



CITY OF YELLOWKNIFE

**Grant Review Committee
Wednesday, January 28, 2015 at 5:30 p.m.
City Hall – Main Boardroom**

MINUTES

Minutes of a meeting held on Wednesday, January 28 2015 at 5:30 p.m. in the City Hall Main Boardroom. The following Committee members were in attendance:

Chairman: R. Alty, Councilor (chair)
Dave Brothers
Candace Thorne
Cheryl Tordoff
M. Heyck, Mayor ex officio,
P. Moon Son, Councilor

The following members of Administration were also in attendance:

B. Kelln, and
A. Neumann, recording

Item Description

1. Call to Order

The meeting was called to order at 5:34 p.m.

Councilor Alty introduced Council Son to the Members of the Grant Review Committee.

2. Approval of Agenda

Ms. Thorne moved,
Mayor Heyck seconded,

That the agenda be approved as presented.

MOTION CARRIED UNANIMOUSLY

3. Disclosure of Pecuniary Interests

There were no disclosures of pecuniary interest.



4. Administrative Updates:

Budget \$97,900

Administration confirmed that the amount of funding available is \$97,900.

In response to a question from the Committee, Administration advised that the \$10,000 cap per group per year was recommended by the Committee members and approved by Council.

In response to a question from the Committee, Administration advised a request to host oral presentation for Special Grants was brought forward to Council by a group that was unsuccessful in obtaining funding and direction was to grant oral presentations. Administration further advised that this can be reviewed when reviewing Grant Policies.

Committee agreed to reconvene in March to review policy, caps and discuss oral presentations.

5. Discussion Items:

a. Review of 2015 Special Grant Applicants

Committee noted that 21 or 27 groups met all criteria. Committee requested that Administration contact six (6) groups that did not meet criteria and provide them with rationale.

In response to a question from Committee, Administration advised that most organizations are unable to secure insurance until 90 days prior to their event. Administration further advised that any group approved for funding would not receive any funds until the organization produces a certificate of insurance for their event.

In response to a question from Committee regarding unused funds, Administration advised that groups would only be able to keep what they can account for. Administration further advised that the City has received funds back from organization in the past or have not released the final 25% of their allocated funds if the reporting is inadequate.

In response to a question from Committee Administration advised that City is unable to carry forward unused funds and add them to the next year funding.

b. Dates for oral presentations

Committee agreed that Monday February 2, 2015 was the most convenient time to host the oral presentations. Administration advised that they would be able to contact all groups and confirm attendance. Administration further advised that they will send out a confirmation list of when each group will present.

c. Dates for deliberation of funding levels for 2015 applications

Committee agreed to meet on Tuesday February 3, at 6:00 pm to deliberate the funding levels for the 2015 Special Grant Funding.

6. Next Meeting Date



Monday February 2, 2015 at 6:00 p.m.

7. **Adjournment**

Ms. Tordoff moved,
Ms. Thorne seconded,

That the meeting be adjourned at 6:23 p.m.

MOTION CARRIED UNANIMOUSLY