



**AGENDA**  
**Special Meeting of Council**

March 5, 2019

9:00 am

Council Chambers, Town Hall  
175 Queen Street East, St. Marys

**Pages**

1. **CALL TO ORDER**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **AMENDMENTS AND APPROVAL OF AGENDA**

**RECOMMENDATION**

**THAT** the March 5, 2019 special meeting of Council agenda be accepted as presented.

4. **DELEGATIONS**

4.1 **St. Marys Healthcare Foundation - Funding Request**

4

**RECOMMENDATION**

**THAT** the delegation from St. Marys Healthcare Foundation regarding funding request be received.

4.2 **Stratford Perth Hospice Foundation - Funding Request**

6

**RECOMMENDATION**

**THAT** the presentation from the Stratford Perth Hospice Foundation regarding the funding request be received.

## **5. REVIEW OF REQUESTS FOR GRANTS**

### **5.1 CAO 20-2019 Review of 2019 Community Grant Applications 30**

#### **RECOMMENDATION**

THAT CAO 20-2019 regarding the 2019 Community Grant applications be received for review and budget direction.

### **5.2 CAO 21-2019 Stratford Perth Rotary Hospice Grant Request 45**

#### **RECOMMENDATION**

THAT CAO 21-2019 Stratford Perth Rotary Hospice Grant Request be received; and

THAT Council:

\_\_\_1. Approves the Request for \$300,000, subject to negotiating a granting agreement.

\_\_\_2. Denies the request for \$300,000.

\_\_\_3. Denies the request for \$300,000 and provides a grant in the amount of \_\_\_\_\_.

### **5.3 COR 04-2019 Station Gallery Funding Request 50**

#### **RECOMMENDATION**

THAT COR 04-2019 Station Gallery Funding Request be received for review and budget direction to staff.

## **6. UPCOMING MEETINGS**

March 19, 2019 - 9:00am, Council Chambers

April 2, 2019 - 9:00am, Council Chambers (if necessary)

## **7. BY-LAWS 57**

#### **RECOMMENDATION**

**THAT** By-Law 33-2019, being a by-law to confirm the proceedings of March 5, 2019 special meeting of Council, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**8. ADJOURNMENT**

**RECOMMENDATION**

THAT this special meeting of Council adjourn at \_\_\_\_\_pm.

# St. MARYS MEMORIAL HOSPITAL FOUNDATION

---

November 23, 2018

The Town of St. Marys  
175 Queen Street East, Box 998  
St. Marys, ON N4X 1B6

Dear Mayor and Members of Council,

On behalf of the St. Marys Memorial Hospital Foundation, we kindly request your contribution of \$50,000 towards Physician Recruitment, Retention and Education.

## OUR HOSPITAL FOUNDATION'S MISSION: A HEALTHY, ACTIVE COMMUNITY

Established in 1992, the St. Marys Memorial Hospital Foundation is a dynamic group of people committed to the health and wellbeing of our community, which is our first priority. Together, we raise and provide funds for a variety of equipment, infrastructure and upgrades that support St. Marys Memorial Hospital and the Tradition Mutual Centre for Wellness. Our foundation also passionately supports community based health initiatives.

Please consider our request for \$50,000, showing your continued leadership and commitment to an innovative and unique opportunity that serves the Town of St. Marys in so many ways. We truly value our positive relationship with the Town of St. Marys.

With your grant, you will be directly supporting the development, education and retention of our Healthcare Professionals.

Providers, Patients, Families and Staff of the Tradition Mutual Centre for Wellness in St. Marys and surrounding area will be positively impacted today and for generations to come.

## **Rural Healthcare Model-Comprehensive Continuity of Care**

Our current healthcare team is comprised of: Physicians, Nurse Practitioners, Registered Nurses, Registered Practical Nurses, Social Worker, Dietician, Pharmacist, Addictions Counsellor and learners from Western University all working in collaboration. Learners get exposed to: Emergency, In-patient, Out-patient, Long Term Care Centres and House Calls; an experience few educators can offer.

All of these professionals are in one area, on a single floor, communicating and collaborating to provide integrated and innovative services to meet the diverse needs of our local populations. The Tradition Mutual Centre for Wellness is physically connected with our Hospital, Emergency department and 20 in-patient beds, other integrated health services, providing a unique opportunity to be a model for integrated health services.

This model provides many benefits.

### **Community Prospers – Positive Economic Impact**

- Sustain and expand infrastructure for future growth of our community
- Expand access to primary care
- Increase the opportunity to attract Physicians & Practitioners, a commitment to strong learners/leaders in a rural setting for all of Ontario
- Supports recruiting families and businesses with our Wellness Centre, Hospital and Emergency Department

### **Patient Thrives:**

- Local access to leading edge care and services
- Rapid response times with new, up-to-date equipment and technology
- Continuous care by the Family Health Team throughout their healthcare path

This type of care is truly unique and reinforces our strong leadership and commitment to community health care.


These funds will be used to continue our efforts of recruiting, educating and retaining talented family physicians and healthcare practitioners. Annually, we contribute funds to the education of our healthcare providers in order for them to stay current, providing our community with leading edge knowledge and teaching opportunities to keep up with the fast-paced evolution of healthcare.

Please feel free to contact us should you require any additional information.

Thank you for your consideration,



Pat Craigmile, Board Chair  
SMMHF



Ken McCutcheon, Board Vice Chair  
SMMHF

# Stratford Perth ROTARY HOSPICE



**Care for those  
who cannot or do  
not want to live  
their last days at  
home.**

**Support for those  
who choose to  
stay at home**



**Broke Ground June 21**



**Construction Progress as of February 25**  
Page 8 of 57



**Opening Monday, week of June 24**

# STRATFORD PERTH HOSPICE

## FIRST LEVEL PLAN

## program *Adjacencies*

### LEGEND

100. ENTRY DRIVE  
101. COVERED ENTRANCE  
102. ENTRANCE - RECEPTION  
103. STAIR LOBBY  
104. MEETING  
105. CORRIDOR  
106. EXTERIOR COURTYARD  
107. DINING ROOM  
108. KITCHEN  
109. DELETED

110. EXTERIOR COURTYARD  
111. FAMILY ROOM  
112. RESIDENT ROOMS  
113. CORRIDOR  
114. CARE CENTRE  
115. PHARMACY  
116. TEAM LOUNGE  
117. REFLECTING POOL  
118. EXTERIOR COURTYARD  
119. FAMILY WASHROOM

120. SPA  
121. DIRECTOR OF CARE  
122. REFRESHMENTS  
123. CORRIDOR  
124. EXTERIOR COURTYARD  
125. REFLECTION



1

May 15, 2018

The human need is the foundation of our creative process. Everything we do as architectural professionals responds to the needs and aspirations of our client and communities. We give form and meaning to rooms, buildings, landscapes, and cities at every step, understanding the flow of human activity which energizes the spaces we design, bringing a creative balance of natural functions with external demands of site, climate, and culture, measuring our work by its contribution to the well-being of its users.

"... the human need is the foundation of our creative process."

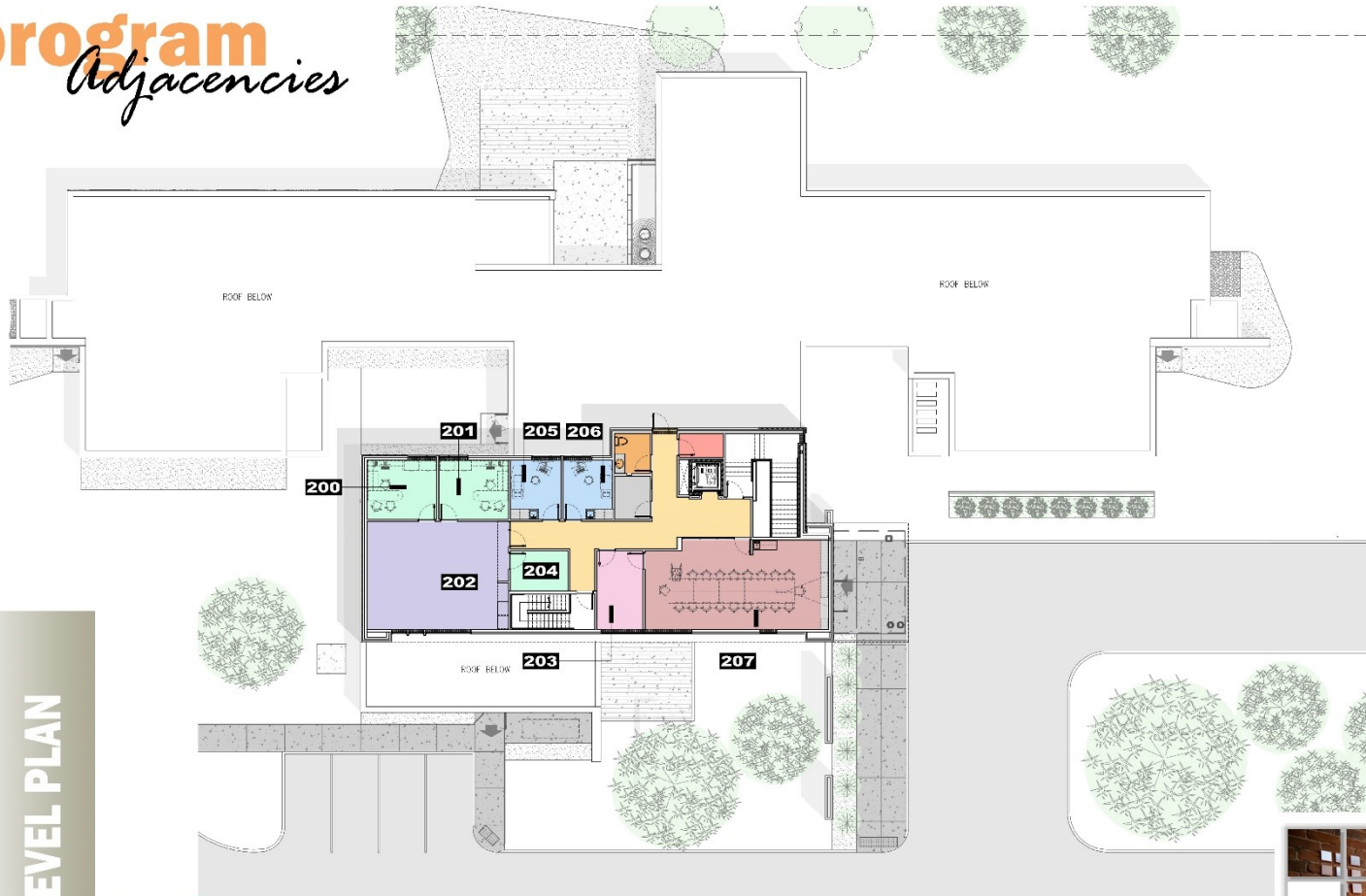


roa **studio**  
architecture

# STRATFORD PERTH HOSPICE

## SECOND LEVEL PLAN

program  
*Adjacencies*



### LEGEND

- 200. PRIVATE OFFICE
- 201. PRIVATE OFFICE
- 202. OPEN OFFICE
- 203. STORAGE
- 204. OFFICE
- 205. EXAM ROOM
- 206. EXAM ROOM
- 207. CONFERENCE ROOM

2

May 15, 2018

The human need is the foundation of our creative process. Everything we do as architects professionals responds to the needs and aspirations of our client and communities. We give form and meaning to rooms, buildings, landscapes, and cities at every step, understanding the flow of human activity which energizes the spaces we design, bringing a creative balance of mental functions with external demands of site, climate, and culture, measuring our work by its contribution to the well-being of its users.

"...the human need is the foundation of our creative process."

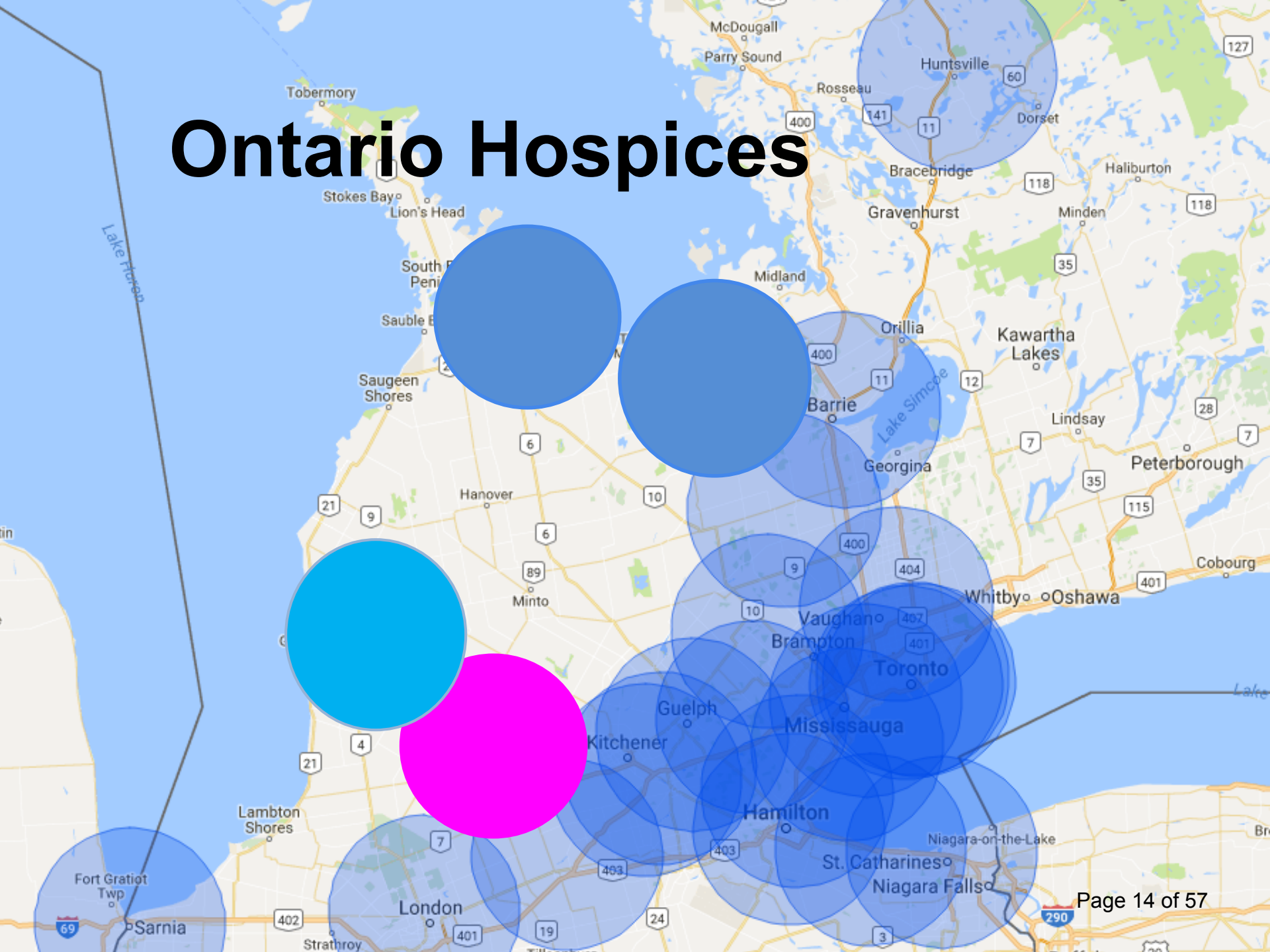


roa studio  
architecture





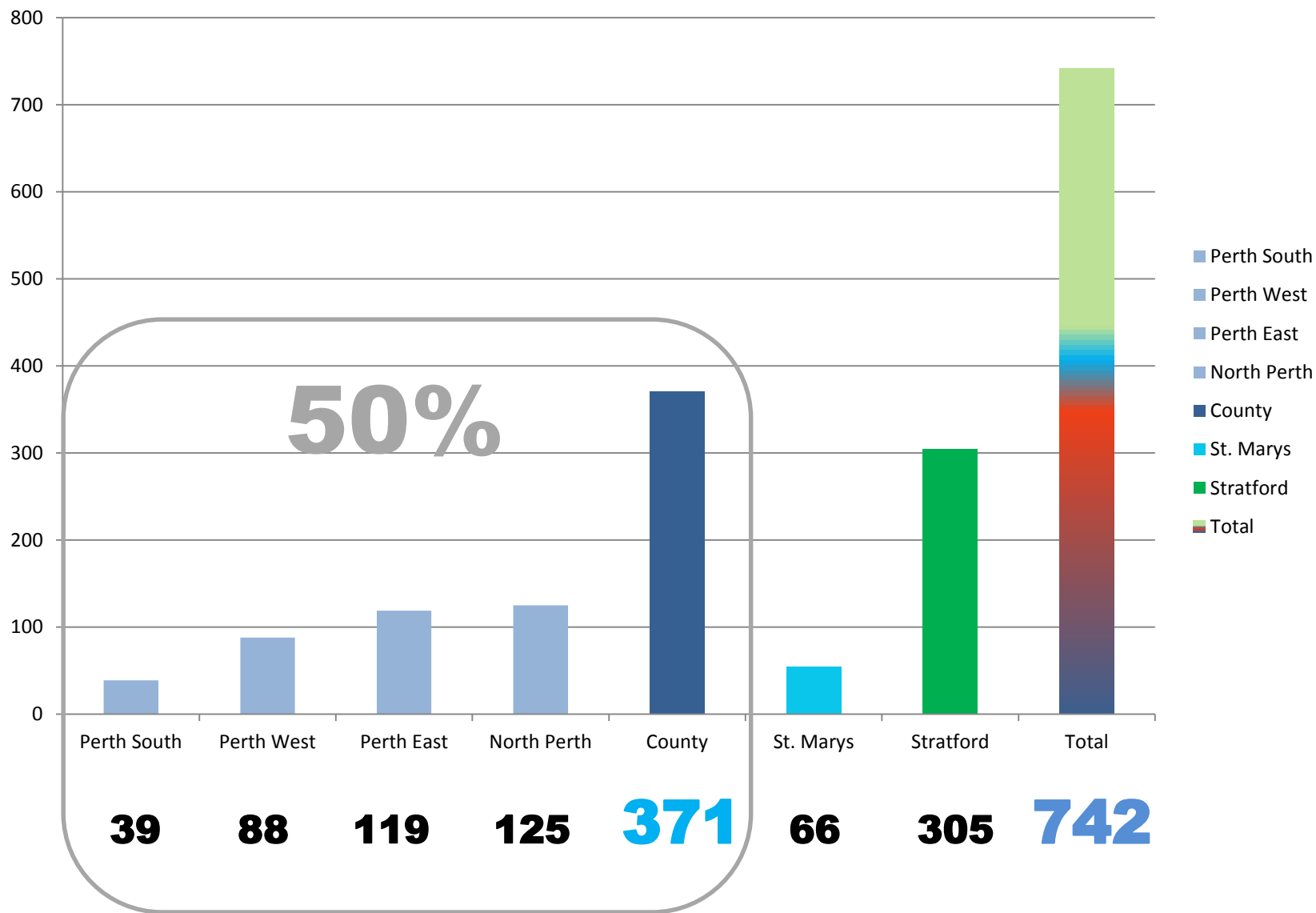
# Ontario Hospices



# In Perth County

- 12,415 people are 65+
- this will ***DOUBLE*** by 2036
- 742 deaths annually

# Deaths in 2016



# ***In Ontario***

- Only **10%** die suddenly
- **90%** (668) need some support

# A HUB

## For Palliative Care

### Support Services

- Social Work
- Volunteer Services
- **Spiritual Care**
- Personal Services
- **Grief and Bereavement**
- Community Service Agencies

**Resident  
and  
Family**

### Medical Services

- **Family Doctor**
- **Specialists**
- **Palliative Doctors**
- Community Nurses
- Personal Service Workers
- Physio – OT
- Pharmacist

Place of Death

Home

Residential  
Hospice

Long Term  
Care

Hospital

Provides emotional, physical, social and spiritual support:

- At the hospice, in a home-like setting, for those who are unable or do not wish to remain at home
- Via trained volunteers visiting those who choose to stay at home.

# 70% want to die at home

Location of Death	Perth 2016/17	Ministry's Target
Hospital	42.6 %	↓ 25%
Home	11.7 %	↑ 28%
Hospice	1.8 %	↑ 12%
Long Term Care	19.9%	↑ 25%

# Impact on St. Marys Memorial

**“We fully expect, and will promote for those who prefer the services and environment provided by the Hospice, that some residents of St. Marys will turn to the Stratford Perth Rotary Hospice during their time of need. As such, should the Town approve the funding request presented before it, it will do so with the *full support of the HPHA and will be viewed as one more example of how Council steps up for the population it supports.*”**

**Andrew Williams**

President and Chief Executive Officer  
Huron Perth Healthcare Alliance

# Cost/Benefit

- Care provided (10 beds)      **2,920 days**  
    (@ 80% occupancy)
- HPHA Acute bed care cost      **\$3,331,720**  
    (\$1,141 @ day)
- Hospice bed care cost      **\$1,752,000**  
    (\$600 @ day)
- Savings      **\$1,579,720**

***Acute Care beds can be used for Acute Care  
Specialized Palliative Care***

# Operational Requirements

## 8 Beds

- Annual Operating Budget      \$1,800,000
- Paid by Ministry of Health      \$840,000
- Annual fundraising      \$760,000

Funded 1/3 each from:

- In memoriam donations
- Individual / Corporate donations
- Special events

# *Because You Care*

## Capital Campaign

Budget

**\$8.5M**

\$\$\$ Raised to date

**\$8.0M**

- Design and Construction - \$6.1 M
- Furniture & Equipment - \$0.8 M
- Contingency - \$0.3 M
- **Sustainability Fund - \$0.8 M**
- Fundraising - \$0.5 M

# Grant Proportional to Stratford's Contribution

## Deaths

Stratford



42%

St. Marys



8%

Perth County

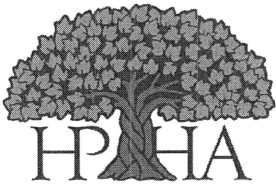
\$

50%

# Questions?

*Because YOU Care*





HURON PERTH  
HEALTHCARE  
ALLIANCE

CLINTON  
PUBLIC HOSPITAL

ST. MARYS  
MEMORIAL HOSPITAL

SEAFORTH  
COMMUNITY HOSPITAL

STRATFORD  
GENERAL HOSPITAL

February 22, 2019

Mayor Al Strathdee  
Town of St. Marys  
175 Queen Street East  
PO Box 998  
St. Marys, ON N4X 1B6

Dear ~~Mayor~~ Al Strathdee:

**Re: Stratford Perth Rotary Hospice**

On behalf of the Huron Perth Healthcare Alliance (HPHA), I would like to confirm how excited we are of the impending opening of the Stratford Perth Rotary Hospice.

Once operating, the Hospice will provide one more option for residents of our region when considering important decisions around death and dying. Having toured the facility and being very aware of the Hospice Team's commitment to high quality, compassionate patient and family focused care, we see the Hospice as a wonderful addition to our existing healthcare system in St. Marys and across Huron Perth. Of note, the Hospice in Huron County opened last year and has been remarkably well received by all who have utilized its services and has very much complemented the hospital services offered through the HPHA's Clinton and Seaforth Sites.

Supporting palliative care as well as death and dying is an important responsibility for hospitals right across Ontario. In St. Marys, our reputation for supporting people during what can only be considered as their greatest time of need is well documented. Regardless of the introduction of the Hospice to our healthcare system, these supports will remain an important part of the hospital moving forward.

We fully expect, and will promote for those who prefer the services and environment provided by the Hospice, that some residents of St. Marys will turn to the Stratford Perth Rotary Hospice during their time of need. As such, should the Town approve the funding request presented before it, it will do so with the full support of the HPHA and will be viewed as one more example of how Council steps up for the population it supports. As an aside, we were very pleased to see confirmed, in the recent rebranding of the St. Marys Healthcare Foundation, strong support for End-of-Life Care.

46 General Hospital Drive  
Stratford, Ontario  
N5A 2Y6  
Tel: 519-272-8210  
Fax: 519-271-7137  
administration@hpha.ca  
www.hpha.ca

I am happy to respond to questions and provide additional commentary as required.

Respectfully,



Andrew Williams B.Sc.(Hon), MHSA, CHE  
President and Chief Executive Officer  
Huron Perth Healthcare Alliance

cc: John Wolfe, Chair, HPHA Board of Directors  
Elizabeth Hill, Chair, St. Marys Local Advisory Committee  
Pat Craigmile, Chair, St. Marys Healthcare Foundation  
Krista Linklater, Executive Director, St. Marys Healthcare Foundation

# FORMAL REPORT

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Brent Kittmer, CAO/Clerk
<b>Date of Meeting:</b>	5 March 2019
<b>Subject:</b>	<b>CAO 20-2019 Review of 2019 Community Grant Applications</b>

## PURPOSE

The 2019 draft operating budget includes \$46,000 to fund the annual Community Grant program. The funding for this program is drawn from the interest realized from the PUC Reserve Fund investments.

The purpose of this staff report is to facilitate Council's review and approval of the 2019 Community Grant submissions received.

## RECOMMENDATION

THAT CAO 20-2019 regarding the 2019 Community Grant applications be received for review and budget direction.

## BACKGROUND

During the development of the Strategic Plan in 2015, Council identified concerns with the Town's Community Grant Program. Council's observations at the time were that the granting criteria were loose and rarely followed. Council also identified that many groups viewed the Town as the sole source of funds for their planned project, and that not always were the projects submitted in line with the Town's strategic focus.

Out of this discussion Council adopted the following priority area within the current strategic plan:

### Pillar #4 Culture and Recreation

- Priority: **Develop a Comprehensive Granting Policy** - Given limited financial resources, a granting policy will ensure that those seeking Town funds will be subject to a process that will assist Council in making key decisions on selecting granting priorities
- Tactic(s):
  - Investigate best practices in grant policy standards, such as partnering with the Stratford Perth Community Foundation.
  - Develop and formalize the new granting process for readiness in the next budget cycle.
  - Ensure compliance with the granting policy on an ongoing basis.
  - Review the granting policy at least three to five years after implementation.

On September 11, 2018 Council adopted a new Community Grant policy. The new policy is attached to this report for Council's information, and represents a significant revision when compared to the former policy. Within the policy, there are several overarching themes:

- The goal of the Community Grant program is to provide a small amount of funds to eligible groups who plan to organize an activity, project, or program in St. Marys that supports one of four areas of strategic focus: Culture and Recreation, Balanced Growth, Economic Development, and Housing.
- Community Grants are not intended to provide day to day operating support for an organization.
- The Town and the grant program should not be considered the only source of funding for a project, and the grant program. Applicants are expected to seek out other sources of funding.
- There are new funding caps established:
  - **Cash Grant:** There is a firm cap on the cash grant provided at \$5,000 per applicant. There is a flexible cap on the “% of budget” a cash request represents. Under normal circumstances, an applicant is limited to requesting 25% of their budget under the grant, to a maximum of \$5,000. In situations of unique financial need, if 25% of an applicant’s budget is less than \$5,000 Council may exceed the 25% guideline.
  - **In-Kind Grant:** There is a firm cap on the in-kind grant provided at \$2,000.
- The new policy criteria are purposely robust to ensure that the public funds dispersed under the grant program are protected and to ensure that the Town knows how they will be spent. Applicants are expected to have a budget for their project, identify where grant funds will be spent, and then report on that spending after the project is complete.

## REPORT

The purpose of this staff report is to facilitate Council’s review and approval of the 2019 Community Grant applications received. The deadline for applicants to submit a grant proposal was November 30, 2018, and the Town received 14 grant submissions.

The 2019 grant submissions are the first to be evaluated against the new policy. One of the key directions in the Strategic Plan was for the Town to “*ensure compliance with the granting policy on an ongoing basis*”. As may be expected, this means there are some changes in the process in 2019 that will be unfamiliar to applicants:

- The revised policy puts in place requirements for staff to evaluate grant applications strictly against the grant program criteria, with Council receiving a summary of the evaluation for review and approval.
- Despite staff’s review, the policy sets out that Council has the ability to approve any grant application.
- The revised policy does not envision the former practice where one budget date is set aside to review grants and have applicants make presentations. This was eliminated to avoid situations where an ineligible applicant makes compelling presentation and has their grant approved at a cost to another eligible applicant who chose not to make a presentation.

In accordance with the policy, staff have reviewed the grant requests against the policy criteria. A summary of this review is attached to this report. For context, here are a few brief notes on how the review process was conducted and on how to read the summary chart:

- **Eligible Applicant?** Staff transcribed what the applicant had indicated. If there were questions staff followed-up with the applicant and left this as TBD pending a Council determination of eligibility.
- **Eligible Program?** Staff confirmed that the project/program/activity was open and accessible to all persons and would be hosted in St. Marys or would have a direct benefit to St. Marys.

- **Strategic Alignment?** Staff transcribed what the applicant had indicated after comparing this against the proposed project/program/activity. If there was agreement, the transcription was left per the application. If there was a disagreement, this was left as TBD pending a Council determination.
- **Application Complete?** A “Yes” in this column indicates that all materials required to be submitted were included in the applications.
- **PRO RATED** The grant policy sets out that the Town will automatically reduce all grants by a prorated amount if this step is necessary to meet the available budget. At this point, the column shows “TBD” because prorating will be completed after the total of grants approved is compared to the budget available.
- **2019 In-Kind Request?** The policy guidelines are that applicants may ask for up to \$2,000 in in-kind waivers.
- **2019 Cash Request?** The policy guidelines are that applicants may ask for up to \$5,000 in a cash grant.
- **% of Program Budget?** This indicates the percentage of the budget the grant request represents. The policy guidelines are that grant requests are not to exceed 25% of the planned project/program/activity budget.
- **Costs Eligible?** If a budget was provided in the application, the costs proposed were compared directly against the policy criteria.

Staff’s review has flagged issues with 11 of the 14 applications.

- **“Yellow Flags”** are those where direction from Council is required to determine if an organization should be considered eligible, if costs proposed should be considered eligible, or if maximum funding guidelines should be exceeded.
- **“Red Flags”** are those where an application was deemed to include an ineligible component when compared to the Community Grant policy. Please note, there are applicants who have received grant funds in the past that now have a red flag due to the more strict granting criteria.

Such a high number of flags is not surprising given this is the first year of a more robust Granting Program. As written, the policy provides some flexibility on the eligibility criteria and sets out that Council has the discretion to review and approve grant applications at their sole discretion.

## FINANCIAL IMPLICATIONS

The Community Grant Program is funded from the annual interest gained on the PUC reserve fund. The 2019 draft budget includes \$46,000 for the Community Grant Program. The Town provides two standing grants each year: \$1,500 for two DCVI scholarships, and \$1,000 to host a community meal. This leaves \$43,500 available to fund the grant program in 2019.

For 2019, the Town has received 14 grant applications requesting a total of \$44,615 in cash and \$21,466 in in-kind grants. Not included in the 14 grant applications are two other large requests. The Station Gallery has requested \$10,000 for its 2019 operations. As per the grant policy, this will be presented to Council by way of a separate staff report. Also, staff have received a grant request of \$300,000 from the Stratford Hospice project.

Also, not included in \$46,000 Community Grant program budget is the value of other municipal grants and Capital Facility Grants that Council has approved in the past. This includes the \$50,000 that is provided to the St. Marys Memorial Hospital Foundation each year for physician recruitment. This also includes the capital facility costs that the Town absorbs as a part of the Municipal Capital Facility agreement with the Canadian Baseball Hall of Fame and Museum.

## **SUMMARY**

To move this matter forward Council will need to review and determine which grant applications will be approved in 2019.

## **STRATEGIC PLAN**

☒ This initiative is supported by Strategic Plan as noted in the body of this report.

## **OTHERS CONSULTED**

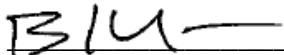
Various grant applicants were contacted during the grant review process.

## **ATTACHMENTS**

1. Community Grant Policy
2. 2019 Community Grants Evaluation Summary

## **REVIEWED BY**

### **Recommended by the CAO**



Brent Kittmer  
CAO / Clerk

## Community Grant Policy

### Policy Statement

The Town of St. Marys has adopted the “Community Grant Policy” to establish the Community Grant Program which provides limited financial assistance to eligible applicants within the Town whose programs, projects, activities and community events work to advance Council’s strategic priorities. The Community Grant Program exists to recognize the value these organizations add to the creation of a robust and vibrant community.

### Scope

Eligible applicants may apply for a Community Grant that demonstrates alignment with one of the following priority areas as identified in Council’s Strategic Plan:

**Culture and Recreation:** Council has identified creating scale appropriate recreational services and positioning culture as a key economic driver as preferred strategies. The goals of grants approved under this priority area are to:

- Support projects, programs, activities and events and other opportunities that contribute to providing a choice of active, creative and passive recreation and leisure opportunities in order to promote active, engaged, and healthy St. Marys residents.
- Support projects, programs, activities and events and other opportunities that increase patronage and revenues, and that reduce vacancies at the Pyramid Recreation Centre.
- Support projects, programs, activities and events and other opportunities that revitalize St. Marys’ Downtown as a safe, central, and culturally vibrant gathering area.
- Support projects, programs, activities and events and other opportunities that position St. Marys’ parks as a safe, and culturally vibrant gathering area.

**Balanced Growth & Economic Development:** Council has identified two specific demographic groups that will further the vibrancy and culture of the Town: Youth and Newcomers. Council has identified further priorities to position culture as a key economic driver, including focusing on a revitalized Downtown, new or re-branded signature events, and activities that provide a continuum between the Downtown and the riverfront. The goals of grants approved under this priority area are to:

- Support projects, programs, activities and events and other opportunities that assist with the attraction and retention of youth and newcomers.
- Support projects, programs, activities and events and other opportunities which promote or create the community fabric of St. Marys, and that provide more and better opportunities for interactions and involvement between members of the community to promote St. Marys as positive, pleasant place to live.

- Support projects, programs, activities and events and other opportunities that promote tourism, that celebrate and promote the Town's key amenities and unique offerings, and that tie in with the reactivation of the Downtown and riverfront.
- Support projects, programs, activities and events and other opportunities that promote and expand local arts, theatre and other cultural offerings including public art.
- Support projects and other opportunities that help to create an attractive and well-functioning streetscape and that leverage the downtown architecture to enhance the cultural experience in the Downtown.

**Housing:** In an effort to attract and retain youth and newcomers, Council has identified a priority to create the conditions that encourage housing options that are affordable and attainable, including rentals. The goal of grants approved under this priority area is to:

- Support projects, programs, activities and events and other opportunities that promote a flexible housing stock that is attractive for youth, workers, and immigrants, and persons of all abilities.

## Eligible Applicants

Eligible applicants include:

- Charitable organizations and foundations registered as a charity with the Canada Revenue Agency
- Organizations incorporated as not-for-profits
- Sports groups and associations where the majority of members are minors
- Clubs, groups and associations where the majority of members are minors
- Volunteer groups and Community Clubs/Groups providing services in the Town of St. Marys
- Service Clubs providing services in the Town of St. Marys

Eligible applicants must be located in or provide services to the St. Marys community. Eligible applicants must be able to demonstrate that any Community Grant funding received will directly support a St. Marys-based projects, programs, activities or event that will benefit the community of St. Marys.

Applicants who are located outside the Town of St. Marys will only be considered if they can demonstrate a clear benefit to the St. Marys community within their grant application.

Eligible applicants must be able to demonstrate financial need, and how denial of grant assistance would impact their ability to carry out the planned projects, programs, activity or event.

The Community Grant Program is intended to provide funding that is supplemental to the overall financial requirements to carry on a planned project, program, activity, or event. The Community Grant Program is not intended to be the sole source of funding for a project, program, activity or event.

Eligible applicants must be able to demonstrate that they have thoroughly explored grants and funding from other sources, including fundraising, sponsorships, donations, and/or Federal/Provincial grant programs. Applicants who have, or will have, funding from alternate sources must disclose this funding as a part of the budget submitted in support of the Community Grant Program Application. If no other sources of funding have been pursued, applicants are required to provide information on the reasons why other opportunities were not explored.

Special projects, programs, activities and events that are of regional significance and that the Town may wish to be a partner in shall be brought directly to Council through a staff report that outlines how such a partnership will support the strategic priorities of the Town.

## **Ineligible Applicants**

The following applicants are considered to be ineligible for a community grant:

- Previous Community Grant recipients who are in default of the grant reporting requirements. These entities are considered to be ineligible until all required documentation is submitted.
- Government organizations, including municipalities, the Federal Government, and the Provincial Government.
- Town employees, members of Council, or any Town lead project.
- Entities whose primary focus or mandate is of a political nature, including lobby groups and groups focused on special interests. Funds will not be provided to groups who are attempting to further a political agenda.
- Private clubs, groups, and organizations with exclusive membership, except in cases where the group plans to use grant funds for a community project, program, activity, or event.
- Residents Associations and Neighborhood Associations/Groups, except in cases where the group plans to use grant funds for a community project, program, activity, or event.
- Adult recreation and leisure groups, associations and teams, except in cases where the group plans to use grant funds for a community project, program, activity, or event.
- For-profit entities, individuals and commercial ventures. Organizations that provide a share or membership which may be held or disposed of for personal gain.
- Individual-specific projects (for example a single artist exhibition where art is sold for a profit)
- Religious organizations, activities or instruction\*

\* Religious organizations are permitted to apply if they can demonstrate that their proposed use of grant funds is for a non-secular community based project. Grants cannot be used for religious programming or projects focused on a religion, including renovations to a place of worship unless the facility is also used for open access community activities.

Private programs, activities and events that are not open and inclusive to the general public, including but not limited to; club member events for families & friends, club membership recruitment, etc. are not considered to be eligible for a Community Grant.

Any project, program, activity, or event that is not in compliance with all Federal and Provincial laws and regulations and all municipal by-laws is not eligible for a Community Grant unless all necessary exemptions have been received in writing from the applicable agency.

Projects, programs, activities and events that are deemed to fall under the scope or jurisdiction of another municipality, the Province, or the Federal Government do not qualify for a Community Grant. These requests will be considered by Council directly through a staff report outlining how the proposed project will support the strategic priorities of the Town.

Projects, programs, activities and events that occur outside of the Town of St. Marys are not eligible under the Community Grant program. These requests will be considered by Council directly through a staff report outlining how the proposed project will support the strategic priorities of the Town.

## **Eligible Costs**

Each year as a part of the annual budget process Council will determine the financial commitment to the Community Grant Program. Grant funding or assistance is not guaranteed, and providing financial assistance in any year is not to be regarded as a commitment by the Town to provide financial assistance in future years. The Community Grant Program is subject to funding availability and conditional upon approval of the annual operating budget by Council. Council reserves the right to cancel or alter grant programs as needed.

### **Firm Cap on Total Cash Grant with Percentage Guide, In-Kind On-Top**

A successful recipient of the Community Grant program may receive a cash grant of up to \$5,000 for the planned project, programs, activity or event. Applicants must provide a budget with their application to clearly show how Community Grant funds will be used.

As a guide, Council will normally only provide grant funds up to 25% of the project budget, or \$5,000, whichever is the lesser amount. For projects where there is a demonstrated significant, unique, or exceptional financial need, and where 25% of the project budget is less than \$5,000, Council may waive the 25% granting cap and approve grant funds up to \$5,000.

Through the Community Grant Program Council may approve the provision of “in-kind” fee-waivers to a maximum of \$2,000 per applicant. For clarification, building and planning fees are not eligible to be waived under the Community Grant Program.

Approved grant funding can only be used for projects that will be open and accessible to all community members and that satisfy the requirements of the Ontario Human Rights Code, the Charter of Rights and Freedoms, and the *Accessibility for Ontarians with Disabilities Act*.

In the event that the total approved annual grant requests exceed the budget approved by Council, the Town reserves the right to place a further cap on the individual grants that are awarded. In this situation, all grants awarded will be reduced on a prorated basis in an effort to distribute grant funds to all approved applications.

## Ineligible Costs

The following specific costs are not eligible for a Community Grant:

- Costs that are part of the applicant's normal day to day operating costs (including but not limited to: staffing, utilities, rent, taxes, office equipment and supplies, etc.) and are not directly related to the proposed project, program, activity or event.
- Remuneration, wages, or honorariums, including consultant fees, whether paid to an individual or a professional firm.
- Attendance at conferences, workshops, and seminars.
- Accumulated deficits, annual operating losses or debt and/or debt servicing costs.
- Donations to third-parties and charitable organizations.
- Travel, accommodation, uniforms, or personal equipment.
- Expenses associated with alcohol (including expenses related to the sale of alcohol), legalized substances, or tobacco.
- Costs of political events, rallies and demonstrations.
- Scholarships and bursaries.

Costs directly related to the provision of a Town service or program are not eligible for a Community Grant, unless it can be demonstrated that there will be no duplication of services or situations where a conflict of interest may exist.

Costs associated with any project, programming, activity, or event that are located or are being held outside of the Town of St. Marys are not eligible costs.

Town building and planning fees are not eligible costs under the Community Grant program. Requests to waive building and planning fees must be submitted on a case by case and without precedent basis. These requests will be considered by Council directly through a staff report outlining how the proposed waiver of building and planning fees will support the strategic priorities of the Town.

Municipal Capital Facility grants, as defined in the *Municipal Act*, are not eligible for a Community Grant. In addition, capital expenses are not eligible for a Community Grant. This includes the construction, erection, or rehabilitation of a capital asset and the purchase of capital equipment, as defined by the Town's Public Sector accounting rules. Applicants who are requesting a Municipal Capital Facility grant or propose to construct or rehabilitate a Town asset will be referred to the appropriate Town department. These requests will be considered by Council directly through a staff report outlining how the proposed project will support the strategic priorities of the Town.

## **Application Schedule and Review Process**

Application packages are available through the Municipal Clerk's office. Applicants must use the form attached to this policy, but are not restricted from submitting supplemental information that may support their grant request. Eligible applicants are restricted to one application on an annual basis. All programs, projects, activities, and events should be consolidated under one request.

Completed applications must be received by the Municipal Clerk's office by November 30 to be considered for a Community Grant in the following fiscal year. Applications received after November 30 will be deemed ineligible for a Community Grant within the current granting year.

After the close of the application period on November 30 of each year staff will complete a preliminary scan of all applications for completeness and accuracy. If an incomplete application has been received, the applicant will be notified and will be provided a five (5) business day "grace period" to submit all missing information.

Applicants who have failed to satisfy all reporting requirements for a previously approved grant may, within the grace period, submit all required information to become eligible for a Community Grant within the current granting year.

Staff are responsible for reviewing all submitted applications against the criteria established in the Community Grant Policy. Staff are required to prepare a summary that compares each application to the eligibility criteria, program rules, and strategic priority funding areas established by this policy. Staff are required to finalize the summary document with recommendations for awarding Community Grants to those grant requests that meet all eligibility requirements.

Council is responsible for reviewing and approving the Community Grant recommendations prepared by staff. Nothing contained in this policy shall preclude Council from approving a grant application at their sole discretion.

## **Obligations of Grant Recipients**

Applicants awarded a grant will be held accountable for the expenditure of the funds in accordance with the stated objectives/plans. Grants in future years will be reviewed based on past demonstrated fiscal responsibility of the applicants.

In the case of a project's cancellation, repayment of the entire amount of the Community Grant will be required. Funds granted are not transferable between projects or groups without prior Council approval. Community Grant funds must be used for the specific purposes outlined in the application. Misuse of funds may result in the applicant being disqualified from receiving a grant for a period of two years.

Successful applicants must provide a report on the program no later than 90 days following completion of the program, or by November 30 of the granting year, whichever comes first. The final report must certify that funds were spent on activities described in the grant application and must also include:

- A complete and accurate financial report for the program, outlining the detailed project budget compared to the actual income and the actual expenses.
- The final report should clearly indicate those specific expenses that Community Grant funds were used to offset.
- The financial report must be signed and authorized by a representative with legal or financial signing authority for the organization.
- A description of the outcome of the project and an evaluation of the success of the project.

Grant funds must be spent in the year that they are awarded. Any unused funds must be returned to the Town if they are not spent. Applicants are not permitted to hold any unused funds for future use.

Grant recipients must acknowledge the Town's contribution to the program in all related public information, printed material and media coverage. The Town's logo is available through the Municipal Clerk's office.

## End of Document

Rev #	Date	Reason	Initiated	Reviewed	Approved

2019 St. Marys Community Grant Requests												
APPLICATIONS REVIEWED AND DEEMED ELIGIBLE												
Group	Request Synopsis	Eligible Organization?	Eligible Program?	Strategic Alignment?	Application Complete?	2018 Grant Awarded	2019 In Kind Request	2019 Cash Request	PRO RATED to \$46,000	% of Program Budget?	Costs Eligible?	Notes
St. Marys Beautification Committee	<b>Program Summary:</b> Grant funds requested to assist with the annual projects the committee undertakes (flower boxes on Victoria Bridge and other locations in Town, maintenance and purchase of material for River Walkway an Millennium Park beds, and maintenance of the downtown core).  <b>Cash Request:</b> \$2,500, to purchase flowers.  <b>In Kind Requests:</b> \$0	Yes	Yes	Yes (Culture & Recreation, Balanced Growth & Economic Development)	Yes	\$2,500	\$0	\$ 2,500.00	TBD	25%	Yes	Recommend Approval.
St. Marys Farmers Market	<b>Program Summary:</b> Grant funds are requested to assist with the "St. Marys Farmers Market Manager's Stall Revitalization". The purpose of the project is to upgrade the manager's stall by expanding it to become a tourist information booth. The booth will promote attractions and events in St. Marys, as well as local businesses and services.  <b>Cash Request:</b> \$500 to offset the costs of the project estimated to be \$1,988.80. Costs include materials and supplies costs necessary to repurpose the manager's stall.  <b>In Kind Requests:</b> \$0	Yes	Yes	Yes (Culture & Recreation, Balanced Growth & Economic Development)	Yes	N/A	\$0	\$ 500.00	TBD	25%	Yes	Recommend Approval.
APPLICATIONS REVIEWED AND REQUIRING DIRECTION FROM COUNCIL REGARDING ELIGIBILITY (YELLOW FLAGS)												
Group	Request Synopsis	Eligible Organization?	Eligible Program?	Strategic Alignment?	Application Complete?	2018 Grant Awarded	2019 In Kind Request	2019 Cash Request	PRO RATED to \$46,000	% of Program Budget?	Costs Eligible?	Notes
All Aboard St. Marys	<b>Program Summary:</b> Grant funds are requested to assist the group with promoting the existing passenger rail system through St. Marys, advocating for improved rail service, and advocating for connecting transit to St. Marys.  <b>Cash Request:</b> \$5,000 to offset the costs of the program estimated to be \$20,150 (including staffing, advertising, meals, transportation and postage).  <b>In Kind Requests:</b> \$0	TBD (See Notes)	Yes	Yes (Balanced Growth & Economic Development)	Yes	\$4,425	\$0	\$ 5,000.00	TBD	25%  (77% of the eligible costs in the budget)	Yes and No	<b>Eligible Organization?</b> TBD - decision of Council required. Group is a not for profit with a mandate which includes political lobby, advocacy, and rallies. Political advocacy and lobby groups are considered to be ineligible organizations under the grant policy.  <b>Costs Eligible?</b> The budget as submitted includes costs which are considered to be ineligible in the Community Grant Policy (day to day operations, staffing, travel).  Costs included in the budget which are eligible total \$6,500. After this deduction the % of the budget requesting grant funds is >25% at 77%.  Policy provides that where there is a significant/unique/exceptional financial need and where 25% of the project budget is less than \$5,000, Council may waive the 25% granting cap and approve grant funds up to \$5,000.
GOALS	<b>Program Summary:</b> Grant funds are requested to assist with the GOALS program which provides breakfast to primary school students at Little Falls Public School. The aim of the program is to develop social skills, improve learning skills, mitigate bullying, and improve self esteem of students.  <b>Cash Request:</b> \$5,000 to offset the costs of the program estimated to be \$12,550 per school year (including accounting, transportation, the cost of food, and bank charges).  <b>In Kind Requests:</b> \$0	Yes	Yes	Yes (Culture & Recreation)	Yes	N/A	\$0	\$ 5,000.00	TBD	25% - as noted in application.  40% based on program budget of \$12,550	Yes	<b>% of Program Budget?</b> Exceeds the maximum guide of 25% of program budget.  Policy provides that where there is a significant/unique/exceptional financial need and where 25% of the project budget is less than \$5,000, Council may waive the 25% granting cap and approve grant funds up to \$5,000.
Army, Navy and Air Force Veterans in Canada	<b>Program Summary:</b> Grant funds are requested to assist with events that are organized throughout the year (Heritage Festival Bavarian Gardens, Ribfest, Fish Frys Etc.). The programs are intended to promote the veterans club, St. Marys, and aim to provide good food, good music, and fellowship. All events are open to the public until 6:00 pm, then age of majority afterwards.  <b>Cash Request:</b> \$1,400, to be directed towards the cost of running the 2019 special events. The total budget for these pecial events is forecasted to be \$5,850  <b>In Kind Requests:</b> \$0.	Yes	Yes	Yes (Balanced Growth & Economic Development)	Yes	N/A	\$0	\$ 1,400.00	TBD	24%	Unknown. Budget provided does not provide a breakdown of the specific costs for each event.	<b>Costs Eligible?</b> Program budget does not break down the budget for each planned special event into specific line items. nable to determine if grant funds will be spent on eligible costs. Unable to determine if other funding sources have been pursued.

Group	Request Synopsis	Eligible Organization?	Eligible Program?	Strategic Alignment?	Application Complete?	2018 Grant Awarded	2019 In Kind Request	2019 Cash Request	PRO RATED to \$46,000	% of Program Budget?	Costs Eligible?	Notes
Evan's Touch the Truck	<p><b>Program Summary:</b> Grant funds are requested to assist with the 2019 iteration of Evan's Touch the Truck event held in September. The event is an admission by donation event used as a fundraiser to support families battling childhood cancer. The event raised \$25,000 in 2018.</p> <p><b>Cash Request:</b> \$1,000 to offset the costs of running the event, estimated to be \$2,547. Application indicates grant funds will be used to offset the costs of new comfort improvements for the event including porta-potties, , safety vests, tent canopies, and a potential shuttle bus to reduce parking constraints.</p> <p><b>In Kind Requests:</b> \$0</p>	Yes	Yes	Yes (Culture & Recreation, Balanced Growth & Economic Development)	Yes	N/A	\$0	\$ 1,000.00	TBD	41%	Yes	<p><b>% of Program Budget:</b> Exceeds the maximum guide of 25% of program budget.</p> <p>Policy provides that where there is a significant/unique/exceptional financial need and where 25% of the project budget is less than \$5,000, Council may waive the 25% granting cap and approve grant funds up to \$5,000.</p>
Journal Argus Foundation	<p><b>Program Summary:</b> Grant funds are requested to assist with the first annual "St. Marys Midsummer Marathon" planned to be held August 9-11, 2019. The objective of the event is to raise funds to initiate a scholarship for local students attending post-secondary education in both arts and athletics. Scholarship funds will be derived from donations from marathon participants.</p> <p><b>Cash Request:</b> \$5,000 to offset the costs of the event estimated to be \$64,000 (including website for registration, marketing and promotion, communications, permits, volunteer recruitment. Recognition, equipment and supplies, etc.)</p> <p><b>In Kind Requests:</b> \$2,000 requested, but specifics of the request not indicated.</p>	TBD (see notes)	Yes	Yes (Culture & Recreation, Balanced Growth & Economic Development)	Yes	N/A	\$2,000	\$ 5,000.00	TBD	11%	Yes	<p><b>Eligible Organization?</b> Adult recreation is not considered to be an eligible group, except in cases where grant funds are used to support a community project, program, activity, or event.</p> <p>Council determination required to decide if proposed scholarship qualifies as a community program given the proposal for the scholarship to be reserved for students entering specific post-secondary programs.</p>
United Way Perth-Huron	<p><b>Program Summary:</b> Grant funds are requested to assist with programs that are currently supported by the UW, as well as the local programs the UW is working to realize. The intent of the programs is to build a stronger St. Marys community and help kids be all they can be and move people from poverty to possibility. Example projects include the St. Marys Youth Centre, the Emily Murphy Centre, Family Services Perth Huron. Local projects planned through the St. Marys Community Committee include a Community Access Outreach Market to supply produce and meats to community members in need, and a Community Connector to improve social inclusion.</p> <p><b>Cash Request:</b> \$7,265 or \$1/resident) proposed to support existing St. Marys initiatives along with St. Marys initiatives of a "St. Marys Access Outreach Market" and "Welcome St. Marys - Listen Connect, Engage, Belong".</p> <p><b>In Kind Requests:</b> \$0</p>	Yes	Yes	Yes (Balanced Growth & Economic Development)	Yes	\$7,625	\$0	\$7,265	TBD	0.005%	Yes	<p><b>Cash Request?</b> Exceeds the maximum guide of \$5,000.</p> <p>Policy provides that where there is a significant/unique/exceptional financial need and where 25% of the project budget is less than \$5,000, Council may waive the 25% granting cap and approve grant funds up to \$5,000.</p>
The Front Porch Show	<p><b>Program Summary:</b> Grant funds are requested to assist with delivering the Front Porch Show, which is a live talk show, geared to featuring the positive attributes of living in St. Marys. The show considers itself to be a valuable cultural attraction and communication tool, and features authors, musicians, and interesting people living in or around St. Marys.</p> <p><b>Cash Request:</b> \$2,200 to offset the cost of the program estimates to be \$2,200. (including decor and props electrical and sound, lights rental, supplies, gifts for guess, swag, and misc. costs). The grant proposal is for the Town to fund the Front Porch Show like a program of the Town, with the benefit being more direct access for the Town to use the Front Porch Show for its communication and cultural needs. This funding model is being proposed because financing for the show to date has been out of pocket by the organizers. This out of pocket approach is viewed as unsustainable.</p> <p><b>In Kind Requests:</b> \$850, representing the cost to the Town to provide insurance for the Front Porch Show.</p>	Yes	Yes	Yes (Culture & Recreation, Balanced Growth & Economic Development)	Yes	\$5,000 to Purchase Town AV equipment to be shared	\$850	\$ 2,200.00	TBD	100%	Yes	<p><b>In Kind Request:</b> The Town insurer has recommended against bringing the Front Porch Show under the Town policy. The recommendation is to purchase a separate policy for the program. As a result, the in-kind request has a cash value to the Town and, if approved, should be included in the cash grant so that the organizers can purchase their own insurance through the Town.</p> <p><b>% of Program Budget:</b> Exceeds the maximum guide of 25% of program budget.</p> <p>Policy provides that where there is a significant/unique/exceptional financial need and where 25% of the project budget is less than \$5,000, Council may waive the 25% granting cap and approve grant funds up to \$5,000.</p>

Group	Request Synopsis	Eligible Organization?	Eligible Program?	Strategic Alignment?	Application Complete?	2018 Grant Awarded	2019 In Kind Request	2019 Cash Request	PRO RATED to \$46,000	% of Program Budget?	Costs Eligible?	Notes
Canada Day Parade	<p><b>Program Summary:</b> Grant funds are request to assist with the annual Canada Day parade. Annually the parade begins at the PRC and finishes at Cadzow Park. For 2019, 32 entries are already committed.</p> <p><b>Cash Request:</b> \$2,000 to offset the costs of insurance and entertainment (bands etc.)</p> <p><b>In Kind Requests:</b> \$500 to continue to provide advertising per past practices.</p>	Yes	Yes	Yes (Culture & Recreation, Balanced Growth & Economic Development)	Yes	\$1,200 +\$500 in-kind	\$500	\$ 2,000.00	TBD	100%	Yes	<p><b>% of Program Budget:</b> Exceeds the maximum guide of 25% of program budget.</p> <p>Policy provides that where there is a significant/unique/exceptional financial need and where 25% of the project budget is less than \$5,000, Council may waive the 25% granting cap and approve grant funds up to \$5,000.</p>
APPLICATIONS REVIEWED AND DEEMED TO HAVE INELIGIBLE COMPONENTS (SEE RED FLAGS)												
Group	Request Synopsis	Eligible Organization?	Eligible Program?	Strategic Alignment?	Application Complete?	2018 Grant Awarded	2019 In Kind Request	2019 Cash Request	PRO RATED to \$46,000	% of Program Budget?	Costs Eligible?	Notes
Family Services Perth-Huron	<p><b>Program Summary:</b> Grant funds are requested to assist with delivering counselling services in St. Marys. The grant is used to subsidize affordable counselling residents of St. Marys, and supports those who do not have the financial ability to pay and may not be able to access services. Family Services uses intake methods to ensure that a person is in financial need, and is a St. Marys qualifying resident.</p> <p><b>Cash Request:</b> \$4,750 to offset the direct of providing counselling services in St. Marys, with the overall counselling program budget estimated to be \$93,433. Costs represent day to day operating costs (salaries and benefits, professional fees, memberships, travel, office expenditures, occupancy costs, insurance, and administrative allocations). Day to day operating costs are ineligible costs requiring Council direction.</p> <p><b>In Kind Requests:</b> \$0</p>	Yes	Yes	Yes (Culture & Recreation)	Yes	\$4,750	\$ -	\$ 4,750.00	TBD	5.1% (of the Counselling budget)	No	<p><b>Costs determined to be Ineligible:</b> Grant funds are proposed to offset day to day operating costs of the organization (salaries and benefits, professional fees, memberships, travel, office expenditures, occupancy costs, insurance, and administrative allocations).</p> <p>Day to day operating costs are not eligible under the Community Grant Policy, however Council reserves the right to approve any grant application at its sole discretion.</p>
Canadian Baseball Hall of Fame and Museum	<p><b>Program Summary:</b> Grant funds are requested to assist with delivering the 2019 Induction Weekend Celebrations. The 2019 event has been designed to draw 3000 people to St. Marys. Activities include a welcoming event, charity golf classic, induction ceremony, a children's music recital, and youth baseball games .</p> <p><b>Cash Request:</b> \$5,000 to offset the direct costs of the event, estimated to be \$36,900 (travel/accommodations, printing/design, rentals, supplies, advertising/marketing, mailing, merchandise, food/beverages, misc.).</p> <p><b>In Kind Requests:</b> \$2,000, which includes tipping fees at the landfill, garbage and recycling receptacles, and general support for the event. The in-kind request includes a request to waive building permit fees for the Induction Weekend tent. This is an ineligible cost requiring Council direction.</p>	Yes	Yes	Yes (Balanced Growth & Economic Development)	Yes	\$5,700 + in-kind	\$2,000	\$ 5,000.00	TBD	13.60%	Yes	<p><b>In-Kind Request:</b> Council approval is required. The in-kind request includes a request to waive building permit fees for the Induction Weekend tent.</p> <p>Town Building and Planning fees are not eligible under the Community Grant program, and requests to waive these fees are to be approved by Council.</p>
St. Marys Kinsmen	<p><b>Program Summary:</b> Grant funds requested to assist with Summerfest 2019 on July 25-27. The intent of the programs to provide a public access midway including rides, games, food vendors, and live music. Proceeds from the event planned to be reinvested in the Town (Youth programs, hospital, tennis courts as former project examples. Dog park, Milt Dunnell Field, and Grand Trunk Trail Lighting proposed as new projects). The event raised \$15,958.29 in 2018.</p> <p><b>Cash Request:</b> \$3,000 to offset the costs of running the event estimated to be \$37,105. Event costs include (police, security, tent rental, advertising, entertainment, contractors, materials and supplies, and alcohol).</p> <p><b>In Kind Requests:</b> \$2,000 representing waived costs of building permit, park rental, picnic table rental, landfill fees, water, hydro, and snow fence/posts. (NOTE: no park rental fee is charged).</p>	Yes	Yes	Yes (Culture & Recreation)	Yes	Request Denied	\$ 2,000.00	\$ 3,000.00	TBD	10%  (12% of the eligible costs in the budget)	Yes and No	<p><b>In-Kind Request:</b> Council approval is required. The in-kind request includes a request to waive building permit fees for the Induction Weekend tent.</p> <p>Town Building and Planning fees are not eligible under the Community Grant program, and requests to waive these fees are to be approved by Council.</p> <p><b>Eligible Costs?</b> The budget as submitted includes costs which are considered to be ineligible in the Community Grant Policy (alcohol).</p> <p>Costs included in the budget which are eligible are total \$24,105</p>

Group	Request Synopsis	Eligible Organization?	Eligible Program?	Strategic Alignment?	Application Complete?	2018 Grant Awarded	2019 In Kind Request	2019 Cash Request	PRO RATED to \$46,000	% of Program Budget?	Costs Eligible?	Notes
St. Marys Lincolns	<p><b>Program Summary:</b> Grant funds are requested to assist with the costs the Lincolns Jr. B hockey team incurs at the PRC. The Lincolns are a community owned team who have been in operation since 1956, which is second longest in Ontario. The team points out that they are a community asset, providing entertainment and community fabric by bringing various groups together (service clubs, businesses, and the public). The Lincolns are a key tenant of the PRC and draw over 300 fans per game on average.</p> <p><b>Cash Request:</b> \$0</p> <p><b>In Kind Requests:</b> \$13,756.04 representing the total of rate reductions and waived fees. Total annual budget is \$152,100 in expenses. \$5,376 - Ice rate reduction to youth rate \$6,331.52 - Endzone room rental fee waived for blueline club \$2,047.92 - Endzone room rental fee waived for monthly meeting \$360.00 - Community Centre rental fee waived for annual team event.</p>	Yes	Yes	Yes (Culture & Recreation, Balanced Growth & Economic Development)	Yes	\$15,028 of in-kind fee waivers	\$14,116	\$ -	TBD	9%	No	<p><b>In-Kind Request?</b> Exceeds the maximum guide of \$2,000.</p> <p><b>Costs determined to be Ineligible:</b> Day to day operating costs (rental fees) are not eligible under the Community Grant Policy, however Council reserves the right to approve any grant application at its sole discretion.</p> <p>IF Council decides to approve a grant for the Lincolns, staff offer the following: both the team and staff found the administration of the fee waivers to be cumbersome in 2018.</p> <p>If Council approves a grant for 2019, a couple of options to streamline the grant are:</p> <p><b>1.</b> Provide the full value of the waivers in cash. This is preferred by the team. For the Town, the benefit is that the PRC budget lines show a true accounting of the revenue generated for the facility. Under the current approach,. revenue is waived and the facility appears to be making less revenue than it actually is.</p> <p><b>2.</b> Make a policy decision that the Town will apply the youth ice rate to the Lincolns rather than waiving a portion of their fees in an amount equivalent to the reduction to get them to the youth rate. For the fee reductions request for the Endzone, these could be completed by either waiving the fees or providing a cash grant equivalent to the annual fee charged (preferred by the team).</p>
FINAL TOTAL	ALL CATEGORIES						\$ 21,466.04	\$ 44,615.00				

Annual Community Grant Budget Allocation		\$ 46,000.00
Town Standing Grants Provided:	Community Meal	\$1,000
	DCVI Scholarship	\$1,500
NET COMMUNITY GRANT BUDGET AVAILABLE FOR ALLOCATION		\$ 43,500.00



## FORMAL REPORT

**To:** Mayor Strathdee and Members of Council

**From:** Brent Kittmer, CAO/Clerk

**Date of Meeting:** 5 March 2019

**Subject:** **CAO 21-2019 Stratford Perth Rotary Hospice Grant Request**

### PURPOSE

This report presents a capital grant request from the Stratford Perth Hospice Foundation for a \$300,000 grant. The purpose of the grant is to help fund the costs of the residential hospice which is under construction at the Tri-County Mennonite Homes property located at Greenwood Court in Stratford. Council is asked to consider if they wish to approve this grant request.

### RECOMMENDATION

THAT CAO 21-2019 Stratford Perth Rotary Hospice Grant Request be received; and

THAT Council:

- \_\_\_1. Approves the Request for \$300,000, subject to negotiating a granting agreement.
- \_\_\_2. Denies the request for \$300,000.
- \_\_\_3. Denies the request for \$300,000 and provides a grant in the amount of \_\_\_\_\_.

### BACKGROUND

This report presents a capital grant request received from the Stratford Perth Rotary Hospice (SPRH). The purpose of the grant is to help fund the capital costs of the residential hospice currently under construction at the Tri-County Mennonite Homes property located at Greenwood Court in Stratford. The request being made of the Town of St. Marys is for a \$300,000 grant to be paid over a time period determined to be appropriate by Council.

Mr. Andy Werner and Ms. Anne Fontana from the SPRH board have attended Council on a number of occasions since February 2015 to brief Council on this project. A formal grant request for \$300,000 in unconditional grant funds was first submitted to the Town on September 23, 2016. Council considered this request on May 9, 2017 and ultimately defeated a resolution to approve the grant.

### REPORT

Attached to this report is a renewed grant request received from the SPRH for a \$300,000 capital grant. To assist in Council's deliberation of the request, the report below presents much of the same background information and analysis that was considered by Council in 2017.

#### Status of Municipal Grant Requests

The estimated costs for this project are provided by Mr. Werner in his presentation to Council. As noted, local municipalities have been approached for grant funding. The disposition of these requests are as follows:

City of Stratford:

- Approved \$75,000 in seed money for this project in 2015.
- Approved a \$1,500,000 capital grant. The City's capital contribution will be paid in \$300,000 annual payments over a 5-year period.

County of Perth:

- \$75,000 funding request denied in 2017.
- \$1,500,000 capital grant request denied by former Council.

St. Marys

- \$300,000 capital grant request defeated May 9, 2017.

Based on information previously collected, the request to the Town is for an unconditional capital grant. The Town's role in this project is to be a capital funding contributor only, and there is no expectation for the Town to contribute to the annual operating costs of the residential hospice. If the grant request is approved, the Town will not be considered a part owner of the hospice, the hospice is not a shared service, and there is no current intent to have municipal representation on the board of management.

### **Questions Raised by Council in 2017**

When the 2014-2018 Council was considering this grant request, a number of questions were raised by Councillors. The current Council may find this information to be helpful. The information provided below is adapted from the responses received from Mr. Werner and Ms. Fontana in the spring of 2017:

- **Is the intention for the grant to be unconditional (i.e. the Town provides the full amount of the grant to be used at the discretion of the board of management)?**

The intent would be to use the grant for the capital building costs (construction, equipment). There will be numerous naming opportunities and the SPRH would be pleased to discuss appropriate naming opportunities to publicly recognize St. Marys' contribution.

- **If the Town provides the grant does the Town become a part owner of the hospice? If not, what entity would be the registered owner?**

The residential hospice operator will be Hospice Care Avon Maitland (HCAM), which will operate both hospices in Huron Perth and integrate hospice palliative care services across Huron and Perth under one Board of Management. The Stratford Perth hospice building will not be held as an asset in the name of the HCAM. The asset will be held by the incorporated Stratford Perth Hospice Foundation (SPRH) comprised of directors from across the geographical confines of Perth County.

- **Will there be requests for the Town to fund future operating costs of the hospice?**

No.

- **If the Town provides the grant does the Town receive a seat on the board of management?**

The HCAM board as contemplated in the consultant's report will be made up of 4 representatives from Perth, 4 representatives from Huron and 4 additional members to be filled based on needed skills at the board level. It is not the intent to have municipal representation from St. Marys, Stratford and/or Perth County, but this could be discussed. An issue that would need to be discussed is that for a minimum of 2 years this will be a working board and whether Councillors would have sufficient time.

- **If the Town provides the grant does that mean St. Marys will have preferred access when a bed is needed by a St. Marys resident? Or is it on a first come first served basis?**

Currently residential hospice beds are managed through the CCAC and the residential hospice. Primarily it is based on those with the most need and then on a first come, first served basis. Hypothetically, if the hospice had beds available and all requests were from one of St. Marys, Stratford or the County they would get all the available beds. Deaths occur randomly and if beds are available they will be provided to anyone with the need for a bed rather than leaving them unused because they were reserved for a particular community.

### **Analysis**

The grant request received represents a significant capital funding commitment from the Town. When reviewing this request, an important consideration for Council is the Town's own strategic priorities and immediate infrastructure needs compared to the need for a regional solution for residential hospice. Council will also need to be mindful of the impact to the Town of Provincial Funding cuts which are expected to begin in 2020, and how these will be financially managed.

There are a series of considerations Council may want to discuss when deliberating this request:

- Does the Town have a responsibility for providing funding for healthcare?
- Does funding the residential hospice project serve to advance Council's Strategic Plan?
- Does the provision of funding result in a direct benefit to the Town?
- Is the \$300,000 requested for the residential hospice the best use of Town funds when compared to the other needs and priorities of the Town?

To assist in moving Council's consideration of this request forward, several options are presented below for consideration:

#### **Option 1: Approve the Request for \$300,000, Subject to Negotiating a Granting Agreement**

The first option for Council to consider is to approve the request as presented. The Town has an established precedent of funding healthcare projects, albeit those with a clear and direct benefit to St. Marys residents. This support has come in the form of Council's \$300,000 grant in support of the "Someone I Know" campaign, and the \$50,000 annual grant that is provided to the Wellness Centre.

Providing the funding may not directly advance Council's strategic plan within the borders of St. Marys, but the residential hospice project provides a community and social service to the broader region. This will improve the region's slate of health care services which may advance regional economic development initiatives of attraction and retention.

If Council decides to provide funding, it is staff's recommendation that a grant agreement be negotiated with terms and conditions that are acceptable to the Town. The intent of a funding agreement would be to formalize how the funds are transferred, and set out what, if any, conditions the Town would assign to the funding. Council would need to consider over what time period the funds would be provided, and what form of recognition, if any, the Town would seek for its grant.

#### **Option 2: Deny the Request for \$300,000**

A second option for Council to consider is to deny the request. Although the Town has contributed to healthcare projects in the past, funding of healthcare is not a municipal responsibility.

The Town has provided funding to the "Someone I Know" campaign and the Wellness Centre as these projects have a clear and direct benefit for the Town. The local hospital and Wellness Centre are considered to be drawing points for new residents to the Town. The Town's support of these two valuable community assets directly advances the Town's strategic priorities related to growth and youth recruitment/retention.

The direct benefit of the residential hospice project is more difficult to quantify. Given the limited number of beds at the facility compared to the broader regional need, there is not a guarantee that there will be availability of a bed when the need arises for a St. Marys resident.

Additionally, support of the residential hospice project does not appear to directly align with the priorities and tactics identified in the Town's January 2017 Strategic Plan. The key priorities in the plan include diversifying the Town's housing stock; retaining youth and attracting back those that have left the Town; revitalizing the downtown core; providing scale appropriate recreation services; promoting industry and small business growth; and expanding corporate marketing and communications. It's difficult to see a direct link of providing the funding for the hospice project to advancing these strategic priorities.

### **Option 3: Deny the request for \$300,000 and Provide a Grant in a Different Amount**

A final option for Council to consider is to provide a grant of an alternate amount if Council decided that the request for \$300,000 was too high.

The need for a residential hospice in the region has been determined, and the Town has a history of supporting healthcare projects. Council could consider this option if Council is not comfortable contributing the full amount requested, but still wishes to contribute some form of financial support to the project.

As in Option #1, it is staff's recommendation that a grant agreement be negotiated with terms and conditions that are acceptable to the Town. Council would need to consider the amount it might wish to contribute to the project, over what time period the funds would be provided, and what form of recognition, if any, the Town would seek for its grant.

## **FINANCIAL IMPLICATIONS**

The grant request received from SPRH represents a significant capital funding commitment from the Town. If Council decides to approve the \$300,000 capital request, or to provide some other grant amount, the payment of funds can be accomplished in a number of ways depending on the time period over which the funds will be disbursed. If Council wished to provide the grant immediately, an existing reserve could be drawn down. If Council wished to provide the grant over a number of years, the funding for the hospice could be collected in the annual tax levy budget each year and disbursed.

## **SUMMARY**

This report has presented information to Council to assist in their deliberation of the funding request presented by the Stratford Perth Rotary Hospice. As noted, Council should consider if the Town has a responsibility for providing funding for healthcare; if funding the residential hospice project will help to advance Council's strategic priorities; if the provision of funding will result in a direct benefit to the Town; and if the \$300,000 requested for the residential hospice is the best use of Town funds when compared to the other needs and priorities of the Town.

Options for responding to the funding request are:

1. Approve the Request for \$300,000, Subject to Negotiating a Granting Agreement
2. Deny the Request for \$300,000
3. Deny the request for \$300,000 and Provide a Grant in a Different Amount

Staff is seeking direction from Council on how they wish to proceed in this matter.

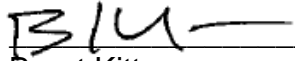
## **OTHERS CONSULTED**

Mr. Andy Werner, Ms. Anne Fontana  
Mr. Jim Brown, Director of Finance/Treasurer

## **ATTACHMENTS**

None – see presentation received from the Stratford Perth Rotary Hospice.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "BK", followed by a horizontal line.

Brent Kittmer  
CAO/Clerk

## FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Trisha McKibbin, Director of Corporate Services
<b>Date of Meeting:</b>	5 March 2019
<b>Subject:</b>	<b>COR 04-2019 Station Gallery Funding Request</b>

### PURPOSE

This report presents information to Council related to the St. Marys Station Gallery and the request from the operator of the Gallery for grant funding from the Town for the 2019 fiscal year.

### RECOMMENDATION

THAT COR 04-2019 Station Gallery Funding Request be received for review and budget direction to staff.

### BACKGROUND

In February, 2017 staff brought forward a report to the Strategic Priorities Committee regarding the utilization of space at the Train Station. There was consensus from the Committee that future tenants be from the cultural sector and be complimentary to the operation of VIA services. There was also discussion and consensus at this meeting that the Foyer / Waiting areas would be used for both VIA customers and utilized free of charge by the artists for their exhibits.

The Station Gallery has been in operation since the Fall of 2016 and since the beginning of 2018 has been led by Cameron Porteous, of The Porteous Group (set and costume design, production design, theatre, film, and television).

Admission to the gallery is free of charge, and artists hang their work for free. Prior to 2018, the costs associated with the display, advertising and promotion exhibits were paid for by the proprietors. The average cost for one exhibition is approximately \$750.00. This includes exhibit materials and advertising, but does not include the time spent in organizing the exhibits.

In January, 2018 Staff brought forward a report outlining a request from the Station Gallery for operational support for the 2018 year. Included in the report was the legislative framework on how the Municipality can provide financial support to organizations. Section 106 of the Municipal Act speaks specifically to Economic Development Services and what assistance is prohibited.

#### *Assistance prohibited*

**106 (1)** *Despite any Act, a municipality shall not assist directly or indirectly any manufacturing business or other industrial or commercial enterprise through the granting of bonuses for that purpose. 2001, c. 25, s. 106(1).*

#### *Same*

*(2) Without limiting subsection (1), the municipality shall not grant assistance by,*

*(a) giving or lending any property of the municipality, including money;*

*(b) guaranteeing borrowing;*

*(c) leasing or selling any property of the municipality at below fair market value; or*

*(d) giving a total or partial exemption from any levy, charge or fee. 2001, c. 25, s. 106 (2).*

However, the Municipal Act does provide Council general power to make grants. Council currently exercises this power through the Community Grant Program.

#### *Section 107 – Ontario Municipal Act - General power to make grants*

**107(1)** *Despite any provision of this or any other Act relating to the giving of grants or aid by a municipality, subject to section 106, a municipality may make grants, on such terms as to security and otherwise as the council considers appropriate, to any person, group or body, including a fund, within or outside the boundaries of the municipality for any purpose that council considers to be in the interests of the municipality. 2001, c. 25, s.107 (1).*

Given the legislative requirements, three possible options were considered for how the Town could provide operational support to the Station Gallery:

Option #1-The Town of St. Marys Grant Program, discussed a \$10,000 contribution by the Town through the Grant Program.

Option #2 – Contracted Services Agreement, discussed a \$54,460 contribution from the Town through a contracted services agreement and

Option #3 – Bring the Station Gallery into a Department of the Town, discussed a \$67,980 cost to the Town.

Upon review of the report and discussion by Council, Council opted to select Option #1 and included \$10,000 in grant funding to the Gallery for the 2018 year. This option was preferred because the Town has neither the internal expertise nor the capacity to operate a gallery.

## **REPORT**

Attached to this report is a request for operational support received from the Station Gallery for 2019. Staff met with Cameron Porteous and Sylvie Verwaayen on November 16, 2018 to recap the 2018 year and to review the Gallery's request for operational support in 2019.

During 2018 the Gallery produced 8 exhibitions and welcomed over 2,000 visitors. The Station Gallery has become a destination for those from St. Marys, the County, region and even further afield.

Included in the Station Gallery grant request is a schedule of proposed exhibitions for the 2019 year as well as the Gallery's 2018 summary of expenses and a proposed budget for 2019.

## **FINANCIAL IMPLICATIONS**

Breakdown of the grant request:

8 exhibits x \$750	= \$6,000
Staffing Honorarium (\$500/exhibit)	= \$4,000
Miscellaneous (insurance, etc.)	= \$900
Total	\$10,900

Presently, funds are not included in the 2019 operating budget to fund this request. If Council wishes to provide this funding it can be taken from the \$46,000 allocated to the Community Grant Program. Council could also choose to fund this grant request as an approved variance which would increase the tax levy by \$10,900.

## SUMMARY

To move this matter forward staff is seeking direction from Council if they wish to approve the grant. As noted below, the Station Gallery is supported by the Town's strategic plan so there is justification to support the request.

If Council does not support the request there is a chance that the proprietors may request that the Town internalize the galley and operate it. As noted above, internalizing would require dedicated staff time and would be a significant addition to a staff member's job description. At this point in time, we are not confident that a current staff member has the capacity to focus on this additional duty without shifting focus away from an existing duty.

## STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
- Pillar #4 Culture & Recreation:
    - Outcome: Downtown Revitalization Plan
    - Tactic(s):
      - Create the winning conditions to attract cultural/commercial enterprises into the core.
      - Promote local theatre and arts in the core by making an investment in space and programming.
      - Investigate opportunities to invest in space in the core to further promote and expand local arts, culture, and theatre.

## OTHERS CONSULTED

Cameron Porteous, St. Marys Station Gallery

## ATTACHMENTS

1. Station Gallery Grant Request 2019

## REVIEWED BY

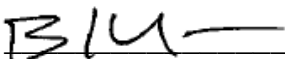
### Recommended by the Department



---

Trisha McKibbin  
Director of Corporate Services

### Recommended by the CAO



---

Brent Kittmer  
CAO / Clerk

## Grant request to St. Marys City Hall & Summary of Events for 2018

### By: St. Marys Station Gallery

Since October 2016 to December of 2017 the gallery had **2250 guests** sign the visitors book. **2018 has been a record setting year!**

In the above mentioned 14 months, the Gallery produced 10 exhibitions of which the Scott McKowen Shakespeare Posters attracted the attention of a retired curator of Fashion/Costume from the Metropolitan **Museum of Art in New York** proving that the Station Gallery can become a destination.

- From January 2018 to date, even with the gallery closed for 6 weeks due to renovations of the station, we still have had over **2000 visitors**.
- Attendance of two tours of adults from London and Woodstock as well as 3 school tours from St. Marys added to the tally.
- The Gallery has produced 8 exhibitions in this season with an outstanding exhibition of costume design by **Christina Poddubiuk** one of Canada's foremost artist in the theatre bringing in theatre buffs from all over the region.
- The exhibition of **Kids Poppy Art** has brought together **Holy Name Roman Catholic School** with **Little Falls Public School** in a charming exhibit of Poppies created by children in grades 3 to 6. As one school trustee stated, "it is wonderful to see the two school boards coming together"
- May saw the opening of the exhibition 'Flight' which showcased the photographs by **Herman Veenendaal** and bird carvings by **Ross and Barbara Scriver**. The Scrivers are award winning carvers whose work has not been seen in St. Marys for over 25 years. Demonstrations were given by the Scrivers on two Saturdays during the exhibition.
- One of our most popular exhibit was the **Peter Allan Rice** exhibition. This attracted a full house on opening that had people standing outside waiting to get in. Peter entertained a school tour and gave 3 demonstrations on the process of creating his art which is inspired by the Group of Seven.

The Station Gallery is pleased to announce that 2019 season has been confirmed.

- Eight women artists are pairing up to exhibit through the year **Women's Doubles**.
- **Click**, the photo club of St. Marys along with the **Poetry Circle of St. Marys** will exhibit photographs and poetry based upon the **theme of Stone**. The Gallery will produce a catalogue of this event that we hope will highlight the beauty of a city and region based upon stone.
- Our theatre event is **Fabulous Fakes**, never seen up close, properties from the **Stratford Festival archives**.
- September brings the **Juried Art for the Region**. This is an opportunity for artists of **Perth County** enter into a competition to have their work accepted to be exhibited.

St. Marys Station Gallery would like to thank the Town of St. Marys, various business who have supported us and the many patrons who have come to the gallery, all have made the Gallery a success.

## Grant Application

St Marys Station Gallery is applying to have our grant from the Town of St. Marys renewed for the 2019 year.

- The grant of \$10,000.00 will produce 8 exhibitions x \$750.00, honorariums of \$4000.00 and miscellaneous of \$400.00.
- Due to the un-budgeted item for insurance this year, the gallery would like to recommend the miscellaneous item increased to \$ 900.00 bringing the total budget to \$10500.00. This small increase will offset the cost of insurance.
- Full budget is attached.

**Cameron Porteous**

*Curator*

<b>2018 Attendance at St. Marys Station Gallery</b>		
<b>Dates</b>	<b>Exhibit</b>	<b># of people in attendance</b>
<b>Jan. 12 - Feb. 17</b>	<b>Click - photo exhibit</b>	<b>204</b>
<b>Feb. 22 - Mar. 26</b>	<b>Nature in Wax - Anna Koot + 1 demonstration day</b>	<b>206</b>
	April closed for 6 weeks.	
<b>May 11 - June 8</b>	<b>Flight - photographs &amp; carvings. + 2 demonstration days</b>	<b>240</b>
<b>June 15 - Aug. 10</b>	<b>Costume Sketches</b>	<b>460</b>
<b>Sept 7 - Oct. 13</b>	<b>Peter Allan Rice +3 demo days</b>	<b>562 + 30 school tour</b>
<b>Oct. 19 - Nov. 16</b>	<b>Kids Poppy Art</b>	<b>202 + 23,32,20 school tours.</b>
	<b>Total to date</b>	<b>1979 guests. (105 students)</b>
<b>Nov. 23 - Dec 21</b>	<b>Children' s Book Illustrations</b>	<b>----</b>
<b>Dec 22 - Jan 8th 2019</b>	<b>Vets</b>	<b>----</b>

### Summery of Expenses and Income Jan to Nov , 2018

#### Revenue and Expenses

Sales from items in the Gallery, Grant, etc.	\$12,057.00
--	-------------

Expenses Jan 1 <sup>st</sup> to Nov 18 <sup>th</sup> . 2018	\$10,257.39
---	-------------

#### Selected breakdown

Cost of Renovation for Gallery B	\$1,783.92
----------------------------------	------------

Cost of Insurance for Gallery (for 6months)	\$531.00
---	----------

Publications	\$1081.21
--------------	-----------

Greeting Cards Posters etc.	\$575.61
-----------------------------	----------

Advertising (post cards, large format banners )	\$1137.96
---	-----------

Newspaper Adds (St. Marys Independent)	\$339.00
--	----------

#### Budgets for 2019 exhibitions

Women's Doubles No. 1	\$750.00
-----------------------	----------

Stone Exhibition \$750 , Publications. \$3000.00	\$3750.00
--	-----------

Women's Doubles No. 2	\$750.00
-----------------------	----------

Fabulous Fakes	\$1000.00
----------------	-----------

Women's Doubles No. 3	\$750.00
-----------------------	----------

Juried Art from the Region	\$750.00
----------------------------	----------

Women's Doubles No. 4	\$750.00
-----------------------	----------

Christmas Special	\$350.00
-------------------	----------

<b>Total</b>	<b>\$8850.00</b>
--------------	------------------

<b>Projected Revenue</b>	Grants and fund rising	\$12000.00
--------------------------	------------------------	------------

	Art and Publications sales	\$4000.00
--	----------------------------	-----------

Security and supervision ( un budgeted items )	\$600.00
--	----------

**Station Gallery 2019 Confirmed dates for exhibitions.**

**December 22<sup>nd</sup> to January 8 2018/19 3 VET 3 weeks**

**"Going to beat 80" *confirmed***

\*\*\*\*\*

**1. Jan 11<sup>th</sup> to Feb 16<sup>th</sup>. 5 weeks Deb Dicker and Sylvie Verwaayen *confirmed***

**2. Feb 22<sup>nd</sup> to April 5<sup>th</sup> 6 weeks "Stone" Photos of stones, poetry  
Publication of booklet *confirmed***

**3 April 12<sup>th</sup> to May 25<sup>th</sup>. 6 weeks Chantelle and Annette  
Painting in Acrylic and watercolours  
Glass works. *confirmed***

**4 June 7<sup>th</sup> to July 20<sup>th</sup> 6 weeks "Fabulous Fakes" props  
Props from the Stratford Festival**

**5 July 26<sup>th</sup> to Sept 7<sup>th</sup>. 6 weeks Virginia H Caldwell and Bonnie *confirmed***

**6 Sept 13<sup>th</sup> to Oct 26<sup>th</sup> 6 weeks "Juried art from the region "  
Artists from Perth country**

**7 Nov 1<sup>st</sup> to Dec 6<sup>th</sup> 5 weeks Janet Sharen . artist TBA *confirmed***

**8 Dec 13<sup>th</sup> to Jan 1<sup>st</sup> 3 weeks Christmas special "Pop up"**

**BY-LAW 33-2019**

**THE CORPORATION OF THE TOWN OF ST. MARYS**

**Being a By-law to confirm all actions and proceedings of the Council of The Corporation of the Town of St. Marys at its special meeting held on March 5, 2019.**

**WHEREAS:** The *Municipal Act, 2001*, S.O. 2001, c.25, as amended, Section 5(3), provides that the jurisdiction of every council is confined to the municipality that it represents and its powers shall be exercised by by-law;

**AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient to confirm its actions and proceedings;

**THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:

- 1.** That all actions and proceedings of the Council of the Corporation of the Town of St. Marys taken at its special meeting held on the 5<sup>th</sup> day of March, 2019 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
- 2.** This by-law comes into force on the final passing thereof.

**Read a first and second time this 5<sup>th</sup> day of March, 2019.**

**Read a third and final time and passed this 5<sup>th</sup> day of March, 2019.**

---

Mayor Al Stratthdee

---

Brent Kittmer, CAO / Clerk