

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS <b>POLICY AND ADMINISTRATION MANUAL</b>	<b>AM - 1.4.11</b>
Section <b>MUNICIPAL SERVICES</b>	Subject <b>Community Contributions Policy</b>

1. This program governs annual contributions to community organizations and charities.
2. Enacted pursuant to Section 65, *Municipal Government Act*, as amended.
3. Subject to annual review and at the discretion of Municipal Council, the general operating budget shall provide for annual contributions to community organizations and charities as described in *Schedule A*. The annual review shall consider each contribution separately.
4. **ELIGIBILITY**
  - a) To be eligible to receive an annual contribution, the recipient organization must maintain current status as a
    - non-profit organization (under specific acts as identified within Subsection 65 (au) of the *Municipal Government Act*);
    - non-profit society (Nova Scotia Registry of Joint Stocks); or
    - registered Canadian charitable organization (Canada Revenue Agency).
  - b) Recipient organizations must annually submit (no later than July 5<sup>th</sup>) a copy of the organization's audited or signed financial statements.
  - c) Recipient organizations must annually submit (no later than May 1<sup>st</sup>) a written annual report for review by Municipal Council which outlines the services, projects and accomplishments of the previous year. (At the discretion of Municipal Council, the recipient organization may also be invited to make a presentation at a meeting of the Committee of the Whole or Municipal Council.)
5. The total of the contribution amounts paid out in accordance with this policy in any fiscal year shall not normally exceed the amount allocated in accordance with *Appendix A*.
6. The Municipality shall publish annually (in May) a list of the organizations and amounts of grants / contributions made in the previous fiscal year on the County website and in a newspaper circulating in the Municipality.

Municipal Clerk's Annotation for Official Policy Book	
I certify that this policy was adopted by Municipal Council as indicated below:	
Seven (7) Day Notice .....	<b>March 17, 2023</b>
Council Approval .....	<b>April 18, 2023</b>
<b><u>Carolyn Young</u></b>	<b><u>April 19, 2023</u></b>
Municipal Clerk	Date
<i>At Annapolis Royal Nova Scotia</i>	

<b>MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</b>	<b>AM - 1.4.11</b>
Section <b>MUNICIPAL SERVICES</b>	Subject <b>Community Contributions Policy</b>

**Amendment:**

**Sept. 17, 2013** – increased contribution to South West Nova Transition House Assoc. (Juniper House) from \$500 to \$1,000

**April 15, 2014** – changed normal maximum contribution amount from “0.35 of taxes” to \$45,000

**May 20, 2014** – increased contribution to Trans County Transportation Society from \$25,000 to \$33,000

**June 20, 2015 – following changes:**

- In Section 5 deleted “\$52,460” and inserted the words “the amount;”;
- Increased the amount provided to Southwest Nova Biosphere Reserve Association to \$500, and Special Olympics Annapolis County to \$1,500;
- In *Appendix A* corrected name to “Annapolis Valley Exhibition **Society** rather than **Association**; and
- Included annual contributions of \$2,000 to Visitor Information Centres within the County.

**December 15, 2015** – increased contribution to Trans County Transportation Society from \$33,000 to \$35,000

**January 16, 2018** – added in Section 3 “*The annual review shall consider each contribution separately.*”

**Amended 2019/06/18:**

Adding Section 6:

*“The Municipality shall publish annually (in May) a list of the organizations and amounts of grants / contributions made in the previous fiscal year on the County website and in a newspaper circulating in the Municipality.”*

**Amended 2020/07/21:**

Changed the amount granted to the Annapolis County Barristers Association Lovett Library from \$2,460 to \$500.

**Amended 2022/10/25:**

- deleted in Appendix A “Annapolis County Barristers Society (Lovett Library) \$500;
- In Appendix A increased the contribution to Trans County Transportation Society from \$35,000 to \$40,000.

**Amended 2023/04/18:**

In *Appendix A* individually listed the Visitor Information Centres to receive funding.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS <b>POLICY AND ADMINISTRATION MANUAL</b>	<b>AM - 1.4.11</b>
Section MUNICIPAL SERVICES	Subject <b>Community Contributions Policy</b>

***Schedule A***

Annapolis Board of Trade – Visitor Information Centre	2,000
Annapolis County 4-H Leaders' Council	500
Annapolis County Federation of Agriculture	500
Annapolis County Ground Search & Rescue	3,000
Annapolis County Seniors Safety Program	2,500
Annapolis County Visitor Information Centres (each)	2,000
Annapolis Royal Historic Gardens	2,000
Annapolis Valley Exhibition Society	2,500
Annapolis Valley Exhibition Society – Visitor Information Centre	2,000
Annapolis Valley Historical Society (Regional Museum)	1,000
Bear River Economic Development Society – Visitor Information Centre	2,000
Bridgetown and Area Chamber of Commerce – Visitor Information Centre	2,000
Town of Middleton – Visitor Information Centre	2,000
Southwest Nova Biosphere Reserve Assoc.	500
South West Nova Transition House Assoc. (Juniper House)	1,000
Special Olympics Annapolis County	1,500
Victorian Order of Nurses (Annapolis Valley Branch)	2,500
Trans County Transportation Society	40,000