



Meeting Date: January 10, 2024

Submitted by: Heather Kepran, Manager of Strategic Communications

Reviewed by: Tiffany Farrell, Director of Corporate Services

Report No: CPS-01-2024

Subject: Council Grants and Delaware Hydro Reserve Fund Grants 2024

Recommendation:

THAT Report CPS-01-2024, re: Council Grants and Delaware Hydro Reserve Fund Grants 2024 be received;

AND THAT in accordance with the Council Grants Policy:

- the request from the Del-Ko-Brydge Canada Day Community be approved in the amount of \$2,000; and
- the request from the Middlesex Centre Archives be approved in the amount of \$4,630; and
- the request from the Optimist Club of Bryanston-Birr be approved in the amount of \$1,600; and
- the request from the Optimist Club of Ilderton be approved in the amount of \$750; and
- the request from the Optimist Club of Kilworth-Komoka be approved in the amount of \$5,000; and
- the request from the Poplar Hill Lions be approved in the amount of \$1,000; and
- the request from the Poplar Hill Picnic be approved in the amount of \$1,200; and
- the request from the Tri-County Heritage Club be approved in the amount of \$1,500;

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 Manager of Strategic Communications 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.

Program Review – 2024

The Council Grant Program has not been reviewed since 2016. In 2024, staff are planning to review the program to ensure it is continuing to meet the needs of both the municipality and local community groups.

2024 Requests for Funding

The municipality received 17 applications totalling \$54,600* for 2024. Nine of the applicants received funding in previous years. The summary of the application requests is presented in the table which follows.

Also included in the Council Grants are \$250 for a local high school scholarship (note this has increased from \$150 in previous years) 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
Big Brothers Big Sisters of London and Area (BBBS London)	Middlesex Centre In-School Mentoring Program	\$5,000		<p>Recommendation: \$0</p> <p>BBBS London is seeking funding towards a mentorship program for youth in Middlesex Centre schools.</p> <p>The intention of the Council Grants Program is to provide funding to programs that are open to all residents in Middlesex Centre. The eligibility criteria include that, “Programs/community events must be open to all residents of Middlesex Centre and must benefit Middlesex Centre residents.”</p> <p>The mentorship program will service a very small and very specific group of residents (12 youth and 12 mentors). As such, staff are not recommending funding for this project under the Council Grants Program.</p>	New applicant in 2023
Community Outreach Committee of St. John the Devine Church	Student Pizza Lunch Program	\$5,000		<p>Recommendation: \$0</p> <p>St. John the Devine is seeking funding to offset the costs of their monthly Student Pizza Lunch program for students at Medway High School.</p> <p>The intention of the Council Grants Program is to provide funding to programs that are open to all residents in Middlesex Centre. The eligibility criteria include that, “Programs/community events must be open to all residents of Middlesex Centre and must benefit Middlesex Centre residents.”</p> <p>The pizza lunch program is servicing a very specific group of residents (students at Medway High School). As such, staff are not recommending funding for this project under the Council Grants Program.</p>	New applicant in 2023

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Delaware Lioness	Vulnerable Innocence - The Internet: Are The Children In Charge?	\$600	In-kind: Waive Hall Rental Fee	<p>Recommendation: \$0</p> <p>The Lionesses are seeking funding to bring in a speaker on the topic of risks to youth on the internet. The presentation would be geared to parents and caregivers.</p> <p>Given the availability of this information on the internet and through reputable sources such as OPP, staff are not recommending funding for this project under the Council Grants Program.</p> <p>Staff are considering offering similar workshops through the Middlesex Centre Recreation Program in 2024, building on the success of the Fraud Safety Workshops for Seniors held in 2023. If moving forward, staff will reach out to the Lionesses to discuss partnership opportunities.</p>	New applicant in 2023
Del-Ko-Brydge Canada Day	Canada Day Celebration	\$2,000	In-kind: Staff on day of event, road closure, fee waiver, insurance	<p>Recommendation: \$2,000</p> <p>Funding will support Canada Day Celebrations in the southern portion of the municipality. This year, the event, which moves from community to community, is being held in Komoka.</p> <p>This application is consistent with previous grants awarded. There are no staff concerns with this request.</p> <p>In addition to this financial contribution, Middlesex Centre will be providing the use of the Komoka Community Centre and Pavilion for the day of the event (value of \$1,269).</p>	2023: \$1,000 2022: carryover 2021: carryover 2020: \$2,000 2019: \$2,000
Focus on Nature	London Region Workshop Subsidisation Project	\$4,320		<p>Recommendation: \$0</p> <p>Focus on Nature, located in Guelph, ON, is looking funds to offset the cost of offering 12 free nature photography workshops to students in public schools in low-income areas of Middlesex Centre.</p> <p>Staff are not recommending funding for this project under the Council Grants Program.</p> <p>There may, however, be an opportunity to partner with Middlesex Centre to offer this type of workshop as a recreation program. Staff will suggest this partnership opportunity to Focus on Nature.</p>	New applicant in 2023

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Komoka Railway Museum (KRM)	Site & Building Work and Legal Expenses 2024	\$5,000	In-kind space offered through formal agreement between the Railway Museum and the municipality. This agreement is currently under review.	<p>Recommendation: \$0</p> <p>KRM is requesting funding a variety of activities, including renovation of the decking at the site, building repairs and installing concrete pad(s) to accommodate additional structures. The priority among these is the decking and funding one-time legal costs for updating the KRM charter and by-laws.</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. Some improvements have been made however, more are required. Note that last year, KRM did not receive funding as they had not used their funding from 2022.</p> <p>Staff appreciate the need to repair the decking and undertake other improvements, particularly as the museum is located on municipal property. However, staff are concerned with the lack of action by the KRM on this issue. Additionally, staff currently in negotiations with KRM with regards to an updated lease agreement.</p> <p>As such, staff recommend that no funding be provided through the Council Grants Program for 2024. Staff would encourage KRM to reapply in future with a detailed plan for how funds will be used to support the long-term vision for the museum.</p>	2023: carryover 2022: \$5,000 2021: \$5,000 2020: \$2,000 2019: \$2,000
London Regional Children's Museum	The New London Regional Children's Museum	\$5,000		<p>Recommendation: \$0</p> <p>The Children's Museum is seeking funding towards their capital campaign for their new facility in the City of London.</p> <p>The intention of the Council Grants Program is to provide funding to programs in Middlesex Centre. The eligibility criteria include that, "The organization must have a clearly stated purpose and function that result in an improvement in community services within the Municipality of Middlesex Centre ..."</p> <p>As such, staff are not recommending funding for this project under the Council Grants Program.</p>	New applicant in 2023

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Lower Thames Valley Conservation Authority (LTVCA)	River and Creek Safety Day	\$2,000		<p>Recommendation: \$0</p> <p>LTVCA is seeking funds for a one-day workshop on river and creek safety to be held at a local conservation area. Staff are not recommending funding for this project under the Council Grants Program at this time but will discuss options for future support with LTVCA. For example, there may be an opportunity to partner with Middlesex Centre to offer this type of workshop as a recreation program.</p>	New applicant in 2023
Lower Thames Valley Conservation Foundation	Revitalizing the Ska-Nah-Doht Museum	\$5,000	In kind request: staff support to advertise Ska-Nah-Doht project	<p>Recommendation: \$0</p> <p>The Lower Thames Valley Conservation Foundation is seeking funding towards their capital campaign for the renovation of the Ska-Nah-Doht Museum.</p> <p>The intention of the Council Grants Program is to provide funding to programs in Middlesex Centre. The eligibility criteria include that, “The organization must have a clearly stated purpose and function that result in an improvement in community services within the Municipality of Middlesex Centre ...”</p> <p>As such, staff are not recommending funding for this project under the Council Grants Program.</p> <p>Staff will be happy to share information about the museum and the project via the municipal social media channels.</p>	New applicant in 2023
Melville United Church	Reducing Carbon Footprint	\$5,000		<p>Recommendation: \$0</p> <p>Melville United Church is seeking funding to support energy-efficiency retrofits. This project would be better suited to come through Middlesex Centre’s Community Improvement Plan (Energy Efficiency Grant – matching of 50% of eligible costs, up to \$7,500).</p> <p>As such, staff are not recommending funding for this project under the Council Grants Program.</p> <p>Staff will contact Melville United Church to let them know about the opportunity under the Community Improvement Plan.</p>	New applicant in 2023

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Middlesex Centre Archives (MCA)	Middlesex Centre Archives 2024	\$4,630	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	<p>Recommendation: \$4,630</p> <p>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.</p> <p>Additionally, MCA is seeking funds to support the acquisition of new archival supplies to house the 1,500+ images in the London Township Bicentennial Photo Collection (initially created in 1984) and a small amount of funding to offset the cost of renting the full Delaware Community Centre for the annual Heritage Fair.</p> <p>Staff have no concerns with this request.</p>	<p>2023: \$5,000</p> <p>2022: \$5,000</p> <p>2021: \$5,000</p> <p>2020: \$2,250</p> <p>2019: \$1,500</p>
Optimist Club of Bryanston-Birr	Canada Day Celebration	\$1,600	Use of municipal property (Bryanston School Property)	<p>Recommendation: \$1,600</p> <p>Funding will support Canada Day Celebrations in the north-east portion of the municipality.</p> <p>This application is consistent with previous grants awarded.</p> <p>Staff have no concerns with this request.</p>	<p>2023: \$1,600</p> <p>2022: \$1,500</p> <p>2021: carryover</p> <p>2020: \$1,500</p> <p>2019: \$1,500</p>
Optimist Club of Ilderton	Canada Flags	\$750		<p>Recommendation: \$750</p> <p>Funds will be used to replace flags that are along the main roads in Ilderton around Canada Day.</p> <p>This request is consistent with previous grants awarded.</p> <p>Staff have no concerns with this request.</p>	<p>2023: \$750</p> <p>2022: \$500</p> <p>2021: \$600</p> <p>2020: \$480</p> <p>2019: \$480</p>
Optimist Club of Kilworth-Komoka	Optimist Club - Use Facilities for Community Events	\$5,000		<p>Recommendation: \$5,000</p> <p>The Kilworth-Komoka Optimists provide a number of community events for youth in the southern part of Middlesex Centre. These events typically take place at Middlesex Centre facilities. This funding request is to help offset the cost of renting the facilities.</p> <p>Staff have no concerns with this request.</p> <p>Funds will be provided as a credit on the Optimists' facility booking account, to be drawn from throughout the year.</p>	<p>2023: carryover</p> <p>2022: carryover</p> <p>2021: carryover</p> <p>2020: \$2,000</p>

Organization	Project	Grant Request	In-Kind Contributions	Funding Recommendation & Comments	Previous Grants
Poplar Hill Lions	Trees Middlesex Centre	\$1,000		Recommendation: \$1,000 The Trees Middlesex Centre program has a history of successfully distributing trees to local residents. This application is consistent with previous grants awarded. Staff have no concerns with this request.	2023: \$1,000 2022: did not apply, program changed leadership 2021: \$1,000 2020: \$1,000 2019: \$1,000
Poplar Hill Picnic	Annual Poplar Hill Picnic	\$1,200	Full rental of Poplar Hill Pak for the event (1 day)	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. In addition to this financial contribution, Middlesex Centre will be providing the use of the Poplar Hill Pavilion for the day of the event (value of \$320).	2023: \$1,200 2022: carryover 2021: carryover 2020: \$1,200 2019: \$1,200
Tri-County Heritage Club	Annual Heritage & Antique Show	\$1,500		Recommendation: \$1,500 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.	2023: \$1,500 2022: carryover 2021: carryover 2020: \$1,500 2019: \$1,500

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 \$21,000 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.

2024 Requests for Funding

Three organizations submitted funding requests 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, Komoka, Mount Brydges (DKMB) Minor Baseball	Dugout Overhang, Delaware Main and Lions Baseball Diamonds	Total Cost: \$46,958 Funding Provided by Applicant: \$10,000 Funding Request: \$36,958	Recommendation: \$0 This project would see roofs added to dugouts at two ball diamonds in Delaware. DKMB Minor Baseball is asking for more funding than is available this year and are not meeting the 50% match required. Community Services staff have indicated that the application is premature, as there are details to address such as if the project would require engineered drawings and/or building permits. At this time, staff are recommending no funding be provided, but will encourage DKMB Minor Baseball to continue working with Community Services staff on this project. Funding will be considered again in future years.

Organization	Project	Project Costs	Funding Recommendation & Comments
80s Pizza & Grill	New Signage	Total Cost: Not provided by applicant	Recommendation: \$0 The applicant was looking for funds to improve the signage at their business, which is not an eligible expense under this fund. It was recommended that they instead apply under the Community Improvement Plan, and they have begun that process.

Financial Implications:

Table: Financial Implications - Council Grants

Item	Value
Council Grants Application Requests	\$54,600
Council Grants Recommended	\$17,680
Ilderton Agricultural Society Grant (yearly as part of lease agreement)	\$1,000
Grants to high schools for graduating students	\$250
Total Grants Recommended	\$18,930
Budget	\$20,000
Remaining for 2024	\$1,070

Table: Financial Implications – Delaware Hydro Reserve Fund

Item	Value
Delaware Hydro Reserve Fund Application Requests	\$37,758
Delaware Hydro Reserve Fund Recommended (including in-kind where value was assigned under Council Grants Program)	\$800
Available Funding in 2024 (approx. pending final interest)	\$21,000
Remaining for 2024	\$20,200

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

Attachments:

N/A