



Meeting Date: January 25, 2023

Submitted by: Heather Kepran, Communications Specialist;
Tiffany Farrell, Director of Corporate Services

Report No: CPS-05-2023

Subject: Council Grants and Delaware Hydro Reserve Fund Grants 2023

Recommendation:

THAT in accordance with the Council Grants Policy:

- the request from the Del-Ko-Brydge Canada Day Community be approved in the amount of \$1,000; and
- the request from the Middlesex Centre Archives be approved in the amount of \$5,000; and
- the request from the Optimist Club of Bryanston-Birr be approved in the amount of \$1,500; and
- the request from the Optimist Club of Ilderton be approved in the amount of \$750; and
- the request from the Poplar Hill Picnic be approved in the amount of \$1,200; and
- the request from the Royal Canadian Legion Branch 531 be approved in the amount of \$2,600, pending approval from Middlesex Centre Building Division; and
- the request from the Tri-County Heritage Club be approved in the amount of \$1,500; and
- the request from Turtle Watch - Middlesex Centre be approved in the amount of \$1,000;

AND THAT the request from the Delaware Lioness be approved in the amount of \$800 in accordance with the Delaware Hydro Reserve Fund Policy;

AND FURTHER THAT staff be directed to prepare correspondence and/or issue payment to the above noted organizations.

Purpose:

To make recommendations to Council regarding the requests for grants for financial assistance to groups within Middlesex Centre.

Background:

The purpose of the Council Grants and Delaware Hydro Reserve Fund programs is to provide municipal funds or other forms of assistance, in limited amounts, to community groups and organizations that warrant municipal support.

Applications are available online year-round and close on November 30th of each year. After the budget is passed, a committee consisting of the Director of Corporate Services, the Director of Community Services and the Communications Specialist meets to discuss and evaluate the applications.

Analysis:**Council Grants Program**

The Council Grants Program exists to recognize the value of the work of non-profit groups to the well-being and growth of the community, and in helping the municipality retain a strong community focus.

Focus areas:

- Tourism/Economic Development
- Community
- The Arts
- Culture and Heritage
- Environmental Awareness & Sustainability
- Other

Under the program, a maximum of \$20,000 is included in the budget each year for this program. Grants are awarded to:

- A maximum of \$5,000 per organization has been established for financial contributions.
- A maximum of \$2,000 per organization has been established for in-kind services. In-kind support will be limited to the use of municipal property at reduced or no cost, municipal staff support and loan of municipal equipment.

Key eligibility requirements include:

- The organization must have a clearly stated purpose and function that result in an improvement in community services within the Municipality of Middlesex Centre and the organization must be responsible for the planning and provision of these services.
- Organizations must be non-profit community groups and organizations and be based in or connected to the Municipality of Middlesex Centre.
- Programs/community events must be open to all residents of Middlesex Centre and must benefit Middlesex Centre residents.

2023 Requests for Funding

The Municipality received ten applications totalling \$24,550* for 2023. Seven of the applicants received funding in previous years. The summary of the application requests is presented in the table which follows.

One additional organization received funds in 2020 but were unable to use them in 2020 and 2021, and only partial used them in 2022, due to COVID-19. This organization, the Optimist Club of Kilworth-Komoka, is carrying forward about half of their 2020 grant valued at \$2,000 into 2023, when they will apply the balance to their 2nd Annual Easter Egg Hunt. The funds were originally given for a community run, but after reviewing that program in light of COVID-19, it was felt that the egg hunt would be more appropriate. Last year's egg hunt was well-received, with 150 kids and their families taking part. Note that the Optimists have been ineligible to apply for additional Council Grants while this grant has remained unspent.

Also included in the Council Grants are \$150 for local high school scholarships and \$1,000 for the Ilderton Agricultural Society Grant, as part of their lease agreement.

All recipients of the council grants program are to submit a written report on how the money was spent and results of the event/project.

***A note on in-kind requests and contributions:** In-kind requests put forward as part of the grant application process, if approved, are handled a variety of ways, depending on the nature of the program.

1. Council Grants: In this case, the value of the in-kind is charged to the Council Grants program, and funds are transferred from the Council Grants program to the applicable municipal budget line.
2. Community Services Fee Waiver Program: In this case, the value of the in-kind is charged to the Community Services as part of their fee waiver program. The value of these waivers is not reflected in the Council Grants program allocations, but the details are noted below.
3. Agreement: In some cases, there is a formal agreement on the use of a facility or property. The value of these agreements is not reflected in the Council Grants program allocations, but the details are noted below.

Table: Council Grant Requests and Recommendations

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Del-Ko-Brydge Canada Day	Canada Day Celebration	\$1,000		<p>Recommendation: \$1,000</p> <p>Funding will support Canada Day Celebrations in the southern portion of the municipality.</p> <p>This application is consistent with previous grants awarded.</p> <p>There are no staff concerns with this request.</p>	<p>2022: carryover</p> <p>2021: carryover</p> <p>2020: \$2,000</p>
Ilderton Tug-of-War Club	Tug-of-War Club	\$5,000	Fee waiver, use of supplies, use of facilities	<p>Recommendation: no funding</p> <p>Funding is to support a new program, in the beginning stages, to develop a tug-of-war club in Ilderton for youth and adults (all genders).</p> <p>The funding request was to cover the cost of materials to build training equipment. At this point of application, a location for a training area had not been secured, and the application also sought the municipality's support in finding a location should their first option (the agricultural grounds) fall through.</p> <p>Staff do not recommend funding at this time as the program is not yet in a position to move forward until a location is secured. However, staff recognize that this program may align with current efforts towards developing new recreational programs in Middlesex Centre, and as such will reach out to the organizers to discuss opportunities to work together.</p>	<p>New applicant in 2023</p>

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Komoka Railway Museum (KRM)	Site & Building Maintenance	\$5,000 PLUS carryover of unused funds (\$5,000) from 2022	In-kind space offered through formal agreement between the Railway Museum and the municipality.	<p>Recommendation: Carryover only with option to release addition funding for this year pending demonstrated need.</p> <p>Funds were granted to KRM in 2022 to improve decking and walkways around the Railway Museum building. Funds for this project were also awarded in 2021 and other previous years and some improvements have been made however, more are required. KRM reports that they were unable to spend the \$5,000 allocated to this project in 2022 due to the discussions of deeming the Komoka Community Centre surplus lands and their summer program activities.</p> <p>The new request for funding in 2023 once again highlights the need to improve the decking around the Railway Museum building. It also mentions building cement works for the base of two CNR buildings KRM may acquire.</p> <p>Staff appreciate the need to repair the decking and increase accessibility, particularly as the museum is located on municipal property. However, staff are concerned with the lack of action by the KRM on this issue.</p> <p>As such, staff recommend that the carryover of funds from 2022 be permitted, but that no new funds be allocated until such time that the KRM can show that the 2022 funds have been expended towards the deck project and demonstrate the need (through engineered drawing, permits, etc.) for the additional funds for the deck project as requested. The funding to be released at a later date would be limited to the balance left in the 2023 Council Grants account and/or \$5,000, whichever is less.</p> <p>Staff will direct the KRM to continue to work with Building Services to ensure that decking meets OBC and accessibility standards, and proper permits are sought.</p>	2022: \$5,000 2021: \$5,000 2020: \$2,000 2019: \$2,000

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Middlesex Centre Archives (MCA)	Middlesex Centre Archives 2023	\$5,000	The municipality is in a lease agreement with the Archives at a cost of \$0 for the rented space (495sq.ft.) at the Delaware Community Centre	Recommendation: \$5,000 Funding will support MCA in their access of the Artefactual Systems (database). The database, once populated will allow MCA to have better access to their collection for volunteers, staff, researchers and scholars. Secondly, MCA is seeking funds to support the development of historical content to be shared with the public in support of Middlesex Centre's 25 th anniversary. Staff have no concerns with this request.	2022: \$5,000 2021: \$5,000 2020: \$2,250 2019: \$1,500
Optimist Club of Bryanston-Birr	Canada Day Celebration	\$1,500	Use of municipal property	Recommendation: \$1,500 Funding will support Canada Day Celebrations in the north-east portion of the municipality. This application is consistent with previous grants awarded. Staff have no concerns with this request.	2022: \$1,500 2021: carryover 2020: \$1,500 2019: \$1,500
Optimist Club of Ilderton	Canada Flags	\$750		Recommendation: \$750 Funds will be used to replace flags that are along the main roads in Ilderton around Canada Day. This request is consistent with previous grants awarded. Staff have no concerns with this request.	2022: \$500 2021: \$600 2020: \$480 2019: \$480
Poplar Hill Picnic	Annual Poplar Hill Picnic	\$1,200	Fee waiver (for use of municipal facilities) and insurance coverage	Recommendation: \$1,200 Funding will support the annual Poplar Hill and area community picnic in the centre portion of the municipality. This application is consistent with previous grants awarded. Staff have no concerns with this request.	2022: carryover 2021: carryover 2020: \$1,200 2019: \$1,200

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Royal Canadian Legion Branch 531 Ilderton	Street Sign Activation	\$2,600		<p>Recommendation: \$2,600; hold funds until Legion discusses project with Building Division.</p> <p>This project looks to renovate the front sign at the Legion in Ilderton in order to support ongoing community programs offered by the Legion.</p> <p>Staff are supportive of the application, however, feel it is important that the Legion discuss their plans for updating the sign with Building Division prior to moving forward to ensure they will be in compliance with the sign by-law and any other relevant by-laws. As such, we recommend approving the funding, but holding its distribution pending Building Division's approval (permits may or may not be required).</p>	New applicant in 2023
Tri-County Heritage Club	Annual Heritage & Antique Show	\$1,500		<p>Recommendation: \$1,500</p> <p>The Annual Heritage & Antique Show offers visitors an opportunity to learn more the agricultural history of our area. This application is consistent with previous grants awarded. Staff have no concerns with this request.</p>	2022: carryover 2021: carryover 2020: \$1,500 2019: \$1,500
Turtle Watch - Middlesex Centre	Every Turtle Counts	\$1,000		<p>Recommendation: \$1,000</p> <p>This program is seeking funding to protect the local turtle population from road mortalities. Funding will be used to increase awareness, engage the community and aid in species recovery through lawn signs to be placed on private property and building turtle nest box protectors. The program has elements of citizen science as well.</p> <p>Staff are supportive of this application and believe it will align with other local environmental programs like the pollinator gardens. As this is a new program, staff will require that the organizers establish separate financial accounts for the program if they have not done so already.</p>	New applicant in 2023

Delaware Hydro Reserve Fund

Each year, Middlesex Centre makes available up to 50% of the interest earned by the Delaware Hydro Reserve Fund in the previous year. This is approximately \$9,000 this year.

Individuals and community organizations can apply for funding for capital projects that meet certain eligibility requirements. Up to 50% of the cost of the capital project may be covered by the Delaware Hydro Reserve Fund, with the 50% balance contributed by the individual(s) or the community organization.

Expenditures from the fund may include, but not limited to:

- Capital projects to improve the general appearance of Delaware Village;
- Capital projects that improve access to Delaware community facilities and programs by children, seniors and people with disabilities; and
- Capital projects that improve or add to the municipal infrastructure in Delaware Village.

2023 Requests for Funding

One organization submitted a funding request during the application period.

Table: Delaware Hydro Reserve Fund Requests and Recommendations

Organization	Project	Project Costs	Funding Recommendation & Comments
Delaware Lioness	Flower Baskets	Total Cost: \$1,600 Funding Provided by Applicant: \$800 Funding Request: \$800	Recommendation: \$800 The Delaware Lioness have received funds from the Delaware Hydro Reserve Fund for this project for several years. Staff have no concerns with the application or the project itself.
Delaware Lioness	New Project	Total Cost: \$2,500 Funding Provided by Applicant: \$1,250 Funding Request: \$1,250	Recommendation: \$0 No information was provided about this project. As such, staff cannot recommend it receive funding at this time. Staff will recommend that the Delaware Lioness resubmit the application for this project for consideration later in 2023, when they can provide further details about their plans.

Financial Implications:

Table: Financial Implications - Council Grants

Item	Value
Council Grants Application Requests	\$24,550
Council Grants Recommended	\$14,550
Ilderton Agricultural Society Grant (yearly as part of lease agreement)	\$1,000
Grants to high schools for graduating students	\$150
Total Grants Recommended	\$15,700
Budget	\$20,000
Remaining for 2023	\$4,300

Table: Financial Implications – Delaware Hydro Reserve Fund

Item	Value
Delaware Hydro Reserve Fund Application Requests	\$2,050
Delaware Hydro Reserve Fund Recommended (including in-kind where value was assigned under Council Grants Program)	\$800
Available Funding in 2023 (approx. pending final interest)	\$9,305
Remaining for 2023	\$8,505

Strategic Plan:

This matter aligns with following strategic priority:

- Engaged Community

The grant programs support several objectives and initiatives under the strategic priority of Engaged Community, most notably:

- Objective 1.1 - Support community organizations and opportunities for volunteer involvement in the community
- Objective 1.3 - Celebrate our rural and agricultural heritage