

CORPORATION OF THE TOWN OF GANANOQUE

BYLAW NO. 2013-016

BEING A BY-LAW TO ESTABLISH A
CHARITABLE DONATION POLICY.

WHEREAS by Section 5 of the Municipal Act, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 2 of Section 11 of the Municipal Act, 2001, S.O. 2001, c. 25, the powers of every Council are to be exercised by Bylaw; and

AND WHEREAS the Municipal Act, S.O. 2011, c. 25, section 8 (1) provides in part that the powers of a municipality under the Municipal Act shall be interpreted to enable the municipality to govern its affairs as it considers appropriate.

NOW THEREFORE the Council of the Corporation of the Town of Gananoque hereby enact as follows;

1. That the Charitable Donation Policy attached hereto as Schedule 'A' and forming part of this by-law is hereby adopted.
2. That this by-law come into force and effect on the date of passing.

READ A FIRST AND SECOND TIME this 19th day of March, 2013.



Mayor, Erika Demchuk



Clerk, Bonnie Dingwall



The Corporation of the Town of Gananoque

POLICY AND PROCEDURE MANUAL			
POLICY NO.	ADM 13-2013	POLICY TYPE:	Administrative
AUTHORITY	Council	APPROVAL DATE:	
		EFFECTIVE DATE:	
		LAST REVISION DATE:	
SUBJECT	Charitable Donation Policy		

PURPOSE:

The purpose of this policy is:

1. To establish funding criteria procedures for requests for a financial donation from groups, organizations, volunteers and events operating within the Town of Gananoque (Town).
2. To provide Council with clarity when considering and responding to requests for financial assistance.
3. To provide an accessible and equitable process for individuals, groups and organizations seeking donations from the Town.
4. To provide an open and transparent decision-making process for donation requests to the Town.

POLICY:

ELIGIBILITY

The Town recognizes that events and programs conducted by volunteer groups and organizations benefit the community as a whole. Although there is no guarantee that a particular donation request will be approved, generally Council will consider requests for events and programs that:

- i) Promotes and encourages the welfare of the community.
- ii) Promotes and encourages the health of the people and the community.

- iii) Promotes and encourages the education and training for people within the community.
- iv) Promotes and encourages the cultural, heritage, recreational, social or environmental well-being of the Community.

CRITERIA

1. To be considered eligible for a donation, a group or organization must: be based in or affiliated with the Town, is not a recipient of any other financial or other type of assistance from the Town.
2. All requests for a donation must be submitted as far in advance of the event as possible to allow appropriate time for consideration by Council.
3. The Council reserves the right to limit the amount and number of donations made to a particular organization.
4. No donation will be granted unless specifically authorized by Council in the form of a resolution.
5. Donations made by the Town shall not be regarded as a commitment for continued support in the future.
6. The maximum donation for any one request will be \$500.00.
7. In making donations the Town reserves the right to impose any conditions and restrictions that it deems fit.
8. Any decision made regarding the granting or refusal of a donation is final.
9. Nothing prohibits Council from considering financial assistance support outside the scope of this policy.

AUTHORITY

Council shall be the approval authority for this policy