



CITY OF WILLIAMS LAKE COUNCIL REPORT

DATE OF REPORT: October 15, 2025
DATE & TYPE OF MEETING: November 26, 2025 Joint Committee Meeting
AUTHOR: Rena Schill, Deputy Corporate Officer
SUBJECT: JOINT REVIEW MEETING – COMMUNITY GRANTS PROGRAM (CITY) / GRANTS FOR ASSISTANCE (CRD) 2026 APPLICATIONS
FILE: 1850-20 (2025)

Recommendation

That Joint Committee receive this report for information and City Council and Cariboo Regional District Area D, E, F, J and K Directors give consideration to funding awards for the 2026 Community Grant / Grants for Assistance applications.

Purpose

To present applications for regional Community Grants (City) / Grants for Assistance (CRD) for grant award recommendations, to be brought forward to Council and the Board, respectively, for ratification following the joint review meeting.

Discussion

Background

Public communications for the 2026 Community Grants (City) and Grants for Assistance (CRD) were undertaken during August and September by both bodies to advise the community of the application and joint review process for these regional grant programs.

Pursuant to both the City and CRD policies (see Attachments C and D), the Primary Intake deadline for Community Grant and Grants for Assistance applications was September 30th (October 1st due to the Statutory Holiday) for consideration of 2026 funding allocations. 32 applications were received in total between both organizations, including three late applications, all of which are listed and attached hereto as Attachments A and E.

In accordance with the updated Central Cariboo Joint Committee Terms of Reference (see [previous staff report](#) for more information), the complete list of regional grant applications is being taken to a Joint Review Meeting of all members of City Council and CRD Directors for Areas D, E, F, J and K for recommendations on grant awards.

Analysis

The Community Grant (City) / Grants for Assistance (CRD) applications were initially presented to the City's Committee of Whole Council on October 14, 2025 in advance of the Joint Review Meeting for a preliminary review and discussion to inform Council's recommendations at the Joint Review Meeting, for discussion purposes only with no recommendations made at that time.

All recommendations made at the Joint Review Meeting will require formal ratification by Council and the Board, respectively, following this meeting (tentative for early December).

Note that one application received, from Crosina Realty, does not meet policy criteria, as it is not submitted on behalf of a registered non-profit organization. The application is being presented here for information of the Joint Review Committee.

***NOTE: The Joint Review Meeting, pursuant to the Central Cariboo Joint Committee Terms of Reference, requires at minimum a quorum of all of Council to attend, as well as a minimum quorum of three of the five Central Cariboo Directors.**

Financial Considerations (Cost and Resource Allocation)

Yes – The City’s annual Community Grants Program budget, in accordance with Council Policy No. 230, is \$40,000, with \$35,000 available to be issued for initial Primary Intake applications and \$5,000 held for Late Intake applications (deadline for late applications is until remaining budget is fully allocated, or December 31st of funding year, whichever comes first).

NOTE: By Resolution No. 204/25 dated May 27, 2025, Council allocated an additional \$10,000, as a one-time program contribution, toward Community Grant applications to “support non-profit organizations providing community safety and cleanliness services”. This brings the total 2026 Community Grants budget for Council to \$50,000 (\$45,000 for Primary Intake applications and \$5,000 for Late Intake applications). Applications that may qualify for this funding category are noted on the spreadsheet (see Attachment A).

For the purpose of the Joint Review Meeting, CRD budgets for Grants for Assistance are determined by Area and will be noted at the Joint Review Meeting.

Legislative Considerations (Applicable Policies and/or Bylaws)

Yes – Council Community Grants Program Policy No. 230, CRD Grants for Assistance Policy No. 2019-9B-16, and Central Cariboo Joint Committee Terms of Reference.

N/A

This project aligns with the following Focus Areas of Council’s Strategic Plan:

- Collaboration and Partnerships
- Indigenous Relations
- Livability / Positive Atmosphere
- Housing
- Infrastructure
- Organizational Effectiveness

OR

*Core Service (not identified in Focus Areas, but necessary local government function)

This report has been prepared in consultation with:

- Corporate Officer

Approved for Agenda by:

Chief Administrative Officer

Respectfully submitted,

Rena Schill
Deputy Corporate Officer

ATTACHMENTS:

Attachment A – List of applications submitted to both grant programs (City and CRD)

Attachment B – Central Cariboo Joint Committee Terms of Reference

Attachment C – City of Williams Lake Community Grants Program Policy No. 230

Attachment D – Cariboo Regional District Grants for Assistance Policy No. 2021-10B-21

Attachment E – Community Grant Program and Grants for Assistance Applications, in listed order