



REPORT

REPORT TO: Chair and Members of the Community and Corporate Affairs Committee

REPORT FROM: Heather Kaufmann
Community Development Supervisor

DATE: February 26, 2019

REPORT NO.: RP-2019-0012

RE: Municipal Assistance Program Requests

RECOMMENDATION:

THAT Report RP-2019-0012 dated February 26, 2019 regarding requests for municipal assistance be received;

AND FURTHER THAT funding in the amount of \$1,793.62 for the Aynsley Saxe Beautiful Tomorrow Project be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$7,200.00 for Cancer Assistance Service of Halton Hills Tour the Hills event be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$3,339.72 for Georgetown Cruise Nights be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$5,000 for Heritage Acton 175th Anniversary Celebrations be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$640.32 for the Halton Hills Optimist Club Cross Country Run be;

a) derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

OR

b) declined as the proposal does not meet the eligibility criteria as outlined in Report RP-2019-0012;

AND FURTHER THAT funding in the amount of \$3,296.16 for the Acton Farmers Market on 7 be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$4,742.95 for the Head for the Hills Craft Beer Festival be;

- a) derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

OR

- b) declined as the proposal does not meet the eligibility criteria as outlined in Report RP-2019-0012;

AND FURTHER THAT funding in the amount of \$1,402.47 for the Georgetown Chevrolet Buick GMC be derived from the Municipal Assistance program as the proposal meets the eligibility criteria

AND FURTHER THAT funding in the amount of \$890.45 for the Lion's Club of Georgetown Santa Claus Parade be;

- a) derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

OR

- b) declined as the proposal does not meet the eligibility criteria as outlined in Report RP-2019-0012;

AND FURTHER THAT funding in the amount of \$578.42 for the Our Kids Network Fall Fun Fair be;

- a) derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

OR

- b) declined as the proposal does not meet the eligibility criteria as outlined in Report RP-2019-0012;

AND FURTHER THAT funding in the amount of \$516.50 for Jesse's Journey Isaac's Trek for Treats be;

- a) derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

OR

- b) declined as the proposal does not meet the eligibility criteria as outlined in Report RP-2019-0012;

BACKGROUND:

In September of 2008, Council adopted a revised Municipal Assistance Program Policy CL-2008-0001. The Policy reflects the values and benefits of the municipality working in collaboration with community partners to provide opportunities and services that promote and enhance a healthy, safe and active community. Seven categories of assistance have been established for the Community and Corporate Affairs Committee of Council to evaluate requests for municipal assistance from community members, organizations, and businesses based on the principles contained in the policy.

COMMENTS:

New Requests:

	Organization	Description Rationale	2017	2018	Amount Requested 2019	
1	Aynsley Saxe "The Beautiful Tomorrow Project"	Special Purposes, Projects, or Start- up Costs	N/A	N/A	Requested: \$7,174.49	Eligible: \$1,793.62
	Total		N/A	N/A	\$7,174.49	\$1,793.62
Meets Criteria		Yes, businesses and individuals are eligible for Municipal Assistance. This project engages the community and local youth.				
Comments		<p>The Beautiful Tomorrow Project is a project based on the song "Beautiful Tomorrow", written by local (Georgetown) singer-songwriter Aynsley Saxe (AynsleySaxe.com). The purpose of "The Beautiful Tomorrow Project" is to raise awareness about environmental concerns and inspire people of all ages to purposeful action that makes a difference.</p> <p>Co-produced and recorded by John Jamieson (SoundhouseStudio.com), the song will feature Halton youth from the Gaudeamus Choir (GaudeamusChoirs.com) who will sing background vocals on the track under the direction of choir director Diane Murray-Charrett. The song was recorded in Georgetown at St. John's United Church with the Gaudeamus Choir in early March 2019 final recording, editing, mixing and mastering will be finalized in Toronto at Soundhouse Studio in time for Earth Day on April 22, 2019.</p>				

	<p>The song will be available to various local, provincial and national environmental groups for their marketing and promotional purposes which include:</p> <ul style="list-style-type: none"> • An online press kit will be available to promote to media (CBC, WaveFM, Georgetown Independent, etc.). • The video will be available online through Vevo and/or YouTube. • The song will be performed at the Gaudeamus Choir' Spring Concert (April 27th, 2019) at St. John's United Church in Georgetown. • The song will be available for purchase as a digital download. CDs will also be available for purchase for the general public. <p>The special project request is to assist with: song recording, production, mix, master and videography. Other expenses include editing music video, interviews, stock footage for video, St. John's United Church rental expenses.</p> <p>The total cost of the project is \$7,174.49. Under the Special Projects, Purposes and Start Up Costs category groups are eligible for up to 25% of the total project costs up to a maximum of \$5,000.00. The Beautiful Tomorrow project is eligible to receive \$1,793.62.</p>
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	Organization	Description Rationale	2017	2018	Amount Requested 2019	
2	Cancer Assistance Services of Halton Hills (CASHH) "Tour the Hills"	Waiver of Fees	N/A	N/A	Requested: \$2,200.00	Eligible: \$2,200.00
		Special Purposes, Projects, or Start-up Costs	N/A	N/A	\$5,000.00	\$5,000.00
	Total		N/A	N/A	\$7,200.00	\$7,200.00
Meets Criteria		Yes, community events are eligible for municipal assistance when the fundraising is directed back to a Town program, service or facility.				
Comments		<p>Cancer Assistance Services of Halton Hills (CASHH) will be hosting their first "Tour the Hills" cycling fundraiser on Sunday, September 22, 2019. This fundraising ride will consist of a 100 km and 40 km ride in which participants can raise funds and ride the course of their choice.</p> <p>Funds raised will support CASHH in delivering free cancer treatment services to cancer patients and their families in Halton Hills. Costs and event proceeds will be contributed to by seeking corporate sponsors and rider registration donations in addition to municipal assistance.</p>				

	<p>CASHH is anticipating approximately 500 riders and their supporters from Halton and surrounding communities to attend this event.</p> <p>Participants will register at Trafalgar Sports Park. There will be 3 pit stops with bio-breaks and food refueling. The ride will finish at Trafalgar Sports Park with a large celebration, BBQ and activities.</p> <p>The waiver of fees is for the park rental at the Trafalgar Sports Park where the route will start and finish. The additional waiver of fees is for the loan of equipment for the event registration and celebration at the conclusion of the event.</p> <p>The total cost of the event is \$48,220.00. Under the Special Projects, Purposes and Start Up Costs category groups are eligible for up to 25% of the total project costs up to a maximum of \$5,000.00. CASHH is eligible to receive \$5,000.00 in the special projects category.</p>
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	Organization	Description Rationale	2017	2018	Amount Requested 2019	
3	Georgetown Cruise Nights	Waiver of Fees	N/A	N/A	Requested: \$2,154.62	Eligible: \$2,154.62
		Special Purposes, Projects, or Start-up Costs	N/A	N/A	\$2,585.76	\$1,185.10
	Total		N/A	N/A	\$4,740.38	\$3,339.72
Meets Criteria		Yes, community events are eligible for municipal assistance when the fundraising is directed back to a Town program, service or facility.				
Comments		<p>Georgetown Cruise Nights has been a weekly, summer event in Georgetown for 18 years at Nashville North. The event includes a gathering of car enthusiasts, show their vehicles to the public and enjoy the social atmosphere. Georgetown Cruise Nights has recently changed organizers to continue the legacy.</p> <p>The event was passed on to the new event organizers with limited resources. The request is to support the new event organizers with one-time costs and a waiver of fees for facility permit for their new location at the Mold Masters Sportsplex parking lot. The group has a revised mandate and goals for the event. In 2019, the group is striving to enhance the event with additional advertising, volunteer t-shirts and work on becoming a financially stable event where the proceeds are donated to Georgetown Hospital.</p> <p>The total cost of the event is \$4,740.38. Under the Special Projects, Purposes and Start Up Costs category groups are eligible for up to 25% of the total project costs up to a maximum of \$5,000.00.</p>				

	Georgetown Cruise Nights is eligible to receive \$1,185.10 in the Special Projects Category
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	Organization	Description Rationale	2017	2018	Amount Requested 2019	
4	Heritage Acton "175 th Anniversary of Acton"	Special Purposes, Projects, or Start- up Costs	N/A	N/A	Requested: \$20,187.13	Eligible: \$5,000.00
	Total		N/A	N/A	\$20,187.13	\$5,000.00
Meets Criteria		Yes, community celebrations are eligible for municipal assistance.				
Comments		<p>Heritage Acton is planning a gala evening to celebrate Acton's 175th anniversary in August 2019. The group will be hosting a Gala event, distributing the original flag of Acton and a coffee table book to purchase with the proceeds going to the Acton Town Hall.</p> <p>Heritage Acton will highlight the publication as a historic calendar coffee table book, comprised of photos and write-ups of Historic Acton calendars from 2002 to 2019. The book will include historic data and personal recollections of interest to former and current residents.</p> <p>The celebration will also recognize the unique Acton Flag that was designed by Jack Carpenter in 1972. The flag highlights that Acton is geographically on the escarpment and centered in the middle of three large cities and three smaller cities.</p> <p>The special project costs requested are for:</p> <ul style="list-style-type: none"> • Gala Evening - \$9,565.00 • Flags – \$3,963.00 • Calendar Coffee Table Book - \$6,659.13 <p>The total cost of the event is \$20,187.13. Under the Special Projects, Purposes and Start Up Costs category groups are eligible for up to 25% of the total project costs up to a maximum of \$5,000.00. Heritage Acton is eligible to receive \$5,000.00.</p>				

	Organization	Description Rationale	2017	2018	Amount Requested 2019	
5	Halton Hills Optimist Club "Cross Country Run"	Waiver of Fees	\$0.00	N/A	Requested: \$640.32	Eligible: \$0.00
	Total		\$0.00	N/A	\$640.32	\$0.00
Meets Criteria		No – Service Clubs are ineligible for Municipal Assistance.				

	<p>The policy does state “Consideration may be given for activities/events that support the strategic priorities of Council as contained in the Town’s Strategic Plan and Municipal Assistance Policy.” Staff note the following Strategic Plan objectives:</p> <p>A.9 To support and enhance a variety of arts and cultural opportunities for the enjoyment of the public.</p> <p>A.10 To encourage and promote community volunteerism.</p> <p>C.11 To pursue partnerships across the Town’s public and private sectors that enhances the community’s economic wellbeing.</p>
Comments	<p>The Optimist Club of Halton Hills for over 20 years has organized an annual Cross Country run event that takes place every September in partnership with the Halton District School Board. Approximately 700 youth participate over the two day event.</p> <p>The event was previously held at Cedarvale Park. The group moved to the Gellert Community Park in order to accommodate the number of attendees and participants in the run. The group is seeking assistance to waive the park permit fee as it would allow the group to improve the recognition and awards for the participants.</p> <p>The approval of this request would be at the discretion of the Committee based on its own merit.</p>

Returning Requests:

	Organization	Description Rationale	2017	2018	Amount Requested 2019	
7	Acton Farmers Market on 7	Waiver of Fees	N/A	\$1,825.00	Requested: \$2,546.16	Eligible: \$2,546.16
		Marketing and Promotions	N/A	\$0.00	\$750.00	\$750.00
		Special Purposes, Projects, or Start-up Costs	N/A	\$1,000.00	\$0.00	\$0.00
	Total		\$0.00	\$2,825.00	\$3,296.16	\$3,296.16
Meets Criteria		Yes, businesses are eligible for Municipal Assistance. This event also serves the Community and is recognized as a community event in Acton.				
Comments		The Acton Farmer’s Market on 7 will offer a weekly market on Thursday evenings from June to October 2019, at Bethel Christian Reform Church parking lot. This will be their third year in operation.				

	<p>The event involves 19 local vendors and includes family activities and entertainment. The organizers would like to enhance the Goat Yoga offered. Fencing will be required to provide a safe additional activity to the Farmers Market.</p> <p>The waiver of fee is requested to cover the cost of loan of equipment (fencing) and the marquee rental at the Acton Arena and Community Centre.</p>
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	Organization	Description Rationale	2017	2018	Amount Requested 2019	
8	Head for the Hills Craft Beer Festival	Waiver of Fees	\$2,781.12	\$2,785.59	Requested: \$3,242.95	Eligible: \$0.00
		Marketing and Promotions	\$750.00	\$750.00	\$750.00	\$0.00
		Green Initiatives	\$750.00	\$750.00	\$750.00	\$0.00
	Total		\$3,281.12	\$3,285.59	\$4,742.95	\$0.00
Meets Criteria		<p>No – Service Clubs are ineligible for Municipal Assistance. The policy does state “Consideration may be given for activities/events that support the strategic priorities of Council as contained in the Town’s Strategic Plan and Municipal Assistance Policy.” Staff note the following Strategic Plan objectives:</p> <p>A.9 To support and enhance a variety of arts and cultural opportunities for the enjoyment of the public.</p> <p>A.10 To encourage and promote community volunteerism.</p> <p>C.11 To pursue partnerships across the Town’s public and private sectors that enhances the community’s economic wellbeing.</p>				
Comments		<p>Organized by four Georgetown Service Clubs (Rotary, Lions, Kiwanis & Kinsmen), the Georgetown Craft Beer Festival is a beer-tasting experience, taking its place among the iconic Southern Ontario festivals of summer, combining the interest and excitement of the craft beer movement with a genuine desire to help charities throughout the region.</p> <p>Head For The Hills launched in 2015 with more than 25 craft beers and ciders from across the province, a variety of innovative food trucks, local craftspeople, and a line-up of local country and folk musicians to help spread the festival spirit. 5,200 people attended in 2018.</p> <p>A portion of the proceeds goes to Food4Kids North Halton, a local charity that provides healthy food to at-risk kids between the ages of 5</p>				

	<p>and 14, as well as a variety of other local charities already supported by the four service clubs of Georgetown.</p> <p>This year's Head for the Hills – Georgetown Craft Beer Festival event will be hosted at the Trafalgar Sports Park on Saturday, September 14, 2019 from 11:00 am to 6:00 pm.</p> <p>In 2018 and multiple previous years, Committee chose to approve the waiver of fees, green initiatives and marketing and promotions proposal for the Head for the Hills Craft Beer Festival based on its own merits</p>
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	Organization	Description Rationale	2017	2018	Amount Requested 2019	
9	Georgetown Chevrolet Buick GMC on behalf of Community Alliance for Reaching Everyone – “Movie in the Park”	Waiver of Fees	N/A	\$601.91	Requested: \$652.47	Eligible: \$652.47
		Marketing and Promotions	N/A	\$750.00	\$750.00	\$750.00
		Special Purposes, Projects, or Start-up Costs	N/A	\$2,720.00	\$4,227.50	\$0.00
	Total		N/A	\$4,071.91	\$5,629.97	\$1,402.47
Meets Criteria		Yes – Businesses are eligible for Municipal Assistance.				
Comments		<p>Movie Under the Stars will take place on Saturday, August 10, 2019. The group is asking for assistance in covering the costs of their permit for the Gellert Community Park, loan of equipment, marketing/promotional costs and additional costs related to movie production and licensing.</p> <p>This is an annual event that in the past years has drawn approximately 500 spectators from the community at large. All funds raised during this event are in support of the Halton Hills Youth Centres. Proceeds from this specific event go back to the Town of Halton Hills to support one of the pillars of youth.</p> <p>The total cost of the event is \$16,910.00. Under the Special Projects, Purposes and Start Up Costs category groups are eligible for up to 25% of the total project costs up to a maximum of \$5,000.00. Georgetown Chevrolet has requested \$4,227.50 in the special projects category.</p> <p>The Special Projects, Purposes and Start Up Costs category is only approved one time for each group unless there are new changes to the event; therefore the event is not eligible for this category as there have been no significant changes to the scope of the event.</p>				

	Organization	Description Rationale	2017	2018	Amount Requested 2019	
10	Lions Club of Georgetown – “Santa Claus Parade”	Marketing and Promotions	\$750.00	\$750.00	Requested: \$750.00	Eligible: \$0.00
		Waiver of Fees	\$129.87	\$136.36	\$140.45	\$0.00
	Total		\$879.87	\$886.36	\$890.45	\$0.00
Meets Criteria		<p>No – Service Clubs are ineligible for Municipal Assistance. The policy does state “Consideration may be given for activities/events that support the strategic priorities of Council as contained in the Town’s Strategic Plan and Municipal Assistance Policy.” Staff note the following Strategic Plan objectives:</p> <p>A.9 To support and enhance a variety of arts and cultural opportunities for the enjoyment of the public.</p> <p>A.10 To encourage and promote community volunteerism.</p> <p>C.11 To pursue partnerships across the Town’s public and private sectors that enhance the community’s economic wellbeing.</p>				
Comments		<p>The Georgetown Lions Santa Claus Parade will take place on Saturday, November 16, 2019. They are looking for assistance in covering the costs of renting the Georgetown Fairgrounds to conclude their event.</p> <p>In the past years, the Georgetown Lions Santa Claus Parade has drawn between 8,000 and 10,000 spectators and participants from the community at large.</p> <p>In 2018 and multiple previous years, Committee chose to approve the waiver of fee proposal for the Santa Claus Parade based on its own merits.</p>				

	Organization	Description Rationale	2017	2018	Amount Requested 2019	
11	Our Kids Network – Fall Fun Fair	Waiver of Fees	\$466.69	\$480.69	Requested: \$578.42	Eligible: \$0.00
	Total		\$466.69	\$480.69	\$578.42	\$0.00
Meets Criteria		<p>No - Our Kids Network is supported by other levels of government and educational institutions that are not eligible for Municipal Assistance. The policy does state “Consideration may be given to organizations for activities/events that support the strategic priorities of Council as contained in the Town’s Strategic Plan and Municipal Assistance Policy.”</p>				

	<p>Staff note that although the request does not meet the current Municipal Assistance Program criteria, the initiative does support the Town's Strategic Plan objectives/action items:</p> <p>A.2. To attract and retain a suitable range of health and social services.</p>
Comments	<p>Our Kids Network (OKN) Halton is a multi-sector collaboration that is guided by its protocol partners and is committed to the healthy development and well-being of children, youth and families. Locally, the Acton HUB of OKN further focuses on the specific needs identified within the Acton community. Partners include the Town of Halton Hills Recreation & Parks, both Halton school boards, Links2Care, Community Living North Halton, Halton Children's Aid Society and the Region of Halton.</p> <p>The Acton Early Years Fun Fair will engage families and parents of kindergarten children that will be entering schools in Acton and will provide them with information regarding access to community resources and supports available. The educational component will be coupled with fun family activities and food. The event attracted approximately 200 community members in previous years. The event will be held at Prospect Park on Wednesday, August 28th, 2019.</p> <p>This collaborating group has come together with no specific resources allocated to efforts supporting children and families in these crucial early years. The event will run solely on donation/in-kind support from local businesses and OKN partners. This initiative fulfills the following key criteria of the existing Municipal Assistance Program:</p> <ul style="list-style-type: none"> • Provides affordable and accessible activities • Demonstrates collaboration and civic pride • New or complimentary to existing services • Fosters a healthy, safe and active community <p>In 2018 and multiple previous years, Committee chose to approve the waiver of fee proposal for the Fall Fun Fair based on its own merits.</p>

	Organization	Description Rationale	2017	2018	Amount Requested 2019	
11	Jesse's Journey – "Isaac's Trek for Treats"	Waiver of Fees	N/A	\$283.35	Requested: \$516.50	Eligible: \$0.00
	Total		N/A	\$283.35	\$516.50	\$0.00
Meets Criteria		No - Community events are eligible for municipal assistance when the fundraising is directed back to a Town program, service or facility.				

Comments	<p>Jesse's Journey is hosting their third annual Isaac's Trek for Treats event in support of Duchenne Muscular Dystrophy research. This annual event, which draws approximately 180 people, has run solely as an outside event for the past two years and as a result has consistently battled with difficult autumn weather.</p> <p>For 2019, the event organizer would like to provide an indoor space for participants to view their silent auction. The additional rental space of the multi-purpose room at the Acton Community Centre will require an increase of costs, to an already limited budget.</p> <p>In 2018 and multiple previous years, Committee chose to approve the waiver of fee proposal for the Fall Fun Fair based on its own merits.</p>
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Other Program Requests for Information Only:

In February of 2015, Council authorized staff to administer returning Municipal Assistance Program requests that are in compliance with the Municipal Assistance Program Policy CL-2008-0001 and i) less than \$500 in total or ii) no greater than ten (10) per cent of the previous year's approved program request. As per this change in procedure, staff has approved the following returning requests.

Organization	Event	Amount Approved
Acton Horticultural Society	Acton Plant Sale	\$952.92
Georgetown Horticultural Society	Georgetown Plant Sale	\$1,139.80
Acton BIA	Canada Day and Leathertown	\$4,386.35
Georgetown BIA	Georgetown Farmer's Market and Classic Car Show	\$2,050.00
Halton-Peel Highland Games Association	44 th Annual Georgetown Highland Games	\$9,908.34
Glen Williams Town Hall Inc.	Canada Day in the Glen	\$3,088.75
Acton Fire Fighters Association	Canada Day Fireworks	\$929.30
Acton Agricultural Society	Acton Fall Fair	\$17,126.14
Georgetown Agricultural Society	Georgetown Fall Fair	\$16,508.73
Acton Fire Fighters Association	Acton Santa Claus Parade	\$392.12
Light up the Hills	Light up the Hills – Ignition Night	\$6,759.58

Community Partnership Program Policy

Staff have worked with Community Organizations that utilize the current Municipal Assistance Program to gain the best understanding of the benefits of the program on their events and programs. Feedback from the Council Workshops and the Community Organizations will be consolidated into proposed revisions to the policy for Committee's consideration. Staff will be providing an update in later in 2019.

RELATIONSHIP TO STRATEGIC PLAN:

- A.2** To attract and retain a suitable range of health and social services.
- A.3.** To provide a broad range of educational, recreational and cultural services that meet the needs of our residents.
- A.9** To support and enhance a variety of arts and cultural opportunities for the enjoyment of residents.
- A.10** To encourage and promote community volunteerism.

FINANCIAL IMPACT:

The Municipal Assistance Program 2019 budget (Appendix A) does not contain funds to support all requests in this Report. All anticipated returning requests for 2019 have been received though new requests may be received throughout the year. The program is over budget by \$24,220.95 or 23%. Staff will report back in the fall of 2019 once the actuals are finalized to address any funding shortfall from the Tax Rate Stabilization Fund. In past years, the funding shortfall at year end has been lower due to reconciliation of applicants' costs being less than budgeted, or a reduction in submissions in all categories (e.g. special projects). However, due to increasing program requests and rates for Town services (waiver of fees), annual costs have risen and the budget has not been increased since 2013. The program has been over budget for the past 3 years, based on applications approved by Council.

CONSULTATION:

Organizations requesting assistance were provided with information and support from Recreation and Parks Department staff. Where appropriate, staff in other Departments were consulted.

PUBLIC ENGAGEMENT:

No public engagement was required at this time.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances the Strategy's implementation.

This report supports the cultural vibrancy and social well-being pillar(s) of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is Good.

COMMUNICATIONS:

Upon authorization, staff will notify all applicants in writing with the outcome of Committee's decision and assist applicants with the processing of their requests.

CONCLUSION:

The Town of Halton Hills appreciates and recognizes the value and benefits of working in collaboration with agencies, governments, businesses, groups and individuals as demonstrated in the Corporate Strategic Plan and the Municipal Assistance Policy.

As a result, Council for the Town of Halton Hills established a municipal assistance program budget and criteria for determining eligibility for receiving municipal support. All proposals received are reviewed and evaluated for eligibility. Staff request Committee's evaluation of the Municipal Assistance Program proposals received for this review period.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Kevin Okimi".

Kevin Okimi – Manager of Parks and Open Space

A handwritten signature in black ink, appearing to read "Warren Harris".

Warren Harris, Commissioner of Recreation and Parks

A handwritten signature in black ink, appearing to read "Brent Marshall".

Brent Marshall, Chief Administrative Officer