



# REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-070

From: Teri Vetter, Chief Financial Officer

Date: April 22, 2021

**Subject: Release of Funds - Unclaimed Recreational and Cultural Grants-in-Aid for Chetwynd Horse Club**

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## **RECOMMENDATION:**

That the Rural Budgets Administration Committee authorize the release of the remaining \$5,713.75 unclaimed Area E Recreational and Cultural Grants-in-Aid allocation of \$2,231.25 approved in 2018 and \$5,040 approved in 2019 to Chetwynd Horse Club, in accordance with the policy change approved May 28, 2020 authorizing immediate release of funds upon grant approval without submission of reimbursement claim, and issue a grant payment in the amount of \$5,713.75 to assist with operational costs.

## **BACKGROUND/RATIONALE:**

The intent of this report is to provide Rural Budgets Administration Committee (RBAC) with information regarding Chetwynd Horse Club's not-for-profit status with the Societies Act of BC so that consideration may be given to the payment of the unclaimed prior year allocation for Area E Recreational and Cultural Grants-in-Aid (GIA). On October 15, 2020, the RBAC passed the following resolution:

### *MOVED, SECONDED and CARRIED*

That the Rural Budgets Administration Committee authorize all unspent Area E Recreational and Cultural Grants-in-Aid allocated to Chetwynd Horse Club in the amount of \$5,713.75 remain in the allocation until the society is in compliance with the Societies Act of BC.

Staff reached out to Chetwynd Horse Club to advise them that information retrieved from BC Registrar for Societies indicated the society was not in compliance with Section 73 (1) of the Societies Act for failure to file the required annual reports. Chetwynd Horse Club has advised that this has now been corrected and the attached 2020 BC Society Annual Report dated January 27, 2021 confirms that the society is now in compliance, has held their Annual General Meeting and met their reporting requirements.

If RBAC opts to keep the funds in allocation for Chetwynd Horse Club, it should be noted that Section 4.11 (a) of the Rural Recreational and Cultural Grants-in-Aid (GIA) policy does not permit organizations to reallocate any unclaimed grant funds allocated in 2019 or any years thereafter and that those funds unclaimed after the completion of the project will be identified as surplus and used to reduce the follow year's tax requisition. In addition, Section 4.11 (c) of the GIA policy indicates that funds allocated prior to 2019 are grandfathered and may be reallocated in certain circumstances. The three year timeframe for grant recipients to utilize their annual GIA allocation is no longer a part of the GIA policy.

**ALTERNATIVE OPTIONS:**

1. That the Rural Budgets Administration Committee deny the release of the remaining \$5,713.75 unclaimed Area E Recreational and Cultural Grants-in-Aid and have the funds remain in the allocation for Chetwynd Horse Club to be payable by claim reimbursement by December 31, 2021.
2. That the Rural Budgets Administration Committee provide further direction.

**STRATEGIC PLAN RELEVANCE:**

- ☒ Organizational Effectiveness

**FINANCIAL CONSIDERATION(S):**

- In 2019, a total allocation of \$5,040 was provided for provided to Chetwynd Horse Club to assist with operational costs, riding lessons and clinic, of which only \$700 was claimed to reimburse arena fees paid for January, February and March. A total of \$4,340 remains in the balance.
- In 2018, a total allocation of \$2,231.25 was provided to Chetwynd Horse Club to assist with arena rental fees, of which \$857.50 has been claimed to reimburse fees paid for April, May, November and December. A total of \$1,373.75 remain in the balance.

**COMMUNICATIONS CONSIDERATION(S):**

Written correspondence will be sent to Chetwynd Horse Club to inform them of the Committee's decision.

**OTHER CONSIDERATION(S):**

None at this time.

Attachments:

1. 2020 BC Society Annual Report – Chetwynd Horse Club, dated January 27, 2021
2. Rural Recreational and Cultural GIA policy statement

External Links:

1. Area E Recreational and Cultural GIA, Unspent Prior Year Allocations – [See Item# 9.7](#)