

Date: 22/07/2025

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Kathie Vilkas, Regional Economic Community Development Officer

Date of Meeting: Cariboo Regional District Board_Aug15_2025

File: 1850-02

Short Summary:

Year-Round Grant for Assistance Application – Williams Lake & District Chamber of Commerce

Voting:

Corporate Vote - Unweighted

Memorandum:

A Year-Round Grant for Assistance has been received by the Cariboo Regional District, from the Williams Lake & District Chamber of Commerce, requesting \$1000 to cover the cost of venue rental for the Gibraltar Room at the Cariboo Memorial Recreation Complex for the 28th Annual Business Excellence Awards.

The event celebrates the outstanding achievements of local businesses and community leaders and is a key part of recognizing and promoting economic growth in the region.

Attachments:

Year-Round Grant for Assistance Application from the Williams Lake & District Chamber of Commerce

Financial Implications:

		Tax requisition	Allocated	Unallocated
A	Director Sjostrom	\$ 5,000	\$ -	\$ 5,000.00
B	Director Bachmeier	\$ 5,000	\$ -	\$ 5,000.00
C	Director Massier	\$ 5,000	\$ -	\$ 5,000.00
D	Director Forseth	\$ 5,000	\$ 2,000.00	\$ 3,000.00
E	Director Neufeld	\$ 5,000	\$ 2,700.00	\$ 2,300.00
F	Director LeBourdais	\$ 5,000	\$ 1,500.00	\$ 3,500.00
G	Director Richmond	\$ 5,000	\$ 1,766.66	\$ 3,233.34
H	Director Wagner	\$ 5,000	\$ 766.67	\$ 4,233.33

I	Director Glassford	\$ 5,000	\$ -	\$ 5,000.00
J	Director Pare	\$ 5,000	\$ 1,000.00	\$ 4,000.00
K	Director Anderson	\$ 5,000	\$ 1,000.00	\$ 4,000.00
L	Director de Vries	\$ 5,000	\$ 2,265.67	\$ 2,734.33
TOTAL		\$ 60,000	\$ 12,999.00	\$ 47,001.00

Policy Implications:

The Board may wish to consider the following excerpts from the Grants for Assistance Policy when considering this application.

POLICY STATEMENT:

1. Principles

The Cariboo Regional District has adopted the following principles to govern and guide the decision making around the consideration of Grants for Assistance:

a) It is not mandatory to participate in a Grants for Assistance program. Electoral Area Directors should have the ability to declare that their respective Electoral Area is not participating in part or all the Grants for Assistance Program, or to establish financial limits to their participation.

b) The Cariboo Regional District Board does not intend to utilize these provisions of the Local Government Act to provide operational financing, but rather to assist with events and /or projects.

c) The Cariboo Regional District Board does not intend to provide assistance under the provisions of the Local Government Act to replace the financial responsibilities of senior levels of government, other governments or government agencies and affiliates, or to replace primary funding opportunities such as grants offered by senior levels of government.

d) The Cariboo Regional District Board has both statutory and budgetary limitations on the amount of funds available for providing assistance under the provisions of the Local Government Act and wishes to ensure that these funds are disbursed as fairly and equitably as possible to deserving applicants with due regard to the degree of benefit that will result to the taxpayers that will be responsible for paying for the assistance provided.

e) The Cariboo Regional District Board has an obligation to all of its citizenry to protect the regional district from exposure to liability that could arise as a result of its funding relationships.

f) There must be a direct and logical connection between the Electoral Area considering the Grants for Assistance and the event/project.

2. Evaluation (year-round applications)

c) The following shall be considered in evaluating and prioritizing the applications for assistance:

i. Is the purpose for which funding is requested consistent with the purpose and principles of the Grants for Assistance program?

ii. Does the organization have the capacity to deliver the proposed project or event?

- iii. Is the amount of grant reasonable when compared with the potential community benefits?*
- iv. Has the applicant previously received assistance from the Cariboo Regional District or its member municipalities?*
- v. Has the organization publicly recognized previous financial assistance provided by the Cariboo Regional District and do they have suitable plans for recognition of this grant funding if approved?*

d) Applications for Assistance will NOT be approved for:

- i. Purposes for which the Board identifies as potentially exposing the Cariboo Regional District or its member municipalities to risk of unacceptable liability.*
- ii. Groups/projects/services which would more appropriately be funded by other levels of government, government agencies, affiliates and crown corporations.*
- iii. Purposes disallowed by the Local Government Act.*
- iv. Purposes which, in the Board's opinion, would more appropriately be addressed by establishing a regional district service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else.*
- v. Applications that do not conform with the provisions or intents of this policy.*

3. Award

a) Applicants will be advised:

- i. After the close of the application period, that their application has been received, that it is under review, and that they will be advised of a decision as soon as is practical.*
- ii. Upon issuing of the grant cheque, the Cariboo Regional District's financial contribution is subject to specified conditions.*

b) It is a condition of the grant that the applicant publicly recognizes the Cariboo Regional District's financial support as proposed in their application or as subsequently agreed.

c) It is a condition of the grant that, upon completion of the project or event, the applicant must provide a brief report of the project or event which outlines:

- i. use to which the grant funds were put*
- ii. success of the project or event*
- iii. benefits of the project or event*
- iv. photographs where appropriate*

d) Failure to provide a report will result in the rejection of future grant applications.

e) It is a condition of the grant that the applicant must obtain Board approval for substantive changes in the proposed use of grant funds.

f) Where a project or event is unable to proceed without funding from other sources, grant funds will not be issued by the Cariboo Regional District until the applicant has confirmed that the other funding is available.

g) Applicants who receive grant funds are encouraged to purchase goods and services from local businesses.

Alignment with Strategic Plan:

- ☐ **Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- ☒ **Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.
- ☐ **Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- ☐ **Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

Options:

1. Provide approval and details of electoral area funding allocations;
2. Other action at the discretion of the Board;
3. Defer.

Recommendation:

Action is at the discretion of the Board.