



Minutes

Grants and Donations Committee

Meeting Date: June 5, 2020

Meeting Time: 1:00 p.m.

Location: Town Hall, Council Chambers

Prepared by: Sarah Merrifield, Executive Assistant Committees of Council

A. Call to Order

Councillor Peter Bordignon called the meeting to order at 1:01 p.m. with Councillor Sampson and Linda Wykes present. Minor technical difficulties were experienced and the meeting resumed at 1:10 p.m. with Committee member Caroline Harbinson also in attendance.

Town staff present were Director of Finance and IT Services Ruth Prince and Administrative Assistant Tracy Petrescu. Chief Administrative Officer Shawn Everitt joined the meeting at 1:05 p.m.

- **Traditional Territory Acknowledgment**
- **Committee Member Attendance**
- **Approval of Agenda**

Moved by: Caroline Harbinson

Seconded by: Linda Wykes

THAT the Agenda of June 5, 2020 be approved as circulated, including any additions to the Agenda, being Item E.1.1 Future Event

Harbinson, Caroline Yay

Sampson, Rob Yay

Wykes, Linda Yay

Bordignon, Peter Yay

The motion is Carried.

Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2019-56, Grants and Donations Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

▪ **Previous Minutes (May 1, 2020)**

Moved by: Linda Wykes

Seconded by: Caroline Harbinson

THAT the Minutes of May 1, 2020 be approved as circulated, including any revisions to be made

Harbinson, Caroline Yay
Sampson, Rob Yay
Wykes, Linda Yay
Bordignon, Peter Yay
The motion is Carried.

B. Staff Reports and Deputations

B.1 Deputations, if any

**B.1.1 Stuart Reid, Executive Director, Community Foundation Grey Bruce
Re: Community Foundation Grey Bruce Information**

Stuart Reid, Executive Director, Community Foundation Grey Bruce provided a presentation to the Committee regarding the Community Foundation Grey Bruce. Mr. Reid provided an overview of the Community Foundation's history, investment information, types of funds managed by Community Foundations, the difference between a community fund and a community foundation, and several programs offered through the Community Foundation. Mr. Reid explained that donations to community groups normally are in the range of \$3,000 but funds are also allocated to agencies. Mr. Reid noted endowed investments see 6.6% annual return typically, and a certain percentage is permitted for distribution to the community. Community Foundations also offer flow in/flow out services where charitable funds are not donated through an endowment fund. Mr. Reid confirmed that any tax receipts are issued by the Community Fund.

Committee member Linda Wykes advised that many groups in The Blue Mountains have been beneficiaries of the Community Foundation Grey Bruce's charitable activities.

Mr. Reid confirmed a 1.5% administration fee is levied by the Community Fund based on the total fund value and the end of the previous fiscal year in addition to a 0.75% fee levied by the investment manager.

Councillor Peter Bordignon thanked Mr. Reid for the presentation.

B.2 Public Comment Period (each speaker is allotted three minutes)

NOTE: In accordance with the Town Procedural By-law 2019-56 fifteen minutes is allotted at the Meeting to receive public comments regarding Grants and Donations Committee matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters, or matters that are a follow-up to a Public Meeting.

NOTE: The Blue Mountains Town Hall is currently closed to the public to assist with social distancing with respect to COVID-19. Comments received from the public that have not been included on the Agenda will be read at the meeting by the Executive Assistant.

None

B.3 Staff Reports, if any

None

C. Matters for Discussion

C.1 2020 Grants and Donations Program Recipient Summary – Director of Finance and IT Services Ruth Prince

Director of Finance and IT Services Ruth Prince confirmed the 2020 Grants and Donations program recipient summary. Ruth confirmed the Finance Department has mailed the cheques. The Committee noted their thanks to the Finance team for administering the grant program.

C.2 COVID-19 Community Donations – Ruth Prince

Moved by: Rob Sampson

Seconded by: Caroline Harbinson

THAT the Grants and Donations Committee receives Item C.2 COVID-19 Community Donations and requests staff to contact entities identified by COVID-19 Recovery Task Force to advise of the available donations program

Harbinson, Caroline	Yay
Sampson, Rob	Yay
Wykes, Linda	Yay
Bordignon, Peter	Yay

The motion is Carried.

C.3 Action Item Review

- **Town Community Foundation Information, following request at February 7, 2020 meeting**
- **Consideration of post COVID-19 application program**
- **“Stay at Home” Lobster Fest Event**

D. Correspondence

None

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Future Event

Moved by: Peter Bordignon

Seconded by: Caroline Harbinson

THAT the Grants and Donations Committee establishes a sub-committee consisting of Councillor Sampson and Linda Wykes to work with the Thornbury-Clarksburg Rotary Club to develop a "Stay at Home" Lobster Fest, or similar, for Summer 2020 with report back at the July 3, 2020 meeting

Harbinson, Caroline Yay

Sampson, Rob Yay

Wykes, Linda Yay

Bordignon, Peter Yay

The motion is Carried.

E.2 Items Identified for Discussion at the Next Meeting

- **Lobster Fest**

F. Notice of Meeting Dates

July 3, 2020

Town Hall, Council Chambers

Committee requested a Special Committee meeting be scheduled for the week of June 22, 2020 to consider the applications received for the COVID-19 Community Donation program.

G. Adjournment

Moved by: Linda Wykes

Seconded by: Caroline Harbinson

THAT the Grants and Donations Committee does now adjourn at 2:35 p.m. to meet again at the call of the Chair

Harbinson, Caroline Yay

Sampson, Rob Yay

Wykes, Linda Yay

Bordignon, Peter Yay

The motion is Carried.