

Collaboration Agreement

The Corporation of the Municipality of Temagami (Party A) and Living Temagami ~ Heritage & Culture Centre (Party B), collectively known as the "Parties" each desire to enter into a mutually beneficial working relationship. This collaboration agreement is intended to serve as a legally binding contract governing the terms of that relationship. The Agreement will be valid for the term of the Grant period of one year commencing when the grant outcome is announced and the funds are received.

Involved Parties

Party A

The Corporation of the Municipality of Temagami
7 Lakeshore Drive, P.O. Box 220
Temagami, Ontario
POH 2H0
705-569-3421
clerk@temagami.ca

Party B

Living Temagami ~ Heritage & Culture Centre
6715 Highway 11 North, P.O. Box 565
Temagami, Ontario
POH 2H0
705-569-3344
office@livingtemagami.ca

Authority and Representation

Primary Representatives

Chosen primary representatives shall be vested with the full ability to make decisions on behalf of their respective organizations.

It is mutually understood that the Parties shall make every effort to ensure that all involved parties are fully aware of any pertinent facts related to the above listed objectives for the duration of this collaboration agreement.

The following individuals have been appointed as chosen primary representatives for their respective organizations:

Party A

The Corporation of the Municipality of Temagami
Elaine Gunnell – Municipal Clerk

Party B

Living Temagami ~ Heritage & Culture Centre
Roxanne St. Germain – Executive Director

Purpose and Responsibility

The Parties wish to combine their resources to accomplish the following:

To develop a Heritage and Culture Centre to gather, display and archive collected cultural and historical data and artifacts of the area and to investigate programs for archiving and databases that are accessible online. The archived documents will be placed in an online database accessible by the public. Community gatherings and educational programming will build upon displayed documents and artifacts helping people to connect with their heritage and culture. Presently there is no such space for the community to save and secure, share or access this collective knowledge and information and the Heritage and Culture Centre will fill this void.

The Parties responsibilities will be as follows:

The Collaboration will be between the Corporation of the Municipality of Temagami that will receive the grant and distribute it to the Living Temagami ~ Heritage & Culture Centre that will be the hands on partner responsible for the project execution, time commitments, personnel and collection and archiving of the historical and heritage data. Living Temagami will provide and operate a location or space for the Heritage and Culture Centre. The Municipality of Temagami will assist with the project by providing access to any community and culture related historical documents and recordings in their possession, subject to the requirements of the Municipal Freedom of Information and Protection of Privacy Act with respect to personal information, so they can be catalogued and archived and made readily accessible to the public. The Municipality of Temagami may assist with access to a location or space for this project. Living Temagami will be responsible for record keeping and the accountability of expenditures for the project related to the grant funds. Monthly reports will be provided to the Municipality of Temagami who will submit the required financial reports to the Ontario Trillium Foundation.

The Municipality of Temagami shall receive the funds from the Ontario Trillium Foundation and shall reimburse Living Temagami upon receipt of a request for an advance(s) including details of expected expenditures with copies of invoices paid to follow and / or an invoice accompanied by the receipts for expenses incurred for the Project.

Living Temagami shall provide all of the required information and documentation necessary for the Municipality to complete and submit any and all reports required by Trillium, including all details relating to finances and narrative descriptions of the project outcomes as may be required.

The Municipality of Temagami shall take no responsibility for any shortage of funding or any repayment required resulting from lack of information and/or proof required to be submitted to the funding agency that Living Temagami does not provide to the Municipality.

Agreement Extension

This contract may be extended or amended only by written approval from all participating parties. The decision to amend or extend the agreement shall include the date of the amendment/extension, and the signatures of appointed representative of each participating organization as well as any new terms and conditions amended or added to this agreement.

Acceptance

Each collaborator has had the ability to read and accept all conditions and terms listed above, and indicates full acceptance and approval of this collaboration agreement by signing below.

The Corporation of the Municipality of Temagami

Name: Elaine Gunnell

Date: February 21st, 2018

Living Temagami ~ Heritage & Culture Centre

Name: Roxanne St. Germain

Date: February 21st, 2018