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### RECREATION GRANTS COMMITTEE

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EFFECTIVE DATE: January 10, 2023

RESOLUTION #: 14/2023

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**PURPOSE:** The committee is a Select Committee, established by Council resolution to consider or inquire into any matter and to report its findings and opinion to the council. (CC s.141)

#### Mandate

The Recreation Grants Committee will review and evaluate applications from eligible community organizations seeking Spring Recreation Grants and Fall Recreation Grants. The committee will make recommendations to Council regarding the allocation of the funds budgeted by Council for Recreation Grants.

#### Reporting

The committee will report to Council twice per year, following consideration of the spring and fall grant applications.

#### Schedule

The committee will meet in the Spring, within 10 business days of the close of applications for Spring Recreation Grant funding.

The committee will meet in the fall, within 10 business days of the close of applications for Spring Recreation Grant funding.

**MEMBERSHIP:** All appointments to voting positions must be made by resolution of Council.

#### Term

Appointments shall be for a 4 year term. Appointments may be rescinded at any time by Council and vacancies may be filled by Council resolution.

#### Composition

The voting members of the Committee shall be:

- The Mayor of Kaslo or designate
- 3 additional members of the public
- Preference is given to applicants unaffiliated with groups that regularly apply for Recreation Grant funding.

Staff may attend meetings at the discretion of the CAO, to provide procedural or subject matter advice, but will not have voting rights.

#### Quorum

Quorum shall be 3 voting members of the Committee.

**RESOURCING:**

The Corporate Officer or their designate will ensure that meeting notices are posted, agenda packages are distributed, minutes are recorded, and meeting materials are available for public inspection.

**PROCEDURE:**

Council may refer specific matters to the Committee at any time.

The provisions in the Council Procedures Bylaw regarding Committees will apply.