

**Subject: Rural Community-Building Grant Program – Grant Application  
Review**

**File Number: ACS2024-PRE-EDP-0034**

**Report to Agriculture and Rural Affairs Committee on 4 April 2024**

**Submitted on February 26, 2024 by David Wise, Director, Economic Development  
and Long Range Planning, Planning, Real Estate and Economic Development  
Department**

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**Wards: Rideau-Jock (21) Orléans South-Navan (19) West Carleton-March (5)  
Osgoode (20)**

**Objet : Programme de subvention pour le renforcement communautaire en  
milieu rural – Examen de la demande de subvention**

**Dossier : ACS2024-PRE-EDP-0034**

**Rapport au Comité de l'agriculture et des affaires rurales**

**le 4 avril 2024**

**Soumis le 26 février 2024 par David Wise, Directeur, Développement économique  
et planification à long terme, Services de la planification, des biens immobiliers et  
du développement économique**

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**Quartiers : Rideau-Jock (21) Orléans-Sud-Navan (19) West Carleton-March (5)  
Osgoode (20)**

## **REPORT RECOMMENDATION**

**That the Agriculture and Rural Affairs Committee approve the recommendations on the Rural Community-Building Grants Program applications as detailed in Document 1.**

## **RECOMMANDATION DU RAPPORT**

**Que le Comité de l'agriculture et des affaires rurales approuve les recommandations concernant les demandes relatives au Programme de subventions pour le renforcement communautaire en milieu rural, comme l'explique en détail le document 1.**

## **BACKGROUND**

The Rural Community-Building Grants Program (RCBGP), approved by Council on September 14, 2011, is designed to support rural-based community projects undertaken by non-profit organizations. Funding is project-based, with a defined beginning and end and measurable outcomes. Assessment is made based on the merit of the project, community impact and organizational effectiveness.

The program is administered by the Rural Affairs Office. Projects are reviewed and decisions are made by the members of the Agricultural and Rural Affairs Committee.

This report provides a summary of the applications received under this Program by the Rural Affairs Office on January 25, 2024, February 18, 2024, and February 22, 2024.

## **DISCUSSION**

Under the program guideline for the RCBGP the eligible applicant is limited to organizations that:

- Are non-profit organizations that are active in rural Ottawa and recognized as supporting local community and/or agricultural activities and programs;
- Operate in a non-discriminatory manner, as set out by the Ontario Human Rights Code;
- Are governed by a democratically elected Board of Directors;
- Demonstrate efficiency, effectiveness and fiscal responsibility; and
- Remain in good financial standing with the City of Ottawa.

The program guidelines further state limitations on eligible activities. The following is a list of activities beyond the scope of the program:

- Retroactive costs – any costs incurred before a proposal is submitted;
- Costs that are the responsibility of another level of government or funding program; and
- Costs for which an organization would reasonably be expected to make provisions for in the general daily administration of their organization, i.e., ongoing activity / business as usual.

The approved 2024 budget for the RGBGP is \$160,000 of which \$28,099.85 is committed to projects carried over from 2023 and \$1,900 is allocated to a previously approved project in 2024 (can we insert the staff report link for this project please). Approval of the four projects recommended in this report would require \$92,136.80, leaving a balance of \$39,763.35 for new projects for the remainder of 2024.

### **FINANCIAL IMPLICATIONS**

Funds are available from within the Rural Community Building Grants Program budget.

### **LEGAL IMPLICATIONS**

There are no legal impediments to implementing the report recommendations.

### **COMMENTS BY THE WARD COUNCILLOR(S)**

Ward Councillors have been made aware of their respective applications and staff recommendations.

### **CONSULTATION**

Public consultation is not required for this report.

### **ACCESSIBILITY IMPACTS**

There are no accessibility impacts. As a standard requirement in the agreement, successful recipients shall warrant that it is in compliance with the requirement of the *Accessibility for Ontarians with Disability Act, 2005*, S.O. 2005, C.11. and shall continue to comply throughout this agreement.

### **ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications associated with the report.

### **ECONOMIC IMPLICATIONS**

There are no economic implications.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

### **RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications.

### **RURAL IMPLICATIONS**

The Rural Community-Building Grants Program is intended to support rural communities through funding for eligible community projects that are beneficial to rural Ottawa residents.

### **SUPPORTING DOCUMENTATION**

Document 1- Applications Summary and Staff Recommendation

### **DISPOSITION**

As per the Council approved "Rural Community-Building Grants Program Policy", should the recommendations in this report be approved by Agriculture and Rural Affairs Committee, staff will proceed with administering these applications under the Rural Community-Building Grants Policy.

## **Document 1– Application Summary and Staff Recommendation**

### **A - North Gower Gardeners – Installation of a raised garden bed as a beautification project at Fourth Line Road and Roger Stevens Drive.**

#### Project Summary

The North Gower Gardeners are seeking funds to install a raised garden bed of low-lying shrubs and plants on the traffic island at the west entrance of the intersection of Fourth Line Road and Roger Stevens Drive. This beautification project would add a sense of community by adding colour and life to the intersection. Additionally, it would provide an environmental benefit by reducing non-porous surfaces in the intersection.

#### Project Cost

The total cost of the project is estimated to be \$21,000.00 which includes the acquisition of the materials, the equipment needed to perform the work, and the labour required to build it.

#### Staff Recommendation

The applicant, North Gower Gardeners, is an eligible applicant under the RCBGP. It is staff's opinion that the proposed project meets the eligibility requirement under the program guidelines.

The Rural Affairs Office has reviewed the application and recommends approval of the full amount of \$21,000.00.

### **B – Navan Community Association – Design and construction of pavilion on Navan fair grounds.**

#### Project Summary

The Navan Community Association is seeking funds to design and construct an outdoor pavilion in their community. This pavilion would be part of year-round activities and be used by several community groups, and for a variety of events within Navan, including: the Cumberland Township Agricultural Society, the Navan Market, outdoor sports, the outdoor rink, and Winterfest. The project has been broken into two phases, Phase 1 in 2024 and Phase 2 in 2025.

#### Project Cost

The total cost of the project is estimated to be \$785,000.00, for which the Navan Community Association is requesting \$60,000.00 in funds for Phase 1 of the project, in 2024. This will assist in the costs of materials and construction of the pavilion.

The project application notes an intention of applying to the RCBGP for funding in 2025. Staff have confirmed with the applicant that they have contingency plans for completion of the project if the funding for it is not approved in 2025.

#### Staff Recommendation

The applicant, Navan Community Association, is an eligible applicant under the RCBGP. It is staff's opinion that the proposed project meets the eligibility requirement under the program guidelines.

The Rural Affairs Office has reviewed the application and recommends approval of the full amount of \$60,000.00.

#### **C – Fitzroy Harbour Community Association – Purchase of tables and barstools for new deck.**

#### Project Summary

The Fitzroy Harbour Community Association is seeking funds to purchase eight commercial grade bistro tables and 10 commercial grade barstools to add to the patio furniture on their recently constructed viewing deck in their community. This would provide extra seating for community events such as sporting events, Harbour Days, and pub nights. The seating would be provided in the shade of an awning, providing some protection from the elements.

#### Project Cost

The total cost of the application is \$6,535.70, which includes the purchase of the 8 commercial grade bistro tables and 10 commercial grade barstools.

#### Staff Recommendation

The applicant, Fitzroy Harbour Community Association, is an eligible applicant under the RCBGP. It is staff's opinion that the proposed project meets the eligibility requirement under the program guidelines.

The Rural Affairs Office has reviewed the application and recommends approval of the full amount of \$6,535.70.

**D – Metcalfe Farmers’ Market – Purchase signs, coffee maker, banner stands, handouts, and backdrops for updating of Farmers’ Market.**

Project Summary

The Metcalfe Farmers’ Market is seeking funds to purchase banners, signs, banner stands, post cards for handout, and backdrops to update the look of the farmers’ market. These purchases will make the market more professional. The backdrops will provide more intimate sales experiences with vendors in the central areas. The coffee maker will replace an old and worn-out coffeemaker that was a center of activity and community as both patrons and vendors acquire coffee from it. Handout postcards will be used promote market events, vendors, and activities.

Project Cost

The total cost of the application is \$5,583.42, which includes the purchase of the banners, signs, banner stands, backdrops, and postcard handouts.

Staff Recommendation

The applicant, Metcalfe Farmers’ Market, is an eligible applicant under the RCBGP. It is staff’s opinion that the proposed project meets the eligibility requirement under the program guidelines.

The Rural Affairs Office has reviewed the application and recommends approval of \$4,601.10 of the requested \$5,583.42. The \$982.32 was deducted for the postcards which were determined, under review, to be an operating expense.