

# THE MUNICIPALITY OF LAMBTON SHORES

**Report DCS 35-2023**

**Council Meeting Date: December 19, 2023**

**TO:** Mayor Cook and Members of Council  
**FROM:** Ashley Farr, Director of Community Services  
**RE:** Community Vibrancy Fund Requests Small Projects

## **RECOMMENDATION:**

**THAT** Report DCS 35-2023 regarding the “Community Vibrancy Fund Requests Small Projects” be received; and

**THAT** the eight (8) eligible applications received from Centre Ipperwash Community Association, Forest Lawn Bowling Club, Grand Bend Art Centre, Grand Bend Studio Tour, Kiwanis Club of Forest, Lambton Shores Nature Trails, Forest Legion (RCL Branch 176) and Grand Bend Legion (RCL Branch 498) be approved for a total funding commitment of \$36,561.85; and

**THAT** Council provide direction on the request from Forest Fritter Friends for the requested amount of \$8,575.00; and

**THAT** Council provide direction on the late submission from the West Coast Lions Club for the requested amount of \$9,900.00; and

**THAT** a segregated Reserve Fund be created with \$1,135,450.00 from the Vibrancy Reserve Fund for funding the small vibrancy projects; and

**THAT** 50% of the annual amount received from Nextera be allocated to the segregated fund.

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## **SUMMARY**

This report presents the 2024 Vibrancy Fund Requests Small Projects for Council consideration.

## **BACKGROUND**

At its September 26, 2023 meeting, Council passed the Community Vibrancy Fund Small Projects Policy.

Applications for the Vibrancy Fund Small Projects were due on November 15. As expected, there were fewer applications than in previous years. Staff received some comments that the requirement for 50% matching funds was a significant change and groups believed that they were not provided sufficient time to raise the required funds for a project and did not have the sufficient cash on hand to complete the project.

A total of 9 applications were received by the deadline, with one application being submitted after the deadline. Each application has been assessed based on the evaluation grid (attached to Report DCS 34-2023) and are summarized below. A copy of the applications is attached to this report.

### **Centre Ipperwash Community Association (CICA)**

Funding Requested: **\$2,666.80**

Matching Funds Confirmed: Yes

*Evaluation Score: 9/14*

CICA is requesting funds to construct and maintain 5 planter boxes for the beautification of Ipperwash. The boxes will be portable and will be stored by CICA over the winter months. Funds will also be used for soil and plants for the boxes. CICA will be required to work with municipal staff to determine a suitable location for placement.

### **Forest Fritter Friends**

Funding Requested: **\$8,575.00**

Matching Funds Confirmed: Yes

*Evaluation Score: 10/14*

Staff have pulled this application for Council direction as the applicant is unique in nature, being a non-profit organization that includes a storefront/business in the BIA district in Forest. The applicant, Forest Fritter Friends is a registered non-profit organization that is a training centre for adults with disabilities. On their website, their mission is: *“The Forest Fritter Friends exist to equip adults with disabilities with the skills and training required to attain meaningful employment and live life to the fullest”*.

The Forest Fritter Friends is located at 28 King Street West in Forest, beside the Kineto Theatre. The public can access the space either as a volunteer that supports the program, or as a customer.

Forest Fritter Friends is requesting funds from the Vibrancy Fund to purchase equipment and complete minor capital upgrades to the building. The request includes:

- replace the insulation in our attic (currently sawdust) \$3,000.00
- replace a donated Hobart mixer (donated by the Forest Ag that had it donated to them from Foodland years ago) \$4,000.00
- replace a 15 year old TV with a new smart TV \$500.00

- replace a cupboard/work counter that came with the store with a bakers table \$2,000.00
- replace old paper towel dispensers with motion sensor dispensers that are easier for our disabled Team members to use \$650.00
- replace the old air conditioning unit \$7,000.00

These items are considered eligible purchases through the Policy.

Recently, the organization has received funding through CIBC and the Judith and Norman Alix Foundation, which funds only registered charities and municipalities.

Given that this is a new applicant to the Vibrancy Fund, staff are seeking Council direction to determine if this organization is consistent with Council's vision of eligible applicants through the Policy. Under the Vibrancy Policy, the following criteria must be met for applicants:

- A non-profit community group or organization based in Lambton Shores.
- Demonstrates an active Board of Directors or other appropriate governance structure.
- Can provide meeting minutes, policies, by-laws and financial statements as required.
- Demonstrates capacity for fundraising and/or ability to match granted funds.
- Demonstrates its ability to successfully complete projects.
- Membership must be open to anyone in Lambton Shores. An exception may be made for projects where there is a general and broader community benefit.
- Complies with reporting requirements of past grants.

Direction from Council is required to determine if this organization meets Council's definition of a non-profit community group or organization. Staff have confirmed that all other criteria listed has been met. It may be worth noting that this applicant is located in the Community Improvement Plan (CIP) boundary area for Forest, and would be eligible for funding through the CIP.

**Forest Lawn Bowling Club**

Funding Requested: **\$508.49**

Matching Funds Confirmed: Yes

*Evaluation Score: 10/14*

Requesting funds to refurbish the existing lawn watering system. This will include the replacement of the water timer station, installation of underground piping and the installation of 25 sprinkler heads.

**Grand Bend Art Centre**

Funding Requested: **\$9,541.50**

Matching Funds Confirmed: Yes

*Evaluation Score: 10/14*

Requesting funds for an Indigenous Spirit Animal and Story Booth. This portable display will be used at Paint Ontario and other events in the area. Funds to purchase a storage can for the display has also been requested. The storage container will be placed on Grand Bend Legion property and is permissible through Lambton Shores by-laws. Written permission from the Legion is required before issuing the funds. A building permit will be required and is not included in the funding allocation.

**Grand Bend Area Studio Tour: Summer Sunset Sounds Concert Series**

Funding Requested: **\$9,700.00**

Matching Funds Confirmed: Yes

*Evaluation Score: 10/12*

Requesting funds for artist performance fees for the Sunset Summer Sounds concert series on the Rotary Community Stage.

**Kiwanis Club of Forest**

Funding Requested: **\$5,000.00**

Matching Funds Confirmed: Yes

*Evaluation Score: 11/14*

Requesting funds to complete a decorative sidewalk project in Forest. The project will consist of 3 sidewalks - 2 filmstrip themed and 1 Indigenous themed. The project request was presented to Council and subsequently received Council support in the fall of 2023.

If approved, the funds will not be issued directed to the group as the project will be municipal led.

**Lambton Shores Nature Trails**

Funding Requested: **\$2,013.66**

Matching Funds Confirmed: No

*Evaluation Score: 9/14*

Requesting funds to purchase chip and dust material to replenish the walking track at the Port Franks Community Centre.

If approved, the funds will not be released to the organization until matching funds have been confirmed.

**RCL – Branch 176 Forest (Forest Legion)**

Funding Requested: **\$5,627.40**

Matching Funds Confirmed: No

*Evaluation Score: 10/14*

Requesting funds to paint the interior of the Forest Legion. If approved, funds will not be released to the applicant until proof of matching funds has been provided.

**RCL – Branch 498 Grand Bend (Grand Bend Legion)**

Funding Requested: **\$1,504.00**

Matching Funds Confirmed: Yes

*Evaluation Score: 11/14*

Requesting funds to purchase 21 concrete curbs for the Legion parking lot.

**Late Submission**

**West Coast Lions Club of Grand Bend**

Funding Requested: **\$9,900.00**

Matching Funds Confirmed: Yes

*Evaluation Score: not applicable*

Funds are requested for the support of the Wednesday Familiar Favourites concert series that takes place at the Grand Bend Rotary Community Stage. Funds will be used to hire talent for the shows.

As this application was late, staff did not provide an evaluation score. It is worth noting that requests for this event have been previously funded through the Vibrancy Program.

**ALTERNATIVES TO CONSIDER**

Ultimately, Council has the authority and discretion to fund or deny any applications received through the Vibrancy Program.

The recommendation to develop a segregated fund is consistent with Council's previous direction and no alternatives are presented for that matter.

**RECOMMENDED ACTIONS**

Approval is recommended for the eight (8) eligible applications identified in this report. Staff are seeking direction on the two applications received from Forest Fritter Friends as a new applicant, and the West Coast Lions Club for a late submission.

Based on Council's previous direction, staff are seeking approval to develop a segregated fund that will continue to fund the Vibrancy Small Projects for the future.

### **FINANCIAL IMPACT**

The total amount requested through the Vibrancy Fund Small Projects is \$55,036.85. Approval is recommended for \$36,561.85 with Council direction being sought for an additional \$18,475. Typically, Council allocates approximately \$94,000 to projects through this program.

The segregated fund to fund Small Projects requires an initial transfer of \$1,135,450.00 from the Vibrancy Reserve Fund with an annual contribution of 50% of the annual funding received through Nextera.

### **CONSULTATION**

Steve McAuley, CAO  
Janet Ferguson, Director of Financial Services  
Nextera

Attached:

1. Policy CP-CS-POL-005 Community Vibrancy Fund Policy Small Projects
2. 2024 Vibrancy Fund Small Projects Applications