



# REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-024

From: Teri Vetter, Chief Financial Officer

Date: August 31, 2020

**Subject: Grant Request – Willow Valley Cemetery Committee**

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## **RECOMMENDATION:**

That the Rural Budgets Administration Committee authorize a grant in the amount of \$2,500 payable from Cemetery Grant-in-Aid, Electoral Area E, to be issued to the Willow Valley Cemetery Committee to assist with the cost of lawn maintenance at the cemetery.

## **BACKGROUND/RATIONALE:**

Willow Valley Cemetery Committee is requesting financial assistance of \$2,500 to assist with the costs of the annual mowing and maintenance work completed at the Willow Valley Cemetery. The funding request for 2020 is substantially higher due to an increase in the fees the contractor is charging to provide this service. Since 2016, grant funding has been provided in the amount of \$1,200 each year to assist the applicant with the cost of lawn maintenance. The Regional District has provided a total of \$15,900 in grant contributions to support the Willow Valley Cemetery Committee since 2005.

The applicant is not registered with the Societies Act; however they have been operating as a committee of volunteers and have been responsible for the Willow Valley Cemetery for many years. This request meets the criteria as outlined in Section 1.1 Applicant Eligibility of the Cemetery Funding Policy which states:

The Rural Budgets Administration Committee recognizes that community groups who care for cemeteries are often very small and operate with a very limited number of volunteers; therefore the Committee is willing to wave the eligibility criteria that all applicants must be a registered not-for-profit society in good standing with the Societies Act of BC. In order to apply for grant funding under this policy, the applicant must meet one of the following criteria:

- a) A registered Not-for-Profit society in good standing with the Societies Act; or
- b) A volunteer organization consisting of community members that is financially and administratively sound which can be demonstrated by providing meeting minutes, financial statements and/or proof of bank account; and
- c) Must operate in the Peace River Regional District.

## **ALTERNATIVE OPTIONS:**

1. That the Rural Budgets Administration Committee respectfully deny the grant application from the Willow Valley Cemetery Committee and provide no grant funding to assist with the cost of lawn maintenance at the cemetery.

2. That the Rural Budgets Administration Committee provide further direction.

**STRATEGIC PLAN RELEVANCE:**

☒ Not Applicable to Strategic Plan.

**FINANCIAL CONSIDERATION(S):**

- The 2020 financial commitment for Cemetery Grant-in-Aid, Electoral Area E is \$36,740 which has a remaining balance of \$34,500 as of September 1, 2020.
- Funding for Cemetery Grant-in-Aid is provided through Function 285, Cemeteries B, C, D, and E.

**COMMUNICATIONS CONSIDERATION(S):**

The applicant will be notified in writing of the Rural Budgets Administration Committee's decision and, if approved, made aware of the Regional District's Funding Recognition Guidelines.

**OTHER CONSIDERATION(S):**

None.

**Attachments:**

1. Willow Valley Cemetery Grant Request
2. Cemetery Grant Policy
3. Willow Valley Cemetery Committee – 2019 Income and Expense