

Rural Initiatives/Planning Advisory Committee Meeting

Date: February 28, 2020
Location: Elgin County Administration Building, 450 Sunset Drive, St. Thomas
Administrative Services Boardroom, 3rd Floor
Time: 11:00 a.m.

Attendees: *Members of the Rural Initiatives/Planning Advisory Committee*
Councillor Ed Ketchabaw
Councillor Sally Martyn
Councillor Dominique Giguère
Warden Dave Mennill
(arrived at 11:35 a.m., with notice)

Regrets: Heather Derks

Elgin County Staff

Chief Administrative Officer, Julie Gonyou
General Manager of Economic Development, Alan Smith
Legislative Services Coordinator, Megan Shannon

1. Call to Order

The Rural Initiatives/Planning Advisory Committee met this 28th day of February, 2020 in the Administrative Services Boardroom, at the County Administration Building, St. Thomas at 11:16 a.m.

2. Approval of Agenda

Moved by: Councillor Martyn
Seconded by: Councillor Giguère

Resolved that the agenda be approved as presented.

- Motion Carried.

3. Review of County's Grant Policy and the Festival Events Partnership Program (FEPP)

The Committee reviewed the County's Grant Policy and the Festival Events Partnership Program (FEPP). The Committee also reviewed the payment of grants, scoring matrix, and timing of applications.

4. Review Options

The Committee will recommend to Council that they assume responsibility for the review and allocation of grants for Community Services and Festivals/Events. Revised scoring, evaluation criteria and policy amendments for Community Grants and Festival Events Partnership will be drafted by staff and reviewed by the Committee at an upcoming meeting.

The Committee will use the 2019 scoring and evaluation criteria to evaluate 2020 applications.

Deadline for 2021 applications will be December 21, 2020 and changes to evaluation scoring and evaluation criteria will be communicated to applicants as part of the application process.

The need to advertise the Community Grants and Festival Events Partnership was reinforced by Committee Members.

There is interest in exploring the provision of “seed money” to support new events/one-time events/new applicants. Staff will present options with respect to available budget, timing of applications and criteria to the Committee at an upcoming meeting.

Staff will make recommendations with respect to event sponsorship at an upcoming meeting.

It was determined that presentations by applicants would not be necessary in 2020.

5. Grant Scoring Matrix

Staff will adjust scoring based on the Committee’s feedback. Changes will be presented to the Committee at an upcoming meeting.

6. Grant Payment Options

Successful Community Grant applicants will receive the full grant payment upon award. Festival Events Partnership funding will be awarded following the event once receipts have been received.

7. Town Crier

Moved by: Councillor Martyn
Seconded by: Councillor Mennill

Resolved that expenses associated with the Town Crier remain a regular budget item and not be considered as part of Community Grants or Festival Events Partnership

Funding; and that funding for the 2020 Town Crier be sent to Dave Phillips.

8. Signage Grant for Future Discussion

The Committee discussed the signage grant program eligibility. Economic Development and Tourism Services, and Engineering Services administer the grant program.

Staff will present additional information with respect to the signage grant program for the Committee's consideration at an upcoming meeting.

9. Next Meeting Date

Tuesday, March 10, 2020 at 8:00 a.m. at the County Administration Building, St. Thomas, in the Administrative Services Boardroom.

10. Adjournment

Moved by: Councillor Giguère
Seconded by: Councillor Mennill

Resolved that the meeting adjourn at 12:26 p.m. to meet again on Tuesday, March 10, 2020 at 8:00 a.m. to determine 2020 Grant Allocations.

- Motion Carried.