

# Municipality of Lakeshore – Report to Council

## Corporate Services

### Deputy Chief Administrative Officer- Chief Financial Officer



**To:** Mayor & Members of Council

**From:** Justin Rousseau, Deputy Chief Administrative Officer – Chief Financial Officer

**Date:** April 18, 2024

**Subject:** Update to the Lakeshore Community Benefits Policy

---

### Recommendation

Direct the Clerk to read By-law 53-2024 updating the Community Benefit Fund Grants Policy, as presented at the May 14, 2024 Council meeting

### Strategic Objectives

3b) Modernizing and Enhancing Municipal Functions - Revise business processes to establish and employ a risk management framework, improved workflow management, and financial modelling to inform management of reserves

### Background

The Municipality of Lakeshore is committed to nurturing a unified municipality that sees possibilities, inspires innovation and realizes potential. The Municipality of Lakeshore is committed to the growth and betterment of the community.

In support of these initiatives, Lakeshore offers the Lakeshore Community Benefit Fund Grant. The grant provides funding for organizations seeking financial assistance that directly benefits the general public within the Municipality of Lakeshore.

Eligible Organizations include:

- Charitable organization registered with the Canada Revenue Agency;
- Registered not-for-profit organization;
- Association or society otherwise recognized at law that is not-for-profit.

Funding Categories include:

- Social and Community Services
- Senior or Youth Activities
- Historical, Arts and Cultural Events or Organizations
- Fundraisers for Municipal Projects
- Community Beautification and Protection/Preservation of the Environment  
Event Sponsorship

This program is offered following the Lakeshore Community Benefit Fund Grants Policy. On October 24, 2023, Council passed the following motion:

1. Direct the Corporate Leader- Chief Financial Officer to process the Lakeshore Community Benefit Fund Grant Applications for all applications to a maximum per application of \$15,000;
2. Approve the transfer of \$40,800 from the working funds reserves to fund the 2023 grant applications;
3. Direct the Corporate Leader-Chief Financial Officer to amend the Community Benefit Fund Grant policy to include a maximum grant per organization of \$5,000.

This report updates the policy to put a maximum grant allotment of \$5,000 per organization and also has included some minor changes to the process as well as provides for the addition of a legal agreement to be entered into to ensure applicants fulfill the intention of the grants.

### **Comments**

The Community Benefit Fund Grants Policy has been updated to reflect the new name of the Municipality of Lakeshore. It also has been updated to include a maximum of \$5,000 per application and added that a report be brought to Council in October after the applications close on September 30<sup>th</sup>. Grant recipients will be required to enter into a legal agreement to address indemnification, liability, conflict of interest, default, compliance with the Community Benefit Fund Grants Policy, etc. Also the Chief Financial Officer will not rank the merits of each application using a matrix as previously defined, the role will however ensure compliance with the policy and bring a report to Council. It is very difficult to determine the community impact of each application in a financial matrix, it is believed that Council as representatives of the community are best equipped to make that decision. It is believed that this will provide workflow management improvements to the grant process.

### **Financial Impacts**

There are no financial implications of the policy, however, the municipality does offer annual budget funding of \$25,500 towards the community benefit program

## Attachments

Redline Version of the Lakeshore Community Benefits Policy

## Report Approval Details

Document Title:	Updates to the Lakeshore Community Benefits Policy.docx
Attachments:	- Community-Benefit-Fund-Grants-Policy Update.pdf
Final Approval Date:	May 3, 2024

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

Prepared by Justin Rousseau

Approved by the Corporate Leadership Team