

**STAFF REPORT: Planning and Building**

**REPORT TO:** Finance and Administration Committee  
**MEETING DATE:** August 18, 2009  
**REPORT NO.:** PL.09.97  
**SUBJECT:** Trillium Grant Funding Application – 177 Bruce Street South  
**PREPARED BY:** David Finbow, Director, Planning & Building Services

**A. Recommendations**

That Council receive Staff Report PL.09.97 respecting the submitted Trillium Fund application for 177 Bruce Street South for information purposes.

**B. Background**

The purpose of this report is to apprise Council of an application filed by the Town to the Ontario Trillium Foundation (“OTF”) for proposed works at 177 Bruce Street South.

As Council is aware, work at Ravenna Hall were completed in mid-June with a portion of the work funded by an OTF grant. With the completion of the work, the Town became eligible once again to apply to the OTF for funding. Town Staff identified a few projects that would be eligible including certain works at 177 Bruce Street South. The proposed works identified for 177 Bruce Street South are effectively site works and interior alterations (barrier-free access, washroom and electrical upgrades) to enable the building to be used for office and ancillary library space. Given the timing of the completion of the Ravenna Hall works and the OTF application deadline of July 1, 2009, Town Staff were not able to report to Council on this matter prior to making application.

**Proposed Use of 177 Bruce Street South**

As Council is aware, the source of funding for the acquisition of the subject property was the Blue Mountains Public Library Development Charge Reserve Fund. In light of the OTF funding opportunity, Town Staff conducted a review of potential “government” non-residential uses of the building. Given the construction of the building, library use of it would be limited to minor and limited office space with no storage or stacking of books/material possible other than within the basement of the building (which is not recommended due to humidity levels). In light of continued concerns at Town Hall with respect to inadequate work space/stations due to space allocation, proximity and acoustics, Town Staff determined that the best use of the building would be a combination of Recreation Department Office focused on Youth Initiatives and limited library use.

Discussion has occurred with the Blue Mountains Public Library CEO as to the appropriateness of this use. These discussions have determined that the use of the building for the Recreation Department and Youth Initiatives aligns with the current and longer term vision of the Blue Mountains Public Library. The CEO has indicated that she will discuss this further with the Library Board in the near future.

It is the writer's understanding that some interest has been expressed by members of Council with respect to other uses for the building. If this is the case, Council could direct Town Staff to withdraw the application to OTF.

**C. The Blue Mountains' Strategic Plan**

- *Addressing the Town's municipal infrastructure needs.*
- *Providing a strong, well managed municipal government.*

**D. Environmental Impacts**

N/A


**E. Budget Impact**

Town Staff time will be required to manage the project if the application is successful.

**F. Attachments**

Ontario Trillium Foundation Application (truncated)

Submitted by:



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**Section A: General information**

**A1. Language preferred for correspondence (please select one):**

English       French

**A2. Type of application (please select one):**

Single organization       Collaborative  
 Unincorporated branch/chapter of a provincial/national organization

**A3. If you are applying as a collaborative, please provide the following information:**

Name of collaborative: \_\_\_\_\_

Number of years working together: \_\_\_\_\_

Number of groups in the collaborative: \_\_\_\_\_

**A4. Address and contact information:**

Organization name (in English and French, if available):  
The Corporation of the Town of The Blue Mountains

Previous name (if changed in the last five years): \_\_\_\_\_

Street address: 26 Bridge Street East

P.O. Box: 310

City: THORNBURY

Province: ON    Postal Code: N0H 2P0

Telephone: ( 519 ) 599-3131

Fax: ( 519 ) 599-2474

Website: www.thebluemountains.ca

Contact person's name: Ruth Prince

Title: Manager of Revenue

Telephone: ( 519 ) 599-3131 x 228

E-mail: rprince@thebluemountains.ca

**Section A: General information**

**A5. What is the eligibility status of your organization? (Please select one):**

- Registered charity  
 Not-for-profit corporation (not registered as a charity)  
 First Nation  Métis or other Aboriginal community  
 Municipality (20,000 or less)  Local Services Board  
 County Library Board (serving municipalities with populations of 20,000 or less)  
 Other (please specify)

**A6. If you are applying as a registered charity or a not-for-profit corporation, please provide the following information:**

Year of incorporation or charitable registration:

Incorporation or charitable registration number:

**A7. What is the main sector your organization serves? (Please select one):**

- Arts and culture  Environment  
 Human and social services  Sports and recreation

**A8. How many active volunteers and staff are involved in operating your organization?**

Volunteers: \_\_\_\_\_ Full-time staff: 82 \_\_\_\_\_ Part-time staff: 12 \_\_\_\_\_

**A9. What program are you applying for? (Please select one):**

- Community Program  Province-Wide Program

**A10. Application is primarily for (please select one):**

- Operating funding  Project funding  Capital funding

**Application is also for (select all others that apply):**

- Operating funding  Project funding  Capital funding

**Section A: General information**

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**A11. Total amount of OTF funding requested:**

\$75,000.00 over 12 months, in order to:

(Tell us what you want to do with the OTF grant in 50 words maximum.)

Make alterations, including the construction of a barrier-free ramp, barrier-free path of travel and barrier-free washroom, to an existing Town owned building so as to facilitate its use as a Recreation Department Office housing our Youth Advisor and related/associated Recreation Department Staff.

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**A12. Which, if any, of OTF's granting priorities will your proposal primarily address? (Please select one):**

- Enhanced success for students and learners
- Healthier and more physically active Ontarians
- Enhanced employment and economic potential for workers and their families
- More effective volunteers and more people engaged in their communities
- Other (select this option if your proposal does not address any of the above OTF granting priorities but otherwise meets our granting principles and assessment criteria and responds to a local or provincial need)

**Which other OTF granting priorities (if any) does your proposal address:**

- Enhanced success for students and learners
- Healthier and more physically active Ontarians
- Enhanced employment and economic potential for workers and their families
- More effective volunteers and more people engaged in their communities

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**A13. What is the main sector that will benefit from the grant? (Please select one):**

- |   |  |
|---|--|
| <input type="checkbox"/> Arts and culture                     | <input type="checkbox"/> Environment           |
| <input checked="" type="checkbox"/> Human and social services | <input type="checkbox"/> Sports and recreation |

**What other sectors will benefit from the grant? (Please select all others that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> Arts and culture          | <input type="checkbox"/> Environment                      |
| <input type="checkbox"/> Human and social services | <input checked="" type="checkbox"/> Sports and recreation |

**Section A: General information**

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**A14. Some proposals are directed at residents of a community in general while others are directed at a particular group or groups.**

Is your proposal directed at residents of your community in general?  Yes  No

If you answered *no*, does your proposal primarily serve any of the populations or age groups listed below?

- |   |  |                 |  |
|---|--|-----------------|--|
| People with disabilities                      | <input type="checkbox"/> Yes <input type="checkbox"/> No | Children (0-12) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Francophones                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | Youth (13-18)   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| First Nations                                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Adults (19-64)  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Métis or other Aboriginal community           | <input type="checkbox"/> Yes <input type="checkbox"/> No | Seniors (65+)   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Ethnocultural and racial minority communities | <input type="checkbox"/> Yes <input type="checkbox"/> No |                 |  |
| Women   | <input type="checkbox"/> Yes <input type="checkbox"/> No |                 |  |

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**A15. Will this proposal benefit people living in:**

Rural or small communities (villages, towns or unorganized districts with populations of 20,000 or less)?  Yes  No

Mid-size communities (urban centres with populations between 20,000 and 100,000)?  Yes  No

Large urban centers or metropolitan suburbs (populations of 100,000+)?  Yes  No

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**A16. How did you hear about OTF? (Choose all that apply):**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> M.P.P.                       | <input checked="" type="checkbox"/> OTF staff     | <input type="checkbox"/> Public service announcement |
| <input type="checkbox"/> Newspaper                    | <input checked="" type="checkbox"/> OTF website   | <input type="checkbox"/> Word of mouth               |
| <input checked="" type="checkbox"/> OTF presentation  | <input type="checkbox"/> Previous OTF application |  |
| <input type="checkbox"/> Other (please specify) _____ |   |  |

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**A17. If you have previously applied for OTF funding provide Request I.D. No., if available.**

9942499

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**Section B: Tell us about your organization**

**If you are completing your application by hand and require more space to answer certain questions, you may provide your answers on a separate page. Please ensure you identify the number of the question you are answering.**

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**B1. What is your organization's mandate and mission?**

Provision of numerous and varied services to the residents and businesses of the Town of The Blue Mountains.

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**B2. What are your organization's typical activities (e.g. programs, courses, events, services)?**

Provision of local government, fire protection, policing, water and wastewater services, recreational services, waste collection and management, community support services, etc.

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**B3. Who takes part in your organization's activities or programs or who uses your services?**

Please give the approximate numbers of current members, participants, audience members and/or clients.

The Town is comprised of 6,825 residents with 6,772 private dwellings.

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**B4. How does your organization reach out to members of your community who have not traditionally been involved in the activities you offer?**

The focus of this application is the provision of centrally accessible office space for Youth based programs and activities including the office of the Town's Youth Advisor and Recreation Department.

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**B5. What groups does your organization work with in the community?**

Provide examples of the ways you work together.

All - Residents, Businesses, Tourists, Ratepayers' Associations, Youth, Elderly, etc.

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**B6. What major challenges and successes has your organization experienced recently? How did your organization respond to these challenges and successes?**

**Section B: Tell us about your organization**

Numerous - As a local municipality we are frequently confronted with service delivery challenges. It is through our partnerships with the community that we find successes. This proposal is an extension of this very philosophy. We are attempting to reach out to the community, with a focus on the Youth in our community, by way of engaging them in the development and delivery of varied and diverse initiatives (including our first annual Youth Film Festival).

## **Section C: Tell us about your proposal**

**If you are completing your application by hand and require more space to answer certain questions, you may provide your answers on a separate page. Please ensure you identify the number of the question you are answering.**

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### **C1. Workplan**

Please complete the Workplan included on page 14 or available on the OTF website and submit it with your application. For multi-year applications, include a plan for each year of your application. A Tip Sheet for completing the Workplan is available in the *Tools and Tips* section of the OTF website.

Completed

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### **C2. Explain why your proposal is important.**

Clearly state how it fills a gap, meets a need, develops a skill, builds on an opportunity, solves a problem, etc. If available, provide research or statistics that demonstrate interest in or a need for your proposal.

This proposal provides much needed office and meeting space for our Recreation Department in a central location and will provide a focus for the Town's Youth Initiatives.

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### **C3. Describe who, specifically, in your community will benefit from the proposal and, if you are applying to the Province-Wide Program, identify the communities you will reach across Ontario.**

Many people will benefit but there is a focus on Youth (Ages 13-18).

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### **C4. Describe how your proposal supports the granting priorities of the Ontario Trillium Foundation, if applicable.**

Enhanced success for students and learners - broadening learning experiences for youth; helping youth remain and achieve in school; and, providing opportunities for youth to experience positive personal growth.

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### **C5. Describe your organization's ability to carry out the activities and achieve the goals of your proposal.**

The Town has employed a Youth Advisor for the past 14 months with the primary role of this person to engage the Youth in our community, reinforce their worth and value to the community, provide support in their skill development and learning. The Town is well placed to continue to provide these services and the provision of adequate space will assist in this regard.

**Section C: Tell us about your proposal**

**C6. List any partner organizations involved in planning, doing or evaluating the work, if applicable.**

n/a

**Section C: Tell us about your proposal**

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**C7. How many volunteers and volunteer hours will be contributed to this proposal?**

Describe how you will track this volunteer contribution and any plans to recruit and train these volunteers.

n/a

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**C8. If part of the work you will undertake with OTF funding needs to be sustained beyond the time covered by this grant, explain how it will be continued.**

n/a

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**C9. How does your proposal make your organization's programs/services more accessible to members of your community?**

Please comment on all barriers to participation including geographic, cultural, economic, as well as physical barriers.

The proposal is to create usable and accessible space for all people in our community by constructing barrier-free elements to, and throughout, the building.