



Staff Report T2025-03

Committee 2025-03-31

Committee 2025-04-14

Council 2025-04-28

Amendments ☒

Submitted To: Committee of the Whole | Council
Submitted By: Jennifer Graham, Director, Finance/Treasurer
Prepared By: Lara Janzen, Finance Operations Analyst
Subject: 2025 Council Community Grant Award

Recommendation

THAT Staff Report T2025-03, 2025 Council Community Grant Award, be received;

AND THAT under the Council Community Grant Policy, Council award the eligible 2025 applicants, a dollar amount as calculated based on the average awarded by each member of Council, from the 2025 operating budget, with the total dollar amount awarded being \$99,760.

AND THAT Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds and approve funding of the four in-kind requests that were unsuccessful in the CRCG process prorated to their asks proportionate to the remaining funds available.

Amendments

Amendment No. 2

At the April 4, 2025 Committee of the Whole meeting, Council received the Amended Staff Report T2025-03 Council Community Grant Award (Amendment No. 1 as shown below). At that meeting, Council approved the report unanimously with amendment as follows:

AND THAT Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds and approve funding the four in-kind requests that were unsuccessful in the CRCG process prorated to their asks proportionate to the remaining available funds.

Proportionate funding results in the following awards:

- Collingwood Minor Hockey Association - \$2,848 (request \$3,500.00). Ice-rental time for 2025 tournament.
- Collingwood United Soccer Club - \$4,069 (request \$5,000.00). Soccer pitch rental time for 2025 soccer programming including clinics, camps and new festival teams.
- Collingwood Royal Canadian Army Cadet Corps - \$814 (request \$1,000.00). One-day Curling Club facility rental for Annual Ceremonial Review.
- Kiwanis Club of South Georgian Bay - \$509 (request \$625.00). Two evening rentals of Simcoe Street Theatre to host two family film events.

Amendment No 1.

At the March 31, 2024 Committee of the Whole meeting, Council received the departmental update for the Community Recreation and Culture Grant (CRCG) Results and the Staff Report T2025-03 2025 Council Community Grant Award. At that meeting, Council elected to defer the report and directed as follows:

AND THAT Council increase the CCG by approximately \$8,000 from the remaining 2024 Mayor's Golf Tournament proceeds, and include the 4 applications that were unsuccessful in the CRCG Grants and Donations for in-kind requests to be evaluated by Council members as part of the 2025 Council Grants & Donations.

There were four organizations that did not receive the CRCG in-kind grant or a financial grant:

- Collingwood Minor Hockey Association - \$3,500.00. Ice-rental time for 2025 tournament.
- Collingwood United Soccer Club - \$5,000.00 Soccer pitch rental time for 2025 soccer programming including clinics, camps and new festival teams.
- Collingwood Royal Canadian Army Cadet Corps - \$1,000.00 One-day Curling Club facility rental for Annual Ceremonial Review.
- Kiwanis Club of South Georgian Bay - \$625.00 Two evening rentals of Simcoe Street Theatre to host two family film events.

The total of these in-kind requests is \$10,125.00.

There is an unspent balance of \$240.00 in the CCG Award budget. When combined with the remaining proceeds from the 2024 Mayor's Golf event, the total available funds amount to \$8,240.00.

It is important to note that if Council opts to review the remaining CRCG applications along with the CCG applications, the differing applications and evaluation criteria for each grant stream program may complicate the evaluation process.

Instead of re-evaluating the pending CRCG applications, Council could consider allocating the full amount requested for CRCG in-kind applications, accepting a minor budget shortfall of \$1,885.

With this updated information, Council has the following options:

1. Approve funding of the four in-kind requests that were unsuccessful in the CRCG process totalling \$10,125.00, having small budget shortfall of \$1,885.

OR

2. That Council proceed with the evaluation of the remaining four (4) In-kind CRCG Requests.

Note: The summary of the in-kind requests, through the CCG, is attached as Appendix B. There 8 in-kind requests which totalled \$44,747.90. Through the Council evaluation \$24,666.80 was allocated for approval.

1. Executive Summary

This report provides Council with the results of the evaluations of the grant applications received, budget available to be awarded and any other relevant information to assist Council in making a decision on the awards to be provided under the Council Community Grant program for 2025.

2. Analysis

Background

Council passed policy FIN-POL-2024-02, Council Community Grant Policy on March 4, 2024. The purpose of this policy is to establish criteria and guidelines for providing Council Community grants or in-kind support of municipal resources through an allocation from the Town's annual operating budget. The objective of the grants and in-kind support is to provide assistance to organizations or individuals that demonstrate a social, economic or environmental benefit to the Town of Collingwood, its citizens or taxpayers and/or support the Town's strategic initiatives. The intent of this policy was to streamline requests going to Council for financial or in-kind support as well as create a fair and transparent process. The budgeted amount for Council Grants this year was \$100,000.

Council also budgeted 2025 funds outside of this grant process to support local initiatives which include the following:

- \$30,000 – Physician recruitment
- \$25,000 – BIA clean up staff moving from part-time to full-time
- \$130,000 – Georgian Bay Accelerator
- \$31,500 – Georgian Triangle Humane Society (GTHS) annual commitment under the 10 year funding agreement

Additionally, Council committed 2025 budget spending for the following amounts in 2024 resolutions.

- \$5,000 – Collingwood Climate Action Team (CCAT) Green Economy Hub (to drawdown on \$100,000 grant budget)
- \$4,500 – Collingwood Girls Hockey Association (COLGHA) in-kind ice fees

The intake period for the Council Community Grant program for 2025 closed February 7, 2025. Staff performed the intake and eligibility evaluation on over 30 applications. Finance and PRC staff worked together to ensure applicants were considered under the correct grant program (PRC ran their Community Recreation & Culture Grant process concurrently).

Finance also worked with Department Heads and staff to confirm availability of in-kind awards. 27 applications were forwarded to Council with an evaluation tool for scoring.

Analysis

Evaluations were received by the Treasurer from all Councillors by March 20, 2025. As per the procedure, staff calculated the average score for each criterion and average total score for each application from the Council scoring received. 24 of the 27 applicants met the minimum threshold of 15 points to be considered eligible. The GTHS, Junior Achievement and Jampa Ling Kadampa Buddhist Centre were ineligible. The scores ranged from 11 to 29 out of a total of a possible 30 points. Staff also calculated the average financial and average in-kind awards submitted from the Councillors. Note that where Councillors declared a conflict, they were excluded from the calculations and where applicants were ineligible, their average awards were redistributed based on the total average scores

Grants will be awarded based on the average awards recommended by Council resulting in all applicants receiving some funding up to the Council budget. The total of the average awards is \$99,760. This allows Council funding to have a broad reach across a large number of initiatives. See Appendix A for details of scoring and awards recommended based on average scores.

Financial Impacts

Awards given are within the current operating budget.

Conclusion

Council has the ability to positively impact more people and organizations while fulfilling the purpose of this grant.

3. Input from Other Sources

Reviewed at Department Heads on March 25, 2025.

4. Applicable Policy or Legislation

FIN-POL-2024-02, Council Community Grant Policy

FIN-SOP-2024-01-Council Community Grants

Both above documents were used in executing the work described in this report.

A number of the applicant's initiatives support the 2024-2028 Community Based Strategic Plan goals including the following:

- Sustainable
 - Work with partners to take action on climate change
- Connected
 - Foster belonging through arts, culture and events
 - Promote Collingwood as a centre for healthy and active living
 - Support a community that is safe and well
- Vibrant
 - Enhance the downtown and waterfront as a place to be

5. Considerations

2024-2028 Community Based Strategic Plan: [Choose an item.](#)

☒ Sustainable ☒ Connected ☒ Vibrant ☐ Responsible

☐ Services adjusted if any

Not Applicable

☒ Climate Change / Sustainability:

Positive impact on climate change/sustainability
(decreases GHG emissions)

☒ Communication / Engagement:

Advertisement/Notice will be provided

☐ Accessibility / Equity, Diversity, Inclusion: Not Applicable

☐ Registered Lobbyist(s) relating to content: [\[add content and meeting dates\]](#)

Next steps and future action required following endorsement:

Award results to be posted publicly by Finance staff. Applicants to be notified in writing and disbursements of financial awards to be made at next payment cycle. Finance staff will also communicate in-kind awards to applicable departments.

6. Appendices and Other Resources

Appendix A: Council Evaluation Data

Appendix B: Evaluation Summary for In-kind Requests

7. Approval

Prepared By:

Lara Janzen, Finance Operations Analyst

Reviewed By:

Jennifer Graham, Director, Finance/Treasurer

CAO Comments:

- ☒ Endorsed by CAO Skinner on March 26, 2025 to proceed to COW.
- ☒ Endorsed by (A)CAO/Director of Legislative Services/Clerk Sara Almas on April 13, 2025 to proceed to Council.
- ☒ Endorsed by CAO Skinner on April 23, 2025 to proceed to Council, with Amendment #2.