



**GRANTS COMMITTEE
MINUTES
December 1, 2014**

PRESENT: Councillor Russell Walker, Chair
Councillor Barry Dalrymple, Vice Chair
Councillor David Hendsbee
Councillor Whitman
Ms. Kate Watson
Mr. Darren Watts
Mr. Francis Glover
Mr. Jason Cooke

REGRETS: Mr. Donald Dodge

STAFF: Ms. Peta-Jane Temple, Team Leader, Tax, Grants & Special Projects
Mr. Peter Greechan, Community Developer
Mr. Andre MacNeil, Sr. Financial Consultant
Ms. Shelly Hutt, Program Technician, Grants & Contributions
Ms. Krista Vining, Legislative Assistant

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, supporting documents, and information items circulated to Grants Committee are available online: <http://www.halifax.ca/boardscom/bccgrants/Grants141201agenda.php>

The meeting was called to order at 1:06 p.m., and adjourned at 1:43 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 1:06 p.m.

2. APPROVAL OF MINUTES – November 3, 2014

MOVED by Councillor Whitman, seconded by Councillor Dalrymple that the minutes of November 3, 2014 be approved as presented. MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Deletion:

- 7.1.2 Community Grants Program: Proposed Revision to Community Arts & Crafts Sector Funding Criteria – **as outlined in the staff memorandum dated November 28, 2014 circulated to Grants Committee**

Additions:

- 8.1 Information Item 1 - Memorandum from Director of Finance & ICT/CFO dated November 18, 2014 entitled: Tax Relief for Non-Profit Organizations: Default Management – Arrears
- 8.2 Information Item 2 - Memorandum from Grants & Contributions, Finance dated November 24, 2014 entitled: Community Grants Program 2015

MOVED by Councillor Dalrymple, seconded by Councillor Whitman that the agenda be approved as amended. MOTION PUT AND PASSED.

- 4. BUSINESS ARISING OUT OF THE MINUTES – NONE**
5. CONSIDERATION OF DEFERRED BUSINESS – NONE
6. CORRESPONDENCE, PETITIONS & DELEGATIONS – NONE

7. REPORTS/DISCUSSION

7.1 STAFF

- 7.1.1 Tax Relief for Non-Profit Organizations – Compliance Issues: Proposed Administrative and Policy Changes**

The following was before the Committee:

- A staff recommendation report dated November 24, 2014

Ms. Peta-Jane Temple, Team Leader, Tax, Grants & Special Projects reviewed Table 1 Before/After Comparison for New Applications and Table 2 Before/After Comparison for Renewals, as outlined in the November 24, 2014 staff report and responded to questions regarding the timelines.

Councillor Hendsbee joined the meeting via telephone conference during the staff presentation and entered the meeting prior to the motion being placed on the floor.

During the meeting, the Committee asked that Halifax Regional Council be notified of any late applications for their information. As well that Council be provided a copy of the notices placed in the Chronicle Herald in regard to the community engagement piece.

MOVED by Councillor Dalrymple, seconded by Councillor Whitman that the Grants Committee approve in principle:

1. **Extension of the call for new applications to the *Tax Relief for Non-Profit Organizations* to commence April 1st of the fiscal year with a closing deadline of December 1st;**
2. **The renewal of tax relief status for organizations in the program be extended from September 1st to March 1st of the fiscal year;**
3. **Late renewals (those received after March 1st) be pro-rated to deduct one day of eligibility for each day late; and**
4. **Amend the annual application form as detailed in the Discussion section of the staff report dated November 24, 2014 to commence in fiscal year 2016.**

MOTION PUT AND PASSED.

7.1.2 Community Grants Program: Proposed Revision to Community Arts & Crafts Sector Funding Criteria

This matter was deleted from the agenda during the approval of the Order of Business.

8. ADDED ITEMS

8.1 Information Item 1 - Memorandum from Director of Finance & ICT/CFO dated November 18, 2014 entitled: Tax Relief for Non-Profit Organizations: Default Management – Arrears

The following was before the Committee:

- A staff information report dated November 18, 2014

Ms. Peta-Jane Temple, Team Leader, Tax, Grants & Special Projects provided an overview of the November 18, 2014 staff information report and responded to questions on the notification process. It was noted that Ms. Temple would follow up with Legal Services to identify options for Councillors receiving a copy of the notifications.

8.2 Information Item 2 - Memorandum from Grants & Contributions, Finance dated November 24, 2014 entitled: Community Grants Program 2015

The following was before the Committee:

- A staff memorandum dated November 24, 2015

Ms. Peta-Jane Temple, Team Leader, Tax, Grants & Special Projects provided an overview of the November 24, 2014 staff memorandum and responded to a question on process.

9. DATE OF NEXT MEETING – Monday, January 5, 2015, Halifax Hall, 2nd Floor City Hall.

10. ADJOURNMENT

The meeting was adjourned at 1:43 p.m.

Krista Vining
Legislative Assistant