



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall  
1229 Esquimalt Road  
Esquimalt, B.C. V9A 3P1

## Legislation Text

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### REQUEST FOR DECISION

**DATE:** February 26, 2019

Report No. FIN-19-002

**TO:** Laurie Hurst, Chief Administrative Officer

**FROM:** Local Grant Committee

**SUBJECT:**

2019 Local Grant Allocations

**RECOMMENDATION:**

That Council:

1. consider the allocation of local grants in the amount of \$130,500 as set out in the schedule attached to Staff Report FIN-19-002, and
2. direct staff to prepare a report pertaining to review of the Local Grant Policy for consideration at a future Committee of the Whole meeting.

**RELEVANT POLICY:**

Council Policy No. ADMIN-29 Local Grants Esquimalt High School

Council Policy No. ADMIN-32 Local Grants

Council Policy No. ADMIN-52 Local Grants L'Ecole Victor Brodeur

**STRATEGIC RELEVANCE:**

Continue with a vibrant and sustainable arts, culture and heritage community.

**BACKGROUND:**

In accordance with Council Policy No. ADMIN-32 Local Grants, funding for local grants is provided within the annual Financial Plan. Up to 90% of the annual budgeted amount may be allocated to applications which satisfy the submission requirements, with the remaining funds being available throughout the year for other local grant applications.

In 2016, the Policy was amended to include a mechanism for increasing the total annual amount available. This updated calculation results in the local grant account balance being adjusted to an amount equivalent of a .50% tax increase based on the previous year's actual financial results. Based on 2018 results, a total of \$145,000 has been included in the local grants account within the draft 2019 Financial Plan.

## ISSUES:

### 1. Rationale for Selected Option

The Local Grant Committee, comprised of Mayor Desjardins and Councillors Armour and Morrison, held a meeting on February 20, 2019 to hear from applicants and make their recommendations. Representatives from each of the applicant organizations were allotted time to address the Committee and respond to any questions. Within the Council Policy, it was a requirement for all applicants from organizations not considered “established events” to attend the Committee meeting to address their applications. Of the 29 organizations that submitted an application, 23 appeared before the Committee.

Attached to this report is the Local Grant Schedule which includes the complete list of applicant organizations, grant payments issued in 2017 and 2018, as well as the 2019 requests and Committee recommendations. As outlined in the schedule, the total of all 2019 local grant funding requests was \$196,545 which well exceeded the \$145,000 account balance.

This year, six applications were received from organizations proposing established events. A total amount of \$92,500, consisting of \$22,500 in cash payments and \$70,000 of in kind Township services, was requested. The costs of all in kind support approved and provided will be tracked by Township departments and will be funded from the local grants account.

During its deliberations, the Committee discussed a number of school related organizations and questioned the Township’s role in funding their projects. Additionally, various topics involving the current Council Policy were raised including potential limits of in kind support, the ability to approve multiple year funding for certain organizations and determination of the total amount to be included in the annual financial plan.

### 2. Organizational Implications

There are no organizational implications of this decision.

### 3. Financial Implications

The Committee recommends the distribution of \$130,500 in local grants, as indicated in the attached schedule. This figure includes amounts for L’École Victor Brodeur and Esquimalt High School as outlined within their respective Council Policies. The remaining balance in the account after this allocation would be \$14,500 and would be available during the remainder of the year to fund future grant requests.

### 4. Sustainability & Environmental Implications

There are no sustainability or environmental implications of this decision.

### 5. Communication & Engagement

All applicants will be formally notified of Council’s decision and those approved for cash funding will receive a cheque payment from the Township. Within the notification, approved organizations will be

reminded of the Council Policy's annual reporting requirements.

Internally, applicable municipal departments will be notified of those established events which were approved for in kind support during the 2019 fiscal year so that the costs can be appropriately tracked, recorded and communicated.

**ALTERNATIVES:**

1. That Council:
  - a. consider the allocation of local grants in the amount of \$130,500 as set out in the schedule attached to Staff Report FIN-19-002, and
  - b. direct staff to prepare a report pertaining to review of the Local Grant Policy for consideration at a future Committee of the Whole meeting.
2. That Council revise and approve an amended local grant schedule.