

Rural Municipality of West River, PEI
Municipal Grants Bylaw
Bylaw # 2021-10

BE IT ENACTED by the Council of the Rural Municipality of West River as follows:

1. Title

- 1.1. This bylaw shall be known and cited as the “Grants Bylaw.”

2. Authority

- 2.1. Subsection 158(1) of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., enables council to provide, by bylaw, the issuing of grants, including grants for service charges and fees, for any purpose that the council considers to be in the interests of the municipality.

3. Application

- 3.1. This bylaw applies to Council, municipal staff and any person, group, or body for which municipal grants may be established, application may be made, reviewed and awarded.

4. Definitions

- 4.1. “Act” means the Municipal Government Act.
- 4.2. “Application” means an application for grant funding as found in Schedule A of this Bylaw.
- 4.3. “Chief Administrative Officer” or “CAO” means the administrative head of a municipality as appointed by council under subsection 86(2)(c) of the *Municipal Government Act*.
- 4.4. “Council” means the Mayor and other members of the Council of the municipality.
- 4.5. “Councillor” means a member of Council other than the Mayor.
- 4.6. “Grant” means a sum of money given by the Rural Municipality of West River for a specified purpose.
- 4.7. “Fees” means payments made to the Rural Municipality of West River in exchange for services received.
- 4.8. “In Kind” means a grant paid by the Rural Municipality of West River in goods, commodities, or services instead of money.
- 4.9. ‘Municipality’ means the Rural Municipality of West River

5. General

- 5.1. The Rural Municipality of West River establishes under this bylaw a grant program for groups and individuals who offer programs, activities and services in the interest of the municipality or for any purpose that the Council considers to be in the interests of the municipality.
- 5.2. Grant programs provided by Council must be identified and described in Schedule "A" of this bylaw. Schedule "A" is part of this Bylaw and may amended by resolution pursuant to Section 135 of the Act.

6. Principles

- 6.1. The principles governing grant programs include:
 - (a) Council recognizes that, through the provision of grants, Council is committed to providing financial and in-kind assistance to groups and individuals offering services, activities and programs in the interests of the municipality.
 - (b) Council is committed to treating requests for grants from these groups in a consistent, fair, and equitable manner, subject to established priorities and budget.
 - (c) Council advertises the Grants Policy and the application process through its website.
 - (d) Council may, at the discretion of Council, provide grants in the form of in-kind services, or in exceptional circumstances a waiver of standard fees, whereby doing so could benefit the quality of life for citizens in the community.
- 6.2. Subsection 142(1) of the MGA prohibits councils from granting privilege or exemptions from the jurisdiction of the municipality and its bylaws. It also prohibits councils from providing a right or privilege to receive a bonus or an exemption from any tax, rate or rent.

7. Criteria and Conditions

- 7.1. Funding will be awarded to groups or individuals offering services, products or activities in the best interests of the municipality.
- 7.2. Those eligible for funding are not required to live within the boundaries of the municipality.
- 7.3. All grants will be approved and awarded in accordance with sections 142, 143, and 158 of the Act.

8. Reporting

- 8.1. Council must ensure that adequate and accurate records of all grants awarded under this bylaw are kept on file and submitted each year during budget deliberations.

- 8.2. Council must publish the amounts awarded and the recipients of each grant either in its minutes or on its website.

9. Restrictions

- 9.1. Actual amounts allocated for municipal grants will be based upon budget funds available in that particular year.
- 9.2. Grant monies allocated to an individual or organization will be used first to clear any debts owing to the municipality by the individual or organization. The balance of any remaining funds will then be forwarded to the individual or organization.
- 9.3. When grants "in kind" include the use of facilities, proof of insurance, normal security deposits and regular terms and conditions of the facility being used will apply.
- 9.4. Unless otherwise approved by Council, no grant monies will be paid until the annual budget has been approved.

10. Repeal of Existing Bylaw

- 10.1. On adoption, this bylaw replaces Afton Bylaw 2018-01 and Bonshaw Bylaw 2019-02

11. Effective Date

- 11.1. This Grants Bylaw, Bylaw# 2021-10, shall be effective on the date of approval and adoption below.

First Reading:

This Grants Bylaw, Bylaw# 2021-10 was read a first time at the Council meeting held on the 10th day of December ,2020.

This Grants Bylaw, Bylaw# 2021-10, was approved by a majority of Council members present at the Council meeting held on the 10th day of December ,2020.

Second Reading:

This Grants Bylaw, Bylaw# 2021-10, was read a second time at the Council meeting held on the 14th day of January,2021.

This Grant Services Bylaw, Bylaw# 2021-10, was approved by a majority of Council members present at the Council meeting held on the 14th day of January,2021.

Approval and Adoption by Council:

This Grants Bylaw, Bylaw# 2021-10, was adopted by a majority of Council members present at the Council meeting held on the 14th day of January,2021.

12. Signatures

Mayor (signature sealed)

Chief Administrative Officer (signature sealed)

This Municipal Grants Bylaw adopted by the Council of the Rural Municipality of West River on January 14, 2021 is certified to be a true copy.

Chief Administrative Officer Signature

Date

Note: This Schedule forms part of the bylaw and may only be amended in accordance with Part 5 Division 2 of the Act.

Schedule A:

Rural Municipality of West River Grant Programs

Name	Date Established	Purpose	Deadline for Applications	Eligibility	Maximum
Financial Grant Program	2021	<ul style="list-style-type: none"> ▪ To provide financial support to individuals or groups 	N/A	Best interest of municipality	N/A
In-Kind Grant Program	2021	<ul style="list-style-type: none"> ▪ To provide resources and support for community groups 	N/A	Best interest of municipality	N/A
Grants to Organizations	2021	<ul style="list-style-type: none"> ▪ To facilitate programs and services that benefit the community 	N/A	Best interest of municipality	N/A
Grants to Educational Programs	2021	<ul style="list-style-type: none"> ▪ To facilitate learning programs that benefit the community 	N/A	Best interest of municipality	N/A
Youth Travel Grant	2021	<ul style="list-style-type: none"> ▪ To facilitate travel to sporting/cultural/educational events 	N/A	Under 21 years of age Resident of Municipality	N/A