

**THE CORPORATION OF THE TOWNSHIP OF TAY
GRANTS COMMITTEE MEETING
WEDNESDAY, FEBRUARY 28, 2018
11:00 A.M.**

Present: Councillor Sandy Talbot
Councillor Gerard LaChapelle

Regrets: Councillor Jim Crawford

Staff Present: Joanne Sanders, Director of Finance
Vera Finlay, Recording Secretary

1. **Call to Order:**
Councillor Talbot called the meeting to order at 11:15 a.m.
2. **Declarations of Pecuniary Interest:**
None were presented.
3. **Adoption of Minutes:**
Councillor Sandy Talbot asked that J. Sanders assume the role of Chair for voting purposes.

Moved by: Councillor LaChapelle
Seconded by: Councillor Talbot
That the minutes, as presented, be adopted.

Carried.
4. **Correspondence:**
There was no correspondence received for the agenda.
5. **Items for Information:**
5.1 Grant Application – Port McNicoll Cemetery
The Director of Finance advised that the application for funds in 2018 had been received from the Port McNicoll Cemetery group.
6. **New & Unfinished Business:**
6.1 Meeting Dates
The Director of Finance advised that it is preferable to set meeting dates in advance in order to post on the Website for public information. Although the election may result in a change of members, current Council members are still the representative until the end of their term. Options include the proposed meeting schedule, having an earlier meeting in September or deferring the fall November meeting until January when a new committee is appointed.

Moved by: Councillor Talbot
Seconded by: Councillor LaChapelle

That scheduled meetings for the Grants Committee be as follows:

Wednesday, April 25, 2018	11:00 a.m.
Thursday, November 15, 2018	11:00 a.m.
Wednesday, January 23, 2019	11:00 a.m.

Carried.

6.2 Review of Grants & Donations Policy

The Director advised that having used the policy in the past year, Staff identified a couple of sections that should be amended. The first (under Section 3.1 – Scope) is to expand the reference to social assistance services which are not considered for funding requests to exclude programs where the program is funded in whole or in part by neighboring municipalities. The second suggested revision is to add (under section 6.3 – Application Process) to exempt specific groups from the policy and corresponding application and reporting forms due to the size and type of donation. This list would include Legion poppy fund donations, local school awards and County of Simcoe scholarship fund. The policy will be forwarded to Council for formal approval once the amendments are finalized.

Moved by: Councillor Talbot
Seconded by: Councillor LaChapelle

**That the Grants and Donations Committee approves of the amendments to the policy as noted above;
and further that the Committee requests Recreation Staff to attend the next meeting to discuss an amendment to the policy which would require the inclusion of a breakdown of staff time and provision of facilities for events as part of the application for funding.**

Carried.

6.3 Budget Remaining

The Director advised that as a result of a Council decision regarding an anticipated Committee grant, there was a balance of \$ 4579.00 remaining in the Grants Committee budget. It was suggested that the donation for high school graduations be increased from \$200.00 to \$500.00 and that the high schools be notified that the recipients need to be proceeding to higher education in the fall of that year.

Moved by: Councillor LaChapelle

Seconded by: Councillor Talbot

That the Grants and Donations Committee approve the increase of the high school graduation donation to \$500.00 per school beginning in 2018;

And that the high schools be notified that recipients are required to be continuing their education in the fall at a college or university. **Carried.**

7. Adjournment & Next Meeting:

Moved by: Councillor Talbot

Seconded by: Councillor LaChapelle

That the Grants Committee meeting adjourn at 11:48 a.m.

Carried.

The next meeting is scheduled for Wednesday, April 25th at 11:00 am.

Sandy Talbot, Chair

Recording Secretary: Vera Finlay, Senior Executive Assistant