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**MEETING TYPE:** Regular Council Meeting  
**MEETING DATE:** November 7, 2023  
**AUTHOR:** Matt Vader, Director Parks, Recreation and Culture  
**DEPARTMENT:** Parks, Recreation and Culture  
**ITEM TITLE:** Community Engagement Grant  
**DESCRIPTION:** Community Engagement Grant Applications

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### **PURPOSE**

To confirm that the funding requests from Friends of Okanagan Rail Trail, Lake Country Tennis Association, and the Lakestone Community Amenities Association meet Council's intention for the Community Engagement Grant?

### **RECOMMENDATION**

1. THAT the Community Engagement Grant request in the amount of \$5,000 from the Friends of Okanagan Rail Trail for park development at Trewitt Point on the Okanagan Rail Trail be approved;
2. THAT the Community Engagement Grant request in the amount of \$1,000 from the Lake Country Tennis Association to install an Automated External Defibrillator (AED) at Woodsdale Tennis Courts be approved;
3. THAT the Community Engagement Grant request in the amount of \$5,000 from the Lakestone Community Amenities Association for the procurement of an environmental report to support the installation of a swim bay at Waterside Park be approved.

### **EXECUTIVE SUMMARY**

These applications embody the concept for this grant when it was originally presented to Council and then subsequently supported. This grant program was an opportunity for the community to come together with ideas along with funds, resources or support for their idea. While these involve differing levels of support from the District, the concept is the same, creating a better community.

In consideration of the proposed requests to the Community Engagement Grant, the District of Lake Country Parks, Recreation and Culture Department has reviewed the requests and with approval of Council for the Community Engagement Grant funding will either directly deliver or provide support to the projects incorporating the funding being provided and will ensure that the projects are delivered successfully.

### **DISCUSSION/ANALYSIS**

At the August 20, 2019, Strategy Session staff presented a draft Grant-in-Aid Policy that included an additional funding mechanism for community groups wishing to undertake capital projects but requiring funding, titled the Community Engagement Grant. The proposed Community Engagement Grant consolidated the existing Neighbourhood Park Development Policy guidelines and recommended repealing the Neighbourhood Park Development Policy.

At the March 17, 2020, Regular Council meeting, Council adopted Grant-in-Aid Policy 175, 2019 and deferred funding of the Community Engagement Grant to future budget deliberations. The Neighbourhood Park Development Policy remains in effect and the Community Engagement Grant criteria was removed from Grant-in-Aid Policy 175, 2019. At the February 23, 2021, Special Council Meeting Council passed a resolution approving inclusion of \$15,000 in the 2021 Financial Plan for the Community Engagement Grant.

At the April 6, 2021, Regular Council Meeting, staff presented a draft Grant-in-Aid Policy that included an additional funding mechanism for community groups wishing to undertake capital projects but required funding, titled the Community Engagement Grant. The Community Engagement Grant consolidated the existing Neighbourhood Park Development Policy guidelines and repealed the Neighbourhood Park Development Policy.

Like Community Hall Capital Grants, Community Engagement Grants are proposed to be used for capital projects only and available on a first come first serve basis. Applicants are required to provide some type of budgetary contribution, whether financial or in-kind. There are no defined criteria for the contribution. Council may determine the value of the proposed contribution at the time of considering the application or may wish to include a determined amount of contribution to be provided i.e., 50% of the proposed budget. Priority of applications should be determined based on need, funding sources and projects that align with District plans, strategic priorities, or policies. The Community Engagement Grant consolidated the contents of Neighbourhood Park Development Policy 10.113.

The criteria for applicants under the Community Engagement Grant applicants permits applicants to be either a registered organization, or a community group. A Community Group is defined as voluntary groups, neighbourhood associations, service clubs or other groups of individuals that are not registered with BC Corporate Registry, operate with no constitution or bylaws or any paid staff, have a banking account in the group's name, have been operating for at least one year and provide programs, projects or capital expenditures that positively and directly impact Lake Country residents.

The definition of Capital Costs in the Policy includes engineering and design services when necessary and does not include a dollar value defining a capital project. This will ensure the grant can be used for a wider variety of projects.

#### **APPLICABLE LEGISLATION, BYLAWS AND POLICY**

Under section 8 of the *Community Charter*, Fundamental Powers, a municipality has the right to provide assistance except that Council must not provide a grant, benefit, advantage, or other form of assistance to a business including an exemption from a tax or fee (section 25). Business is defined as carrying on a commercial or industrial activity or undertaking of any kind and providing professional, personal, or other services for the purpose of gain or profit. Legislation does not define assistance to non-profit organizations although nearly all municipalities in BC set out policies restricting funding to only non-profit organizations registered under the BC Corporate Registry. A nonprofit is considered an organization, not a business under the *Community Charter* therefore, there is no prohibition on a municipality from providing assistance to non-profits as legislation only applies to business.

#### **FINANCIAL IMPLICATIONS**

None                       Budget Previously Approved       Other (see below)

Friends of Okanagan Rail Trail are financially contributing \$5,000 towards and they also have a grant application to the Central Okanagan Foundation for \$10,000 pending.

The Lakestone Community Amenity Association is contributing \$1,000 and subsequent to the environmental report and section 11 application being submitted to the Province of BC, MacDonald Development Corporation will be engaged on installing the swim buoys and ropes.

The Lake Country Tennis Association is contributing the remaining cost of the AED, which is projected to be a total cost of approximately \$2,000.

#### **CONSULTATION (Internal referrals, External Agencies, Committees, Stakeholders)**

All the applicants to the Community Engagement Grant have been in consultation with the Parks, Recreation and Culture Department to ensure that the vision of the community groups for their projects align with the parameters of the grant program as well as the capacity of the department to either deliver or support the project successfully.

**ALIGNMENT WITH COUNCIL STRATEGIC PRIORITIES**

- Create and Support Opportunities for a Healthy, Active and Inclusive Community
- Create Infrastructure That Meets Community Needs
- Encourage Growth of the Downtown Core
- Ensure Sustainable Water Service Delivery for the Community
- Explore Opportunities to Engage With Regional Local Governments for the Betterment of the Community
- Honour Reconciliation by Strengthening Relationships and Inclusiveness With Our Indigenous Partners
- Identify and support improvements to the Development Process
- Implement the Agricultural Plan
- Preserve, Protect and Enhance Our Natural Environment
- Secure long term wastewater service delivery for our community
- Support Opportunities to Diversify Lake Country's Tax Base

**ALIGNMENT WITH MASTER PLANS**

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| <input type="checkbox"/> Agricultural Plan                             | <input type="checkbox"/> Official Community Plan                           |
| <input type="checkbox"/> Climate Action Charter                        | <input checked="" type="checkbox"/> Parks & Recreation Master Plan 2019    |
| <input type="checkbox"/> Housing Needs Report                          | <input type="checkbox"/> Sanitary Sewer System Map                         |
| <input type="checkbox"/> Liquid Waste Management Plan Stage 1/2 Report | <input type="checkbox"/> Transit Future Plan-Central Okanagan Region-DRAFT |
| <input type="checkbox"/> McCoubrey Plateau Area Structure Plan         | <input type="checkbox"/> Transportation for Tomorrow                       |
| <input type="checkbox"/> Mobility Master Plan                          | <input type="checkbox"/> Water Master Plan                                 |

**OPTIONS**

The following options are presented for Council's consideration:

THAT the Community Engagement Grant request in the amount of \$5,000 from the Friends of Okanagan Rail Trail for park development at Trewitt Point on the Okanagan Rail Trail, the Community Engagement Grant request in the amount of \$1,000 from the Lake Country Tennis Association to install an Automated External Defibrillator (AED) at Woodsdale Tennis Courts, and the Community Engagement Grant request in the amount of \$5,000 from the Lakestone Community Amenities Association for the procurement of an environmental report to support the installation of a swim bay at Waterside Park, be denied.

Respectfully Submitted,  
Matt Vader, Director Parks, Recreation and Culture

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**Report Approval Details**

Document Title:	Community Engagement Grant.docx
Attachments:	
Final Approval Date:	Oct 29, 2023

This report and all of its attachments were approved and signed as outlined below:

**No Signature found**

**Reyna Seabrook, Director of Corporate Services - Oct 27, 2023 - 4:04 PM**

**Leslie Groulx, Interim Chief Administrative Officer - Oct 29, 2023 - 10:02 AM**