

TOWN OF STRATFORD
GRANTS AND DONATIONS BYLAW



BYLAW NUMBER 38

A bylaw relating to the provision of grants and donations

BE IT ENACTED by the Council of the Town of Stratford as follows:

1. Title

1.1. This bylaw shall be known and cited as the “Grants and Donations Bylaw.”

2. Authority

2.1. The *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

3. Application

3.1. This bylaw applies to any person, group or organization seeking a municipal grant, donation, in kind service, loan or loan guarantee.

4. Definitions

4.1. “Act” means the Municipal Government Act.

4.2. “Chief Administrative Officer” or “CAO” means the administrative head of a municipality as appointed by council.

4.3. “Council” means the Mayor and other members of the Council of the Town of Stratford.

4.4. “Donation” means a sum of money given by the Town of Stratford to a resident to support travel to tournaments and events or to individuals or community groups that host a tournaments or event in Stratford.

4.5. “Grant” means a sum of money given by the Town of Stratford to individuals, organizations or community groups for a specified purpose that, in the opinion of council, aligns with the Town’s objectives.

4.6. “Fees” means payments made to the Town of Stratford in exchange for services received.

4.7. “In-kind contribution” means a grant paid by the Town of Stratford in goods, commodities or services instead of money.

5. Grant Programs

- 5.1. It is the policy of the Town of Stratford to provide grants, donations, municipal property tax rebates or in-kind contributions to organizations or individuals that fall under one of the grant programs in this section, and detailed in Schedule "A", that is attached to, and forms part of, this bylaw, subject to an appropriate allocation in the annual budget, in the amount specified in the Schedule. Council may add, delete, or revise the amounts in Schedule A at any time by resolution and the Schedule shall be revised accordingly.
- 5.2. Annual Grants for community organizations as specified in Schedule A.
- 5.3. Annual Property Tax Rebates for community organizations as specified in Schedule A
- 5.4. Grants or in-kind contributions to Community Groups, approved by the Chief Administrative Officer upon application in accordance with a policy established by Council therefore. At a minimum, the policy must include:
 - (a) eligibility criteria
 - (b) an application process
 - (c) the maximum value of a grant and/or in-kind contribution
 - (d) the reporting requirements to Council
- 5.5. Donations approved by the Chief Administrative Officer, upon application in accordance with a policy established by Council therefore. At a minimum, the policy must include:
 - (a) eligibility criteria
 - (b) an application process
 - (c) the value of the donation
 - (d) the reporting requirements to Council
- 5.6. Annual Property Tax Rebates for bona fide farms where the principal operator resides in the town, approved by the Chief Administrative Officer upon application in accordance with a policy established by Council therefore. At a minimum, the policy must include:
 - (a) eligibility criteria
 - (b) an application process
 - (c) the maximum value of a grant and/or in-kind contribution
 - (d) the reporting requirements to Council
- 5.7. In addition, Council may by resolution and upon a written application, provide a loan or loan guarantee, fee rebate, utility rate or charge rebate, the use of land owned by the town or the grant of land or equipment owned by the town for any purpose that, in the opinion of Council, aligns with the Town's objectives.

6. Reporting

- 6.1. A record of all grants and donations awarded under this bylaw are kept on file and submitted each year during budget deliberations.
- 6.2. Grants, donations, municipal property tax rebates, in-kind contributions, loans, loan guarantees, fee rebates, utility rate or charge rebates and land or equipment donations with a value in excess of \$1000 shall be published on the Town of Stratford website.

7. Restrictions

- 7.1. Grant monies allocated to an individual or organization shall be used first to clear any debts owing to the municipality by the individual or organization; the balance of any remaining funds shall then be forwarded to the individual or organization.
- 7.2. When "in-kind" contributions include the use of Town facilities, proof of insurance, normal security deposits and regular terms and conditions of the facility being used shall apply, unless Council in its discretion waives this requirement.

8. Severability

- 8.1. If any provision in this bylaw is deemed to be invalid for any reason, then that provision shall be severed from this bylaw and all remaining provisions shall remain valid and in force.

9. Effective Date

- 9.1. This Bylaw is effective on the date of approval and adoption below.

First Reading:

This Bylaw was read and formally approved by a majority of Council members present at the Council meeting held on the 9th day of May 2018.

Second Reading:

This Bylaw was read and formally approved by a majority of Council members present at the Council meeting held on the 13th day of June 2018.

Approval and Adoption by Council:

This bylaw was formally adopted by a majority of Council members present at the Council meeting held on the 13th day of June 2018.

This bylaw is hereby declared to be passed and proclaimed as a bylaw of the Town of Stratford on this 13th day of June 2018.

Witness the corporate seal of the Town.

Mayor

Chief Administrative Officer

This Bylaw was filed with the Minister of Communities, Land and Environment on this ____ day of _____ 2018.

Schedule A – Grant Programs

This Schedule forms part of the Grants and Donations Bylaw.

Grant Program	Amount
5.2 – Annual Grants to Community Organizations <ul style="list-style-type: none"> • QEH Foundation • Pat and the Elephant • Pownal Rink • Stratford Youth Centre • Stratford Cadet Corps • Stratford Seniors Complex Social Fund • Mayflower Seniors 	<ul style="list-style-type: none"> • \$5,000 • \$5,000 • \$50,000 • \$1000 • \$1000 • \$500 • \$500
5.3 – Annual Municipal Property Tax Rebate Program <ul style="list-style-type: none"> • Crossroads Rural Community Fire Company • CHANCES Family Resource Centre • Camp Gencheff • Queens County Residential Services 	<ul style="list-style-type: none"> • The full value of municipal property taxes • The full value of municipal property taxes • The full value of municipal property taxes • The full value of municipal property taxes
5.4 Grants to Community Groups Upon Application	In accordance with the limits in the policy
5.5 Donations Upon Application	In accordance with the limits in the policy
5.6 Property Tax Rebates for Bona Fide Farms Upon Application	\$0.19 per \$100 of non-commercial assessment