



CITY OF RICHMOND

REPORT TO COMMITTEE

TO: Community Services Committee
FROM: Kate Sparrow
Director, Recreation & Cultural Services

DATE: November 2, 2000
FILE: -

RE: Richmond Therapeutic Equestrian Society Emergency Grant Request

STAFF RECOMMENDATION

1. That Council approve a loan to the Richmond Therapeutic Equestrian Society in the amount of \$15,000.
2. That Council direct the Finance Department to develop terms and a loan agreement in accordance with the Local Government Act.

K. Sparrow

Kate Sparrow
Director, Recreation & Cultural Services

FOR ORIGINATING DIVISION USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
City Clerk	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<i>[Signature]</i>
Budget	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

STAFF REPORT

ORIGIN

At the October 23, 2000 Council meeting, Richmond Therapeutic Equestrian Society (RTES) applied to Council for an emergency grant in the amount of \$15,000 which would allow the RTES to continue to offer its horseback riding program. This request was referred to Community Services Committee.

ANALYSIS

In 1993/94, a need for a therapeutic horseback riding program in Richmond for children with disabilities was identified. There were two existing programs both located in Langley. Several Richmond families were prevented from attending the program due to transportation, finance and work programs.

Special Needs Staff began a feasibility study to determine the needs for a therapeutic riding program in Richmond. An appropriate location was found and significant community interest was generated.

Staff facilitated the formation of a group/society to run the program. A steering committee consisting of parents, staff and community members to develop an operations plan for a program. This included looking at volunteers, fundraising, establishing a formal agreement with the riding stable, budgets and timelines. The committee looked at potential donors for the program and set to work with information gathering and organizing. At this same meeting, the Richmond Committee on Disability (RCD) had also offered to facilitate the initial development of this program. The vision was to eventually form a non-profit society to direct the program with a paid co-ordinator who would implement the society's policies.

On October 4, 1995, the Richmond Therapeutic Equestrian Society (RTES) was incorporated under the Society Act with the following four purposes:

1. To provide a therapeutic horseback riding program for children and adults with disabilities, in order to promote physical, psychological and social well-being.
2. To provide through the program an environment which will help children and adults with disabilities achieve their full developmental potential, and encourage their integration with non-disabled people where possible.
3. To educate the general public and other societies to the benefits of the program, and enlist their co-operation and practical support.
4. To solicit, receive and accept funds by gift, bequest or otherwise and apply these funds to the functions of the society.

Referrals for the program come from a number of different places; individuals, Richmond school personnel, physio and occupational therapists, Children's Centre for Abilities, Children's Hospital, and doctors.

RTES has been actively fundraising since 1995 and have raised approx. \$ 415,000. including \$50,000 from the Milan Ilich Foundation. The list of funding supporters that have provided grants is well over 18 organizations. Fundraising also involves an annual "Champagne Luncheon" and auction.

From April 1, 1996, to March 31, 1997 RTES received \$35,837.71 from Casino Night funding. From April 1, 1998 to January 2000, they received \$78,000. Due to a change in regulation, they were then not able to apply for new funds until after their year-end, which was March 31, 2000. In June 2000, after the bookkeeper had finished their financial reports, they applied for \$88,000 in funding for the next two years of operation. The funds will not be received until sometime before the RTES financial year-end of March 31, 2001. This change in regulation and a slowing down of the process from Gaming is the reason for RTES's current situation.

The Therapeutic Riding program has great value to the participants. Horseback riding is recognized as an aid in treating various physical, mental and emotional disorders. Some of the benefits include improved balance and co-ordination, increased confidence and self-esteem, and a sense of achievement. This is one of the few activities that children with physical disabilities are able to participate in, as the riding can be appropriately adapted in most cases. Access to a program of this type helps to improve physical health and that is directly relevant to one's quality of life. Should this program not continue, it would create a service gap in Richmond that would be very difficult to replace.

If a grant or loan were not approved, the RTES program could be shut down until reasonable funds to run the program have been acquired; however, they would still be responsible for boarding fees with the stables. This would result in the loss of the long-time program director who has valuable experience that would be very difficult to replace.

Other options would involve looking to move the program to Delta for potentially less expensive boarding fees. This would take time, would place restrictions on who would be able to attend the program and would risk losing many of the funders who support the program. The program provides many volunteer opportunities and with one paid staff member, the volunteer component of the program is of key importance. This really is an option that should not be considered in order to preserve a Richmond program that serves children with disabilities.

RTES is working on long term arrangements that includes funding strategy and timelines to re-pattern funding for appropriate time periods. They will no longer rely on gaming as assured funding. They are actively pursuing other fundraising options including grant applications that are awaiting replies, as well as a mass mail-out to Richmond residents. Although working on a tight budget, they are also looking for ways to decrease their overhead.

Over the 4 years that this program has been running, the City has contributed \$3000 in grant fund to the program.

1996	\$500
1997	\$500
1998	No application
1999	\$1000
2000	\$1000

The City Works department designed and supplied the RTES with a ramp at no charge.

RTES has applied for \$50,000 for grant funding as part of their 2001 grant request.

The Richmond Committee on Disability is applying through the General Purposes Committee for program funding for RTES to be put into the budget as an annual item.

OPTIONS

To address the immediate need of the RTES for emergency funding a number of options have been identified.

- 1. Provide a grant in the amount of \$15,000 as part of the grants program for 2000.

Grants Program (Policy 3705 - Appendix A) lists the following as one of the general principles on which grant funding should be approved:

“Only one application per year will be accepted per organization”

This would be a special consideration and a unique request that appears to have no precedent in Richmond. RTES did receive a grant for 2000 and so this option should not be considered.

- 2. Provide a loan in the amount of \$15,000 or guarantee a loan from a financial institution in the amount of \$15,000.

In the Local Government Act, a provision (Appendix B) is made for a local government to provide loans following the following steps:

- (1) A local government must publish in a newspaper its intention to provide any of the following assistance:
 - (a) disposing of land or improvements, or an interest or right in or with respect to them, for less than market value;
 - (b) lending money;
 - (c) guaranteeing repayment of borrowing or providing security for borrowing;
 - (d) assistance under a partnering agreement
- (2) The notice must be published before the assistance is provided and must include
 - (a) the intended recipient of the assistance, and
 - (b) the nature, term and extent of the proposed assistance.

Terms for a loan would need to be determined.

- 3. Provide a pre-commitment on funding from the 2001 grant request in the amount of \$15,000.

These funds would need to be dispersed prior to the normal granting period for 2001. The amount RTES requested for grant funding for the year 2001 was \$50,000.

- 4. Provide a Council approved grant from the Casino Funding in the amount of \$12,500.

Casino Funding Guidelines (Policy 3706 – Appendix C) states “Applications for casino funds can be made by Council or as a result of applications from the community. All community applications must be for new community programs, projects or events.”

In the 2000 budget Council approved an amount of \$70,000 committed for youth programs from casino funding. \$12,500 of that amount remains unspent. While this funding would be prior to the casino grants application procedure it would meet one of Council’s main focus area of funding programs - youth. If RTES were to apply as a community group they would not be eligible for funding, as this is not a new project.

FINANCIAL IMPACT

The \$15,000 loan could be taken from GL Account # 5205-10-619-67013.

CONCLUSION

Staff are recommending the loan to RTES in order to keep this program running and this will allow RTES the necessary time to seek additional funding from other sources.

RTES provides a very beneficial and necessary program for children with disabilities. It is a program that allows a recreational opportunity to a portion of the population who have limited opportunities. RTES has done a significant amount of fundraising to run this program with minimal financial involvement from the City.



Sean Davies
Special Needs Coordinator

SD:sd



City of Richmond

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Adopted by Council: June 12, 2000

POLICY 3705

File Ref: 1085-00

GRANTS PROGRAM

POLICY 3705:

It is Council policy that:

The principles on which grant funding will be approved are as follows:

A. GENERAL PRINCIPLES:

The City of Richmond supports the enhancement of a positive quality of life for all its residents, and the Council recognizes that one method of helping to achieve this goal is through an annual grants program.

Applications from non-profit or registered charitable organizations and/or groups are eligible for a City grant on the basis that they:

- offer projects, programs, services or events which have a demonstrated need in the community;
- provide the greatest benefits to the largest number of Richmond residents;
- exercise co-ordination and co-operation with other groups to prevent duplication of projects, programs, services or events;
- provide evidence of having sought funding from a variety of sources;
- promote volunteer participation and citizen involvement;
- apply a "user pay" philosophy, where applicable;
- use innovative approaches and techniques in addressing community issues;
- provide documentation supporting the financial need for funding, including, but not limited, to the current financial statements of the applicant;
- show real and financial need, and demonstrate the impact that would occur following non-funding from the City;

and on the understanding, that:

- Not all organizations meeting these general principles will automatically receive a grant or grant increase.
- Approval of a grant by the City in any particular year should not be viewed as an automatic ongoing source of annual funding. Grant renewals are not automatic,



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Adopted by Council: June 12, 2000

POLICY 3705

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GRANTS PROGRAM

nor is any increase in funds. Grant approvals in a particular year, do not guarantee that grant requests in subsequent years will be successful.

- Only one application per year will be accepted per organization.

B. DEFINITIONS OF ELIGIBLE GRANT CATEGORIES:

1. **Category 1 and Category 2 Applicants – Applicable category for any application to be determined by Council.**

Applicants may apply for Category 1 or Category 2 designation as follows:

Category 1 applicants must be deemed to be providing unique and essential services to the community of Richmond. Applicants must demonstrate how their services fit under this designation. Applicants who are deemed to be Category 1 may apply for funding in subsequent years; and

Category 2 applicants who receive funding would not be eligible to apply or receive funding for two subsequent years.

2. **Operating Assistance**

Regular operating expenses or core budgets of established organizations, including supplies and equipment, heat, light, telephone, photocopying, rent, and administrative support salaries.

3. **Projects**

One-time-only projects which respond to health, social and cultural needs within Richmond, must have a specific set of goals and objectives, and have a defined start and finish date.

4. **Programs and Services**

Ongoing programs and services which contribute to the health and social well-being of Richmond residents, or which contribute to the general interest and advantage of the City.

5. **Events (Community Promotion)**

Events which enhance and contribute to the cultural life of Richmond, which promote community involvement and spirit, and which have a defined start and finishing date (but may also be held annually), and which promote Richmond outside the City.



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Adopted by Council: June 12, 2000

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GRANTS PROGRAM

6. Council Discretion

Council may, at its discretion, award grants to groups which offer a service deemed by Council to be of value to the City, or to community committees whose mandate is to function for the good of the City and its residents.

C. EXCLUSIONS FROM ELIGIBILITY FOR CITY GRANT:

- Applications from individuals
- Activities which are restricted to people of specific religious or ethnic groups
- Annual fund-raising campaigns, form letter requests or telephone campaigns
- Building funds or capital construction campaigns
- Debt retirement
- Expenses related to attendance at seminars, workshops, symposiums, or conferences
- Agencies which primarily fund other organizations

D. GRANTS REVIEW CONSIDERATIONS

Not all organizations meeting the criteria will automatically receive a grant. Grant allocations are dependent on the Grants budget established by City Council.

In reviewing grant applications and preparing recommendations for grant allocations, Council may give primary consideration to the following factors:

- Basic eligibility and demonstrates organizational efficiency, effectiveness and stability.
- numbers of Richmond residents served
- quality of service
- financial need of the organization
- community interaction
- role and number of volunteers
- use of existing community services and facilities
- local input into governance

Relevant Portions included in the appendix of the Local Government Act are:

Division 2 – General Corporate Powers

No. 176 – 1. (c)

Division 4 – Assistance

No. 181 (b)

No. 185 – 1. (b & c)

No. 185 – 2.

The relevant sections are also boxed and marked for reference.

(2) A person who contravenes section 172.8 [prohibition against false statements] commits an offence and section 154 (2) applies.

2000-7-15.

Regulations

172.91 (1) The Lieutenant Governor in Council may make regulations as follows:

- (a) prescribing information that must be included in a notice under section 172.4 [notice of counter petition opportunity];
- (b) prescribing the form and content of counter petitions under this Division.

(2) Regulations under this section may be different for different classes of proposed bylaws, actions or other matters to which counter petition opportunities relate.

2000-7-15.

Sub
Sept. 23/98

PART 5 – Corporate Powers and Their Use**Division 1 – Corporate Status and Governing Bodies****Corporations created**

173. Each municipality and each regional district is a corporation.

1998-34-36.

Governing bodies

174. (1) The governing body of a municipality is its council and the governing body of a regional district is its board.

(2) The powers, duties and functions of a municipality or regional district are to be exercised and performed by its council or board unless this or any other Act provides otherwise.

(3) A local government, in exercising or performing the powers, duties and functions conferred on it by an enactment, is acting as the governing body of the municipality or regional district.

(4) Despite any change in their membership, the council of a municipality and the board of a regional district are continuing bodies and may complete any proceedings started but not completed before the change.

1998-34-36.

Local government jurisdiction

175. A local government may only exercise or perform its powers, duties and functions within the boundaries of the municipality or regional district unless this or another Act provides that they may also be exercised or performed outside those boundaries.

1998-34-36.

Division 2 – General Corporate Powers**Corporate powers of local governments**

176. (1) Subject to the specific limitations and conditions established by or under this or another Act, the corporate powers of a local government include the following:

- (a) to make agreements respecting
 - (i) the local government's services, including agreements respecting the undertaking, provision and operation of its services, other than the exercise of its regulatory authority,
 - (ii) operation and enforcement in relation to the local government's exercise of its regulatory authority, and
 - (iii) the management of property or an interest in property held by the local government;
- (b) to make agreements with a public authority respecting
 - (i) activities, works or services within the powers of a party to the agreement, other than the exercise of regulatory authority, including agreements respecting the undertaking, provision and operation of activities, works and services,

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June 12/00

Sub
June 12/00

(ii) operation and enforcement in relation to the exercise of regulatory authority within the powers of a party to the agreement, and

(iii) the management of property or an interest in property held by a party to the agreement;

(c) to provide assistance for the purpose of benefiting the community or any aspect of the community;

(d) to acquire, hold, manage and dispose of land, improvements, personal property or other property, and any interest or right in or with respect to that property;

(e) to delegate its powers, duties and functions, including those specifically established by an enactment, to its officers and employees, its committees or its members, or to other bodies established by the local government;

(f) to engage in commercial, industrial and business undertakings and incorporate a corporation or acquire shares in a corporation for that purpose;

(g) to establish commissions to

(i) operate services of the local government,

(ii) undertake operation and enforcement in relation to the local government's exercise of its regulatory authority, and

(iii) manage property or an interest in property held by the local government.

(2) In exercising its powers under subsection (1), a local government may establish any terms and conditions it considers appropriate.

(3) The powers of a local government under subsection (1) may be exercised outside the boundaries of the municipality or regional district.

1998-34-36; 1999-37-47; 2000-7-16.

Division 3 – Agreements

Disclosure of information relating to agreements

177. (1) This section applies if an agreement is proposed or made in relation to a matter that

(a) requires the assent of the electors, or

(b) requires the local government to provide a counter petition opportunity.

(2) To the extent that they can be disclosed under the *Freedom of Information and Protection of Privacy Act*, the local government must make available for public inspection

(a) the agreement, and

(b) all records relating to the agreement that are in the custody or under the control of the local government.

(3) The records referred to in subsection (2) must remain available for public inspection for at least the period

(a) from the time notice of other voting is given until general voting day for other voting, or

(b) from the time notice of the counter petition opportunity is given until the day on which the deadline for submitting signed counter petition forms passes.

(4) Notices under

(a) section 164 [notice of other voting], or

(b) section 172.4 [notice of counter petition opportunity]

in relation to the agreement must state that the agreement and the records relating to it are available for public inspection in the local government offices during their regular office hours.

1998-34-36; 1999-37-48; 2000-7-17.

Requirements for electors' assent or counter petition opportunities

178. (1) If an agreement is proposed or made in relation to one or more matters referred to in section 177 (1), instead of seeking assent or providing a counter petition opportunity in relation to the matters, the local government may

(a) seek the assent of the electors, or

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June 12/00

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Aug. 30/00

(b) provide a counter petition opportunity
in relation to the agreement as a whole.

(2) Section 177 applies to an agreement that is dealt with under subsection (1) of this section.

1998-34-36.

Amendment of agreements

179. If an agreement is in relation to a matter that requires the local government to obtain the assent of the electors or provide a counter petition opportunity, the requirement also applies to an amendment to the agreement in relation to that matter.

1998-34-36.

Approval for out-of-Province and out-of-country agreements with public authorities

180. (1) An agreement between a local government and a public authority in another province respecting the provision and operation of works and services has no effect unless it is approved by the minister.

(2) An agreement between a local government and a public authority in another country respecting the provision and operation of works and services has no effect unless it is approved by the Lieutenant Governor in Council.

1998-34-36.

Division 4 – Assistance

Definition of “assistance”

181. For the purposes of section 176 (1) (c) [*corporate powers – assistance*] and this Division, “assistance” means providing a grant, benefit, advantage or other form of assistance, including

(a) an exemption from a tax, fee or charge, and

(b) the forms of assistance referred to in section 185 (1) [*publication of intention to provide certain kinds of assistance*].

1998-34-36.

Prohibition against assistance to business

182. As a limitation on section 176 (1) (c), a local government must not provide assistance to an industrial, commercial or business undertaking.

1998-34-36.

Exception for assistance under partnering agreements

183. Despite section 182 and in addition to the power under section 176 (1) (c), a local government may provide assistance under a partnering agreement.

1998-34-36.

Exception for heritage conservation purposes

183.1 (1) A local government may provide assistance for one or more of the following purposes:

(a) acquiring, conserving and developing heritage property and other heritage resources;

(b) gaining knowledge about the community’s history and heritage;

(c) increasing public awareness, understanding and appreciation of the community’s history and heritage;

(d) any other activities the local government considers necessary or desirable with respect to the conservation of heritage property and other heritage resources.

(2) A local government may, by an affirmative vote of at least 2/3 of the votes cast, provide assistance for the conservation of any of the following property:

(a) property that is protected heritage property;

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Jan. 1/00

- (b) property that is subject to a heritage revitalization agreement under section 966;
 - (c) property that is subject to a covenant under section 219 of the *Land Title Act* that relates to the conservation of heritage property.
- (3) The powers under this section are in addition to the power under section 176 (1) (c) [*corporate powers – assistance*] and apply despite section 182 [*prohibition against assistance to business*].

1999-37-49.

Limitation on assistance by means of tax exemption

Sub
Aug. 30/00

184. As limitations on sections 176 (1) (c) and 183,
- (a) a council may only provide a property tax exemption in accordance with Division 1 of Part 10 [*Assessment and Taxation – Exemptions*], and
 - (b) a board may only provide a property tax exemption in accordance with Division 4.4 of Part 24 [*Regional Districts – Tax Rates and Exemptions*].

2000-7-18.

Publication of intention to provide certain kinds of assistance

185. (1) A local government must publish in a newspaper its intention to provide any of the following assistance:
- (a) disposing of land or improvements, or any interest or right in or with respect to them, for less than market value;
 - (b) lending money;
 - (c) guaranteeing repayment of borrowing or providing security for borrowing;
 - (d) assistance under a partnering agreement.
- (2) The notice must be published before the assistance is provided and must include
- (a) the intended recipient of the assistance, and
 - (b) the nature, term and extent of the proposed assistance.

1998-34-36.

Division 5 – Disposing of Land and Improvements

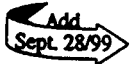
Disposition of land and improvements

186. (1) If a local government intends to dispose of land or improvements, it must make the land or improvements available to the public for acquisition.
- (2) Subsection (1) does not apply if the disposition is
- (a) to a not for profit corporation,
 - (b) to a public authority,
 - (c) to a person who, as part of the consideration for the disposition, will exchange land or an improvement with the local government,
 - (d) to a person under a partnering agreement that has been the subject of a process involving the solicitation of competitive proposals, or
 - (e) a disposition of land to an owner of adjoining land for the purpose of consolidating the lands.

1998-34-36.

Notice of proposed disposition

187. (1) A local government intending to dispose of land or improvements must publish notice of its intention in a newspaper in accordance with subsection (2) or (3), as applicable.
- (2) If the disposition is a disposition referred to in section 186 (2), the notice must include
- (a) a description of the land or improvements,



- (a.1) the person or public authority who is to acquire the property under the proposed disposition,
 - (b) the nature and, if applicable, the term of the proposed disposition, and
 - (c) the consideration to be received by the local government for the disposition.
- (3) For all other dispositions, the notice must include
- (a) a description of the land or improvements,
 - (b) the nature and, if applicable, the term of the proposed disposition, and
 - (c) the process by which the land or improvements may be acquired.

1998-34-36; 1999-37-50.

**Use of money from sale of
land or improvements**

188. (1) Subject to subsection (2),
- (a) all money received by a municipality from the sale of land or improvements must be placed to the credit of a special fund under Part 13 [*Special Funds*], and
 - (b) all money received by a regional district from the sale of land or improvements must be placed to the credit of a special fund under section 826 [*special funds*].
- (2) If, after money is received under subsection (1), a debt incurred by the municipality or regional district for the purchase or management of the land or improvements remains, there must be set aside all or part of the proceeds of the disposition, as required to repay the debt as it matures together with interest.

1998-34-36.

**Disposal of assets acquired
with Provincial grants**

189. (1) As a limitation on section 176 (1) (d) [*corporate powers – property*], before disposing of land, improvements or works acquired or constructed by or for a local government in whole or in part with a Provincial grant that was provided for that purpose, a local government must notify the inspector of the disposition unless
- (a) the first payment of all or part of the grant was provided at least 20 years before the intended disposal and the local government no longer receives grant payments with respect to that property, or
 - (b) the land, improvement or work will be used for the public purpose for which it was acquired or constructed for at least 20 years after the date of the first payment of all or part of the grant.



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Adopted by Council: June 12, 2000

POLICY 3706

File Ref: 1085-00

CASINO FUNDING GUIDELINES

POLICY 3706:

It is Council policy that:

Applications for casino funds can be made by Council or as a result of applications from the community. All community applications must be for *new* community programs, projects or events.

Casino funding may be designated for expenditure in or add to a statutory reserve fund. Funds need not be fully allocated in a period received.

Casino Funding Focus Areas:

Casino funds should be targeted to the following focus areas:

- Youth
- Seniors
- Policing in the Community
- Childcare Reserve Fund
- Preventative, alternative and/or educational programs relating to addictive behaviour which could include:
 - I. Drug abuse
 - II. Alcoholism
 - III. Gambling
 - IV. Smoking

Not all organizations meeting the City of Richmond's Casino Funding Program guidelines will automatically receive funding.