



Staff Memo

Report To: South Huron Council
From: **Dan Best, Chief Administrative Officer/Deputy Clerk**
Date: December 17 2018
Report: CAO 2018.21
Subject: MOU Template for Community Groups

Recommendations:

That the report of D. Best with respect to an Memorandum of Understanding (MOU) template for Community Groups be received; and

That an MOU with the Thames Road Elimville Community Park Committee be drafted and forwarded to a subsequent Council meeting for consideration.

Purpose:

Information and Direction

Background and Analysis:

Correspondence was received from the Thames Road Elimville Community Park Committee respectively request Council's consideration of the opportunity to develop a partnership agreement towards the beautification and maintenance of this popular community park.

The park, situated at 41391 Thames Road East (County Rd. 83) – six kilometres east of Exeter, this 5 acre park was gifted to the community's children in 1924 by Thomas and Margaret Cameron. It has been looked after by a wide variety of volunteers since that time.

The current committee has worked since 2011 to create a multi-use park so that it can continue offering a publically-accessible green space for the people of South Huron and beyond.

In the correspondence the following were key highlights:

- Over 1000 hours of volunteer effort has been put into this revitalization which includes trimming, pruning and clean-up, tree planting, participating in building the timber-frame pavilion on the site, installation of a playground relocated from a closed local school, erecting a split rail fence, maintaining gateway gardens as well as designing, painting and installing the 'Cameron's Legacy' barn quilt as part of the South Huron Barn Quilt Trail.
- The park committee previously had a 30 plus year partnership agreement with the municipality, and would like to enter into a similar agreement again. This park provides an outdoor green space for local families and for community gatherings, special events as well as a play area for children and rest stop for people travelling on the busy Thames Road through South Huron.

Subsequently, Council directed staff to prepare a template for a Memorandum of Understanding that could possibly be used that could facilitate this request but also provide a framework for other community groups. In addition, the template could be an effective tool to continue to support volunteer retention, recruitment with the key Municipal Act, 2001 changes coming into effect on March 1, 2019 that will impact the operations and governance of committees of council. These changes place committees of councils under the auspices of a code of conduct and integrity commissioner. The impact of these changes are undetermined at this time, but it is an issue which Council will need to address early in this term.

Council currently has a Memorandum of Understanding with the Exeter BIA (see attached) and Canada Day Committee (see attached). For consistency, this framework would be the basis for moving forward with community groups. It should be noted that a Memorandum of Understanding (MOU) is merely a formal recognition of the principles of working collaboratively.

Should Council wish to enter into an MOU with the Thames Road Elimville Community Park Committee, staff will engage the committee and a subsequent report with a draft MOU will be forwarded for consideration

Financial Impact:

There are no financial implications as a result of the actions outlined in this report.

Legal Impact:

There are no legal implications as a result of the actions outlined in this report.

Staffing Impact:

There are no staffing implications as a result of the actions outlined in this report.

Related Documents:

MOU Exeter BIA
MOU Canada Day Committee

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk