

## **Sustainable Orangeville Committee 2025 Work Plan Deliverables Breakdown - Urban Harvest Program**

### **Deliverable / Project: Special Project: Urban Harvest Program**

#### **Description of Project**

This program promotes the development of sustainable food sources in the community. Each year during the fall, the Committee and volunteers harvest fruits and vegetables from local properties and donate them to the Orangeville Food Bank to help address food insecurity within the community. Collected fruits and vegetables are to be transported using a town vehicle, if available. A set date cannot be determined for 2025, as this program is dependent on when the produce is ready to be harvested.

#### **Budget Breakdown**

- **Committee to determine supplies needed.**
- **\$500** – Storage equipment and harvest tools, bags for storing and delivering fruits and vegetables.

**Total budget for this project: \$500**

#### **Equipment needed for this project.**

- **Town of Orangeville Vehicle** - Coordinate the use of a Town of Orangeville vehicle to transport the harvest from the respective properties. Need to coordinate with the operations team on logistics.
- **Storage Equipment** – to help carry the food while harvesting, and to help transport the harvest between locations. Committee to identify what equipment is required.
- **Harvest Tools** – Committee to identify tools required.

#### **Scheduled Start and Completion Timeline**

##### **Phase 1: June – July 2025**

- Create advertisement materials for recruitment of volunteers, properties to harvest, promotion of the event/potential timelines, and promotion of sustainable growing practices.
- Provide the Committee Secretary with the promotional materials to give to the Communications Division.
- In conjunction with the Committee Secretary, create a volunteer sign up form to be completed online.
- Work with Town staff to coordinate the use of a Town of Orangeville vehicle to transport the harvest from the respective properties. Need to coordinate with the operations team further logistics to use a Town vehicle.

#### **Who is Leading this Phase?**

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- **M. Rowley, Chair** – Develop advertisement materials,
- **Committee Members** – in connection with M. Rowley, assist in the development of advertisement and educational materials.
- **Committee Secretary** – Develop volunteer sign up form and provide the Communications Division with promotional materials.
- **Staff Liaison** – Consult with the operations team to determine logistics for the use of a town vehicle.

### Phase 2: August – September 2025

- Promotion of the program (recruitment of volunteers, properties to harvest, promotion of the event/potential timelines).
- If possible, confirm the date when properties can be harvested.
- If possible, Committee Secretary to email individuals that signed up, date of the harvest.
- Confirm and document list of individuals and properties that have signed up to harvest.

#### Who is Leading this Phase?

- **M. Rowley** – monitoring when the properties can be harvested.
- **Committee Secretary** – to confirm promotion has begun and sign up forms are published on the website and if possible, email individuals that signed up, date of the harvest.
- **Staff Liaison** – Confirm logistics with Operations team on the use of a town vehicle.

### Phase 3: October 2025

- Confirm date when the properties can be harvested.
- Committee Secretary to email individuals that signed up, date and locations of the harvest.
- Attend the event.

#### Who is Leading this Phase?

- **M. Rowley** - confirm when the properties can be harvested.
- **Committee Members** – attend and participate in the event.
- **Committee Secretary** - email individuals that signed up, date and location of the harvest.
- **Staff Liaison** – confirm date of harvest with Operations team for the use of a town vehicle.