

**To:** Chief Administrative Officer **Date:** December 20, 2021  
**From:** Jennifer Russell, Corporate Officer  
**Subject:** **Municipal Grant in Aid (2021) - Stave Falls Community Association**

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### **Recommendation(s)**

That, notwithstanding the special condition noted in Council resolution RC21/238, the 2021 Community Event Grant in the amount of \$1,000 be disbursed to the Stave Falls Community Association.

### **Purpose**

The purpose of this report is to ensure due process for the disbursement of a 2021 Community Event Grant that was previously approved but not paid out.

### **Background**

The 2021 municipal grant in aid application, selection and award process was completed last spring. Council awarded grants in two categories, Community Enhancement and Community Event, on May 17, 2021 by resolution number RC21/238. This resolution awarded a \$1,000 Community Event grant to the Stave Falls Community Association, and included a special condition that the grant only be awarded if the event was held in 2021, as shown here:

“3. That the funds for both Mission Downtown Business Association (MissionFest) and Stave Falls Community Association (Family & Friends Community Celebration) only be disbursed if the events are actually held.”

On December 13, 2021 the City received a request from the Stave Falls Community Association for permission to use the 2021 grant funds for a community-building creativity contest with prizes. This request was immediately forwarded to the Municipal Grants Select Committee for review and comment.

### **Discussion and Analysis**

The ongoing Covid-19 pandemic has, of course, made it very challenging to hold any kind of in-person community event. To foster community spirit before the year winds up, the Stave Falls Community Association has proposed holding a contest, open to all Stave Falls residents, where photos are submitted in various categories to win gift card prizes in a random draw. The idea is to mail out invitation letters about the contest before the end of the year, and have the closing of the contest on January 31<sup>st</sup>.

As noted above, the proposal was forwarded to the Municipal Grants Select Committee for comments. The Committee has stated support for the disbursement of the 2021 grant for this purpose, with the following summarized comments:

- the Association is strongly encouraged to submit photos to Mission Community Archives with identification of date, place, and people (where applicable)

- the amount is already accounted for in the budget

**Financial Implications**

The budget for the 2021 municipally funded grant amounts has already been established and approved by Council. There are no additional financial implications associated with this report.

**Communication**

Council's decision will be communicated to the Stave Falls Community Association.

**Summary and Conclusion**

The City has received a request to disburse a 2021 Community Event grant that, although was previously approved by Council, has not yet been paid out due to a special condition of the award. The Municipal Grants Select Committee has expressed support for the proposed use of the \$1,000 grant to build community spirit in Stave Falls.

**Report Prepared by:** Jennifer Russell, Corporate Officer  
**Reviewed by:** Connie Cooper, Administrative Assistant  
**Approved for Inclusion:** Mike Younie, Chief Administrative Officer