

# Committee Name

## Work Plan for 2024

Total Budget Request: \$10,000



Updated: October 12, 2023

	Deliverable / Project	Description	Frequency	Scheduled Date	Location	Lead	Status	Deadline	Budget/Comments
1.	Heritage Week – Banners	To select themes for the vinyl banners located on the median on Broadway and Town Hall.	Once per year	February to March 2024	Downtown Medians	Councillor Sherwood, Lynda Addy, Gary Sarazin		January 2024	Budget: \$4,000 (Special Projects)
2.	Heritage Educations	To allow Committee members the opportunity to attend heritage related educational events Including: possible provincial education session, Ontario Heritage education opportunities	Ongoing	TBD	TBD	Committee		N/A	Budget: \$1,200 Workshops and Memberships (Memberships and Subscriptions)
3.	Heritage Calendar	An annual heritage calendar created and distributed by the Committee for Town residents	Once per year	Fall 2024	N/A	Gary Sarazin Lynda Addy		Printing – November 2024  Distribution - December 2024	Budget: \$4,000 (Special Projects)
4.	Heritage Awareness Plaques	To review and confirm historical information relating to applicant properties	Ongoing	Ongoing	Research may involve library or MoD visits when online searches prove insufficient for confirmation purposes.	Primary: Lynda Addy  Alternate: Open		N/A	Budget: N/A (Plaquing Costs)
5.	Collaboration with Mill Street Library	Collaborating project to be determined.	Once per year	TBD	Mill Street branch	Committee		N/A	Budget: \$800 (Special Projects)