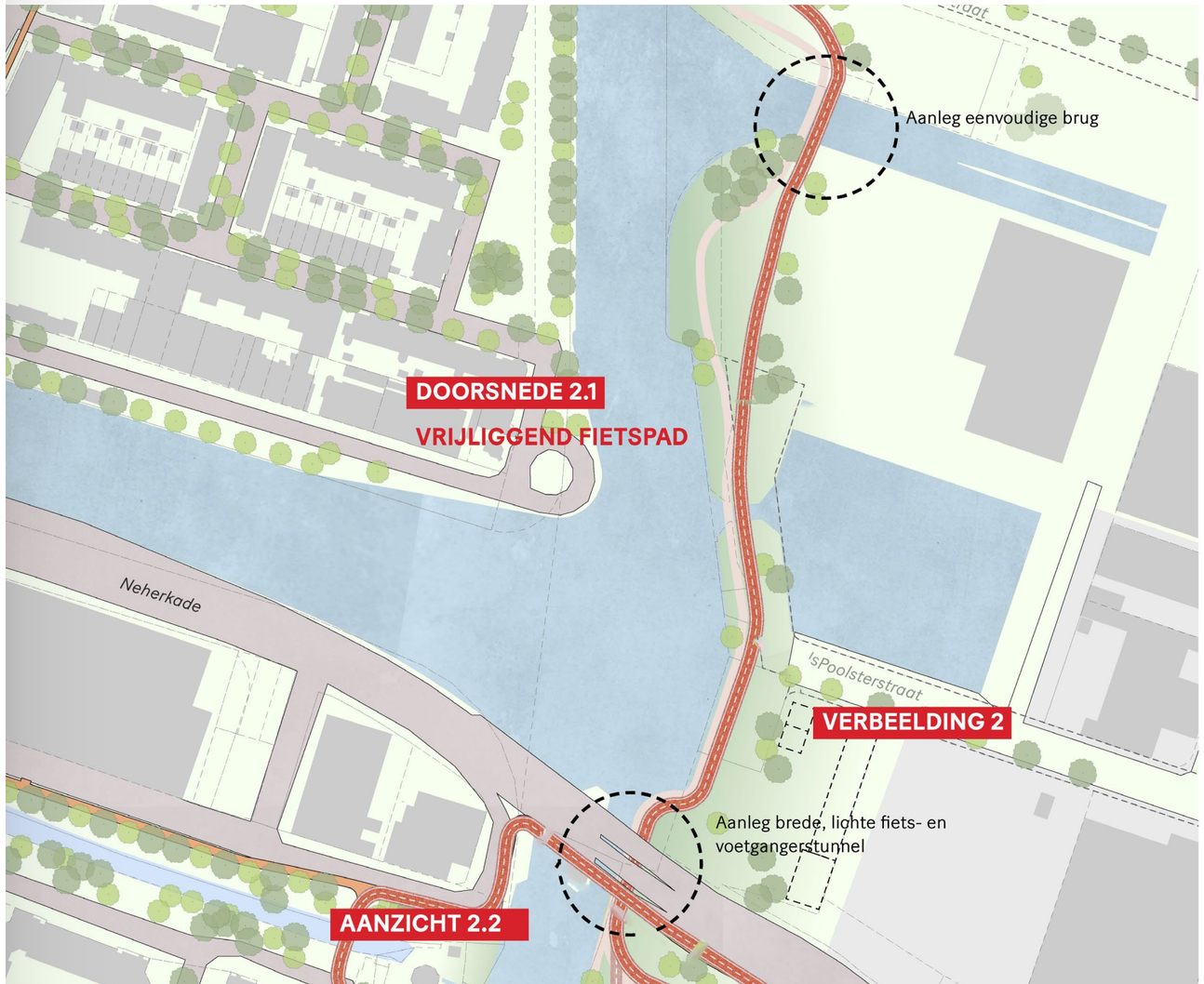
Location Metropolitan Region of Rotterdam-Den Haag
Date 2019
Client Metropolitan Region of Rotterdam-Den Haag

During her time at PosadMaxwan, Michelle Blom assisted in the creation of a cycling strategy for the Metropolitan Region of Rotterdam-the Hague. The project intended to transform the cycling routes between Rotterdam and the Hague, to promote commuting and travelling by bicycle. The project delivered regional maps of the intended cycle route and key plans of the proposed network. Additionally, the project recommended typologies of cycling infrastructure for complex areas.

The full scope of work included:

- Establishing a regional bike route for MRDH
- Establishing key areas for design intervention
- Developing typologies of cycling infrastructure
- Developing maps, plans, sections, and visualisations of the future biking network





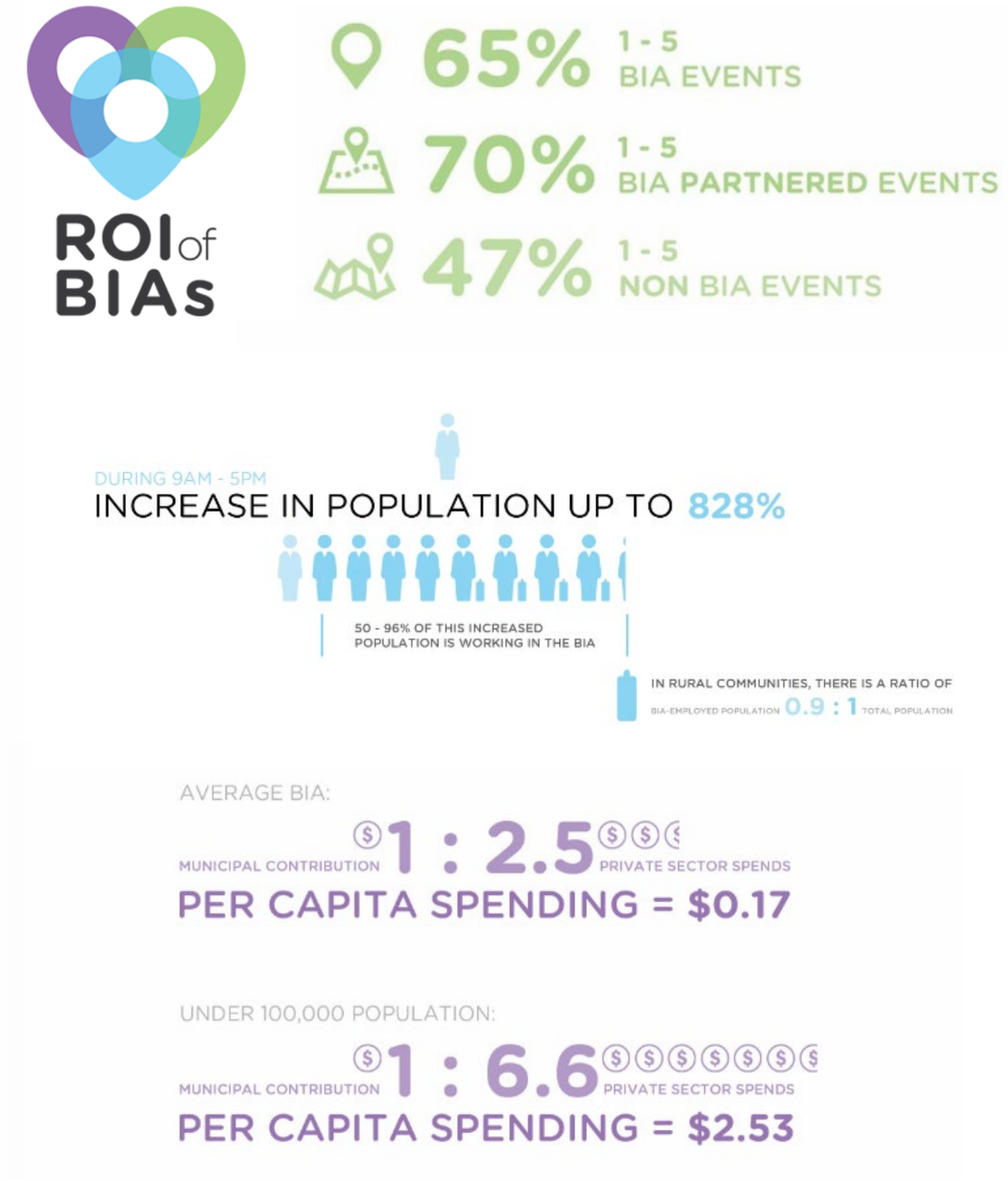
OBIAA ROI Project Branding

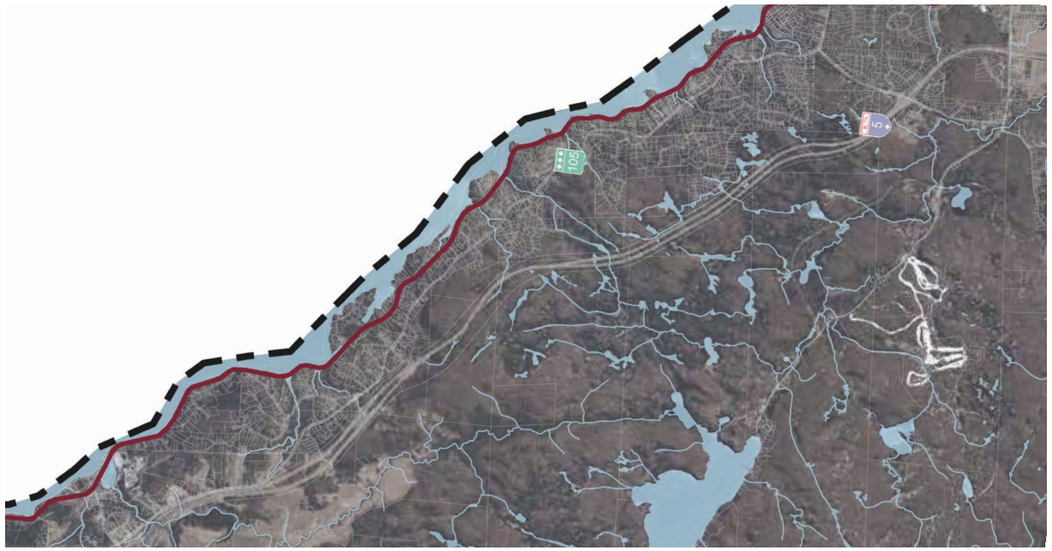
Location Toronto, Ontario
Date 2017
Client Ontario BIA Association

At her time at Fotenn Consultants Michelle Blom lead the design and branding of OBIAA's Return on Investment Project. The ROI project was established to develop metrics which show the critical role BIAs play in the economic community. The logo design and report layout was intended to compliment the existing OBIAA branding, while creating a refreshed look to the documents and web pages. Michelle worked with members of OBIAA throughout the project to define and create a branding package that represented the importance of the project.

The project scope included:

- Establishing a brand identity with OBIAA
- The creation of logo options
- The creation document layouts and infographic design
- The creation of a branding guidelines report
- The creation of final graphics for use on social media and web interface





Chelsea Community Trail Development

Location Chelsea, Quebec
Date 2018
Client Ville de Chelsea

After torrential rains had washed out part of the tracks in 2011 and the Outaouais Railway Company ceased operations, the Ville de Chelsea (part of the National Capital Region) took possession of a former rail line with the intention of converting it into a 22 km long multi-use trail running along the Gatineau River and adjacent to the scenic Gatineau Park. The development of the trail involved the production of a number of studies and reports to address a wide range of issues including financial feasibility, environmental and geotechnical matters, contamination and remediation, and social impact. This background work culminated in a public engagement programme and co-design workshops, where residents participated in designing sections of the trail; proposing modifications; and developing organizing principles; and responding to identified issues. This process resulted in the development of guiding principles and a master trail concept plan that blend participants' ideas with technical and expert input. As part of a larger project team, Re: public was engaged in the development of the public engagement programme and co-design workshops to provide urban planning, design, and public consultation expertise to the project, the results of which are currently under construction.

3

OUR APPROACH

Our Approach

Our Project Team will work with you to complement the skills, knowledge and resources that already exist in the Municipality and add value through our expert technical knowledge. Our approach is rooted in basic principles that we apply to all our design projects:

- Seeking to understand a community's vision, values, interests and concerns;
- Clearly understanding and carefully articulating the scope of issues that need to be addressed;
- Bringing local culture into the design process;
- Ensuring a solid technical process supported by defensible data collection and analysis;
- Building relationships and capacity in communities;
- Incorporating best practices and innovative approaches; and
- Creating accessible design and planning into our communities.

Project Management and Communication

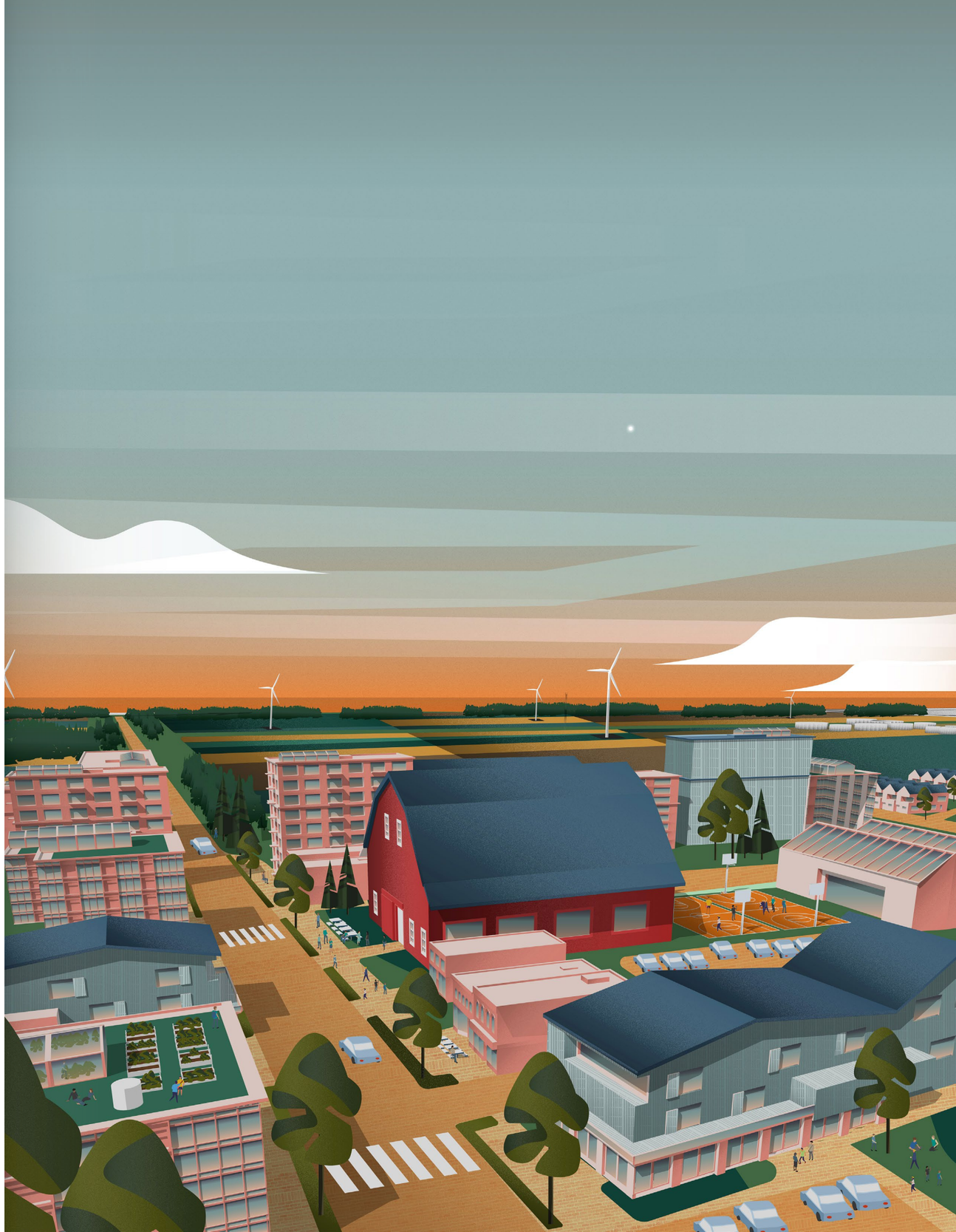
Project management is a key component to any project's success. We seek to establish clear lines of communication with our clients to ensure that projects are managed effectively and completed on schedule and budget. For this contract Paul Hicks, MCIP, RPP, has been identified as Project Manager to lead this project, act as the primary client contact, and ensure quality control and client satisfaction.

We will work with you to develop tracking tools to ensure that you are kept well-informed of project / assignment status. This is accomplished through a combination of online project management software, project update meetings and project management reports. We will produce meeting agendas in advance of all meetings and actionable minutes to ensure that participants leave meetings with identified and itemized assignments.

We have extensive experience carrying out work programs remotely with our clients. To facilitate this, we use a combination of strategically-planned site visits and telephone / video conferencing for meetings. We also use file-sharing services and Cloud technology to efficiently and securely share documents and files.

The Covid Factor

The Covid-19 pandemic continues challenge municipalities' abilities to hold in-person public meetings, workshops, and other forms of engagement. Since the outbreak of the pandemic Re: public and our project partners have been required to revise and redevelop a number of our consultation programs and other work programs to accommodate this new, albeit temporary, reality. We maintain subscriptions to all major online video-conferencing / webinar platforms to be used in conducting workshops and other public engagement activities, and we will use the development of the consultation strategy at the outset of the project to identify the Municipality's preferred platforms and design a detailed consultation program around them.



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WORK PLAN & SCHEDULE

The Game Plan

The following work plan has been developed to address the requirements of the proposed project in 3 phases, excluding project start-up. The proposed schedule (assuming an October 1 start date) outlining the Work Plan is found above.

PHASE 0: Project Start up

- Host a project kick-off meeting to review and confirm the work plan and deliverables
- Develop a design palette and colour scheme for project branding

Phase 1: Background Analysis

- Review plans, policies, and GIS data surrounding Mulmur Cycling routes
- Conduct a diagnostic and audit of any existing cycling improvement initiatives undertaken to-date
- Develop a preliminary map of existing cycling routes and waypoints in the community, including the connections to regional and provincial cycling routes

Phase 2: Design and Creative Development

- Develop a concept layout for the design of the printed cycling map
- Develop a draft design of the cycling routes and waypoints
- Develop designs for safety signage messaging
- Host a concept presentation to the Township Cycling Committee

Phase 3: Design Revisions and Production

- Undertake two to three rounds of revisions following the concept presentation
- Produce 1,000 printed paper copies of the Cycle Mulmur map
- Develop final images and files in preparation for social media and website

5

FINANCIAL

QUOTATION SHEET

ACTIVITY	NUMBER OF HOURS	COST PER HOUR	TOTAL COST
Briefing	5	$110	$550
Research	10	$110	$1,100
Brainstorming	5	$110	$550
Concept Layout Development	8	$110	$880
Creative Design	20	$110	$2,200
Concept Presentation	3	$110	$330
Minimum of Two Rounds of Revisions	15	$110	$1,650
Render: Supply All Final Art Files	5	$110	$550 + $1800 production costs

GRAND TOTAL: $9,610

I/We Paul Hicks have read and agree to the above terms and conditions

Signature: Paul Hicks Date: September 18, 2020

Address & Phone Number: Address: 405-1830 rue Panet, Montreal, QC, H2L 0G1

Phone Number: 514.503.2614

Our team believes that creating change must be fuelled by optimism: an optimism towards humanity, urbanity, and nature; an optimism towards people and their creativity and their adaptability; and an optimism towards the power and possibilities of design.

APPENDIX A - SUPPORTING EXPERTS RESUMES

Re: PUBLIC
urbanism

Paul Hicks
BES, MPA, MUP, MCIP, RPP

Contact
T: 514.503.2614
E: hicks@republicurbanism.com
W: www.republicurbanism.com

Education
Master of Urban Planning, McGill University, 2019

Master of Public Administration, University of Western Ontario, 2009

Bachelor of Environmental Studies, University of Waterloo, 2003

Affiliations
Member, Canadian Institute of Planners

Registered Professional Planner, Ontario Professional Planners Institute

Profile
Paul Hicks is an urban planner with 17 years of professional experience in planning and economic development having worked with all levels of government, and private sector clients across Canada, on a diverse range of projects including development approvals, municipal planning services, public consultation, and strategic planning. He has developed municipal plans, zoning by-laws, and community improvement plans, undertaken all manner of development approvals, and has provided expert testimony on land use planning. He has specific experience in coordinating and incorporating planning approvals within multi-jurisdictional approvals processes, having worked on environmental assessments, mine remediation, and waste disposal site approvals.

Selected Experience
Kemptville Campus Master Plan, 2019 to present
Leading the development of a campus master plan for the former Kemptville College in North Grenville, Ontario. This project includes the development of a land use master plan for the 250 ha (600 acre) site; the development and execution of a public consultation programme; and the development of concept plans for the future development of the site.

City of Cornwall Housing Revitalization Plan, 2019 to present
Providing expert planning services to the creation of a social housing revitalization master plan for the City of Cornwall and the United Counties of Stormont, Dundas, and Glengarry. This work includes leading the public engagement programme; the analysis of the land use planning framework, policies, and regulations; and the prioritizing of the City's social housing stoke for revitalization and redevelopment.

Strathroy Downtown Master Plan & Community Improvement Plan, 2019 to present
Leading the creation of a new master plan for the central core of the Town of Strathroy including partnering of business and resident stakeholders in the development of a master plan, including an implementation and phasing strategy as well as the development of a new community improvement plan for the entire municipality to offer incentives for local businesses.

National Capital Business Park Master Plan, 2019 to present
Planning lead on the development of a master planned business park in Eastern Ottawa on lands owned by the National Capital Commission. Aside from providing new business opportunities, the master plan seeks to incorporate best practices in urban design.

Capital Region Housing, Community Housing Strategic Master Plan, 2019
Provide expert planning services in the development of the CRH in Edmonton, AB. This work includes the review and analysis of the impact of planning and housing policy and legislation on the renewal and

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Professional Experience
Re: public Urbanism, Principal, 2016-present

Fotenn Consultants, Mgr. of Policy Planning, 2015-2016

Fotenn Consultants, Sr. Planner, 2013-2015

Municipality of Strathroy-Caradoc, Mgr. of Planning, 2005-2013

Ontario Ministry of Municipal Affairs & Housing, Municipal Planning Advisor, 2003-2005

Publications, Presentations & Awards
"Resilient, Flexible (and Intelligent) Cities" Intelligent Transportation Systems Canada Conference, Montreal, QC, 2018

"Design Strategies for Post-Growth Cities", World Design Summit, Montreal, QC, 2017

"New Approaches to Community Planning and Engagement with Aboriginal Communities" Real Property Institute of Canada National Workshop, Ottawa, ON, 2016

"BIA 2.0 Shifting the Bottom Line", Ontario Business Improvement Area Association Conference, London, ON, 2016

"DIY Rural Renaissance", Ontario East Municipal Conference, Kingston, ON, and Ontario West Municipal Conference, London, ON, 2015

Excellence in Planning Award, Planning Studies and Reports, "Re-establishing Value: A Plan for the Old East Village", 2005

redevelopment of the CRH's real estate portfolio. Additionally, conducted best practices review of social housing revitalisation practices across Canada and internationally.

Avenue31 Capital Inc., Development Feasibility and Analysis, Various Sites in Ottawa, 2019 to present
Provide urban planning, design, and project management services for a number of development and redevelopment sites across the City of Ottawa. This work includes both highest and best use analyses, concept planning, and development / redevelopment feasibility, and planning approvals.

Nunavut General Monitoring Plan Secretariat, Strategic Plan Update, 2019
Developed and facilitated a strategic planning session for the NGMP Secretariat. This involved developing a workshop program for participants, the development of consensus positions on recommended actions and initiatives, and the development of an implementation plan and schedule.

Ville de Chelsea Community Trail Public Consultations, 2018
Developed and facilitated a public consultation programme for the development of a new multi-use recreational trail along a former railway line in the Chelsea, Quebec.

Town of Wolfville, Planning Services, 2018 to present
Provide planning and urban design-related projects on an as-needed basis or project-to-project basis for the Town of Wolfville, Nova Scotia including the development of the Commercial Core Community Design Guidelines and the Municipal Planning Strategy.

Public Services and Procurement Canada, Parliamentary Precinct Long Term Vision and Plan, 2017 to 2019
Provide urban planning and project management expertise in support of the development of the new master plan for the Parliamentary and Judicial Precincts in Ottawa, as well as individual rehabilitation projects. Specifically project managing the development of sustainability and accessibility policies and initiatives for the precinct.

United Counties of Stormont, Dundas, and Glengarry, Planning Services, 2018 to present
Provides municipal planning services as Acting Manager of Planning for the United Counties, including the review of development applications and policy development. Provides ongoing planning expertise on the appeal of the Official Plan.

City of Iqaluit Development Review Services, 2013 to present
As part of a project team provides as-needed development review and municipal planning services to the City of Iqaluit Planning Department including development inquiries, issuing of development permits, review and updates to the General Plan and Zoning By-law, and special projects as requested.

Downtown Strathroy Urban Design Guidelines, 2017 to 2018
Leading the development of urban design guidelines for the downtown area of Strathroy, Ontario including a public consultation program, conditional analysis, the development of guidelines and associated an implementation guide for staff.

City of Sudbury Site Plan Business Model Improvements, 2017 to 2018
In association with a larger project team, leading the review of planning implications related to the development of a revised and improved site plan approvals process including ensuring compliance with legislated and policy requirements, and impacts on internal review processes for the City.

Metrolinx, Analysis of Community Uses at GO Transit Stations, 2017
Led the development of analysis on how to incorporate commercial, recreational, and community uses at low-traffic transit stations on the GO Network, including best practices review, the development of concept plans and a demonstration plan select stationed.

Canadian Centre for Architecture, Square Mile Heritage Analysis, Montréal, 2017
Led a heritage analysis of the public realm of the Square Mile Area of Montréal, identifying and analysing heritage character elements and developing of a series of design and heritage recommendations for the preservation and enhancement of the area's public realm.

Ontario Business Improvement Area Association (OBIAA), Strategic Plan Update, 2017
Co-led the update to OBIAAs 5-year strategic plan, including the development of the work plan, facilitation of the workshop sessions, identification and evaluation of strategic priorities, and reporting to incorporate new priorities into a revised strategic plan.

Municipal Planning Services, 2005 to present
Since 2005, has provided as-needed municipal planning services to a wide range of municipalities in Ontario, Quebec, Newfoundland and Labrador, Nova Scotia, and Nunavut.

Northern Village of Kuujjuarapik, Village Demonstration Plan, 2016 to 2017
Member of a collaborative team of planners and architects engaged by the municipality of Kuujjarapik, Québec to develop a demonstration plan incorporating urban design and architectural interventions into the landscape and built form.

Canadian Forces Base (CFB) Montréal, Housing Improvement Plan & Design Guidelines, 2016
Led the preparation of a General Improvement Plan for the Residential Housing Site at CFB Montreal that provided a series of recommended public realm improvements and redevelopment opportunities, along with design guidelines and an associated implementation strategy.

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Infrastructure Ontario, OPP Modernization, 2015-2016
Led the preparation of development feasibility assessments and concept planning for candidate Ontario Provincial Police detachment sites across Northern and Eastern Ontario.

Government of Manitoba, Zoning By-Law Implementation Guide, 2015
Provided peer review services for the Manitoba Zoning By-law Implementation Guide and advice on zoning best practices including bonusing, cash in-lieu provisions, overlays, and form-based code.

Inuit Community of Hopedale Municipal Plan & Zoning By-law, Nunatsiavut Government (Labrador), 2015-2016
Led the provincial approval of the Municipal Plan and Zoning By-law Reviews for the Inuit Community of Hopedale, Labrador.

Government of Nunavut Planning Act Review, 2013-2015
Led the development of the Draft White Paper and associated consultation strategy to undertake a legislative review of the Nunavut Planning Act.

Development Approvals & Mer Bleue Community Design Plan, Ottawa, Mattamy Homes, 2013-2015
Led development approvals for Mattamy Homes, including processing of official plan and zoning by-law amendment, and subdivision draft plan approval. Provided land owner input into the development of the area master plan.

Government of Nunavut Community Plan & Zoning By-Law Reviews, 2013-2016
Led the development of new community plans and zoning by-laws for the communities of Naujaat, Clyde River, Qikiqtarjuaq, Pangnirtung, Grise Fiord, and Taloyoak.

Planning Services, Giant Mine Remediation, Gov't of Canada 2013-2015
Led the municipal planning approvals for the remediation program for Giant Mine, Yellowknife, NWT including the providing planning advisory services to Aboriginal Affairs & Northern Development Canada.

Red Lake Official Plan & Zoning By-Law Review, 2013-2014
Led the statutory Official Plan and Zoning By-law Reviews for the Municipality of Red Lake, Ontario including undertaking a Municipal Comprehensive Review.

Re-establishing Value: A Plan for the Old East Village, 2001-2005
Team member in the development of an award-winning revitalization master plan for a central community in London, Ontario.

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Michelle Blom
M ARCH

Contact
T: 647.889.1301
E: blom@republicurbanism.com
W: www.republicurbanism.com

Education
Bachelor of Architectural Studies, Carleton University Azrieli School of Architecture, 2015

Master of Urbanism, Honours, TU Delft, 2019

Professional Experience

Generation.Energy, Designer
2019-present

PosadMaxwan, Urban Designer, 2019-present

Re: public Urbanism, Urban Designer, 2017-present

FOTENN Consultants
Urban Designer, 2015-2017

LOVE Architecture
Architectural Intern, 2014

Languages
English

Profile
Michelle is an Urban Designer with professional experience in both Architecture and Urban Design. Her experience has provided her with comprehensive understanding of project design ranging from small-scale residential developments to master planned communities. She has worked for both private and public sector clients in Ontario, Quebec, Nova Scotia, Nunavut, and Europe. With a background in Urbanism, she obtained her Bachelor of Architectural Studies in 2015 and her Master of Urbanism in 2019. Michelle has successfully contributed to a broad range of design projects including Concept Plans, Urban Design Guidelines, Official Plans, Zoning By-Laws, Design Manuals, Landscape Concept Design, Regional Energy Plans, City Visions, and GIS Research Projects. Her passion stems from her understanding of built-form and its role in shaping the future of our communities.

Selected Experience
Downtown Strathroy Master Plan, 2019-Present
Prepared Background Study and Master Plan document to guide future development and planning in Downtown Strathroy, Ontario.

Regional Energy Strategy North Holland (Nationaal Programma Regionale Energiestrategie Noord Holland), 2019-Present
Assisted with the development of regional renewable energy scenarios for the regions, sub-regions, and municipalities within North Holland.

Esri ArcGIS Urban Platform Case Study, 2019-Present
Developed an online urban planning platform in collaboration with Esri Netherlands and the municipality of Eindhoven to test the implementation of the city's proposed structural vision.

Healthy Urbanism GIS Research Tool, 2018-Present
Developed GIS research methods to explore the analysis of walkability, bikeability, access to green, public space, and population health within cities in the Netherlands and Canada.

Eindhoven Structural Vision (Eindhoven Ontwikkelplan Centrum), 2019
Assisted with the development of a city vision and growth strategy for the municipality of Eindhoven using GIS research and design techniques.

The Sustainable Kilometer Netherlands (Duurzaamste Kilometer van Nederland), 2019
Calculated and defined potential opportunities for waste reduction, water management, heating and cooling methods, sustainable mobility, and biodiversity for future development surrounding Leiden Centraal Station.

Binckhorst, Den Haag Open Space Master Plan, 2019
Assisted with the design and development of guidelines for open spaces within the Binckhorst Master Plan area.

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Publications + Presentations and Awards
Semi-finalist, Adobe Design Achievement Awards, International, 2016

"Third City Exhibition", Ottawa Architecture Week, Ottawa, ON, 2015

2015 Teron Award Nominee, Carleton University, Ottawa, ON, 2015

First Prize, Fanshawe Urban Design Competition, London, ON, 2015

Honourable Mention, CONNECT: EnAbling Design for Change Competition, Design Exchange, Toronto, ON, 2015

"The Third City: Sketch for an Urban Laboratory", Vertigo Press, Ottawa, ON, 2014

2014 Teron Award Nominee, Carleton University, Ottawa, ON, 2014 Queen Elizabeth II Scholarship, Carleton University, Ottawa, ON, 2012

Downtown Strathroy Urban Design Guidelines, 2018
Assisted with development of design guidelines and prepared submission documents including consultation materials.

Canada Lands Company, Wateridge Village Phase 1B, 2017
Assisted with development of concept plan and prepared submission documents including site analysis, concept plans and implementation strategies.

Hawkesbury Official Plan Review, Town of Hawkesbury, 2017
Prepared land use mapping and presentation materials for the official plan review. Provided input into urban design policies.

Demo Plus, Domtar Mill Waterfront Redevelopment Plan, 2017
Prepared Baseline Analysis Brief documents including site analysis and concept plan development.

Government of Nunavut Community Plan & Zoning By-Law Reviews, 2015-2016
Prepared land use mapping and presentation materials for new community plans and zoning by-laws for the communities of Naujaat, Clyde River, Qikiqtarjuaq, Pangnirtung, Grise Fiord and Taloyoak.

City of Ottawa, 557 Wellington Street Redevelopment Plan, 2016
Prepared Urban Design Brief and Planning Rationale documents including site analysis and concept plan development.

CFHA, CFB Montreal Housing, Ville de Longueuil, 2016
Assisted with development of concept plan and prepared submission documents including site analysis, concept plans and implementation strategies.

City of Thunder Bay, Chippewa Park Visioning Exercise, 2016
Assisted with preparation of submission documents including site analysis, concept plans and implementation strategies.

Ottawa Community Housing, 1065 Ramsey Crescent, 2016
Assisted in the preparation of an Urban Design Brief and Concept Plan for an existing community housing site.

Senators Sports and Entertainment, Lebreton Flats Rendezvous, 2016
Assisted in the preparation of the Planning Rationale and branding material.

RIOCAN Real Estate Investments, Master Plans, Various Locations, 2015-2016
Provided Master Planning services and assisted in the preparation of the Concept Master Plan Report and material for the Ottawa Urban Design Review Panel.

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Town of Aurora, Cultural Precinct Plan, 2015-2016
Prepared Visioning Report including site analysis and opportunities analysis of the Cultural Precinct. Assisted in the completion of the Concept Report including the Concept Plan and Phasing Plan of the area.

Town of Wolfville, Municipal Planning Strategy Review + Urban Design Guidelines, 2015-2016
Prepared Core Commercial Urban Design Guidelines and various marketing materials for Community Consultation and Public Engagement.

Infrastructure Ontario, Optimal Land Use Study, 2015
Provided Site Analysis and Optimal Land Use options for various sites.

Kingston Airport Business Park, Master Plan, 2015
Led the preparation of a new Master Plan for the business park on Kingston Airport Lands.

Private Development, Kanata Business Park Concept Plan, 2015
Led in the preparation of a Business Park Concept Plan and Phasing Plan options for the redevelopment of an existing industrial office park.

B

APPENDIX B - SUPPORTING REFERENCES

Jennifer Huff
Manager of Planning & Building, Municipality of Strathroy-Caradoc
T: 519.245.1070
E: jhuff@strathroy-caradoc.ca

Kay Matthews
Executive Director, OBIAA
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E: kay.matthews@obiaa.com

Benjamin de Haan
Director of Transportation & Planning
United Counties of Stormont Dundas and Glengarry
T: 613.932.1515 x.208
E: bdehaan@sdgcounties.ca

Craig Calder
CAO / Clerk
Township of North Stormont
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E: ccaalder@northstormont.ca

R. Michel Pilon
President and Chief Executive Officer
T: 613.850.3132
E: mpilon@ave31.com

TOWNSHIP OF MULMUR

Re: PUBLIC
urbanism

MULMUR CYCLING MAP AND SIGNAGE MATERIALS

PROPOSAL

RFQ-2020-09

CHRISTIAN BEAUSOLEIL

SEPT 20 2020

September 20, 2020

The Corporation of the Township of Mulmur
758040 2nd Line East
Mulmur, Ontario
L9V 0G8

Attention: Angela McMonagle, Chair Mulmur Cycling Committee

Re: **Mulmur Cycling Map and Signage Materials**

Dear Mrs. McMonagle, and members of the Cycling Committee:

Thank-you for the opportunity to respond to your RFP regarding the Mulmur Cycling initiative. As you know, Mulmur boasts some of the most beautiful landscapes in Southern Ontario making it perfect for cycling and outdoor enthusiasts. With this in mind it has the perfect opportunity to become the premier destination within Dufferin County and complement existing Economic Development and Tourism Strategies.

As the designer and creator of the new Mulmur branding, I feel I have the best background and understanding for the job. Consistency is key with brand and experience extensions and it is important to carry forward that established voice across all platforms. To ensure we strategically align with our brand standards I propose a team based approach to the creative strategy working alongside of, and collaborating with, Jeanette McFarlane. Jeanette and I have a 30+ year history working in the business together and have a proven track record of success. Together we share expertise in all aspects of map design and wayfinding signage. This proposal is just a small sample of pieces that are relevant to the project. Our skills touch on all levels of production and creative direction. Examples are showcased in my portfolio of branding, logo design, web concept creative, packaging, interior/retail landscapes, 3D modelling, promotional, business collateral and illustration. You can view the work at **www.brilliant-creative.com** as well as **https://www.behance.net/cbeausoleil/projects**.

Enclosed you will find samples of road map design, municipal signage concepts showing various versions of signage for Mulmur and Simcoe County, as well as wayfinding signage from Taste of Toronto.

These samples are a perfect example of team effort and collaboration, demonstrating the understanding of brands and how it applies to the overall perception to visitors, cyclists and travellers. All of these elements are an important piece in the development of Mulmur and Dufferin County.

I look forward to the possibility of working closely with your committee to produce the best Cycle Mulmur map and accompanying signage.

Please take a moment to peruse the proposal and do not hesitate to call with any questions.

Thank you,

Christian J. Beausoleil
Encl.

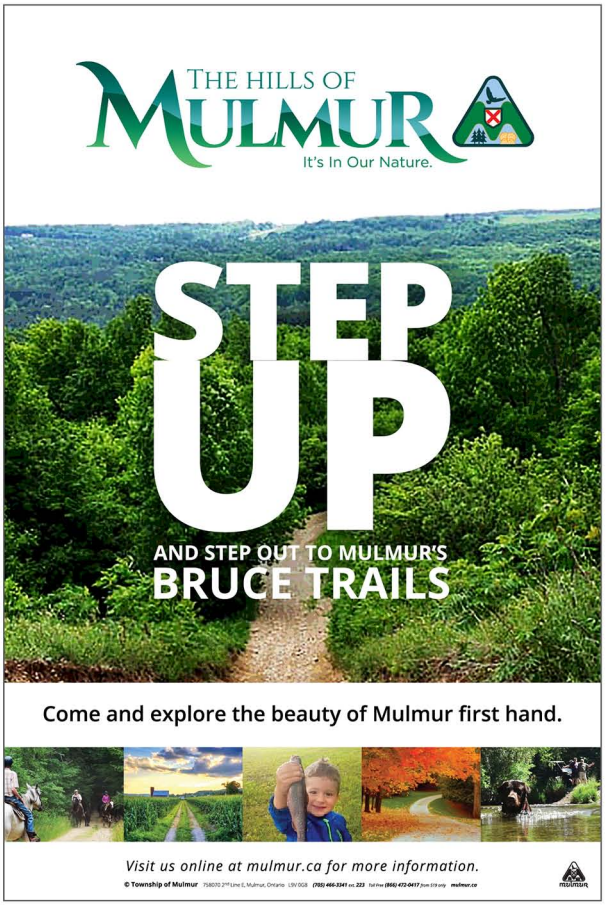
CURRENT BRANDING

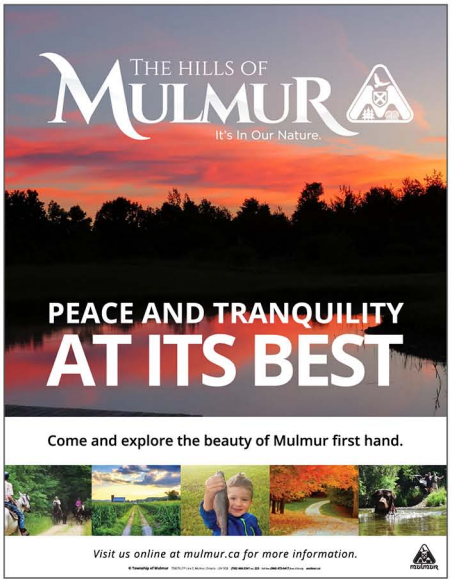
TOWNSHIP OF MULMUR

CHRISTIAN BEAUSOLEIL

MULMUR CYCLING
MAP AND SIGNAGE
MATERIALS

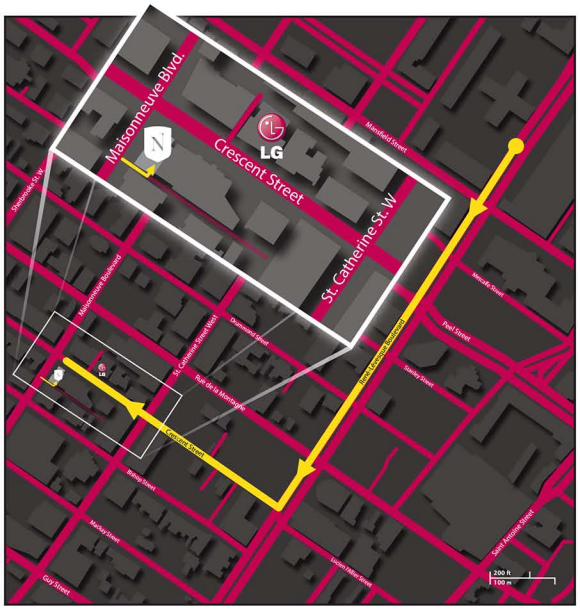
PROPOSAL





GEOGRAPHICAL MAPS

A GLOBAL PARTNER OF FORMULA 1®



Walking to Crescent Street Festival and Newton VIP Party:
Head down Boulevard Rene-Levesque until you pass Rue de la Montagne and the following street is Rue Crescent.

Make a right turn on to Rue Crescent and keep walking until you reach St-Catherine St.

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Taking the Metro to the race:
From Bonaventure get on the orange line direction Montmorency and transfer at Berri-UQAM.

At Berri-QUAM transfer to the yellow line direction Longueuil-Universite Sherbrooke and exit at Jean-Drapeau.

From the Jean-Drapeau metro station (yellow line), walk to the Casino of Montreal. From there, follow the directional signs, which will take you to your specific suite.

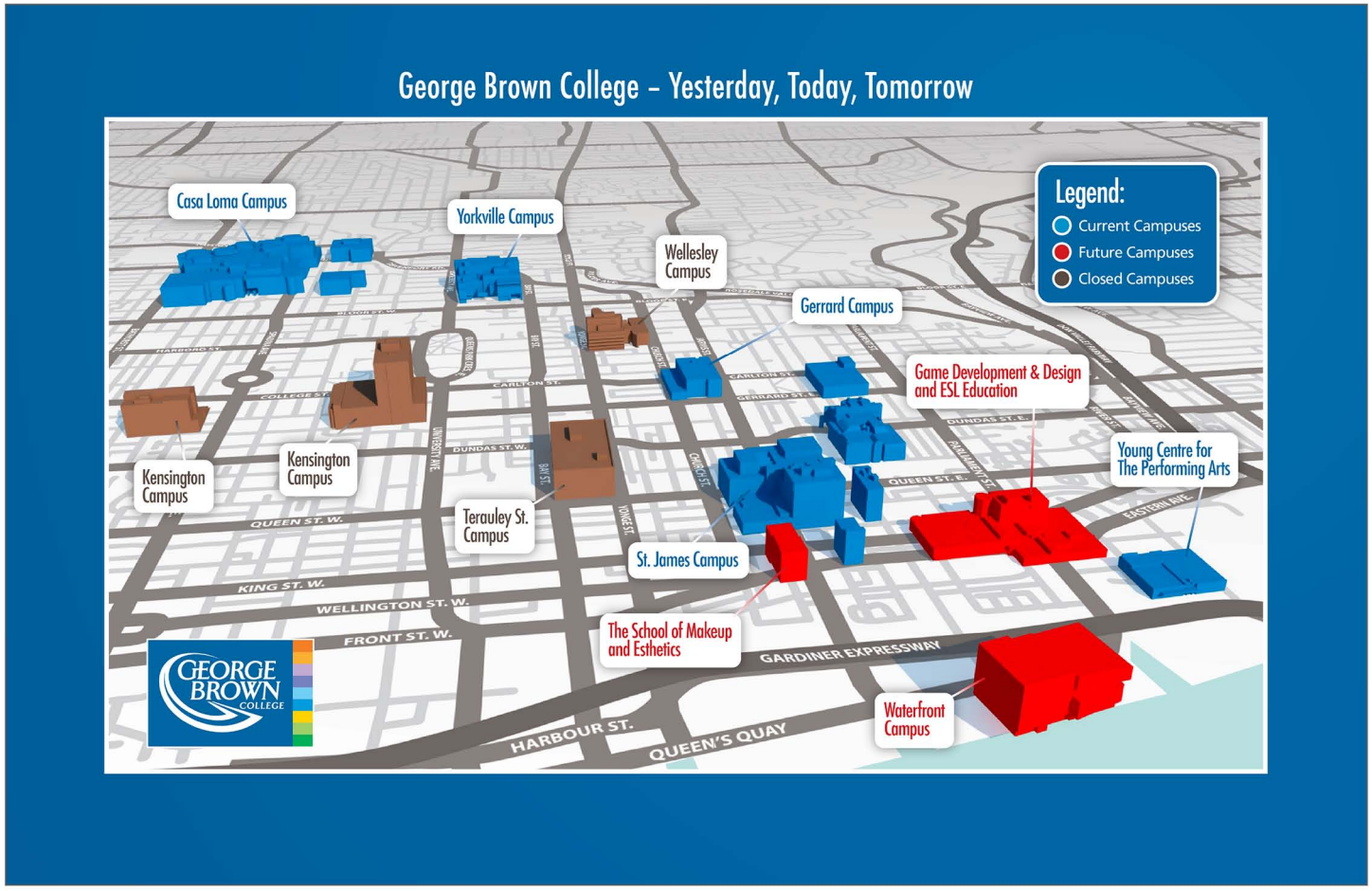
Fare: $3.00

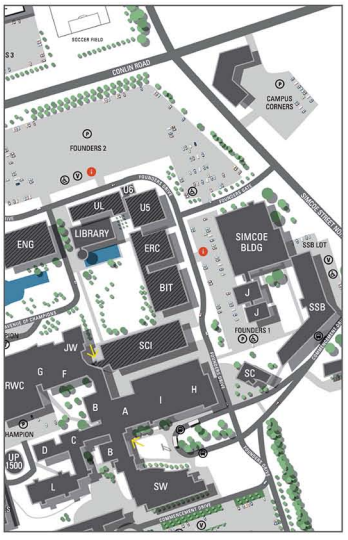
Train times vary depending on time of day, usually arrive every 3 to 5 minutes.

CHRISTIAN BEAUSOLEIL

MULMUR CYCLING
MAP AND SIGNAGE
MATERIALS

PROPOSAL





MAPS & EVENT SIGNAGE

taste OF TORONTO
#TASTEOFTORONTO

Restaurants 1
R1 Nota Bene
R2 The Drake
R3 Miku Restaurant
R4 Barque

Restaurants 2
R5 Fat Pasha
R6 Daily Special Pop-up*
R7 Richmond Station
R8 The McEwan Group
** Thursday: the bar at ako*
Friday: Antler
Saturday: Kanpai Snack Bar
Sunday: County General

Restaurants 3
R9 Mamakas Taverna
R10 Little Sister Indonesian & Noorden Food Bar
R11 Rasa
R12 Los Colibris/El Caballito

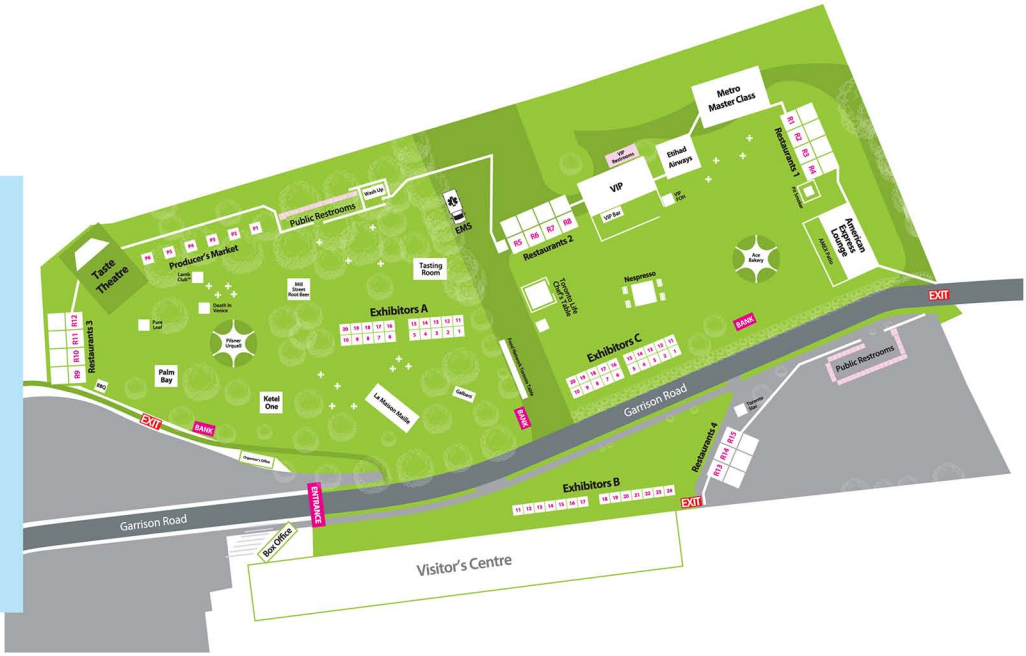
Restaurants 4
R13 Kinka Family Inc.
R14 Piano Piano
R15 Carver

Exhibitors A
A1 Barbados
A2 Barbados
A3 Persian Empire Distillery
A4 Way Better Snacks
A5 Rhineland Cutlery
A6 Piller's
A7 Wrestlers
A8 Braun
A9 Brickworks Ciderhouse
A10 Mill Street Brewery
A11 The Kolonaki Group
A12 Parks Canada Shop
A13 Bike Canada Beverages
A14 Bike Canada Beverages
A15 Avocados From Mexico
A16 Creekside Estate Winery
A17 Creekside Estate Winery
A18 Oats & Ivy
A19 Rosewood Estates Winery
A20 Oka - Agropur Signature

Exhibitors B
B15 Fort York National Historic Site
B16 George Brown College
B17 Dixon's Distilled Spirits
B18 Mar & Sol, Voga
B20 Loaded Pierogi
B22 Toronto Distillery Co.
B23 Vita Coco
B24 Woolwich Dairy

Exhibitors C
C1 Rosehall Run Prince Edward County
C2 Bounce Natural Energy Balls
C3 Just Craft Soda
C4 Karma Clusters - Organic & Vegan
C5 Shiny Apple Cider
C6 Eska Naturally Pure
C7 Come and Get It
C8 Ice Pops Toronto
C9 Beau's All Natural Brewing Co.
C10 Blue Goose
C11 Beaujolais Wines
C12 Fever-tree Mixers
C13 Bonne Maman & Laura Secord
C14 Adamo Estate Winery
C15 Upper Canada Cheese
C16 Juice Matters
C17 County Yum Club
C18 Ozery Bakery
C19 Olive Oil Emporium
C20 Walter Craft Caesar Mix

Producer's Market
P1 Genuine Tea
P2 Ag Macarons
P3 La Dee Da Gourmet Sauces
P4 The Spread
P5 Tropic Love
P6 Blue Eyed Baker



WELCOME

taste OF TORONTO
#TASTEOFTORONTO

taste OF TORONTO
#TASTEOFTORONTO

Do you have this ticket?

Check-In here!

taste OF TORONTO
#TASTEOFTORONTO

Box Office

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#TASTEOFTORONTO

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Allergen Alert

Because of shared cooking and preparation areas as well as reliance on suppliers for accurate information, we cannot eliminate the risk of cross-contamination or guarantee that any item is free of any allergen.

AMERICAN EXPRESS

AMERICAN EXPRESS
Priority Lane*

*Admittance granted with an American Express Card issued by Amex Bank of Canada.

YOU MAY BE PHOTOGRAPHED, VIDEOTAPED OR RECORDED

NOTICE

The event taking place in this area may be photographed, videotaped, or recorded by Taste of Toronto.

By entering this area you hereby grant the Taste of Toronto the right to take photographs, videotape, and/or make audiovisual recordings of you, and to own, licence, assign and/or use the same or any portion thereof, anytime and anywhere, in any current or future manner and/or medium. You will not receive any payment for, or have the right to approve, any such use and waive any right to bring any action at law or in equity against the Taste of Toronto, its past, present and future officer, agents, representatives and employees, and any combination of any of those persons.

You acknowledge that you are at least eighteen years of age. If you are under the age of eighteen, you represent that you have obtained your parent's/guardian's consent to enter this area and be bound by the terms set forth herein.

If you do not agree to the above terms and do not wish to be photographed, videotaped or recorded as part of this event, please stay out of the area when the recording is taking place.

THANK-YOU for your co-operation

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2-5 JULY 2015 FORT YORK
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Register your Crown Card Here:
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By registering your Crown Card you can take advantage of our cool new features:
- Apply for a manual refund for any unspent Crowns purchased with cash or debit and your refund will be processed 10 days following the closure of refund forum
- Track your purchases with real-time transaction history and balance information through your Intelligo account
- All refunds are subject to a $3.50 refund processing fee

CHRISTIAN BEAUSOLEIL

SCHEDULE B
QUOTATION SHEET

ACTIVITY	# OF HOURS	$ PER HOUR	TOTAL COST
Briefing	2.00 hrs	$50/hr	$100.00
Research	10.00 hrs	$50/hr	$500.00
Creative Strategy	20.00 hrs	$55/hr	$1,100.00
Concept Development	15.00 hrs	$65/hr	$975.00
Creative Design (3 concepts)	60.00 hrs	$75/hr	$4,500.00
Concept Presentation	3.00 hrs	$50/hr	$150.00
Minimum of Two Rounds of Revisions	3 rounds of minor revisions 10.00 hrs	$50/hr	$500.00
Final Art Files	10.00 hrs	$55/hr	$550.00
Print Production (1,000 printed maps)	TBC	TBC	$2,000.00

GRAND TOTAL: $10,375.00

I, **Christian Beausoleil** have read and agree to the above terms and conditions.

Signature:

Date: SEPT 20 2020

Address: 1088 Schooling Drive, Oshawa ON L1K 0S2

Phone: 416 820 9288

REFERENCES

Jeanette McFarlane
Owner
Dufferin County Goods Co.

jeanette@dufferincountygoods.com
416 707 3156

Jeff Scale
Creative Director
Commersive Solutions

scale@rogers.com
416 655 8127

James Baader
President
Vitto Brand Foods Ltd.

james@vittobrandfoods.com
1 800 668 6300 ext.102

Thank you.

Mulmur Cycling Overview

A small volunteer group, informally called the Mulmur Cycling Committee with the support of the township and the Dufferin Economic Development Fund are working to promote cycling in Mulmur.

The project includes:

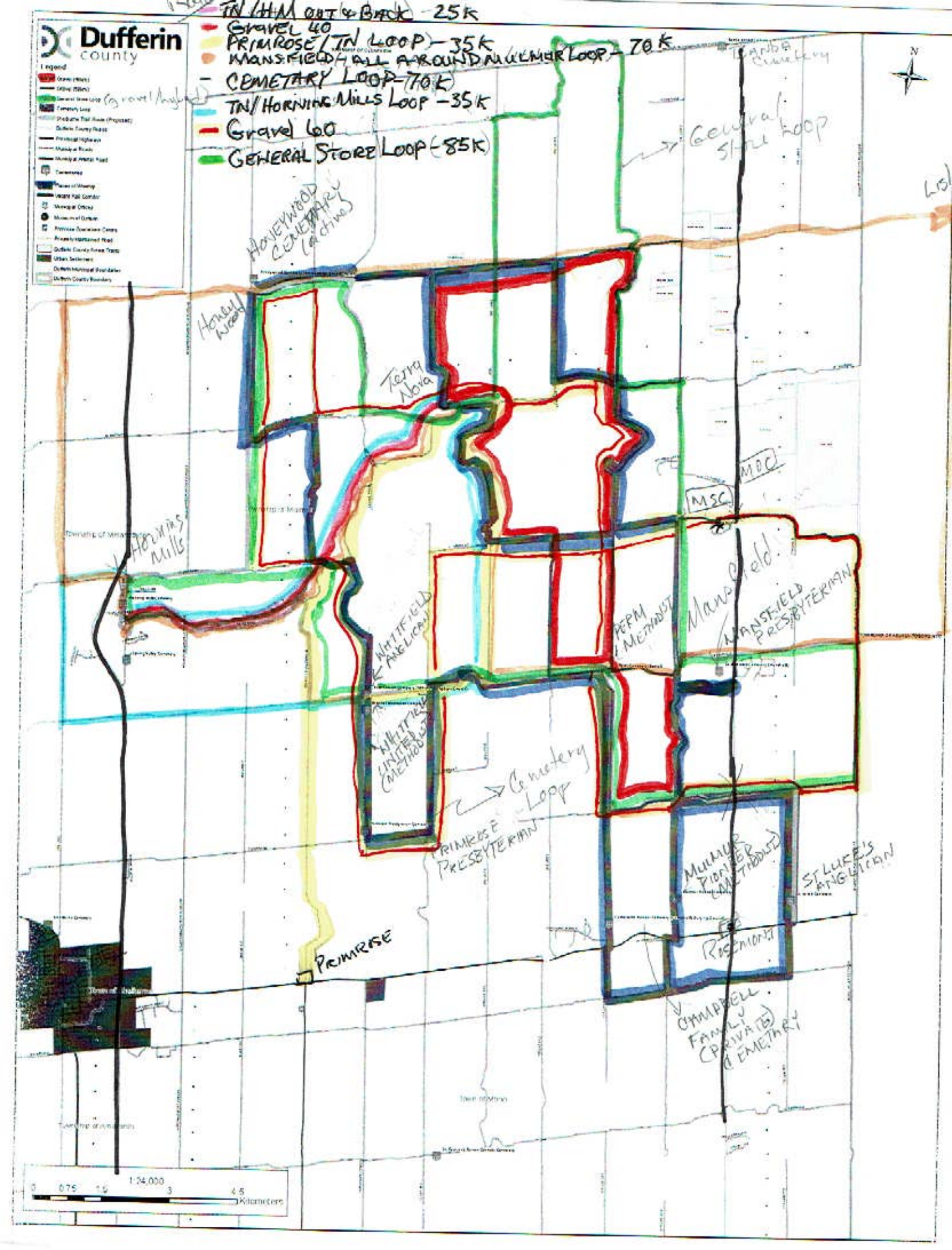
- 7-8 routes identified and mapped on 3rd party GPS applications – along paved and gravel roads in Mulmur.
    - Suggested start/stop locations are included:
        - Mulmur Municipal office,
        - Primrose
        - Mansfield,
        - Mansfield Ski Club
- The new Mulmur website will include under "things to do in Mulmur" – a digital map and route descriptions with links to GPS applications for download.
- A printed map is to be produced that will show routes and include route descriptions, area amenities and points of interest and can include Safety recommendations, disclaimers, etc.

Other things being considered:

- Signage:
    - Cycling safety tips/rules of the road – at Municipal Office parking lot
    - "Watch for cyclists" – at route crossing points on busy roads where there are no traffic lights. eg. Airport Road at 17th Sideroad and at 5th Sideroad, CR124 at 15th Sideroad and at 21 Sideroad.
    - Wayfinding – colour coded cycling logo designating different routes – potentially attached to historic hamlet signs (perhaps only a few routes as several overlap)

- Unique cycling public art installation – to showcase support for cycling in Mulmur/Dufferin.
    - Municipal Office, other locations?

- Cycling Fixit Stations:
    - Could be purchased and installed on public or private property as a marketing tool, eg at the Municipal Office, Terra Nova Public House, Superburger, Champs, Mansfield, Rosemont. Mansfield Ski Club, Mansfield Outdoor Centre.
    - Private purchases could potentially be promoted with a small subsidy provided by the fund?



Dufferin county
Legend
TN/HM OUT & BACK - 25K
GRAVEL 40
PRIMROSE/TN LOOP - 35K
MANSFIELD/ALL AROUND MULMUR LOOP - 70K
CEMETARY LOOP - 70K
TN/HORNING MILLS LOOP - 35K
Gravel 60
GENERAL STORE LOOP - 85K
General Store Loop
HONEYWOOD CEMETARY (active)
Honeywood
Terra Nova
MOC
MSC
Mansfield
MANSFIELD PRESBYTERIAN
PERM METHODIST
WHITFIELD ANGLICAN
WHITFIELD UNITED (METHODIST)
Cemetery Loop
PRIMROSE PRESBYTERIAN
MULMUR PIONEER (METHODIST)
ST LUKE'S ANGLICAN
ROSEMONT
CAMPBELL FAMILY (PRIVATE) CEMETARY
PRIMROSE
Town of Mono
1:24,000
0 0.75 1.5 3 4.5 Kilometers

Broadband Quick Survey

Mulmur Township is gathering information about broadband internet service to ensure we have current information to input into initiatives to improve access to broadband across the region. To help us identify area service levels, please complete this mini-survey.

Your personal information will only be used for purposes of policy and planning for residents, home-based businesses and farms in Dufferin County. Mulmur and Dufferin County are members of SWIFT. Southwestern Integrated Fibre Technology (SWIFT) is a non-profit municipality-led broadband expansion project created to improve internet connectivity in underserved communities and rural areas across Southwestern Ontario.

Do you voluntarily agree to participate in this survey?

I agree to continue with this survey. Yes/No

What is your address? _____

Do you have internet service at this address? Yes/No

If you answer "No", please skip the remaining questions and submit the survey,

Yes/No

Please run the internet speed test through this link. The speed test will open in a new window, please note the results and type them in the boxes below.

https://performance.cira.ca/

What is your download speed? _____

What is your upload speed? _____

What is your latency? _____

Please select your internet service provider:

-Please Select-

- ☐ Bell Canada
- ☐ Rogers
- ☐ Xplornet
- ☐ TekSavvy
- ☐ Vianet
- ☐ WRS Web Solutions
- ☐ I don't know
- ☐ Other (indicate)

Please select your internet service connection type:

-Please Select-

- Telephone Line (Dial-up) connection
- Telephone Line-DSL (Digital Subscriber Line)
- Cable Modem
- Fixed Wireless (WiFi/WiMax)
- Mobile Wireless (uses the mobile data network through an adapter such as a turbo stick or hot spot)
- Satellite
- Fibre Optic
- I don't know

What is your monthly cost of service ($CDN)? _____

Thank you for completing this survey! Please use this space to provide any additional or final feedback relevant to the survey.

Residential, Home-Based & Farm Broadband Survey

1. What is the address of this property?
   _____

2. Number of individuals living at this address. _____

3. Number of individuals currently attending primary, secondary or post-secondary school living at this address. _____

4. Number of individuals over age 65 living at this address. _____

5. This address is a:
   - ☐ Home/primary residence
   - ☐ Farm and primary residence
   - ☐ Business and primary residence
   - ☐ Secondary or seasonal residence/cottage
   - ☐ Farm only, no one resides on this property
   - ☐ Other (indicate)

6. Do you have internet service at this address?
   - ☐ Yes
   - ☐ No

7. Which company currently provides the **primary** internet service at this address?
   - ☐ Bell Canada
   - ☐ Rogers
   - ☐ Xplornet
   - ☐ TekSavvy
   - ☐ Vianet
   - ☐ WRS Web Solutions
   - ☐ I don't know
   - ☐ Other (indicate)

8. Please select the **primary** internet service connection at this address:
   - ☐ Telephone Line (Dial-up) connection
   - ☐ Telephone Line-DSL (Digital Subscriber Line)
   - ☐ Cable Modem
   - ☐ Fixed Wireless (WiFi/WiMax)
   - ☐ Mobile Wireless (uses the mobile data network through an adapter such as a turbo stick or hot spot)
   - ☐ Satellite
   - ☐ Fibre Optic

- ☐ I don't know

9. For the primary internet service at this address is internet part of a bundled package that includes other services such as cable TV or a landline phone?
   - ☐ Yes
   - ☐ No
   - ☐ I don't know

10. If there was an **initial set-up** cost for the **primary** internet service at this address, how much did this cost? _____

11. What is your current monthly charge for the **primary** internet service at this address? (Not including the cost of exceeding your data cap.) _____

12. Does your **primary** internet service plan have a data cap?
    - ☐ Yes
    - ☐ No - unlimited
    - ☐ Don't know

13. The total monthly data cap (GB) is: _____
    (If there is no data cap, please skip this question).

14. In the past 12 months, have you exceeded your monthly data cap? *(If there is no data cap, please skip this question).*
    - ☐ Yes
    - ☐ No
    - ☐ I don't know

15. In the past 12 months, the highest charge you paid for exceeding your monthly data cap is: _____*(If there is no data cap, please skip this question).*

16. For the primary internet service at this address, how much data do you typically use each month (in GB)? _____ *(Note: typically indicated on your monthly bill).*

17. Some residents also require internet to operate a business. Do you own/operate a business at this address? ***If no, please go to Question 23.***
    - ☐ Yes
    - ☐ No

18. If a business is owned/operated from this address, what type of business is it? Pick the main type of business.

- ☐ Administrative services
- ☐ Agriculture, forestry & fishing
- ☐ Arts & entertainment
- ☐ Construction
- ☐ Educational services
- ☐ Finance & insurance
- ☐ Food service & accommodation
- ☐ Mining, quarrying, oil & gas
- ☐ Health care & social assistance
- ☐ Information & communication technology
- ☐ Manufacturing
- ☐ Non-profit organization
- ☐ Professional, scientific & technical services
- ☐ Real estate, rental & leasing
- ☐ Retail
- ☐ Tourism & recreation
- ☐ Retail
- ☐ Transportation & warehousing
- ☐ Utilities
- ☐ Wholesale
- ☐ Other (indicate)

19. To support the business owned/operated at this address, do you have more than one internet service contract?
    - ☐ Yes
    - ☐ No, I use my residential internet service for my business

20. Which company currently provides the **additional** internet service at this address?
    - ☐ Bell Canada
    - ☐ Rogers
    - ☐ Xplornet
    - ☐ TekSavvy
    - ☐ Vianet
    - ☐ WRS Web Solutions
    - ☐ I don't know
    - ☐ Other (indicate)

21. What is the current monthly charge for the **additional** internet service at this address? _____

22. For the business owned/operated at this address, do you believe you could access better/additional business opportunities if you had increased internet capacity?
    - ☐ Yes, definitely
    - ☐ Yes, I think there might be more opportunities
    - ☐ I don't know
    - ☐ No, I don't think it would help my farm/business
    - ☐ Other (indicate)

23. Does an adult at this address have a job that allows telecommuting (working remotely by internet)?
    - ☐ Yes
    - ☐ No

24. For the next set of questions, we need you to perform an internet speed test from a computer/device located at the address you indicated previously.

25. **To complete the test, it is recommended that you open the following URL in a new window and follow the instructions**: https://performance.cira.ca/

    Units for download and upload speed:
    Mbps (Megabits per second)
    Kbps (Kilobits per second)
    Gbps (Gigabits per second)

26. My **download** speed is: _____

27. My **upload** speed is: _____

28. My **ping/latency** speed is: _____

29. When did you perform this speed test?
    - ☐ on a weekday (Monday through Friday)
    - ☐ on a weekend (Saturday or Sunday)

30. What is the approximate time of day you performed this speed test?
    - ☐ Morning (6 to 9 a.m.)
    - ☐ Mid-morning (9 to 11 a.m.)
    - ☐ Mid-day (11 a.m. to 1 p.m.)
    - ☐ Afternoon (1 to 5 p.m.)
    - ☐ Evening (5 to 9 p.m.)

- Night (after 9 p.m.)

31. Is your **download speed** within the range guaranteed by your internet service provider in your contract?
    - Yes
    - No
    - I don't know

32. Is your **upload speed** within the range guaranteed by your internet service provider in your contract?
    - Yes
    - No
    - I don't know

33. How many adults living at this address are working (ie, earning an income)?
    _____

34. How many adults at this address are unemployed, but looking for work?
    _____

35. Using a scale of 1-10, please indicate how important each of the following online functions is to you: 1 being the highest and 10 being the lowest

- Email/webmail
- Social media
- Research/information searches
- Streaming content such as television, movies and other media
- Cloud-based applications personal use
- Cloud-based applications business use (such as connecting to a company's network)
- Shopping/purchasing (personal or business)
- Business, supply chain or service-related functions
- Agriculture-related functions (such as farming data collection/storage/analytics)
- Continuing education, online courses and webinars

- Child/teen education and homework
- Access government/public services
- Other (indicate)

36. On an average day of the week, Monday through Friday, how many hours is the internet used at this address? _____

37. On an average day of the weekend, Saturday or Sunday, how many hours is the internet used at this address? _____

Thank you for completing this survey! Please use this space to provide any additional or final feedback relevant to the survey.

Business Broadband Survey

What is the address of this business?
Business Name: _____

Street number/Fire number: _____
(for example, 6789)
Street/Road name: _____
(for example, Regional Road 6)
Mailing City/Village: _____
(for example, Honeywood)
Local Municipality: _____
(for example, Mulmur)
Postal Code: _____

Phone Number: _____

Website URL: _____
(If you do not have a website, please type "none".)

What type of business is this? Please select the type that best matches your business.

- ☐ Administrative services
- ☐ Manufacturing
- ☐ Agriculture, forestry & fishing
- ☐ Non-profit organization
- ☐ Arts & entertainment
- ☐ Professional, scientific & technical services
- ☐ Construction
- ☐ Real estate, rental & leasing
- ☐ Educational services
- ☐ Retail
- ☐ Finance & insurance
- ☐ Tourism & recreation
- ☐ Food service & accommodation
- ☐ Transportation & warehousing
- ☐ Mining, quarrying, oil & gas
- ☐ Utilities
- ☐ Health care & social assistance
- ☐ Wholesale
- ☐ Information & communication technology
- ☐ Other (indicate)

What is the current size of your business?

- Self-employed/no employees
- Micro-enterprise with 1 to 10 employees
- Small business with 11 to 99 employees
- Medium-sized business with 100 to 499 employees
- Large business with 500 employees or more

Does your business subscribe to internet services at this address?

- Yes
- No, this business does not have internet access
- No, the internet is not relevant for my business
- No, my business only uses internet services from my residential or farm address

Does your business subscribe to internet services at this address?

- Yes
- No, this business does not have internet access
- No, the internet is not relevant for my business
- No, my business only uses internet services from my residential or farm address

How much do you think broadband contributes annually to your business in terms of the average revenue per worker?

Overall how satisfied are you with your current internet service for your business?

- Extremely satisfied
- Moderately satisfied
- Slightly satisfied
- Neither satisfied nor dissatisfied
- Slightly dissatisfied
- Moderately dissatisfied
- Extremely dissatisfied

Indicate the relevance of each of the following statements to your business's current access to the internet.

	Relevance to Business						
	Strongly agree	Somewhat agree	Neither Agree nor Disagree	Somewhat disagree	Strongly disagree	Don't know	Not applicable
Current internet speed/reliability is adequate	☐	☐	☐	☐	☐	☐	☐
A faster/more reliable internet connection would not help my business productivity	☐	☐	☐	☐	☐	☐	☐
The cost to upgrade is too expensive	☐	☐	☐	☐	☐	☐	☐
An internet connection upgrade is not available where the business is located	☐	☐	☐	☐	☐	☐	☐

	Strongly agree	Somewhat agree	Neither Agree nor Disagree	Somewhat disagree	Strongly disagree	Don't know	Not applicable
I have more employees who need internet access	☐	☐	☐	☐	☐	☐	☐
I need faster/more reliable internet to run new applications	☐	☐	☐	☐	☐	☐	☐
Increasing pressure from competition	☐	☐	☐	☐	☐	☐	☐

	Relevance to Business						
	Strongly agree	Somewhat agree	Neither Agree nor Disagree	Somewhat disagree	Strongly disagree	Don't know	Not applicable
requires faster/more reliable internet Increasing communication with clients requires faster/more reliable internet	☐	☐	☐	☐	☐	☐	☐

#

#

Which company currently provides the <u>primary</u> internet service at this business address?

- ☐ Bell Canada
- ☐ Rogers
- ☐ TekSavvy
- ☐ Vianet
- ☐ Xplornet
- ☐ WRS Web Solutions
- ☐ I don't know
- ☐ Other (indicate)

Please select the **<u>primary</u>** internet service connection at this business address:

- ☐ Telephone Line (Dial-up) connection
- ☐ Telephone Line-DSL (Digital Subscriber Line)
- ☐ Cable Modem
- ☐ Fixed Wireless (WiFi/WiMax)
- ☐ Mobile Wireless (uses the mobile data network through an adapter such as a turbo stick or hot spot)
- ☐ Satellite
- ☐ Fibre Optic
- ☐ I don't know

What was the **initial set-up** cost for your **<u>primary</u>** internet service at this business address? (Do not use number signs or commas.) _____

What is the **current monthly charge** for the **primary** internet service at this business address? (Not including the cost of exceeding your data cap.) (Do not use number signs or commas.) _____

What is the bandwidth of the **primary** internet service at this business address? (Note: this will usually be indicated on your monthly bill). _____

Does your **primary** internet service at this business address have a data cap?

- Yes
- No
- I don't know

In the past 12 months, have you exceeded your monthly data cap?

- Yes
- No
- I don't know

In the past 12 months, the highest charge you paid for exceeding your monthly data cap is (do not use number signs or commas): _____

In the past 12 months, the lowest charge you paid for exceeding your monthly data cap is (do not use number signs or commas): _____

For the next set of questions we need you to perform an internet speed test from a computer/device located at the business address you indicated previously.

To complete the test, open https://performance.cira.ca in a new window and follow the instructions:

Units for download & upload speed:
Mbps (Megabits per second)
Kbps (Kilobits per second)
Gbps (Gigabits per second)

My download speed is: _____

My upload speed is: _____

My ping/latency is: _____

When did you perform this test?

- on a weekday (Monday through Friday)
- on a weekend (Saturday through Sunday)

What is the approximate time of day you performed this test?

- Morning (6 to 9 a.m.)
- Mid-morning (9 to 11 a.m.)
- Mid-day (11 a.m. to 1 p.m.)
- Afternoon (1 to 5 p.m.)
- Evening (5 to 9 p.m.)
- Night (9 p.m. to 6 a.m.)

Is your download speed within the range guaranteed by your internet service provider in your contract?

- Yes
- No
- I don't know

Is your upload speed within the range guaranteed by your internet service provider in your contract?

- Yes
- No
- I don't know

Thank you for completing this survey! Please use this space to provide any additional or final feedback relevant to the survey.

5.1 Main Street Revitalization Grant

Moved by: Boxem and Seconded by: Hawkins

THAT Council approve the following projects in order of priority: (1) Township office stone base and signage, (2) repair of the Honeywood wall, and (3) historical plaques, provided that it can be completed by October 31, 2020 within the Mainstreet Revitalization Grant timeline, and allow for single sourcing if necessary;

AND THAT if an extension becomes available that staff apply for an extension to allow time to utilize the grant monies.

CARRIED

SHARE:

Join Our Email List

Show your love for local businesses

Greetings!

Now more than ever we need to support our local small businesses. We are fortunate to have hundreds of small businesses in Dufferin County. While Covid 19 closures have affected us all in some way, entrepreneurs have once again shown their courage and ability to adapt.
Small business and local restaurants fill a void in our community. With them, our consumer choices become more broad and eclectic. Small business directly supports local jobs, supply chains and the community. It is absolutely critical we support small business today. We are proud to celebrate Small Business Week Oct 18-24 with our 2020 Business Excellence Awards on Oct 21/20. This year we have 8 award categories with over 50 nominees. Join us in a new drive-in format, ideal for social distancing.

www.dufferinbot.ca/bea2020

Liz Skorski
Chair, Dufferin Board of Trade

The 2020 BEA Nominees are....

Adaptability Award
Sponsored by Wightman

Nominees
Art as Therapy
Avalon Retirement Lodge
Branching Out Support Services
Deja Vu Diner
Jungle Oasis Playground Inc.
Lennox Farm (1988) LTD
Rural Rescue Inc
Shelburne Family Chiropractic
SMART Organizing
TPC Toronto at Osprey Valley
TriTone Music Studios

Community Builder Award
Sponsored by Art of Story Telling

Nominees
10 and 10 Garden Centre
Art as Therapy
Artsploration
Branching Out Support Services
Country 105
Deja Vu Diner
Glow Lounge by LakeFit
Rural Rescue Inc
Shelburne Family Chiropractic
TPT Toronto at Osprey Valley

Association of the Year
Sponsored by Carters Law Firm

Nominees
Orangeville Food Bank
Rotary Club of Orangeville
TeleCheck Dufferin

Innovator Award
Sponsored by Orangeville Hydro

Nominees
Country 105
Mono Wireless // PlexxTech
Rural Rescue Training Inc
The Art of Storytelling Inc.

Business Leaders Award

Business of the Year 10 or more employees

Sponsored by RLB

Nominees

Lavender Blue Catering
Maple Grove Farms
McDonald's Riddell
TPC Toronto at Osprey Valley

Presented by the Dufferin Board of Trade

Nominees

Lorna Casey
Savannah Rogers
Ida Tetlock
Kimberly Van Ryn
Jess White

Business of the Year - under 10 employees

Sponsored by Shelburne Family Chiropractic

Nominees

Art as Therapy
Citrus Dance Inc
Country 105
Curry Mantra – Authentic Indian Restaurant
Davidson's Electrical Services Inc
Green Monkey Creative
H & H Tax Management
Hawk Shop
Jungle Oasis Playground
Rural Rescue First Aid Training
Shelburne Auto and Cycle
TriTone Music Studios

Workforce Builder Award

Sponsored by Georgian Career and Employment Community Services

Nominees

AC Custom Carpentry & Reno
Branching Out Support Services
Davidson's Electrical Services Inc
Domestic Divas Cleaning Co.
Rural Rescue Inc.
TPC Toronto at Osprey Valley
Hi Quality Carbide Tooling Inc.
Whispering Pines Landscaping

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CANADIAN AGRICULTURAL PARTNERSHIP
Innovate. Grow. Prosper.

File Number: CAP-EMEC-OA-A-000131

October 6, 2020

Sent via Email: tatkinson@mulmur.ca

Tracey Atkinson, CAO
Corporation of the Township of Mulmur
758070 2nd Line East
Mulmur, ON L9V 0G8

Dear Tracey Atkinson:

Thank you for submitting your application titled "**Moving Mulmur Farmers Market Online**" to Stream 1 of the Canadian Agricultural Partnership Agri-food Open for E-business Targeted Intake: Bring Your Business Online ('the Program').

The applicant has been conditionally approved by the Ministry of Agriculture, Food and Rural Affairs ('Ontario') for funding under the Program up to a maximum of $5,000.00 ('Funds') to do the following by November 30, 2020 ('the Project Completion Date') , referred to as "the Project":

1. Development of an online marketing/sales platform.
2. Initial or start-up licensing or subscription fees up to six months.
3. Domain acquisition.
4. Website design and graphic development.
5. Marketing.

Approved Eligible costs are listed below. These costs must be Arm's Length third party invoiced (e.g. in-kind costs are not eligible).

1. Graphic design/ content development
2. Domain acquisition and website hosting fees (up to 6 months)
3. Marketing distribution (e.g., mail-out postcards)
4. Website development

Ontario

Canada

This approval is conditional upon the applicant's compliance with the terms and conditions of the Program as set out in this Approval Letter, the Program Guidelines and the Minister's Order 0005/2018, as amended from time to time. Where there is a conflict between those documents, it will be resolved in the following order of precedence: the Minister's Order, the Approval Letter and the Program Guidelines. For greater certainty, a conflict does not exist where this Approval Letter expands on these documents.

For ease of reading, any capitalized term not defined in this Approval Letter will have the same meaning as is set out in the Program Guidelines

The applicant is further required to:

- Register its business information through the Province of Ontario Transfer Payment Common Registration system, an online registration tool at https://www.ontario.ca/page/get-funding-ontario-government. The completion of the registration is required if the applicant is agreeing to proceed with the Project. No payments will be made by Ontario to an unregistered applicant.
- Have, maintain and provide proof to Ontario (where the latter is requested) of the following insurance which the applicant will obtain and maintain at its own cost and expense with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent before it undertakes any Project, until November 30, 2021:
    - All necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than $2,000,000 per occurrence.
    - The following parties must be added as additional insureds from the date of this Approval Letter with respect to any liability arising in the course or performance of the applicant's obligations under, or otherwise in relation to, the Project and this Approval Letter: Her Majesty the Queen in Right of Ontario, Her Ministers, agents, appointees and employees as well as Her Majesty the Queen in Right of Canada, Her Ministers, agents appointees and employees ('the Indemnified Parties').
    - The policy must also include a cross-liability clause, contractual liability coverage, and a thirty (30) day written notice of cancellation or termination provision.
- Indemnify and hold harmless the Indemnified Parties from and against any and all direct or indirect liability, loss, costs, damages and expenses (including legal, expert and consulting fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with this Approval Letter, unless solely caused by the gross negligence or willful misconduct of Ontario. The applicant will also follow any directions the Indemnified Parties may issue to the applicant in relation to participating in or settling any matter in relation to this indemnity.
- Acknowledge that Ontario and Canada are not responsible for managing or carrying out the Project including providing any licenses, permits or other permissions and that the Funds provided are to assist the applicant to carry out the Project and not to provide any goods or services to Ontario and Canada. To that effect, the applicant is independent of Ontario and Canada and will not represent otherwise.
- Unless Ontario directs otherwise, acknowledge the support of Ontario and Canada by:
    - Notifying Ontario in a timely manner of any news conferences that the applicant is organizing regarding the Project in order to facilitate the attendance and participation of Ontario and Canada and for Ontario and Canada to have input into the date(s) of the news conferences and other logistics;
    - Including a statement that any views the applicant expresses through any publications related to the Project do not necessarily reflect those of Ontario or Canada, as well as;

- Submitting to Ontario for the approval of Ontario and Canada prior to publication all communications that are outside of the core Project Activities, are public facing (whether written oral or visual) and refer to the sources of funding for the Project or the undertaking/implementation of the Project; and including in these publications all quotes provided by Ontario and Canada in news releases related to the Project and created by the applicant.

- After the Project Completion Date and no later than by January 31, 2021
  - Submit only one fully completed Claim Statement and supporting documentation via the Claims Portal (attached Claim Statement for the type of information applicant must provide); and one Final Report form (attached) to the agpartnership@ontario.ca.
  - Submit a Claim only for:
    - The approved costs necessary to and used solely to carry out the above-mentioned activities (as set out in this Approval Letter);
    - Costs incurred as of April 24, 2020 up to and including the Project Completion Date;
    - Costs not exceeding the Funds set out in this Approval Letter;
    - Costs of goods/services (where approved in this Approval Letter) where they have been obtained through a fair and transparent process that promotes value for money, is at fair market value, and is from entities operating at Arm's Length from the applicant within the meaning of the *Income Tax Act* (Canada);
      - Ensure that any contracts entered into between the applicant and a third-party are consistent with the requirements set out for the applicant, including requiring compliance with all Requirements of Law and authorizing Ontario and Canada to perform inspections and audits of the third-parties under the Program.
    - Costs where the activity for which they have been incurred is functioning by the Project Completion Date in a manner that would be considered normal for that activity to be functioning (e.g. costs of goods or services incurred and paid to develop a website to sell goods/services where the website is allowing for the sale of those goods/services by the Project Completion Date);

The applicant agrees that:

- All the information it provided in its Application Form, including the attestation in the Application Declaration, continues to be true and complete or if there are any changes to any information provided in the Application Form, the applicant will notify Ontario immediately of any such changes. Ontario will determine whether the applicant will continue to be eligible under the Program.
- It will not make any changes to the Project, including to the timelines, the budget/the costs from those set out in this Approval Letter without submitting a written request for such changes (that includes a justification for the proposed changes) and obtaining the written consent of Ontario to make those changes. Any costs incurred for any changes made without the prior written consent of Ontario will be ineligible and will not be reimbursed by Ontario. Ontario reserves the right to withhold its consent to make changes
- It will carry out the Project and use the Funds without an actual, potential or perceived conflict of interest (meaning any circumstances where the applicant or any person who has the capacity to influence the applicant has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the applicant's objective, unbiased and impartial judgment relating to the Project, the use of the Funds or both). Where a reasonable person would be of the opinion that the applicant has a conflict of interest, the applicant will immediately contact Ontario in writing and will comply with any Ontario directions.
- Ontario reserves the right to refuse to accept a Claim Statement or Final Report where these are not completed to Ontario's satisfaction. Ontario may reject the documents or may require the applicant to correct any identified deficiencies and re-submit those documents by a particular date.

- Ontario and Canada may also disclose information related to this Approval Letter, in addition to the other disclosure rights set out in the Application Declaration.
- The inspection and audit rights of Ontario and Canada consented to in the Application Declaration regarding the Project, include any documents relating to the Funds provided to the applicant, and require the applicant to keep and maintain all records related to the Project, including the Funds, in an organized and business-like manner for a period of seven years from the Project Completion Date. For greater certainty, Ontario and Canada may inspect or audit the Project or any accounts, records, receipts, vouchers and other documents relating to the Funds, the Project or this Approval Letter, including any combination thereof, and will have the right to make copies thereof. The applicant will provide assistance to Ontario or Canada when an inspection or audit is conducted, including making available any person, place or thing for such inspections or audits and will furnish all such information requested during the inspection or audit or within any timelines provided.
- The applicant will provide any additional information Ontario may require beyond what is already required under this Approval Letter within the timelines Ontario sets out.
- Any Funds provided under the Program are for the administration of a social or economic program or for the provision of direct or indirect support to members of the public in connection with social or economic policy.
- If it is determined that the applicant has received a payment(s) that the applicant was not eligible to receive, through administrative error or otherwise, including if any costs were incurred contrary to the requirements of the Program, it will be considered a debt due and owing to Her Majesty the Queen in Right of Ontario and will be subject to recovery, including those methods of recovery set out in the Application Declaration. Further, Ontario may charge interest on any money owing by the applicant at the then current rate charged by Ontario on accounts receivable.
- Ontario may terminate its approval under this Approval Letter for any of the following: for convenience by giving a minimum of 30 days' notice to the applicant; immediately for a breach of any term or condition under the Program; immediately where Ontario lacks sufficient monies within its existing budget for any payment owing. Ontario reserves to itself all rights that it has in law or in equity to take any remedial actions it deems appropriate in the circumstance.
- The rights and obligations under the Program are governed by Ontario law and applicable federal laws of Canada. The Courts of Ontario will have exclusive jurisdiction over any proceedings related to the Program.

If the applicant wishes to proceed with the Project under the Program, the applicant's authorized signing officer is required to reply to Ontario **by email to agpartnership@ontario.ca** within 5 business days from the date of this letter with the following attestation.

- I am the authorized signing officer for the applicant **[insert legal name of applicant business]** and I have read and I understand and agree to the terms and conditions set out in the Approval Letter from the Ministry of Agriculture, Food and Rural Affairs.
  [include here signature block: name and title]

Note: Attach this Approval Letter that Ontario has sent to the authorized signing authority to review and endorse. Do not make any changes to the Approval Letter. The attestation email with this Approval Letter must be sent from the authorized signatory's email account. Please include your business email signature (name, title, contact details). If this is not possible, please contact your Project Analyst to discuss prior to sending from another email account.

Should you have any questions about the process and/or the applicant's Project as approved or the Program in general, please contact your Project Analyst at Heather.A.Kinnear@ontario.ca or 226-979-1402

Sincerely,

Original signed by:
Carolyn Hamilton, Director
Rural Programs Branch