



## Legislation Details (With Text)

**File #:** AR-19-368    **Version:** 1    **Name:**  
**Type:** Agenda Reports    **Status:** Agenda Ready  
**File created:** 9/10/2019    **In control:** City Council  
**On agenda:** 10/7/2019    **Final action:**  
**Title:** GPFC Recommendations: Community Events Grant Program (C-CS-02) - Policy Amendments  
Presented by: Anna Royer, Manager of Community Grants & Partnerships, Recreation & Parks  
Department

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Att 1 - C-CS-02 Policy - Community Events Grant - Proposed - Red Line Version (V2), 2. Att 2 - C-CS-02 Policy - Community Events Grant - Proposed - Clean (V2)

Date	Ver.	Action By	Action	Result
10/7/2019	1	City Council		

TAMRMS#: B09

### **GPFC Recommendations: Community Events Grant Program (C-CS-02) - Policy Amendments**

Presented by: Anna Royer, Manager of Community Grants & Partnerships, Recreation & Parks  
Department

#### **RECOMMENDATION:**

1. That the amended version of Council Policy C-CS-02 Community Events Grant Program, provided as an attachment to the October 7, 2019 agenda report entitled "Community Events Policy Amendments", be approved.
2. That effective 2020, the Community Events Grant Program budget be reduced by \$13,500 and the Canada Day budget contained within the Recreation and Parks department operating budget be increased by \$13,500 due to the change in Policy C-CS-02 Community Events Grant Program.

#### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with the results of a scheduled review of the Community Events Program and to bring forward proposed amendments to the governing Policy attached to the program.

#### **ALIGNMENT TO COUNCIL STRATEGIC PRIORITY**

N/A

#### **ALIGNMENT TO SERVICE DELIVERY**

N/A

## **ALIGNMENT TO COUNCIL DIRECTION OR MANDATORY STATUTORY PROVISION**

On September 9, 2019 GPFC passed the following motions:

(AR-19-192)

1. That the Governance, Priorities and Finance Committee recommend to Council that the amended versions of Council Policy C-CS-02 Community Events Grant Program, provided as an attachment to the September 9, 2019 agenda report entitled “Community Events Policy Amendments”, be approved.
2. That the Governance, Priorities and Finance Committee recommend to Council that effective 2020, the Community Events Grant Program budget be reduced by \$13,500 and the Canada Day budget contained within the Recreation and Parks department operating budget be increased by \$13,500 due to the change in Policy C-CS-02 Community Events Grant Program.

## **BACKGROUND AND DISCUSSION**

At the June 4, 2019, Community Services Advisory Committee meeting, Policy C-CS-02 Community Events Grant Program was discussed as part of the regular Policy review cycle. Administration has also reviewed the Policy and program and have included their amendments within the attached red-line version of Policy C-CS-02. In addition to a few housekeeping changes including formatting into the new Policy template, a couple of notable changes have been recommended by the CSAC.

The purpose of the Community Events Grant Program is to provide a source of funds to support eligible community groups in the delivery of significant community events. The “Community Celebrations” event category contains those community events which the city operates in partnership with a community organization and will ensure the event continues from year to year. Currently the Policy includes Canada Day within this category, however, this event moved from a community delivery model several years ago to a City direct delivery event.

As this grant program is intended to support not for profit organizations, an event that has become part of the core service delivery for the City should not be eligible for this program. Currently the Canada Day event is funded through the City’s operating budget with supplemental funding of \$13,500 through the Community Events Grant Program. The CSAC recommends removing the Canada Day event and the funding attached to it from the Policy and the grant funding envelope and move it directly into the City’s operating budget. This will accurately reflect the operations of Canada Day and provide the complete budget for this event in the appropriate area.

The CSAC would also like to add a statement to the Policy related to funds granted but unused by the recipient when the surplus or unused amount is minimal. The current Policy states in Responsibilities 3.e) “Return to the City any funds unexpended within one year of the date of Council approval.” Administration is also in agreement as in the past the return of small amounts under \$100 has resulted in more administrative time than the value of the funding returned. The Policy has been adjusted to reflect the requirement to return allocated but unused funding amounts when the surplus exceeds \$100.

Additional amendments include:

- updating the funding available within the three different categories to reflect a percentage of the base funding rather than a dollar amount;
- the wording in the Definitions section 2.e. has been updated to closer reflect what is used in the Alberta Human Rights Act; and
- the addition of definitions for “Ad Hoc Community Event”, “Community Celebrations”, and “Funding Allowance”.

There was additional discussion by CSAC regarding the category title “Ad Hoc” Community Events, and the suggestion was noted to amend this to “Non-Recurring”. Administration is recommending leaving the wording as it currently stands and has not changed it within the red-line version. The community has become familiar with the language used for this grant program. In addition, there are events receiving funding through this program that are “recurring” as they have been held for a few years, although not to the longevity required to be considered under the “Recurring Category”.

## **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

The CSAC have reviewed the Policy and program with their recommendations included within this report and the proposed Policy amendments where applicable.

## **IMPLICATIONS OF RECOMMENDATION(S)**

### Financial:

A motion by Council is required to remove the funding earmarked for Canada Day from the Community Events Grant Program funding envelope and move it into the Recreation and Parks department base operating budget. This budget adjustment will be a net zero change. With the removal of the Canada Day funding from this grant program, the base funding for this program for 2020 will be \$75,100.

### Legal / Risk:

N/A

### Program or Service:

N/A

### Organizational:

N/A

## **ALTERNATIVES AND IMPLICATIONS CONSIDERED**

If Council does not wish to support the recommendation, the following alternatives could be considered:

Alternative 1. Refer the matter back to Administration for further consideration, as per the general

discussion held by Council, and direct that a revised Policy or follow-up report be brought back to Council at a future date.

Alternative 2. No action at this time.

Report Date: October 7, 2019

Author(s): Anna Royer

Committee/Department: Recreation & Parks Department

Deputy Chief Administrative Officer: Kerry Hilts

Chief Administrative Officer: Kevin Scoble