



**GRANTS COMMITTEE  
MINUTES  
December 4, 2017**

PRESENT: Councillor Russell Walker, Chair  
Sara Colburne, Vice Chair  
Councillor David Hendsbee  
Janice Kenney  
Donald Dodge

REGRETS: Councillor Lindell Smith  
Councillor Steve Streach  
Ratnam Mohan (absent)  
Yves Ibeme (absent)  
Linda MacKay (absent)

STAFF: Peta-Jane Temple, Team Lead, Grants and Contributions  
Sheilagh Edmonds, Legislative Assistant

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

*The agenda, reports, supporting documents, and information items circulated are online at [halifax.ca](http://halifax.ca).*

*The meeting was called to order at 1:05 p.m. and adjourned at 1:49 p.m.*

**1. CALL TO ORDER**

The Chair called the meeting to order at 1:05 p.m.

**2. APPROVAL OF MINUTES – November 6, 2017**

MOVED by Janice Kenney, seconded by Sara Colburne

**THAT the minutes of November 6, 2017 be approved.**

**MOTION PUT AND PASSED.**

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

Additions:

Submission from Canadian Blood Services RE Item 9.1.4 Tax Relief for Non-Profit Organizations  
Program: Fiscal Year 2017-18

MOVED by Donald Dodge, seconded by Councillor Hendsbee,

**THAT the agenda be approved as amended.**

Two-third majority vote required.

**MOTION PUT AND PASSED.**

**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 Correspondence submitted from Sheet Harbour and Area Ground Search and Rescue**

A letter dated August 16, 2017 was submitted from Neil Parnell, President, Sheet Harbour and Area Ground Search and Rescue

P.J. Temple advised the Committee there was currently a report in progress pertaining to this matter and suggested that the Committee refer the letter to staff.

MOVED by Donald Dodge, seconded by Councillor Hendsbee

**THAT the correspondence submitted from Sheet Harbour and Area Ground Search and Rescue be referred to staff.**

**MOTION PUT AND PASSED.**

**7.2 Petitions - None**

**7.3 Presentation - None**

## **8. INFORMATION ITEMS BROUGHT FORWARD – NONE**

## **9. REPORTS**

### **9.1 STAFF**

#### **9.1.1 Proposed Revisions to the Community Grants Program Guidebook**

The following was before the Grants Committee:

- A staff recommendation report dated September 28, 2017.

P.J. Temple reviewed the proposed revisions to the Community Grants Program Guidebook as presented in the staff recommendation report of September 28, 2017 and responded to questions.

MOVED by Sara Colburne, seconded by Councillor Hendsbee

**THAT the Grants Committee approve the changes to the procedures for the 2018 Community Grants Program as outlined in the discussion section of the September 28, 2017 staff report and reflected in Attachment 1, the 2018 draft Community Grants Program Guidebook.**

#### **MOTION PUT AND PASSED.**

In response to a question, P.J. advised that it was within the Committee's Terms of Reference to approve this matter and it did not require Council approval. Councillor Hendsbee requested, therefore, that staff provide Council an information report on the revisions when the Guidebook is updated, to which PJ agreed.

#### **9.1.2 Less than Market Value Lease: Scott Manor House, 15 Fort Sackville Road**

The following was before the Grants Committee:

- A staff recommendation report dated October 20, 2017.

Tara Legge, Leasing Officer, provided an overview of the submitted staff report dated October 20, 2017 and responded to questions.

MOVED by Sara Colburne, seconded by Donald Dodge

**THAT the HRM Grants Committee recommend Halifax Regional Council authorize the Mayor and Municipal Clerk to enter into a less than market value lease agreement with Fort Sackville Foundation for the leased premises located at 15 Fort Sackville Road, Bedford as per the key terms and conditions set out in Table 1 in the discussion section of the October 20, 2017 staff report.**

#### **MOTION PUT AND PASSED.**

#### **9.1.3 Less than Market Value Lease: Kinsmen Club of Sackville, N.S., 71 First Lake Drive**

The following was before the Grants Committee:

- A staff recommendation report dated November 6, 2017.

Tara Legge, Leasing Officer provided an overview of the submitted staff report dated November 6, 2017 and responded to questions.

MOVED by Councillor Hendsbee, seconded by Janice Kenney

**THAT HRM Grants Committee recommend Halifax Regional Council authorize the Mayor and Municipal Clerk to enter into a less than market value lease agreement with the Kinsmen Club of Sackville, N.S. for the premises located at 71 First Lake Drive, PID NO. 00359958 per the key terms and conditions set out in Table 1 in the discussion section of the November 6, 2017 staff report.**

**MOTION PUT AND PASSED.**

**9.1. 4 Tax Relief for Non-Profit Organizations Program: Fiscal Year 2017-18**

The following was before the Grants Committee:

- A staff recommendation report dated October 30, 2017.
- A submission from Canadian Blood Services requesting full exemption was circulated.

PJ reviewed the report with the Committee, noting the following corrections to the report:

- Page 4, Item #10 Fairview United Family Resource Centre – the figure \$3,457 strike-through is a typographical error and should be removed. The correct value of \$1,152 for the increase in cost is correct.
- Page 10 – Recommend Referral of Recommendation Pending Further Review - Estabrooks Community Hall, 4408 St. Margaret's Bay Road, Lewis Lake. The first sentence states that "The Society was removed from the program in 2016": this is incorrect. The Society was pro-rated due to a change in assessment classification but remains on Schedule 29.
- Page 10 – Recommend Referral of Recommendation Pending Further Review - Fort Sackville Foundation, 15 Fort Sackville Road, Bedford. The Foundation is to lease two (2) two properties and 31 John Gurnham Road, Bedford, should be added.
- Attachment A, page 2, Schedule 26 - Canadian Mental Health Association: Nova Scotia Division, 63 King Street, Dartmouth should be removed from the list: the property has been sold. The recommendation to remove from Schedule 26 is included on page 5 of the report, Table 2 Properties to be Removed from Schedules: Fiscal Year 2017.
- The tax breakdown for the Lawrencetown Community Centre, 3657 Lawrencetown Road, Lawrencetown is not included in Attachment 2, page 28: the cost breakdown is included with the recommendation to add this property on page 6 of the report.

MOVED by Councillor Hendsbee, seconded by Janice Kenney

**THAT the Grants Committee recommend Regional Council:**

**1. Adopt the amendments to Administrative Order 2014-001-ADM, The Tax Relief for Non-Profit Organizations Administrative Order, as set out in Attachment 1 of the October 30, 2017 staff report, which will repeal and replace Schedules 26, 27, 28, 29 and 30 of the administrative order at a combined estimated cost of \$3,744,916 from Operating Account M311- Grants and Tax Concession; with the following amendment to Attachment A of the amending Administrative Order (Schedule 26): remove Canadian Mental Health Association: Nova Scotia Division, 63 King Street, Dartmouth**

**MOTION PUT AND PASSED.**

MOVED by Donald Dodge, seconded by Sara Colburne

**THAT the Grants Committee recommend Regional Council**

**2. Defer a recommendation with respect to applications from S.P Lodge Limited, the Estabrooks Community Hall, MacDonald House Association, Ketch Harbour Residents Association [964 Ketch Harbour Road, Ketch Harbour] and the Fort Sackville Foundation pending further review and a supplementary staff recommendation report; and**

**3. Refer correspondence received by the Grants Committee from Canadian Blood Services to staff for further review.**

**MOTION PUT AND PASSED.**

#### **9.1.5 Proposed 2018 Meeting Schedule**

The following was before the Grants Committee:

- A staff recommendation report dated November 23, 2017.

MOVED by Janice Kenney, seconded by Donald Dodge

**THAT the Grants Committee approve the 2018 meeting schedule as outlined in the 'Discussion' section of the November 23, 2017 staff report.**

**MOTION PUT AND PASSED.**

#### **10. ADDED ITEMS – NONE**

**12. DATE OF NEXT MEETING – January 8, 2018**

#### **13. ADJOURNMENT**

The meeting adjourned at 1:49 p.m.

Sheilagh Edmonds  
Legislative Assistant