



**CORPORATION OF THE  
CITY OF CLARENCE-ROCKLAND  
MUNICIPAL GRANTS PROGRAM COMMITTEE - MINUTES**

September 5, 2024  
Council Chambers  
415 rue Lemay Street, Clarence Creek, Ont.

PRESENT:                   Renée Forcier, Member  
                                  Sumaila Gariba, Member  
                                  André J. Lalonde, Councilor  
                                  Simon-Olivier Péladeau-Houle, Councilor  
                                  Frédéric Desnoyers, Treasurer  
                                  Karine McCulloch, Deputy Clerk

ABSENT:                   Stephane Fournier, Councillor

**1.     Opening of the meeting**

The chair opens the meeting at 7h14.

**2.     Adoption of the Agenda**

**Moved by** André J. Lalonde

**Seconded By** Simon-Olivier Péladeau-Houle

That the agenda be adopted, as presented.

**CARRIED**

**3.     Disclosure of pecuniary interests**

None

**4.     Adoption of the minutes**

**Moved by** Sumaila Gariba

**Seconded By** Simon-Olivier Péladeau-Houle

That the minutes of the Municipal Grants Program Committee meeting of June 19th, 2024, be adopted.

**CARRIED**

## **5. Grants Applications Received**

Frederic Desnoyers explains the grant summary for 2024. He has not been able to reach Hammond Summer Celebration since the grant was awarded. The monies have not yet been paid out but are included in the summary of the grants allocated.

### **5.1 OktoberFest 2024**

Renée Forcier points out that the budget makes no mention of other sponsors or external sources of income and deduces that the event is self-sufficient.

Following questions, Frederic Desnoyers clarifies that the organization had not requested in-kind support.

Councillor Lalonde mentions that the event is very closely linked with a local brewery, which is not a non-profit organization, and according to the information provided, the event generates sufficient funds.

Councillor Peladeau-Houle proposes that no funds be allocated to the event. The committee unanimously agrees.

**Moved by** Simon-Olivier Péladeau-Houle

**Seconded By** Sumaila Gariba

That the Municipal Grants Program Committee recommends to Council to not award any grants to The OktoberFest 2024.

**CARRIED**

### **5.2 Walk of Sorrow - Orange Shirt Day by the Indigenous Grassroots Circle of Eastern Ontario**

Frederic Desnoyers mentions that this organization has already received funds in 2024, i.e. \$2750 in financial and \$830 in kind. Since the maximum annual amount allowed under the policy is \$5,000, only \$1,420 would remain for this year. The organization has also requested in-kind support of \$342 for this event.

Renée Forcier looks at the amounts granted by other organizations and mentions that the remaining amount available is under the limit of what the committee could have allocated. She proposes to allocate the remaining amount of \$1078.

The committee unanimously agrees.

**Moved by** Simon-Olivier Péladeau-Houle

**Seconded By** André J. Lalonde

That the Municipal Grants Program Committee recommends to Council that the following Grants be awarded:

- The Walk of Sorrow - Orange Shirt Day by the Indigenous Grassroots Circle of Eastern Ontario for a financial amount of \$1078.

**CARRIED**

## **6. In-Kind Grants Report**

Frederic Desnoyers explains that 3684\$ in in-kind support has been approved by the finance department this year. He explains that he works with organisations to see what they need and how the City can help them. Most of the time, they need more than what the City can offer.

## **7. Summary**

Frédéric Desnoyers mentions that there is a remaining \$7627 in financial support for 2024, which will be added to the grants available for 2025, since this was the last meeting for the 2024 funds.

Applications for 2025 grants will begin in October 2024.

## **8. Discussion on Municipal Grants Program Policy and Term of References**

Committee chair Renée Forcier proposes to revise the committee's policy and terms of reference, to make recommendations to Council.

Since the Council meets in November for the 2025 budget, she would like the changes to be made before then.

Frederic Desnoyers mentions that grant applications for 2025 events will be open from the beginning of October to the end of October 2024. The committee can then meet before the 2025 budget to request Council a budget for the 2025 subsidies.

### **Program 3: Signature events**

Renée Forcier explains that, in her view, program 3: signature events, which are treated separately and excluded from the process, lack transparency. She questions the difference between signature events and other events that are subject to the application process. She suggests eliminating the Program 3: Signature Events and that the committee establish a funding allocation checklist to ensure that these organizations always have funding.

Councillor Lalonde stresses the importance of the events in Program 3: Signature Events and the possibility of losing them if they don't get the money from the city. He mentions that these events are there to ensure events in rural areas. He mentions that the Board does not want to leave the decision on funding for these events to the committee, as the committee could change members, which would not guarantee funding for these signature events.

Councillor Péladeau-Houle agrees with Councillor Lalonde.

Sumaila Gariba mentions that all events are important, including those in rural communities. He mentioned that a better definition of signature events could help distinguish them from other events. He feels that all events should apply for a grant and go through the committee, but that special consideration could be given to these signature events.

Councillor Lalonde points out that Council has the opportunity to review signature events at each budget review, and so an assessment is made at that time.

Renée Forcier therefore proposed changing the definition of Program 3; signature events, to ensure greater transparency and to mention that Council still evaluates the events on this list.

The Committee therefore agreed on a new definition of Program 3: Signature Events, and to modify the definition found under point 6.0 Types of Grants.

Following discussions on the events included in Program 3, and information shared by Frederic Desnoyers, the committee also asked that the Clarence-Rockland Festival be removed from the list of signature events, as they have a separate budget.

### **Other suggested changes**

Frederic Desnoyers proposes two policy changes:

- Once the money has been allocated, the City cannot recover it if the event generates a profit. Instead, he proposes that only if the event doesn't take place should the money be returned.

- He also suggests requesting a financial statement after the event to show expenses and income. These reports will be available to the committee if a new request is made for the same event in the future.

Councillor Lalonde supports Frederic Desnoyers' recommendations, saying that this will allow us to continue working with the organizations and build a good relationship.

8:16pm: Councillor Peladeau-Houle leaves the meeting and will not be returning.

Frederic Desnoyers proposes another change, following the situation of tonight's grant refusal. He proposes to change the committee's responsibilities so that only grant recommendations, not refusals, are submitted to Council.

All committee members present agreed.

The committee also discusses how to handle requests for events that raise funds for charity, but that not all of these funds necessarily go back into our community.

Councillor Lalonde mentions that social clubs in our communities do the same thing, and that the majority of funds come back to our community. When the committee evaluates the grant request, if none of the money goes back to the community, then the committee has the option of refusing the grant request.

An amendment is also proposed to Item 7.0 Definition, to reflect a change that has already taken place in the policy, but has not been corrected, namely that in-kind grant decisions be made by the Finance Director, not the Committee.

**Moved by** Sumaila Gariba

**Seconded By** André J. Lalonde

That the Municipal Grants Program Committee recommend to Council the following changes to the Municipal Grants Program policies:

- Amend the definition of Program 3: Signature Events, to read:
  - Program 3 outlines the signature events, which due to their importance to the community are considered separate to this process. Signature events must receive annual support, reviewed by City Council, independent of the municipal subsidy program. To maintain transparency, here is the list of events:
- Modify the list of events in Program 3: Signature events, to remove event 1, Clarence-Rockland Festival;
- Modify the definition of Program 3, in section 6.0 Types of grants, to read:

- Program 3 : Identify Signature events, which are events which occur from year to year, ~~under separate agreements or direction~~ that are considered separate from this process.
- Add to item 8.0 Responsibilities, Roles of the Municipal Grants Program Committee, the following item:
  - Approve the refusal of a financial assistance grant.
- Amend the definition of the Municipal Grants Program Committee (hereinafter, the “Committee”) found in section 7.0 Definitions, to read:
  - is an independent committee of Council, operating and appointed in accordance with its Council approved Terms of Reference, and delegated authority to review and make recommendations of the grants, ~~and approval of the in-kind assistance requests~~ in accordance with this Policy.
- Removed from item 16.0 Financial Considerations, the section that reads: Any municipal grant funding that has not been spent, in the year that it is received, shall be returned to the municipality; and replace it with : any event that has not taken place after payment of the municipal grant shall be returned to the City.
- Amend item 17.0 Report, to read: All organizations receiving funding from the City must provide a financial report to present the results of the event. Only revenues and expenses specific to the event approved by the municipal subsidy program are to be included in the report.

**CARRIED**

**Moved by** André J. Lalonde

**Seconded By** Sumaila Gariba

That the Municipal Grants Program Committee recommends to Council to bring the following modifications to the Municipal Grants Program Term of References :

- Removed mention of contribution evaluation from point 1.1.b.
  - 1.1 b) Provide fair and equitable assessment of all grants ~~and contribution~~ requests:

**CARRIED**

**9. Adjournment**

The meeting is adjourned at 9:45 p.m.

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Renée Forcier, Chairperson

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Karine McCulloch, Deputy Clerk