



Rural Municipality of Belfast

Mayor: Garth Gillis; Chief Administrative Officer: Bob Brooks; *Incorporated 1972*

COMMUNITY GRANTS COMMITTEE MEETING - MINUTES

Wednesday, September 7, 2022 at 7:00 PM
RMB Office (Unit 103), Wood Islands Market

In Attendance: Councillor Billy Gamble (Chair) (Voting)
Committee: Deputy Mayor Virginia Cooke (Voting)
Mayor Garth Gillis (Ex-Officio - Voting)
CAO Bob Brooks (non-Voting)

Item Order of Business

1. **Call to Order** – Committee was called to order at 7:00 PM by Councillor Gamble.
2. **Covid-19 Restrictions** – no capacity limits; 6-foot distancing and masking optional.
3. **Declarations of Conflict of Interest** – There were no conflicts of interest declared by Committee Members with any items on today's Agenda.
4. **Approval of Agenda** – There were no other suggested Agenda Items for this meeting.

Moved by Deputy Mayor Cooke and **seconded** by Mayor Gillis to adopt the agenda as presented.
Votes for: 3 Votes against: 0 Result: **Carried Unanimously**
5. **Public Input/Presentations** – There were no requested presenters for today's Agenda.
6. **Possible Changes to the Community Grants Program Policy for 2023**
In 2022, Council and Committee Members, discussed the possibility of discussing and making changes to the Community Grants Program Policy, prior to the new Grants cycle in 2023. The CAO committed to doing the research necessary and bringing the item forward to a committee meeting for consideration.

Findings/Recommendations as follows:

(1) Current Bylaw:

The current Grants Bylaw # 2018-02 (*attached*), was reviewed to see if it was still up-to-date and if it was generic enough to make changes to the Grants Policy, without having to make amendments to the legislation. **Result** - No issues were found.

Recommendation:

No changes to the current Grants Bylaw # 2018-02 are required at this time – Following discussion, Committee Accepted the Recommendation.

(2) Current Policy:

The current Community Grants Program Policy (*attached with track changes*), was reviewed to see if it was still up-to-date and if it was generic enough to make changes to the Community Grants Program Policy, without having to make amendments to the legislation, and if the Policy could simply be amended, should Council see fit. **Result** - Yes, the Policy is up-to-date, and can be amended – depending on the ultimate changes that Council deems appropriate.

Recommendation:

Amend the Policy if Committee and Council deems it appropriate – Following discussion, Committee Accepted the Recommendation.

(3) Not-For-Profit:

One of the changes that the CAO was asked to look into, was the requirement that any Grant recipient MUST have a Not-For-Profit status. **Result** - It was discovered that very few (if any) actually had a registered Not-For-Profit Status. Moreover, it was felt that the intent of the suggestion leaned more toward limiting the awarding to community groups and volunteer individuals/organizations, that operated within the RMB area.

It was discovered that ‘Area Development Corporations’, ‘Community Groups’, and ‘Voluntary Individuals/Organizations’ were more prevalent in the RMB area, but that most would not be a registered Not-For Profit. Bearing this in mind, the CAO made some recommended changes (*in Track Changes*) to the current Policy document for Committee consideration.

Recommendation:

Accept the recommended changes that would Amend the Policy if Committee and Council deems it appropriate, that would expand the definition of who can receive a Community Grant – Following discussion, Committee Accepted the Recommendation.

(4) Private Business Operations:

Another of the changes that the CAO was asked to look into, was to look at removing the eligibility of Private Business Operations. It was felt that as the popularity of the Community Grants Programs continues to grow; less funds would be available to community groups and volunteers. Removing the Private Business Operations eligibility would help free-up more grant funds. **Result** - the CAO made some recommended changes (*in Track Changes*) to the current Policy document for Committee consideration.

Recommendation:

Accept the recommended changes that would Amend the Policy if Committee and Council deems it appropriate, that would limit who can receive a Community Grant – Following discussion, Committee Accepted the Recommendation.

(5) Mosquito Abatement Programs:

Another of the changes that the CAO was asked to look into, was to look at removing the eligibility of Mosquito Abatement Programs. Some members of Committee and Council expressed concern that to-date, all of the Mosquito Abatement Programs that RMB has funded in the past; only serviced limited areas in the municipality. Recently, RMB debated a Municipal-Wide Mosquito Abatement Program, where, if accepted, would have been funded through a separate budget line item, rather than the Community Grants Program. As that proposal was unsuccessful at that time, RMB now awaits a new proposal to consider.

Result - Removing the Mosquito Abatement Programs from eligibility would also help free-up more grant funds. Based on those arguments, the CAO made some recommended changes (*in Track Changes*) to the current Policy document for Committee consideration.

Recommendation:

Accept the recommended changes that would Amend the Policy if Committee and Council deems it appropriate, that would limit who can receive a Community Grant and would remove any Mosquito Abatement Programs from eligibility in the Program – Following discussion, Committee Did-Not Accept the Recommendation. Committee preferred to continue to allow Mosquito Abatement Programs as Eligible in the Program, until such time as Council either approves another mechanism for funding, or decides that Mosquito Abatement Programs, should no longer be eligible for the Community Grants Program.

(6) Liability Insurance:

Another change that the CAO was asked to look into, was to look at requesting Liability Insurance coverage for any grant that RMB gave out within the Community Grants Program. Neither the Grants Bylaw or Program mentions this requirement.

Result - In discussions with Municipal Affairs and the Voluntary Resource Centre in Charlottetown, most community type groups do not carry Liability Insurance for small local projects/events. An example was given that an Insurance Company was asking for a \$3,000 charge, to effectively receive a \$500 grant. Typically, organizations that are affiliated under large sport organizations, are already covered under an umbrella coverage.

An idea that Municipal Affairs suggested that we might consider, is to only look for Liability Insurance on grants of \$50,000 or more, with coverage of a minimum of \$1,000,000. All of the Development Corporations that RMB currently deals with, have Liability Insurance coverage. To reflect the findings, the CAO made some recommended changes (*in Track Changes*) to the current Policy document for Committee consideration.

Recommendation:

Accept the recommended changes that would Amend the Policy if Committee and Council deems it appropriate, that would add a limited Liability Insurance requirement for Grants of \$50,000 or more with a minimum \$1,000,000 Liability Insurance – Following discussion, Committee confirmed that RMB already gives out an Insurance Indemnification Letter with each Grant, then Committee agreed to accept the Recommendation.

(7) Promotion:

Upon review of the Grants Policy, the CAO noticed that the Policy only talked about promotion of the Community Grants Program through the RMB Website. In fact, RMB promotes the Program in many ways. The CAO is suggesting a minor wording adjustment to the Establishment section, to expand the statement on promotion.

Recommendation:

Amend the Policy if Committee and Council deems it appropriate, that would see more appropriate wording for the promotion of the Grants Program as provided – Following discussion, Committee Accepted the Recommendation.

Moved by **Mayor Gillis** and seconded by **Deputy Mayor Cooke** to recommend to Council, to amend the Community Grants Program Policy as discussed and agreed by the Community Grants Committee. Effective for the 2023/2024 Community Grants Program cycle and beyond. (*changes provided in Track Changes in yellow highlight*)

Votes for: 3 Votes against: 0 Result: **Carried Unanimously**

7. **New Business for the Agenda** (*as per Item 4 above, there was no additional business*)
8. **Next Meeting:**
 - a. **Grants Committee Meeting** – unknown (*some time in early 2023 for the next Community Grants cycle*), as a result, the Minutes will be on the September 21st Council Meeting Agenda for Committee approval.
9. **Adjournment** – As there is no further business...

Moved by **Deputy Mayor Cooke**, to adjourn the meeting at: **7:58 PM.**

Minutes Approved on: _____

(Committee Chair) Councillor Billy Gamble

CAO Bob Brooks

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