



# REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-045

From: Teri Vetter, Chief Financial Officer

Date: December 17, 2020

**Subject: Grant Request – Sunset Prairie Cemetery**

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## **RECOMMENDATION:**

That the Rural Budgets Administration Committee authorize an increase of \$1,260 to the grant contributions for 2020 and 2021 of the multi-year grant approved in the amount of \$1,240 per year on January 17, 2019, for a total amount of \$2,500 payable from Cemetery Grants-in-Aid, Area E to be issued to Sunset Prairie Cemetery Association to support the increase in their cost for lawn maintenance.

## **BACKGROUND/RATIONALE:**

Sunset Prairie Cemetery Association was approved for multi-year grant funding in the amount of \$1,240 per year, to assist with the cost of the annual lawn maintenance at the cemetery. On January 17, 2019, the Rural Budgets Administration Committee passed the following resolution:

*MOVED, SECONDED and CARRIED*

That the Rural Budgets Administration Committee authorize a multi-year grant in the amount of \$1,240 to the Sunset Prairie Cemetery, for three years beginning in 2019, payable from, Electoral Area E, Cemetery Grants.

The Association states the cost for lawn maintenance has more than doubled since 2019 and now costs \$2,500 per season resulting in the current grant contribution of \$1,240 being insufficient. Sunset Prairie Cemetery Association would like an additional \$1,300 to bring the 2020 and 2021 grant contributions up to \$2,500; however that amount would increase the payments to \$2,540. Staff identified an error in the amount requested that has resulted in an increase of only \$1,260 rather than \$1,300 in order to top up the current grant contribution to equal per year to \$2,500.

Sunset Prairie Cemetery Association has reached out to the Electoral Area Director to discuss options going forward and is aware that the Regional District has been considering the possibility of providing rural cemetery maintenance to local communities. Until such time the Regional District makes a decision, the Association would like the Rural Budgets Administration Committee to consider authorizing an increase to their contribution.

Sunset Prairie Cemetery Association is a registered not-for-profit society in good standing with the *Societies Act of BC*. The Regional District has provided grant funding to Sunset Prairie Cemetery Association for these purposes since 2005.

Please see the attached grant application for further details.

**ALTERNATIVE OPTIONS:**

1. That the Rural Budgets Administration Committee respectfully deny the request from Sunset Prairie Cemetery Association and provide no increase to the amount of the 2020 and 2021 grant payments of the multi-year grant contributions of \$1,240 per year.
2. That the Rural Budgets Administration Committee provide further direction.

**STRATEGIC PLAN RELEVANCE:**

- ☒ Not Applicable to Strategic Plan.

**FINANCIAL CONSIDERATION(S):**

1. The 2020 budget commitment for Cemetery Grants-in-Aid, Area E is \$36,740 and the available balance is \$32,000. Note, that \$30,000 is earmarked for the District of Chetwynd pending the signing of a funding agreement.
2. A total of \$4,740 has been paid from Cemetery Grants-in-Aid, Area E in 2020 as per the following grants:
  - \$1,000 paid to Groundbirch Cemetery Committee
  - \$1,200 paid to Willow Valley Cemetery Committee
  - \$1,240 paid to Sunset Prairie Cemetery Association
3. A total of amount of \$2,500 would need to be included as part of the 2021 budget commitment for Cemetery Grants-in-Aid, if this request is approved.
4. If approved, this increase would result in Sunset Prairie Cemetery Association receiving an overall grant contribution of \$6,240 to support lawn maintenance for the period of 2019 to 2021.

**COMMUNICATIONS CONSIDERATION(S):**

The applicant will be notified in writing of the Committee's decision and, if approved, will be asked to recognize the Regional District for its contribution.

**OTHER CONSIDERATION(S):**

None

**Attachments:**

1. Grant Application – Sunset Prairie Cemetery Association
2. Cemetery Grant Policy