



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 14.4.2
Halifax Regional Council
August 1, 2017

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed

SUBMITTED BY: _____
Councillor Russell Walker, Chair, Grants Committee

DATE: July 11, 2017

SUBJECT: Volunteer Search and Rescue Grants Program: Recommended Awards Fiscal
Year 2017-2018

ORIGIN

July 10, 2017 meeting of the Grants Committee - motion to approve staff recommendation.

LEGISLATIVE AUTHORITY

Grants Committee Terms of Reference: "The HRM Grants Committee shall review, evaluate and make recommendations to Regional Council regarding annual cash grants, rent subsidies, property tax exemptions, less than market value property sales and leases to registered non-profit organizations and charities managed by a duly appointed Grants Committee."

RECOMMENDATION

That Regional Council approve:

1. The award of four (4) operating grants as described in the Discussion section of the June 23, 2017 staff report for a combined total of \$132,210 from Account C801-8004;
2. The award of one (1) capital grant as described in the Discussion section of the June 23, 2017 staff report for a total of \$5,595 from Account C801-8004;
3. The award of one (1) One-time Special Project Grant as described in the Discussion section of the June 23, 2017 staff report for a total of \$2,500 from Account C801-8004;
4. The allocation of \$8,195 towards EMO JEM as described in the Discussion section of the June 23, 2017 staff report from Account C801-8004.

BACKGROUND / DISCUSSION

The Grants Committee reviewed the staff report dated June 23, 2017 at their July 10, 2017 meeting and approved the staff recommendation.

FINANCIAL IMPLICATIONS

Financial implications are outlined in the attached staff report dated June 23, 2017.

RISK CONSIDERATION

Risk considerations are outlined in the attached staff report dated June 23, 2017.

COMMUNITY ENGAGEMENT

The Grants Committee meetings are open to public attendance. The Grants Committee is comprised of one elected member from each Community Council, a Chair appointed from the membership of the Audit and Finance Standing Committee and six (6) members of the public. The agenda, minutes, and reports for the Grants Committee are posted on the HRM website.

ENVIRONMENTAL IMPLICATIONS

None.

ALTERNATIVES

Alternatives are addressed in the attached June 23, 2017 staff report.

ATTACHMENTS

Attachment 1: Staff report dated June 23, 2017 report.

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Sheilagh Edmonds, Legislative Assistant, Municipal Clerk's Office 902.490.6520

P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 9.1.3
Grants Committee
July 10, 2017

TO: Chair and Members of HRM Grants Committee

SUBMITTED BY: Original signed

Chief Doug Trussler, Halifax Regional Fire & Emergency

DATE: June 23, 2017

SUBJECT: **Volunteer Search and Rescue Grants Program: Recommended Awards –
Fiscal Year 2017-18**

ORIGIN

February 3, 2015 – Regional Council's approval of Administrative Order 2014-018-ADM Respecting Grants to Volunteer Search and Rescue Organizations.

LEGISLATIVE AUTHORITY

- *HRM Charter (2008) s. 79 (1) Council may expend money required by the Municipality for...
(av) a grant or contribution to
(v) a charitable, nursing, medical, athletic, educational, environmental, cultural, community, fraternal, recreational, religious, sporting or social organization
(vii) a registered Canadian charitable organization*
- *Administrative Order 2014-018-ADM Respecting Grants to Volunteer Search and Rescue Organizations.*

RECOMMENDATION

It is recommended that the Grants Committee recommend Regional Council approve:

1. the award of four (4) operating grants as described in the Discussion section of this report for a combined total of \$132,210 from Account C801-8004;
2. the award of one (1) capital grant as described in the Discussion section of this report for a total of \$5,595 from Account C801-8004;
3. the award of one (1) One-time Special Project Grant as described in the Discussion section of this report for a total of \$2,500 from Account C801-8004; and
4. the allocation of \$8,195 towards EMO JEM as described in the Discussion section of this report from Account C801-8004.

BACKGROUND

Volunteer search and rescue teams provide assistance to all three levels of government in the event of a missing person search, an evacuation, natural or man-made disaster, or evidence search. Although the four (4) organizations formally recognized by HRM are based in predominantly rural locations their search areas cover the entire region and on occasion more than one unit may be called upon to provide volunteer personnel and equipment.

Operating grants are based on an average of three years of core recurring operating expenses. Capital grants support the purchase of real property; substantive structural repairs or expansion of a facility or infrastructure owned by the non-profit; purchase of specialized equipment exceeding \$500 per item. Capital grants are based on an evaluation of merit and in relation to the balance remaining in the program’s budget after proposed operating grants are deducted. The scoring criteria for capital grants is included as Attachment 1 of this report. One-time Special Project grants support an extra-ordinary expenditure not eligible for consideration as a recurring operating cost or a capital grant.

Readers are directed to www.halifax.ca/legislation/adminorders/index.php for a copy of the program’s policy Administrative Order 2014-018-ADM.

DISCUSSION

The value of the recommended operating grant is based on the average of the preceding three (3) year actuals as presented in the applicant’s financial reporting.

Table 1. Proposed Operating Grants – 2017		
Organization	Proposed Award	Status
Eastern Shore Ground Search & Rescue Team	\$30,148	Registered charity, property owner.
Halifax Regional Search & Rescue Team	\$56,550	Registered charity, property owner.
Musquodoboit Valley Ground Search & Rescue Team	\$17,156	Registered society. Occupant of HRM property.
Sheet Harbour Ground Search & Rescue Team	\$28,356	Registered society.
TOTAL	\$132,210	

In 2017, a total of two (2) capital grant applications and one (1) one-time special project applications were submitted for a combined total of \$25,075. The value of requests exceeds the balance remaining in the 2017 program budget. Recommended awards are summarized below in Tables 2 and 3 followed by a narrative description.

Table 2. Proposed Capital Grant – 2017		
Organization	Proposed Award	Rationale
Eastern Shore Ground Search & Rescue Team	\$5,595	To fund the upgrade of 12 TMR1 radios (existing) to the TMR2 platform
TOTAL	\$5,595	

Table 3. Proposed One-time Special Project Grants – 2017		
Organization	Proposed Award	Rationale
Halifax Regional Search & Rescue Team	\$2,500	Towards the purchase of safety helmets to protect searchers during responses
TOTAL	\$2,500	

Eastern Shore Ground Search and Rescue Team (ESGSAR) – Head of Chezzetcook

ESGSAR is a registered Canadian charity and incorporated in Nova Scotia as a non-profit society. A capital grant is requested in the amount of \$5,595 to fully fund the conversion of 12 TMR1 radios to function on the TMR2 platform. HRM recently transitioned from its current TMR1 radio system to a newer TMR2 system for radio communications. During the change-over surplus radios were identified that still have a serviceable life and made available to the ESGSAR Team. The addition of 12 TMR2 radios will provide enhanced communications for the team as well as improved interoperability with external organizations already using the TMR2 system.

A capital grant of \$5,595 to the Eastern Shore Ground Search and Rescue Team recommended to fund the conversion of 12 existing TMR1 radios to the TMR2 platform.

Halifax Regional Search and Rescue Team (HRSAR) - Lakeview

HRSAR is a registered Canadian charity and incorporated in Nova Scotia as a non-profit society. (i) A capital grant in the amount of \$16,983 is requested to supply the team with 120 safety helmets. (ii) The HRSAR team has applied for funding under a one-time project specific grant in the amount of \$2,497 to provide suicide intervention training to 26 of its members.

- (i) A capital grant of \$16,983 was requested to fully fund the purchase of 120 safety helmets. The per unit item cost is less than \$500, therefore, the project will not qualify as a capital grant as noted in Administrative Order 2014-018-ADM, Section 4.2 (“safety equipment valued in excess of \$500 per item”). In order to be considered for funding, this project would need to be classified as a one-time special project grant.

Typically, clothing is not accepted as a capital expense as noted in Administrative Order 2014-018-ADM. The policy does allow for the purchase of specialized or safety equipment or personal apparel if required for personal safety or identification to the general public (Section 5.7).

Halifax Regional Municipality values the contribution of volunteers in support of EMO operations and supports adherence to safety standards. A contribution under a one-time special project grant maximum of \$2,500 is proposed. This funding threshold takes into account

that in general, clothing is not considered a capital cost, but HRM recognizes the value in proper safety equipment being worn by personnel.

The society has the option to (i) buy fewer items, or (ii) phase the purchase in accordance with available funds. It is also important to note that HRM is not purchasing clothing for volunteers; the society is buying a safety product in accordance with its' own operational priorities.

- (ii) A one-time project specific grant in the amount of \$2,497 to provide suicide intervention training for 26 of their members is not recommended in 2017.

It is recommended that a one-time special project grant of \$2,500 be awarded to Halifax Ground Search and Rescue towards the purchase of safety helmets conditional that the society retains ownership of the equipment.

FINANCIAL IMPLICATIONS

In 2017, an amount of \$148,500 has been budgeted in Account C801-8004, including \$8,195 for Joint Emergency Management Teams (JEM). The volunteer JEM teams are not registered non-profit organizations. Halifax Regional Fire & Emergency purchases equipment and supplies through HRM's procurement process and the assets remain the property of the Municipality.

C801-8004 Emergency Measures: Grants 2017 Budget	\$148,500
Less JEM allocation	(\$8,195)
Less proposed operating grants (4)	(\$132,210)
Less proposed capital grant (1)	(\$5,595)
Less proposed one-time special project grant (1)	<u>(\$2,500)</u>
Balance	\$0

RISK CONSIDERATION

Low. Financial reports are submitted annually to Halifax Regional Fire & Emergency.

COMMUNITY ENGAGEMENT

The Grants Committee comprises four (4) members of Regional Council of which one (1) must be a member of the Audit & Finance Standing Committee, and six (6) members of the general public. The Chair shall be appointed by the Audit & Finance Standing Committee.

ENVIRONMENTAL IMPLICATIONS

None.

ALTERNATIVES

The Grants Committee could amend or overturn a staff recommendation.

ATTACHMENTS

1. Capital Grants: Eligibility and Evaluation Criteria.
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A copy of this report can be obtained online at <http://www.halifax.ca/commcoun/index.php> then choose the appropriate Community Council and meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Barry Manual, EMO Coordinator, Halifax Regional Fire & Emergency 902.490.4213;
Peta-Jane Temple, Team Lead Grants & Contributions, Finance & Asset Management
902.490.5469

Report Approved by: Original Signed

Roy Hollett, Deputy Chief, Halifax Regional Fire & Emergency 902.490.5036

Financial Approval by: Original Signed

Amanda Whitewood, Director of Finance & Asset Management/CFO, 902.490.6308

Attachment 1

Capital Grants: Eligibility and Evaluation Criteria

As stated in policy (Administrative Order 2014-018-ADM) a capital grant is:

- a non-recurring financial award towards the purchase of large equipment, the purchase of real property, construction, expansion or retrofit of a facility or amenity including in-ground infrastructure and telecommunications capacity, instrumentation or specialized safety equipment, and major structural repairs to existing amenities (Section 2.g);
- supports the purchase of real property, substantive structural repairs or expansion of an existing facility or infrastructure owned by the non-profit organization¹, the purchase of instrumentation, specialized or safety equipment in excess of \$500 per item, including ancillary parts or operating system (Section 4.2);

The application form provides directions to potential applicants. The evaluation criteria for capital grants requested under the grants to volunteer search and rescue program is shown below in Table 1.

Table 1. Weighted Score for Capital Grant Evaluation		
Category	Rationale	Score
Mandatory Standards	Legislative requirement, insurance liability, code or by-law compliance, standards required by agent of jurisdiction	25
Safety	Life safety systems, specialized large-scale rescue equipment	20
Service Capacity	Vehicle, telecommunications, computerized service enhancement	20
Real Property	Acquisition, construction, expansion, retrofit, capital improvement, environmental remediation	20
Incremental Impact	The project cannot proceed in whole or in part without municipal funding	15
TOTAL		100

¹ An exception may be granted for a 20-year lease in relation to the balance of terms remaining under the lease and the owner's responsibilities.