

Special Council Meeting 5:00 p.m. Monday, March 11, 2024

This meeting will be recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube channel accessible by clicking

https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrQg

1. Call to Order
2. Approval of the Agenda
3. Disclosure of Pecuniary Interest and the general nature thereof

The purpose of the meeting is to review and allocate funds and in-kind requests for the Community Grant Program.

4. Finance
 - a) 2024 Community Grant Program
5. Confirming By-law: By-law 09-2024
6. Adjournment

Next meetings of Council:

Special Public Meeting, March 11, 2024, 6:00 p.m.

Regular Council, Monday, March 11, 2024, 7:00 p.m.

1.	Call to Order
2.	Adoption of the Agenda
	THAT the Agenda for the Special Council Meeting held on March 11, 2024, be approved as presented.

3.	Disclosure of Pecuniary Interest and the General Nature Thereof:

4.	Finance
	THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the report regarding the 2024 Community Grant Program, for information purposes; AND FURTHER THAT Council give staff direction on the allocation of funds and In-Kind requests for the Community Grant Program.

5.	Confirmation of Proceedings
	THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 09-2024 Being a By-law to Confirm the Proceedings of Council for the Special Meeting of March 11, 2024; AND FURTHER THAT authorization be given to the Mayor and Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 09-2024.

6.	Adjournment
	THAT the Council of the Corporation of the Village of Merrickville-Wolford adjourn .

To Council

Date: March 11, 2024
From: Treasurer Kirsten Rham
Re: 2024 Community Grant Program

RECOMMENDATION:

THAT The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the report regarding the 2024 Community Grant Program, for information purposes;

AND FURTHER THAT Council give staff direction on the allocation of funds and In-Kind requests for the Community Grant Program.

BACKGROUND:

On April 23, 2019, Council passed By-law 23-2019, being a by-law to adopt a Community Grant Program Policy in order to set rules and eligibility requirements for applicants and to guide the decision-making process with respect to the allocation of the community grants each year. The Village of Merrickville-Wolford Community Grants Program provides limited financial support to community groups and organizations for projects or events that benefit and contribute toward the quality of life of local residents.

ANALYSIS

The Village of Merrickville-Wolford Community Grants Program Policy sets out clear eligibility criteria, incorporates in-kind requests such as fee waivers and sets out evaluation standards. The policy includes the grant application form and a final report requirement for successful applicants.

Some key elements of the policy are highlighted below, for Council's ease of reference:

- Approval of Community Grant applications and allocation of funds rests with Council.
- Grant funding or assistance is not guaranteed, and Council may reduce funding requests to support a wider range of projects.
- Eligible applicants must be based in Merrickville-Wolford and/or serve the residents of Merrickville-Wolford.
- Organizations that make a profit are not eligible to apply.
- The program is not intended to provide funds for "flow through funding" (where recipients redistribute funds to other organizations or groups), nor for donations to charitable causes.
- Community grants are intended to be supplementary to an organization's main funding sources and are not meant to be the primary source of funding.
- It is not the intent of this program to provide sustainable funding or to create long-term financial dependency.
- Grant funding must be used for the purpose stated in the grant application.

- If requested, a final report must be submitted within 60 days of the event and must be submitted prior to a new application for funding.

A summary table of the 2024 Community Grant Requests is provided for Council's consideration (Attachment A). The Village of Merrickville-Wolford received fourteen eligible grant applications for 2024, which are outlined in Attachment A. The total value of the grant applications including fee waivers is \$28,148. The 2024 draft budget allocation is \$12,000 for community grants.

While fee waivers are not an expense to the municipality, they do represent lost revenue, which is used to maintain our facilities.


BUDGET/LEGAL IMPLICATIONS:

The 2024 draft budget allocation for community grants is \$12,000.

ATTACHMENTS:

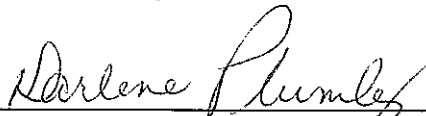
Attachment "A": 2024 Community Grant Evaluation Template
Attachment "B": 2024 Community Grant Requests Summary Table

Submitted by:



Kirsten Rahm,
Manager of Finance - Treasurer

Approved by:



Darlene Plumley, CAO/Deputy Clerk

Appendix A – Project Evaluation:

Criteria	Weight	Score
Number of people reached, benefit to the community, significance of event/activity	5	
Fundraising efforts	5	
Contributions of the Organization (volunteer, financial)	5	
Evidence of Community Support	5	

Scoring Matrix:

Score	Definition
1	Does not meet expectations
2	Meets expectations
3	Good request
4	Very good request
5	Exceeds expectations

Attachment B - 2024 Community Grant Applications

2024 Applications	Eligible to apply for 2024 Grant	Cash grant requested	Value of Fee Waivers requested	Date of Event	Request	Recommend Approving Grant Application
1st Merrickville Scouts	Yes	N/A	\$510	September 2024 - June 2025	Request is for a fee waiver for use of community centre for approximately 34 weeks, 1 session per week, estimating 15 participants (\$1 per participant).	
Beth Donovan Hospice	Yes	\$5,000	N/A	N/A	Request is for funding to offer retreats for caregivers in Merrickville area.	
Christmas In Merrickville	Yes	\$500	\$226	December 2 2024	Request is for a \$500 cash grant, and a fee waiver for the use of the Merrickville Community Centre.	
Merrickville Heritage Classic (Run Merrickville)	Yes	N/A	\$452	April 26 - 27, 2024	Request is for a fee waiver for use of Merrickville Community Centre for Run Merrickville.	
Senior Exercise Group (CPHC)	Yes	N/A	\$3,060	September 2024 - June 2025	Request is for a fee waiver for use of Merrickville Community Centre for 2 classes a week for approximately 34 weeks for approximately 45 participants per session (\$1 drop in fee per session).	
Heritage Stables Inc. & Rideau Community Health Services	No	\$2,500	N/A	August 24 2024	Request is for funding to pay for advertising and marketing campaign for a RCMP musical ride they are hosting; Not eligible for community grant as it is a for-profit business.	
Merrickville-Wolford ECO Champions	Yes	N/A	\$226	June 8 2024	Request is for a fee waiver for use of Merrickville Community Centre and to cover cost of user group insurance.	
Cooperative Play Group	Yes	N/A	\$307	September 2024 - June 2025	Request is for a fee waiver for use of Merrickville Community Centre once a week for approximately 40 weeks for approximately 5 participants per session (\$1 drop in fee per session), and to cover cost of user group insurance for Community Centre.	
Merrickville Public School	Yes	N/A	\$452	December 17 - 18 2024	Request is for a fee waiver for use of community centre.	

Merrickville Agricultural Society	Yes	\$6,000	\$125	August 5 - 14, 2024	Request for a cash grant for Merrickville Fair, and fee waivers for sign fees and one rental of Eastons Corners Hall.
Merrickville Organization for Culture & the Arts (MOCA)	Yes	\$6,500	\$300	July 27 - 28, 2024	Request for a cash grant for annual Festival of the Arts in Merrickville-Wolford, and request for a fee waiver for signage and banner fees.
Merrickville Artists' Guild (MAG)	Yes	\$2,800	N/A	N/A	Request for a cash grant to produce a 2024 MAG booklet of artists.
Lions Club	Yes	N/A	\$452	December 21 - 22 2024	Request is for a fee waiver for use of Merrickville Community Centre, for Christmas Hamper program
Merrickville-Wolford Chamber of Commerce	Yes	N/A	\$673	February 19 2024	Request is for a fee waiver for use of Merrickville Community Centre and fairgrounds, and to cover cost of user insurance, for a Snow Flake festival.
European Classic Car Show	Yes	N/A	\$565	September 22 2024	Request is for a fee waiver for use of Merrickville Community Centre and part of fairgrounds.

Total amount of *eligible* cash grants requested: \$ 20,800

Total value of eligible In Kind requests: \$ 7,348 In Kind requests are lost revenue

Grand total \$ 28,148.00

2024 Draft Budget for community grants: \$ 12,000

Funding shortfall \$ (16,148.00)

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 09-2024

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD AT ITS MEETING HELD ON MARCH 11, 2024

WHEREAS section 5(3) of the Municipal Act, 2001 states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed prudent that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on March 11, 2024 be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Village of Merrickville-Wolford hereby enacts as follows:

1. The proceedings and actions of Council at its meeting held on March 11, 2024 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

This by-law shall come into force and take effect immediately upon the final passing thereof.

Read a first, second and third time and passed on the 11th day of March 2024.

Michael Cameron, Mayor

Julia McCaugherty-Jansman, Clerk