



**GRANTS COMMITTEE
MINUTES
March 6, 2017**

PRESENT: Councillor Russell Walker, Chair
Councillor Steve Streach
Councillor David Hendsbee
Councillor Lindell Smith
Ms. Janice Kenny
Ms. Linda MacKay
Ms. Sara Colburne, Vice Chair
Mr. Donald Doge
Ms. Ratnam Mohan

REGRETS: Mr. John Falkenham (absent)

STAFF: Ms. Peta Jane Temple, Team Lead, Grants & Contributions
Ms. Sheilagh Edmonds, Legislative Assistant

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, supporting documents, and information items circulated to the Grants Committee are available online: <http://www.halifax.ca/boardscom/bccgrants/170306grants-agenda.php>

The meeting was called to order at 1:00 p.m. and adjourned at 2:18 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m. in Halifax Hall, City Hall

2. APPROVAL OF MINUTES – November 7, 2016

MOVED by Mr. Dodge, seconded by Ms. MacKay

THAT the minutes of November 7, 2016 be approved.

MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

The Chair recommended that the election of Vice Chair be postponed to the next meeting. He explained that the Audit and Finance Standing Committee would be considering nominations for appointments to the Grants Committee at its meeting on March 8, 2017 and suggested that the Committee wait for the new appointments to be made before it deals with the election of Vice Chair, **to which the Committee agreed.**

MOVED by Mr. Dodge, seconded by Ms. Mohan

That the agenda be approved as amended.

MOTION PUT AND PASSED.

3.1 Election of Vice Chair

This item will be dealt with at the next regular meeting, as agreed during the approval of the order of business.

4. BUSINESS ARISING OUT OF THE MINUTES - NONE

5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS- NONE

6. CONSIDERATION OF DEFERRED BUSINESS – NONE

7. CORRESPONDENCE, PETITIONS & DELEGATIONS

7.1 Correspondence

7.1.1 Maritime Centre for Contemporary Print – Request for Adjudication of Eligibility for 2017-18 Community Grants Program

The following was before the Committee:

- Correspondence dated January 21, 2017 from Maria Doering, President and Executive Director and Scott Fisher, Vice President and Business Manager, Maritime Centre for Contemporary Print.

Ms. Temple referred to the submitted letter and advised that the organization is a newly formed group and they are requesting the Committee suspend current policy that requires the applicant be registered 12 months prior to applying to the program. She advised that staff's position is that the policy be applied.

She noted that the group is focusing on the fundraising stage, and their focus is on professional artists, whereas the grant program would tend to lean toward the development of more community arts groups programs.

A brief discussion ensued and the general consensus of the Committee was in support of the staff recommendation that no exemption of the current policy be permitted. The Chair asked Ms. Temple to relay this information to the group and encourage them to submit an application for next year.

7.1.2 Community Foundation of Nova Scotia

The following was before the Committee:

- Correspondence dated February 23, 2017 from Angela Bishop, Executive Director, Community Foundation of Nova Scotia

Ms. Temple advised that the Community Foundation of Nova Scotia submitted a request to the Grants Committee to partner in the Community Foundations of Canada 150 Fund. She explained that the provincial foundation is limited in accessing the 150 Fund because the federal funding requires a matching contribution and the Community Foundation of Nova Scotia has very limited unrestricted funds, adding that most are donations with restrictive terms as to how they may be expended. Ms. Temple advised that if acceptable to HRM, registered charities in receipt of a grant under the 2017 Community Grants Program would be referred to the Community Foundation of Nova Scotia for consideration under the 150 Fund. HRM's grant would be recognized as the "matching" contribution and could leverage additional federal funding for some local charities.

A discussion ensued and the Committee expressed support for this partnership opportunity.

Ms. Temple responded to questions, clarifying the following points:

- The Community Foundation of Nova Scotia does not have a role in the evaluation of applications to the Community Grants Program, and HRM will not have a role in the selection of 150 Fund recipients.
- Grants staff will assist in the process by making eligible grant recipients aware of this additional funding opportunity and act as a resource to the Community Foundation of Nova Scotia as required.
- Applications submitted to the 2017 Community Grants Program will not be made available to other parties.

MOVED by Councillor Hendsbee, seconded by Councillor Smith

THAT the correspondence from the Community Foundation of Nova Scotia, dated February 23, 2017 be forwarded to Regional Council with recommendation that Regional Council request a staff report on the Foundation's request to partner with the HRM Community Grants Program in regard to the Community Fund for Canada's 150th.

MOTION PUT AND PASSED.

7.2 Petitions - None

7.3 Presentation - None

8. INFORMATION ITEMS BROUGHT FORWARD – NONE

9. REPORTS/DISCUSSION

9.1 STAFF

9.1.1 Halifax Explosion 100th Anniversary Special Advisory Committee: Halifax Explosion 100th Anniversary Grants Program Recommended Awards – Fiscal Year 2016

The following was before the Grants Committee:

- A recommendation report dated February 23, 2017 submitted from the Chair of the Halifax Explosion 100th Anniversary Special Advisory Committee; attached was a staff report dated February 1, 2017.

Ms. Temple introduced Mr. Craig Walkington to the Committee advising that he was Chair of the Halifax Explosion 100th Anniversary Special Advisory Committee. Mr. Walkington provided an overview of the Committee's process and selection of grant recipients for this year's Halifax Explosion 100th Anniversary Grants Program.

Ms. Temple noted a correction in the February 1, 2017 staff report (attached to the February 23, 2017 report from the Halifax Explosion 100th Anniversary Special Advisory Committee). She advised that on page 12 under *Section II - Ineligible Organizations*, St. Mark's Church and the Union Fire Club Pipes and Drums Society are incorrectly listed, and that both organizations should be listed on page 11 under *Section I - Not Recommended for Funding*.

Ms. Temple and Mr. Walkington responded to questions.

MOVED by Councillor Streach seconded by Ms. MacKay

THAT the Grants Committee recommend Halifax Regional Council approve the ten (10) grants as detailed in the Discussion section of the February 1, 2017 staff report, plus an application from the Atlantic Book Awards Society, as outlined on page 11 of the staff report, for a total of eleven (11) grants with a combined total of \$76,480 from Account M311-8004.

MOTION PUT AND PASSED.

9.1.2 Volunteer Search and Rescue Grants Program: Recommended Awards – Fiscal Year 2016-17

The following was before the Grants Committee:

- A staff recommendation report dated January 18, 2017.

Mr. Barry Manuel, EMO Coordinator, Fire & Emergency Services was in attendance and responded to questions.

MOVED by Councillor Hendsbee, seconded by Ms. Colburne

THAT the Grants Committee recommend Regional Council approve:

1. the award of four (4) operating grants as described in the Discussion section of the January 18, 2017 staff report for a combined total of \$125,148 from Account C801-8004;
2. the award of three (3) capital grants as described in the Discussion section of the January 18, 2017 staff report for a combined total of \$14,975 from Account C801-8004; and
3. the allocation of \$8,377 towards EMO JEM as described in the Discussion section of the January 18, 2017 staff report from Account C801-8004.

MOTION PUT AND PASSED.

9.1.3 Tax Relief for Non-Profit Organizations Program Fiscal Year 2016: Referrals

The following was before the Grants Committee:

- A staff recommendation report dated February 1, 2017.

This matter had been considered at a meeting of Regional Council on January 24, 2017, and Regional Council passed a motion which included amendments to refer various applications back to the Grants Committee for further consideration.

The Committee considered the recommendations outlined in the submitted staff report, with Ms. Temple responding to questions.

MOVED by Mr. Dodge, seconded by Councillor Smith

THAT the Grants Committee recommend that Halifax Regional Council:

1. **Direct staff to prepare a report to consider amendments to Administrative Order 2014-001-ADM, the *Tax Relief to Non-Profit Organizations Administrative Order*, in fiscal year 2017, as set out in the discussion section of the February 1, 2017 staff report, to address:**
 - (a) **incremental pro-rating of late renewal applications with maximum deduction thresholds;**
 - (b) **expired lease or license agreements; and that staff return to Council for consideration of the amendments.**
2. **Adopt the amendments to Administrative Order 2014-001-ADM, the *Tax Relief to Non-Profit Organizations Administrative Order*, as set out in Attachment 2 of this report to add Austenville Owls Club, 36 and 38 Oakdale Crescent, Dartmouth, to Schedule 29, effective April 1, 2016, at a combined estimated cost of \$1,736.**
3. **Confirm that the Estabrook Community Hall, 4408 St. Margaret's Bay Road, Lewis Lake, Schedule 29, tax relief be pro-rated for the period April 1, 2016 to August 31, 2016, at an estimated cost of \$775.**
4. **Provide a grant equivalent to a grant under Schedule 26 of the Administrative Order, without deduction, for:**
 - (a) **Feeding Others of Dartmouth, 43 Wentworth Street, Dartmouth;**
 - (b) **Sheet Harbour Rockets Association, 207 Church Point Road, Sheet Harbour; and**
 - (c) **the River Community Centre Association, Highway 7, Moser River, effective April 1, 2016, at a combined estimated cost of \$10,970.**
5. **Provide a grant equivalent to a grant under the Administrative Order pro-rated for the lesser of \$5,000 or a deduction of 1/365th for each day the application is late after June 30st, 2016, to the following organizations:**
 - (a) **MacDonald House Association, 4144 Lawrencetown Road, Lawrencetown, equivalent to a grant under Schedule 26 but excluding any portion of the premises used for a commercial or residential purpose, effective April 1, 2016, and pro-rated as of July 1, 2016, at an estimated cost of \$685;**
 - (b) **Lawrencetown Community Centre, 3657 Lawrencetown Road, Lawrencetown, equivalent to a grant under Schedule 26, effective April 1, 2016, pro-rated as of July 1, 2016, at an estimated cost of \$700;**

- (c) Banook Canoe Club Limited, 17 Banook Avenue, Dartmouth, equivalent to a grant under Schedule 26 effective April 1, 2016, pro-rated as of July 1, 2016, at an estimated cost of \$11,668;
- (d) Ketch Harbour Area Residents Association, PID#03383687 Highway 349, Ketch Harbour, equivalent to a grant under Schedule 26, effective April 1, 2016, pro-rated as of July 1, 2016, at an estimated cost of \$51;
- (e) St. Leonard's Society of Nova Scotia, 2170 Barrington Street, 2549 Brunswick Street and 2706 Gottingen Street, Halifax, equivalent to a grant under Schedule 27, at an estimated combined cost of \$13,284;
- (f) St. Leonard's Society of Nova Scotia, 3170 Romans Avenue, Halifax equivalent to a grant under Schedule 28, at an estimated combined cost of \$366;
- (g) Alrasoul Islamic Society, 1247 Bedford Highway, Bedford, equivalent to a grant under Schedule 29, effective April 1, 2016, pro-rated as of July 1st, 2016, at an estimated cost of \$5,815;
- (h) Black Educators Association, 2136 Gottingen Street, Halifax, equivalent to a grant under Schedule 29, effective April 1, 2016, pro-rated as of July 1, 2016, at an estimated cost of \$3,437; and
- (i) St. Leonard's Society of Nova Scotia, 5506 Cunard Street, Halifax, equivalent to a grant under Schedule 30, effective April 1st, 2016, pro-rated as of July 1st, 2016, at an estimated cost of \$763

MOTION PUT AND PASSED

9.1.1 Committee's Terms of Reference

The following was before the Grants Committee:

- A copy of the Committee's Terms of Reference

Ms. Temple advised that the Committee's terms of reference state that the duties of the Committee are to be annually reviewed by staff and the Committee. She noted there were aspects of the Terms that should be updated. The Chair concurred adding that he believed the terms of office should be reconsidered, in particular, the appointments of one (1) year terms because it does not provide continuity on the Committee.

A brief discussion ensued and the Chair suggested that the Committee put this matter on the next agenda for a fuller discussion.

MOVED by Ms. Kenny, seconded by Ms. Mohan

That 'Review of the Committee's Terms of Reference' be placed on the Committee's next agenda for discussion.

MOTION PUT AND PASSED.

9.1.1 Approval of the 2017 Meeting Schedule

The following was before the Grants Committee:

- Proposed Grants Committee Meeting Schedule for 2017

The Committee discussed the proposed meeting schedule for 2017 and agreed to move the June 5 meeting to June 12, and the May 1 meeting to May 15.

MOVED by Ms. Kenny, seconded Ms. Mohan

THAT the Grants Committee approve the proposed revised meeting schedule for 2017 as follows:

**February 6
March 6
April 3
May 15 (third Monday)
June 12 (second Monday)
September 11
October 2
November 6
December 4**

MOTION PUT AND PASSED

- 10. ADDED ITEMS – NONE**
- 11. DATE OF NEXT MEETING – April 3, 2017**
- 12. ADJOURNMENT**

The meeting adjourned at 2:18 p.m.

Sheilagh Edmonds
Legislative Assistant