

Township of Southgate

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Staff Report CAO2021-058

Title of Report: Southgate Community Fund Management Committee Member Appointments and Updated Terms of Reference Report

Department: Administration

Council Date: August 4, 2021

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2021-058 as information; and

That Council approve to the appointment of Joan John, Rica Marie Malapitan, Don Lewis, Dale Pallister and Heather Renton to the Southgate Community Fund Management Committee to work with Community Foundation Grey Bruce and the Committee Terms of Reference to establish a Township of Southgate donation fund and to decide on grants for community organizations requesting financial support for events and their projects; and

That Council appoint _____ to represent Council on the Southgate Community Fund Management Committee; and

That Council approve the updated Southgate Community Fund Management Committee Terms of Reference document as the policy and procedures to establish operating guidance for the Committee to work with Community Foundation Grey Bruce and Southgate Council.

Background:

Staff presented a report CAO2020-077 titled "Southgate-Community Foundation Grey Bruce Fund Agreement Report with the following resolution and by-law approved by Council:

Moved By Councillor Frew; **Seconded By** Councillor Shipston;

Be it resolved that Council receive Staff Report CAO2020-077 as information; and

That Council approve the draft Southgate Community Foundation Endowment Fund Agreement with Community Foundation Grey Bruce to establish a Township donation fund to support future community organizations requesting financial support for events and grant funding for their projects; and

That Council approve the Southgate Donor Advised Community Agreement by Municipal By-law 2020-139 at the December 2, 2020 Council meeting.

Carried No. 2020-574

By-law 2020-139

Moved By Councillor Sherson; **Seconded By** Councillor Frew;

Be it resolved that by-law number 2020-139 being a bylaw to authorize an agreement between Community Foundation Grey Bruce and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston.

Carried (7 to 0) No. 2020-575

Council at the March 3, 2021 meeting received staff report CAO2021-018 titled Community Foundation Grey Bruce Southgate Committee and Terms of Reference Approval report and approved the following resolution:

Moved By Councillor Frew; **Seconded By** Councillor Rice;

Be it resolved that Council receive Staff Report CAO2021-018 as information; and

That Council direct staff to proceed to work with Community Foundation Grey Bruce to create a Southgate Community Foundation Management Committee of Community Members as set out in the Terms of Reference to make decisions, establish a Township of Southgate donation foundation fund, to manage funding received, provide grants for community organizations requesting financial support for events and their projects; and

That Council approve the draft Southgate Community Foundation Management Committee Terms of Reference document titled "Southgate Community Foundation Management Community Member Committee Terms of Reference" as the policy and procedures to establish and provide operating guidance for the Committee to work with Community Foundation Grey Bruce and Southgate Council; and

That Council approve the transfer of \$30,000.00 equally from both the Southgate Solar Reserve and the Eco Park Reserve to Community Foundation Grey Bruce to start and manage the Southgate Community Foundation.

Carried No. 2021-109

Staff Comments:

The Township has advertised for volunteer community members to submit applications for appointment to the Southgate Community Fund Management Committee. Community Foundation Grey Bruce (CFGB) also issued a press release (Attachment #1) seeking members from the community to apply for a position on the committee.

The Township received 2 applications from Joan John and Rica Marie Malapitan for the public positions by the June 11, 2021 deadline. Staff since recruited Don Lewis, Dale Pallister and Heather Renton to put their name forward to be members on the committee.

CFGB has started the promotion of the Southgate Community Foundation Fund on their website, the Township's website, as well as advertising locally, through social media communications. CFGB will start to work with the local Committee to hold community events in Southgate to generate interest, create ongoing media

awareness and demonstrate how they manage family donations in a confidential manner, to grow the Township's Community Foundation fund.

Southgate Community Fund Terms of Reference document was further reviewed by CFGB staff with some minor revisions made to the document. The main change to the document was the title of the committee has been changed to Southgate Community Fund Management Committee and the word "Foundation" has been changed to the word "Fund". Revised Terms of Reference is included as Attachment #2.

Financial Impact or Long-Term Implications

Staff setup a Southgate Community Foundation endowment fund contribution at a level of \$30,000.00 per year for 5 years as a consideration starting in 2021 and to be funded from the Southgate Solar Fund.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Action 2:

The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

Strategic Initiative:

2-E - The Township will increase its support for, and promotion of, community events, festivals, parades, library activities, and other events that attract people to the downtown area.

Concluding Comments

1. That Council receive staff report CAO2021-058 as information.
2. That Council approve the Southgate Community Fund Management Committee appointments as presented.
3. That Council approve the updated Southgate Community Fund Management Committee Terms of Reference document dated August 4, 2021.

Respectfully Submitted,

CAO approval: Original Signed By
Dave Milliner – CAO
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923-2110 x210

- Attachment 1 – Community Foundation Grey Bruce Press Release
- Attachment 2 – Southgate Community Fund Management Committee Terms of Reference document dated August 4, 2021