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**HRM Grants Committee**  
**June 11, 2007**

**TO:** Chair and Members of the HRM Grants Committee

**SUBMITTED BY:** \_\_\_\_\_  
Cathie O'Toole, CGA, A/Director of Finance

**DATE:** June 4, 2007

**SUBJECT:** **HRM Community Grants Program 2007-2008: Appeals**

### **SUPPLEMENTARY REPORT**

#### **ORIGIN**

This report originates with staff of HRM Financial Services. The *HRM Community Grants Program* makes provision for appeals on the basis of the following: (a) new information, (b) an error in the application of policy and procedures, or (c) upon appeal by an elected official. Appeals must be in writing, within 2 weeks of notification. The deadline for appeals was May 28<sup>th</sup>, 2007.

#### **RECOMMENDATION**

It is recommended that:

1. The HRM Grants Committee approve the staff recommendation to award one-time grants to Eastern Front Theatre (\$5,000), Upstream Music Association (\$1,000), Our Lady of Mount Carmel: St. Thomas Hall Committee (\$17,200), and Maskwa Aquatic Club (\$25,000) for a combined total of \$48,200.
2. To decline the late application from Halifax Search & Rescue.

## **BACKGROUND**

Applicants declined eligibility or those not recommended for an award were notified in writing and the deadline for appeals was May 28<sup>th</sup>, 2007.

## **DISCUSSION**

All applicants declined funding can request feedback on their submission. This year's program received 80 applications of which 12 were deemed ineligible and 9 not recommended for an award. Of those declined, three (3) made a formal appeal by the deadline. Two appeals were requested by members of Regional Council: Halifax Ground Search & Rescue (Councillor Kent) and Maskwa Aquatic Club (Councillor Hum).

### **1. Eastern Front Theatre Society, Dartmouth - Arts & Crafts**

Located in Alderney Landing Theatre, Dartmouth, the Eastern Front Theatre is a professional theatre company and registered Canadian charity. Programming focuses on Atlantic Canadian artists and their work. Revenues are primarily from fundraising, ticket sales, and government grants. The initial application to HRM requested \$5,000 for the development of revised marketing materials to re-position Eastern Front Theatre and promote audience development. The application was deemed ineligible due to the carry forward of un-expended funds from a grant issued in 2006-07. A written appeal was received May 22, 2007, that provided additional information with respect to the change in Artistic Director and confusion with respect to HRM's reporting timelines and the society's fiscal year-end. See: **Attachment 1**.

**Staff recommend a one-time grant of \$5,000 for graphic design services to re-position Eastern Front Theatre and enhance marketing materials.**

### **2. Upstream Music Association, Halifax - Arts & Crafts**

Upstream Music Association is a professional arts organization that promotes composition and improvisational jazz music. The initial application requested \$4,000 towards the *Sonic Bus Stop Series* at the Bus Stop Theatre, Gottingen Street, Halifax. The request was declined funding on the basis of prior funding for the same project last year; HRM's interest was in the development of a new performing arts venue in the area and re-vitalization of Gottingen Street. The project was not undertaken due to a focus on developing a strategic plan for the society; this year's application was therefore essentially a repeat of a prior year and the program does not provide core operational funding. A written appeal was received May 27, 2007, that provided additional information regarding a change in the society's operations and administrative limitations. See: **Attachment 2**.

**Staff recommend a one-time grant of \$1,000 towards marketing the *Sonic Bus Stop Series*, October, 2007 to March, 2008, to promote audience development and an evolving performing arts venue.**

### **3. Our Lady of Mount Carmel Parish (St. Thomas Hall Committee), East Dover - Recreation**

The Our Lady of Mount Parish owns the hall located in the village of East Dover (population ~200) but for many years its operation has been under the stewardship of a committee of volunteers (called the St. Thomas Hall Committee). In addition to serving the residents of East Dover, the hall is a focal point for several small villages in the vicinity such as West Dover, Middle Village, Scott's Branch, Big Lake and McGrath's Cove. The hall is used primarily for social events and community gatherings such as a weekly cards club, dances, suppers, private parties (weddings/funerals), and an election polling station. The hall was built in the 1940's

by local residents and does not have a foundation; in the winter the water freezes and has to be shut-off. There are also issues with respect to well water quality and the septic system. To improve services the committee needs to insulate the hall and install thermostats, install water cisterns and a water purification unit, and upgrade the septic system, plumbing, and washroom fixtures. The total estimated cost is \$36,400. The application was not recommended for funding due to insufficient financial information. A written appeal was received May 29, 2007 that provided additional information. Because the operation of the hall has been undertaken by a group of volunteers with no formal structure independent of the church (property owner) the financial information must be provided by the Mount Carmel Parish. The information has been received and the file is now complete. See: **Attachment 3**.

**Staff recommend a one-time capital grant of \$17,200 towards water system, septic system upgrades, and washrooms to meet code compliance and enhance public safety.**

#### **4. Halifax Regional Search and Rescue, Lakeview (Late) - Neighbourhood Safety**

Halifax Regional Search & Rescue is a federally registered Canadian charity and entirely volunteer (~200 persons). HRSR provides services that supplement RCMP, HRM Police, and HRM EMO operations. For example, search and rescue of missing persons, crime scene search, disaster response, emergency evacuations, and public education. The society has requested a one-time capital grant of \$24,091 towards the purchase of specialized telecommunications equipment (“real time tracking”) that maps the location of searchers. The equipment provides enhanced efficiency in mapping completion of a designated search area and improves the safety of volunteer personnel conducting the search. The total cost of the equipment is \$53,670; the club members will contribute the balance. The appeal is based on the delay in issuing the program Guidebook for 2007-08. See: **Attachment 4**.

**Staff recommend decline. All prospective applicants had equitable access to program information. Due diligence is required of all applicants in terms of meeting funding eligibility and timelines. This year’s application form and Guidebook were posted to the web site in February in addition to a newspaper advertisement.**

#### **5. Maskwa Aquatic Club, Halifax (Late) - Recreation**

The Maskwa Aquatic Club (established in 1975) is located on Kearney Lake and provides recreational and competitive paddling for children and adults and introductory swimming lessons for children and youth. Presently, the club has approximately 700 members but its aging infrastructure cannot meet growing demand, especially when the new Bedford West development is complete. The club has developed a comprehensive expansion plan to include a new boathouse, re-furbished club house to accommodate summer camp programs, and inclusion of disabled persons. The total projected cost is \$1,226,000 and will be developed in stages using a “pay-as-you-go” approach. In 2007-08, the club plans to construct a new boathouse at an estimated cost of \$700,000 for which they confirmed Provincial funding of \$300,000 and \$140,000 of club funding; members will raise a further \$100,000 this year. An application has been made for a one-time capital grant of \$25,000 towards the installation of a new septic system (total cost \$33,000). The aim is to complete the majority of the project (excluding trails) in time for the 2008 National Championships and the 2009 World Championships for which Maskwa will be a training venue. Grants Program staff met with a club representative on December 19<sup>th</sup>, 2006, to review the program and application process but as noted in the letter of appeal dated May 31<sup>st</sup>, 2007, the delay in making an application was due to uncertainty regarding provincial government assistance. See: **Attachment 5**.

**Staff recommend a one-time capital grant of \$25,000 towards the purchase and installation of a new**

septic system.

**BUDGET IMPLICATIONS**

The approved budget for this year's *Community Grants Program* was \$503,700. Awards totalling \$357,038 were approved May 15, 2007. However, an award in the amount of \$5,000 to St. James Anglican Church, Boutliers Point, was declined by the applicant and has been re-allocated. If approved by Regional Council a further four (4) grants totalling \$48,200 conform to the program budget.

**FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN**

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

**ALTERNATIVES**

The HRM Grants Committee could overturn a recommendation, reduce the value of a recommended award, or refer a specific case back to staff for further review. This action is not recommended: each appeal has been evaluated on the basis of information provided in the application, individual merit, and relative to the program's funding criteria.

**ATTACHMENTS**

1. Letter from Scott Burke, Eastern Front Theatre dated May 22, 2007.
2. Letter from Paul Cramm, Upstream Music Association dated May 27, 2007.
3. Letter from Alan Connors, St. Thomas Hall Committee/Our Lady of Mount Carmel Parish dated May 28, 2007.
4. Letter from Barry Manual, HRM EMO dated May 31, 2007.
5. Letter from Sean O'Connor, Maskwa Aquatic Club dated May 31, 2007.

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

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Report Approved by: \_\_\_\_\_  
Bruce Fisher, Manager, Tax & Fiscal Policy, HRM Finance

### Council Report Sign-Off Sheet

<b>Subject:</b>					
Meeting Date:		9 Regular Council 9 Information Report	9 COW	9 In Camera	
Prepared by: _____ Name & Business Unit <span style="float: right;">Date</span>					
<b>9</b>	<b>First Draft for Information Only    9 Consultation    9 Approval</b>				
/	Stakeholder -Internal	Approved By	Date & Time	Revised Date	Initial
	Not Required (unique to originating Business Unit)				
	By-Law Rationalization				
	BPIM				
	CCED				
	EMS				
	Finance - FinTrack - Accounts - Financial Consultants - Procurement - Manager				
	Fire				
	H R				
	Legal				
	P & D				
	Regional Planning				
	Police				
	TPW				
	Library				
	RCMP				
	Water Commission				
	Councillor (s)				
	<b>Stakeholder - External</b>				