

Report to: Municipal Services Committee
Meeting Date: September 9, 2024
**Report Title: Food Bank and Clothing Co-op
MOU**
Department: Facilities & Parks
Author's Name: Steve Holmes
Position: Manager of Facilities and Parks
File/Report # FAC-2024-22



RECOMMENDATION:

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a By-Law be passed authorizing the Mayor and Clerk to sign a Memorandum of Understanding (MOU) with the Country Roads Community Health Centre, as presented in MSC Report FAC-2024-22.

BACKGROUND:

The Country Roads Community Health Centre (CRCHC) currently provides a space, Meeting Room 101 to the Portland Food Bank and Community Clothing Co-operative at 4319 Cove Road.

By-Law 58-2022 authorized a Memorandum of Understanding between the Township, CRCHC, Portland United Church and the Elgin-Portland Pastoral Charge for use of the space at the CRCHC. This MOU expired on August 31, 2024.

The Food Bank and Community Clothing are independent organizations and responsible for operations. The Township of Rideau Lakes provides heated storage space at Kin Park for storage of non-perishable food and clothing items to the CRCHC.

DISCUSSION:

The Country Roads Community Health Centre has provided the attached MOU for signature. The duration of the MOU will be in place from September 1, 2024 to August 31, 2027.

FINANCIAL IMPLICATIONS:

None

ATTACHMENTS:

1. MOU between Country Roads Community Health Centre and the Township of Rideau Lakes and the Portland United Church and the Elgin-Portland Pastoral Charge.

e-signature

August 30, 2024

Steve Holmes
Manager of Facilities and Parks

DATE

e-signed

September 4, 2024

Shellee Fournier
CAO

DATE

MEMORANDUM OF UNDERSTANDING

Between

TOWNSHIP OF RIDEAU LAKES (hereafter 'Township')

and

**St. Paul's Anglican Community Committee, Parish of Lansdowne Rear
(hereafter 'SPACC')**

This Memorandum of Understanding ('MOU') acts as an agreement between the Township and the SPACC and sets out terms for a partnership for the disbursement of funds for a new roof at the St. Paul's Community Centre located at 77 King St. in Delta.

1.0 Background

The Anglican Church, Diocese of Ontario, owns the land and the buildings. The Township of Rideau Lakes has been successful in securing funding for facility upgrades for the Hall.

The parties have agreed to enter into a partnership to achieve their mutual goals related to the improvement of the Hall.

2.0 Terms

- 1) The Township has received \$25,000.00 from the 5B Family Foundation and \$5,000.00 from the Burnbrae Farms Foundation Ltd. to facilitate the partnership's goals.
- 2) The Township will issue a tax receipt to the 5B Family Foundation and Burnbrae Farms Foundation Ltd. for the funds received in accordance with its established policies and procedures.
- 3) Upon receipt of the funds, the Township will provide them to SPACC.
- 4) Using the funds, the SPACC will procure the necessary services to implement improvements to roof at the St. Paul's Community Centre.
- 5) Procurement shall be completed in a transparent and competitive process.

- 6) Upon completion of the project, SPACC will provide the Township with a copy of the paid invoices for the services for verification purposes.
- 7) If the expense of the project is less than the amount of funds received from the 5B Family Foundation, the scope of the partnership can be extended upon agreement of both parties, or the balance of the funds will be returned to the Township by SPACC and used by the Township for the benefit of the Delta community in consultation with SPACC.
- 8) Any necessary reporting to the 5B Family Foundation and Burnbrae Farms Foundation Ltd. regarding the use of the funds will be completed in a joint fashion.
- 9) The Township will not provide any funding to the partnership for this specific project in excess of the amount received from the 5B Family Foundation 5B Family Foundation and Burnbrae Farms Foundation Ltd., unless otherwise approved by Council.
- 10) The partnership will end upon the Township's verification of funds spent, or the fulfillment of reporting criteria, should it apply.

On behalf of the Township of Rideau Lakes:

 Arie Hoogenboom, Mayor
 Township of Rideau Lakes

Date: _____

 Mary Ellen Truelove, Clerk
 Township of Rideau Lakes

We have the authority to bind the Township.

On behalf of the St. Paul's Anglican Community Committee

 Ed Deinstadt, Trustee and Committee Chair

 Doug Cowley, Trustee
 St. Paul's Anglican Community Committee

Date: _____

We have the authority to bind SPACC