



REGIONAL DISTRICT OF NORTH OKANAGAN

WHITE VALLEY PARKS, RECREATION and CULTURE ADVISORY COMMITTEE

Thursday, January 21, 2016 at 6:00 pm
At the office of the Regional District of North Okanagan

REGULAR AGENDA

ELECTION OF CHAIR AND VICE CHAIR

A. APPROVAL OF AGENDA

1. White Valley Parks, Recreation and Culture Advisory Committee – January 21, 2016

(Opportunity for Introduction of Late Items)

(Opportunity for Introduction of Late Items – In Camera Agenda)

RECOMMENDATION 1

That the Agenda of the January 21, 2016 White Valley Parks, Recreation, and Culture Advisory Committee meeting be approved as presented.

B. ADOPTION OF MINUTES

1. White Valley Parks, Recreation and Culture Advisory Committee – December 14, 2015

RECOMMENDATION 2

Page 1

That the minutes of December 14, 2015 White Valley Parks, Recreation and Culture Advisory Committee meeting be adopted as circulated.

C. DELEGATIONS

D. UNFINISHED BUSINESS

E. NEW BUSINESS

1. White Valley Parks, Recreation and Culture Advisory Committee – Meeting Location

FOR DISCUSSION

2. Kraft Hockeyville 2016

- Information and request for grant in-lieu of ice fees for promotional hockey game

FOR DISCUSSION

3. WVPRC-003 – Community Grant Policy Amendment and 2016 Community Grant Approvals

- Staff report dated January 11, 2016

RECOMMENDATION 3

Page 4

That it be recommended to the Board of Directors, the 2016 White Valley Community Grant - Community Event applications, as listed in the report titled, WVPRC-003 – Community Grant Policy Amendment and 2016 Community Grant Approvals, and dated January 11, 2016, be approved.

RECOMMENDATION 4

Page 4

That it be recommended to the Board of Directors, the White Valley Parks, Recreation and Culture Community Grant Policy – WVPRC-003, be amended as outlined in the staff report dated January 11, 2016, and titled Community Grant Policy Amendment and 2016 Community Grant Approvals, with policy changes to be advertised; and further,

That the policy changes be advertised, and staff prepare and distribute letters to all 2016 White Valley Community Grant applicants, notifying them of the changes to the Community Grant Policy and impacts to their potential 2017 requests.

F. BUSINESS ARISING FROM DELEGATIONS

G. REPORTS

1. Monthly Reports – December 2015

- Lumby Curling Club
- Pat Duke Memorial Arena
- White Valley Community Centre

RECOMMENDATION 5

Page 15

That the December 2015 White Valley Parks, Recreation, and Culture monthly reports be received for information.

H. IN CAMERA

I. ADJOURNMENT



REGIONAL DISTRICT OF NORTH OKANAGAN

MINUTES of a **REGULAR** meeting of the **WHITE VALLEY PARKS, RECREATION AND CULTURE ADVISORY COMMITTEE** of the **REGIONAL DISTRICT OF NORTH OKANAGAN** held in the Boardroom at the Village of Lumby Municipal Hall, Lumby, BC on Monday, December 14, 2015.

Members:	Director R. Fairbairn Councillor R. Ostafichuk Director H. Cameron	Electoral Area "D" Village of Lumby Electoral Area "E"	Chair Vice Chair
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Staff:	S. Banmen T. Nelson T. Kadla D. Manson	General Manager, Finance Community Development Coordinator Village of Lumby, Administrator Village of Lumby, Public Works and Parks Superintendent
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CALL MEETING TO ORDER

The meeting was called to order at 9:05 a.m.

APPROVAL OF AGENDA

White Valley Parks, Recreation and Culture Advisory Committee – December 14, 2015

Moved and seconded by Director Cameron and Councillor Ostafichuk
That the Agenda of the December 14, 2015 White Valley Parks, Recreation, and Culture Advisory Committee meeting be approved as presented.

CARRIED

ADOPTION OF MINUTES

White Valley Parks, Recreation and Culture Advisory Committee – October 13, 2015

Moved and seconded by Councillor Ostafichuk and Director Cameron
That the Minutes of October 13, 2015 White Valley Parks, Recreation and Culture Advisory Committee meeting be adopted as amended.

CARRIED

NEW BUSINESS

Proposed Concrete Slab for Hanson Park Ice Rink

Moved and seconded by Director Cameron and Councillor Ostafichuk
That the recommendations in the letter of support dated November 1, 2015 regarding the proposed concrete slab for the Hanson Park Ice Rink be included in the 2016 White Valley Parks, Recreation and Culture (070) financial plan.

CARRIED

Upgrades to the Pat Duke Arena

Moved and seconded by Councillor Ostafichuk and Director Cameron
That it be recommended to the Board of Directors, up to \$25,000 be approved in the 2015 budget for upgrades to the gas detection system at the Pat Duke arena with funding to come from the White Valley Parks, Recreation and Culture (070) operating reserves.

CARRIED

2016 White Valley Community Grant Applications – Meeting Room Use

Moved and seconded by Councillor Ostafichuk and Director Cameron
That it be recommended to the Board of Directors, the Elves Shelves event be added as an annually awarded community event in the White Valley Community Event Grant Policy (WVPRC-003), effective as of the 2015 season.

CARRIED

Moved and seconded by Director Cameron and Councillor Ostafichuk
That it be recommended to the Board of Directors, the Family Days event be added as an annually awarded community event in the White Valley Community Event Grant Policy (WVPRC-003), effective as of the 2015 season.

CARRIED

Moved and seconded by Director Cameron and Councillor Ostafichuk
That it be recommended to the Board of Directors, the 2016 White Valley Community Grant - Meeting Room applications, as listed in the report titled 2016 Community Grant Applications and dated December 8, 2015, be approved.

CARRIED

Moved and seconded by Councillor Ostafichuk and Director Cameron
That it be recommended to the Board of Directors, the 2016 White Valley Community Grant – Event application for the Skate-a-thon be denied.

CARRIED

2016 White Valley Parks, Recreation and Culture (070) Budget

Moved and seconded by Directors Cameron and Fairbairn
That it be recommended to the Board of Directors, an addition of \$2,000 for a one-time grant to the Lumby Live Society for upgrades to the gazebo located in Arbor Park, be added to 2016 White Valley Parks, Recreation and Culture budget (070), with funds to come from reserves.

CARRIED

Moved and seconded by Director Cameron and Councillor Ostafichuk
That it be recommended to the Board of Directors, the 2016 White Valley Parks, Recreation and Culture (070) budget proposal be approved for inclusion in the 2016 Regional District of North Okanagan Financial Plan as amended.

CARRIED

REPORTS

Monthly Reports – October and November 2015

Moved and seconded by Councillor Ostafichuk and Director Cameron
That the October and November 2015 White Valley Parks, Recreation, and Culture monthly reports be received for information.

CARRIED

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:59 a.m.

Next meeting: Thursday, January 21, 2016

CERTIFIED CORRECT

Chair
Rick Fairbairn

Community Development Coordinator
Tannis Nelson



**REGIONAL DISTRICT
of
NORTH OKANAGAN**

REPORT

File No.: 0340.02.PARKS/WVPRC/WVPRC-003

TO: White Valley Parks, Recreation and Culture
FROM: Parks, Recreation and Culture
DATE: January 11, 2016
SUBJECT: WVPRC-003 - Community Grant Policy Amendment and 2016
Community Grant Approvals

RECOMMENDATIONS:

That it be recommended to the Board of Directors, the 2016 White Valley Community Grant - Community Event applications, as listed in the report titled, *WVPRC-003 – Community Grant Policy Amendment and 2016 Community Grant Approvals*, and dated January 11, 2016, be approved.

That it be recommended to the Board of Directors, the White Valley Parks, Recreation and Culture Community Grant Policy – WVPRC-003, be amended as outlined in the staff report dated January 11, 2015, and titled *Community Grant Policy Amendment and 2016 Community Grant Approvals*; and further,

That the policy changes be advertised, and staff prepare and distribute letters to all 2016 White Valley Community Grant applicants, notifying them of the changes to the Community Grant Policy and impacts to their potential 2017 requests.

BACKGROUND/HISTORY:

The Regional District approved the White Valley Parks, Recreation and Culture Community Recreation Grant Policy No. WVPRC-003 in 2009. The purpose of the policy was to encourage community events by providing financial grants to offset facility rental fees for community groups that are presenting community events using White Valley Parks, Recreation and Culture managed facilities for the benefit of area residents. In some cases, the grants allow events to take place which, if the White Valley Parks, Recreation and Culture Service (service) had the resources, the Service may have chosen to provide the event directly. Examples like this would include the Spring Fling and the Fall Ball.

The deadline of the grant application is September 30th of the previous year in which the event is to be held. In 2015, the Board of Directors amended Policy No. WVPRC-003 to add a second annual grant application intake in April, in order to consider additional events that may not have been planned far enough in advance to meet the September deadline.

At their December 2015 meeting, the White Valley Parks, Recreation and Culture Committee approved the Meeting Room Use grant applications, and recommended to the Board of Directors that an amendment be made to the WVPRC-003 White Valley Community Grant Policy to add the Elves Shelves event to the list of annual event applications. These recommendations are scheduled to be considered by the Board at their meeting on January 20, 2015.

DISCUSSION:

There were eleven grant applications received at the September intake of the 2016 White Valley Community Event grant program. The applications have now been reviewed and adjudicated, and are summarized in the table included as Attachment “A”. All repeat applications have been given the same approval status as provided in 2015, on condition that no changes were made to the event.

As part of this year’s grant review process, recommended changes to the policy governing the White Valley Community Grant program have been brought forward for consideration. The changes are being recommended in order to provide greater clarity for the community members, and Regional District administration, around what types of events are eligible under this grant program. The revised policy has been included as Attachment “B”, with the proposed changes shown underlined.

If the policy is endorsed as amended, some of the proposed changes will likely result in modifications to the adjudication and approval status of some reoccurring Community Event grant applications (provided no substantial change to the event is made). The applications that may be impacted are:

Event	Organization	Probable Change in status	Reason for change
Walk, Roll & Run	Lumby & District Health Services Society	No longer eligible for grant	<ul style="list-style-type: none"> Fundraising event
Christmas Creations Craft Fair	Christmas Creations	No longer eligible for grant	<ul style="list-style-type: none"> Consumer show Operator is not a registered NFP
Skate-a-thon	Lumby and District Figure Skating	No longer eligible for grant	<ul style="list-style-type: none"> Fundraising event
End of year skating show	Lumby and District Figure Skating	No longer eligible for grant	<ul style="list-style-type: none"> Sport-specific event, like tournament or meet
Business Gala Awards	Lumby and District Chamber of Commerce	No longer eligible for grant	<ul style="list-style-type: none"> Trade / consumer show
Oktoberfest	Lumby Lions Club	No longer eligible for grant	<ul style="list-style-type: none"> Fundraising event that is not open to the entire community (19+)

If the amended policy is endorsed, each 2016 grant applicant will be sent a letter notifying them of the changes to the policy and the potential implications for their respective event in future years. The changes will also be advertised through the regular grant advertising process in the local newspapers and on the Regional District website.

ALTERNATIVES AND IMPLICATIONS:

If there is interest from the Committee in retaining support for some or all of the events that are listed above, there are a couple of options that could be considered:

1. Endorse the amended policy as presented, and provide a grant-in-aid to the specific event organizer.

The cleanest way to maintain support for one or more of the above-listed events would be to provide a direct cash grant to the organization in the amount of their facility rental cost. This will allow the Regional District to contain the eligibility of the grant to the purpose as stated in the policy.

The Regional District already provides a grant to the Lumby and District Health Services Society, which could be increased if desired. The Chamber of Commerce also receives some money through a Regional District discretionary grant, as well as an annual grant from the Village of Lumby.

The Lumby and District Figure Skating Club does not receive a grant from the Regional District, other than for free monthly use of the meeting room, but is eligible for community-use facility fees at 50% of the cost for their youth programming. If a grant was provided to this sports organization, it is likely that similar requests will come forward from other local youth sports organizations.

The Lumby Lions Club does not receive a grant from the Regional District, other than for free monthly use of the meeting room. Monies raised as a result of the Oktoberfest are distributed by the Lumby Lions Club through community grants. In this way, by providing a grant for this event, local government is using the loss of potential rental fee revenue to offset the cost of a group's fundraiser. Although the money may go back to local organizations and projects, it is generally considered best-practice not to use local government operating funds for donations.

Finally, in the case of events that are organized by groups that are not registered not-for-profit organizations, the Regional District does not have many options. Bestowing benefit to business is not permitted as per Section 25 of the Community Charter and Section 273 of the Local Government Act. Financial support for these events is prohibited, whether through grants in lieu of fees or through direct grants. In these cases, the event organizer would be advised by Regional District staff to seek a not-for-profit partner with which to collaborate.

2. Make the event type eligible for grant funding in the policy.

Most of the affected events fall into either the fundraising event category, or the trade/consumer show category. The recommendations in the policy are based on the idea that the purpose of the excluded event types is something other than being *organized primarily for the benefit and enjoyment of local residents and are accessible to the public with free or low cost activities*. In the case of trade and consumer shows, the event's primary purpose is the sale and/or marketing of goods and services. The primary purpose of fundraising events is to raise money for either the organization hosting the event, or a third-party. In either case with fundraising, it is generally considered best-practice to allow taxpayers to choose their own "cause" to donate their money, rather than having local government offset the costs of a group's fundraiser, and indirectly donating to a specific organization.

Although it is recommended that the policy be endorsed as presented, the Committee may choose to remove some event types from the ineligible list, making them eligible. The risk to this decision, is that other events of the same type may apply and be eligible in the future, increasing the facility rental times and costs associated with no-revenue bookings.

EXISTING POLICY:

White Valley Parks, Recreation and Culture Community Grant Policy No WVPRC-003

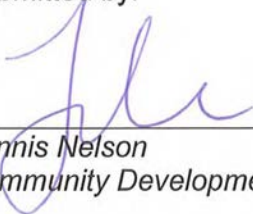
FINANCIAL/BUDGETARY CONSIDERATIONS:

The funds budgeted for this grant will not result in a net increase to the overall budget, since facility rental revenue would be increased by the same amount as the grant, offsetting the additional expense.

COMMUNICATIONS CONSIDERATIONS:

The community grant guidelines are made available on-line on the Regional District website, and advertisements about the grant opportunity are put in the newspaper, one month in advance of each intake deadline.

Submitted by:



Tannis Nelson
Community Development Coordinator

Endorsed by:



Stephen Banmen,
General Manager, Finance

Approved for Inclusion:



David Sewell, Chief Administrative Officer

WHITE VALLEY PARKS, RECREATION AND CULTURE ADVISORY COMMITTEE - REGULAR AGENDA
 January 21, 2016 - Item E.3

Attachment "A"

Community Grant Program
 2016 Community Event Applications

Grant Type	Organization	Event Name	Date (2015)	Event Purpose	Facility Requested	Cost of Rental	2015 APPROVED	2016 RECOMMENDATION	Detail of Recommendation
Annual Event	Lumby Lions Club	Santa's Anonymous Toy Run	TBD	Christmas event	Royals Park	\$138.13	Approved for all facilities requested	Approved for all facilities requested	Annual approval
Annual Event	Lumby Days Society	Lumby Days Family Festival	TBD	Lumby Days - Community building event	WVCC - 3 Halls Kitchen PD- Dry Floor Curling Club Oval Park Tennis Courts	\$1,412.71	Approved for all facilities requested.	Approved for all facilities requested.	Annual approval
Annual Event	School District 22	Charles Bloom Graduation Ceremonies (Curling Club)	TBD	Community celebration for graduates	Lumby Curling Club	NA	Approved for all facilities requested	Approved for all facilities requested	Annual approval
Annual Event	Elves Shelves	Elves Shelves	TBD - December	Community event	WVCC	\$183.23	Approved for all facilities requested	Approved for all facilities requested	Annual approval
Event Application	Lumby and District Health Services Society	Walk, Roll and Run	September 24, 2016 - September 25, 2016	1, 3, 8 km walk, roll and run to encourage fitness in the community for all ages and people with mobility issues and raise money for the health services society.	WVCC - 3 Halls Kitchen	\$240.21	Free use of WVCC Hall and kitchen, with plates, cups and cutlery	Approved for all facilities requested as per 2015	This will be the last year that this event is eligible as per the new policy, as it would be considered a fundraising event, which are not eligible.
Event Application	Christmas Creations Craft Fair	Christmas Creations Craft Fair	November 5 - November 6	Christmas craft fair/consumer show - all handmade or hand crafted items. Opportunities for vendors to display their talents. Secondary fundraising component.	WVCC - 3 Halls Kitchen	\$240.21	50% of community rate, with approval for 2 hour rental intervals	50% of community rate on 3 Halls, kitchen and plates, cups, cutlery	This will be the last year that this event is eligible as per the new policy, as it would be considered a consumer show, and it is not run by a not-for-profit organization.
Event Application	Lumby Community Thrift Store Society	Royal Tea	July 9, 2016 - July 10, 2016	Social event with music and food.	WVCC - 3 Halls Kitchen	\$240.21	Approved for free use of 3 WVCC Halls, kitchen with plates, kitchen with	Approved for free use of 3 WVCC Halls, kitchen with plates, cups and cutlery	
Event Application	Lumby and District Figure Skating Club	Skate-a-thon	30-Jan-16	Team-building event / fundraiser	PD - Ice	\$140.45	No application or approvals	No grant approval.	This is a fundraising event for the local figure skating club, and is therefore not eligible for this program as per the grant policy.

WHITE VALLEY PARKS, RECREATION AND CULTURE ADVISORY COMMITTEE - REGULAR AGENDA
January 21, 2016 - Item E.3

Attachment "A"

Community Grant Program
2016 Community Event Applications

Grant Type	Organization	Event Name	Date (2015)	Event Purpose	Facility Requested	Cost of Rental	2015 APPROVED	2016 RECOMMENDATION	Detail of Recommendation
Event Application	Lumbly and District Figure Skating Club	End of Year Skating Show	26-Feb-16	A chance for community to come and enjoy watching the kids skate	PD - Ice	\$351.13	No application or approvals	No grant approval.	This is not recommended for a grant as it is a sport-specific event, and not organized primarily for the benefit of all local residents, but rather as a year-end demonstration.
Event Application	White Valley Community Resource Centre	Lumbly and Area Seniors and Persons with Disabilities Spring Fling	11-May-16	Social event with activities, music, lunch where local and area seniors and persons with disabilities can socialize.	WVCC - 3 Halls Kitchen	\$240.21	Approved for free use of 3 WVCC Halls, kitchen with plates, cups and cutlery	Approved for free use of 3 WVCC Halls, kitchen with plates, cups and cutlery.	
Event Application	White Valley Community Resource Centre	Lumbly and Area Seniors and Persons with Disabilities Fall Ball	17-Oct-16	Social event with activities, music, lunch where local and area seniors and persons with disabilities can socialize.	WVCC - 3 Halls Kitchen	\$240.21	Approved for free use of 3 WVCC Halls, kitchen with plates, cups and cutlery	Approved for free use of 3 WVCC Halls, kitchen with plates, cups and cutlery.	
Event Application	Lumbly and District Chamber of Commerce	Business Gala Awards	TBD	Community organizations and local businesses come out to showcase (one spring and one fall)	PD - Dry Floor	\$719.70	Approved for 50% of the community rate	Approved for 50% of the community rate	This will be the last year that this event is eligible as per the new policy, as it is considered a trade or consumer show.
Event Application	Lumbly Lions Club	Oktoberfest	17-Oct-15	Dinner and dance - live band. Secondary fundraiser. 19+	WVCC - 3 Halls Kitchen	\$240.21	Approved for free use of 3 WVCC Halls, kitchen with plates, cups and cutlery	Approved for free use of 3 WVCC Halls, kitchen with plates, cups and cutlery	This will be the last year that this event is eligible as per the new policy, as it is not free or low cost employment for the benefit of all local residents (19+ with tickets required), and is primarily a fundraiser
Event Application	White Valley Community Resource Centre	Wisey Fish Passage Committee - Community Update	26-Oct-16	Opportunity for the public and interested parties to ask questions regarding the wisey dam fish passages, of reps of the various committee members.	WVCC - 3 Halls	\$240.21	No application or approvals	No grant approval.	This application is not recommended for approval because it does not meet the criteria of being an event that is organized for the benefit or enjoyment of local residents with free or low-cost activities.

Attachment "A"

Community Grant Program
 2016 Community Event Applications

Grant Type	Organization	Event Name	Date (2015)	Event Purpose	Facility Requested	Cost of Rental	2015 APPROVED	2016 RECOMMENDATION	Detail of Recommendation
Event Application	Lumby Swim Club	Lumby Swim Club Meet	June 17, 2016 - June 19, 2016	Swim meet and competition	Lumby Pool Kitchen	\$673.45	Approved for 50% of the community rate for use of the kitchen, with approval for 2 hour rental intervals	As this is a youth program, it will continue to be eligible for 50% of the community rate for use of the kitchen under the fees and charges bylaw. No additional grant provided.	This application is not recommended for approval because it does not meet the criteria of being an event that is organized for the benefit or enjoyment of local residents with free or low-cost activities. It is a sport-specific event, more closely aligned with a tournament/ meet.
						\$5,300.32			



REGIONAL DISTRICT OF NORTH OKANAGAN

POLICY NO. WVPRC-003

White Valley Parks, Recreation and Culture Community Grant	
Approval Date:	December 9, 2009
Amendment Date(s):	October 7, 2015; <i>January 20, 2015</i>

PURPOSE

White Valley Parks, Recreation and Culture provides financial grants to offset facility rental fees for community groups for two purposes:

1. to support local, not-for-profit community organizations that are operating community events that are organized primarily for the benefit and enjoyment of local residents and are accessible to the public with free or low cost activities, and are located within White Valley Parks, Recreation and Culture facilities;
2. to support local, not-for-profit community organizations that provide a benefit to the community, through grants to offset facility fees associated with use of the White Valley Community Centre Meeting Room for the organization's administrative meetings.

POLICY

General Guidelines

1. Funding will be provided only within the limits of the budgeted amounts approved by the Board of Directors of the Regional District of North Okanagan (Regional District).
2. Applicants must be registered, not-for-profit organizations (or charities), in good-standing, and must be based in the White Valley service delivery area.
3. The Regional District will only provide funding to offset the use of facility rental fees of parks or facilities under the responsibility of the Regional District.
4. Grant applications will not be accepted from any group or organization that has outstanding obligations to the Regional District, or any of its partner municipalities, financial or otherwise.
5. Grant funding may be limited where an organization or event generates a surplus.

6. The following types of events are NOT eligible:

- Fundraising events
- Conferences, seminars & symposiums
- Private events
- Tradeshows / consumer shows
- Marketing initiatives
- Training, clinics, programs
- Banquets
- Political events
- Sport tournaments / meets

7. Retroactive funding will not be considered. Retroactive funding is defined as funding of an event/meeting after it has commenced or is completed.
8. Applicants will be advised of the result of their application, including the amount and any conditions of approved funds, within four months of the application deadline.

Application Guidelines

Standing Applications

The following community organizations are considered to have an annual standing application, in the amount of the facility rental costs associated with the listed events and facilities, and are not required to submit a grant application for these events:

Organization	Event	Facility/Facilities
Charles Bloom Secondary	Graduation Ceremonies	Lumby Curling Club
Lumby Lions Club	Santa's Anonymous Toy Run	Royals Ball Park and ancillary areas
Lumby Days Society	Lumby Days Festival	White Valley Community Ctr (all)
		Pat Duke Arena
		Lumby Curling Club
		Oval Park
		Tennis Courts
White Valley Community Resource Centre	Elves Shelves	White Valley Community Ctr (all)

The above standing applications are not guaranteed to receive a grant, but only pre-qualified and exempt from having to make an application.

Application Deadlines

All applicants, other than those listed as a Standing Application, must submit a complete application by the deadline for their event or organization meetings, being:

September 30th of the previous year for events or meetings falling between January 1st and December 31st.

April 30th of the same year for events or meetings falling between June 30th and December 31st.

For clarity, there are two application deadlines for events/meetings that will take place between May 30th and December 31st, however funding will be allocated on a first-come, first-serve basis assuming all other considerations are equal. This means that funding *may be* fully allocated by the April 30th deadline.

Application Requirements

- a) The application must demonstrate that the project will benefit the overall White Valley community and its residents, and will provide support for recreation and/or cultural activities at the local community level.
- b) The Regional District may choose to provide an application form to facilitate the application process but, at minimum, an application must contain:

Event Applications

- Official organization(s) name(s) (as registered).
- Identification of primary applicant, in the case of a joint application, where the Primary Applicant is defined as that organization who will be responsible for finances and accountability.
- A brief description of the event.
- A description of the target market/audience for the event.
- A description of the benefit that the event will provide to the community.
- Budget for the event, including all revenue sources.
- Written endorsement of the application by the governing body, or copy of the applicant organization's Board motion endorsing the application must be available upon request.
- Relevant background information (if applicable).

Meeting Space Applications

- Official organization(s) name(s) (as registered).
 - Identification of primary applicant, in the case of a joint application, where the Primary Applicant is defined as that organization who will be responsible for finances and accountability.
 - A brief description of the organization.
 - A description of the target market/audience for the service provided by the organization.
 - A description of the benefit that the organization provides to the community.
 - Written endorsement of the application by the governing body, or copy of applicant organization's Board motion endorsing the application must be available upon request.
 - Relevant background information (if applicable).
- c) Applications that are not complying with this policy will be deemed to be incomplete and will not be forwarded for consideration.

PROCEDURES

Application Process

- The Regional District will advertise the White Valley Parks, Recreation and Culture Community Grant program through newspaper and website, each August.
- Grant information, including guidelines and application requirements, will be posted and available on the Regional District webpage.

Grant Award Process

- Grants to offset facility rental fees will generally be distributed by a credit applied against the rental fee. Cash grants will only occur where the organization has pre-paid the rental fee.



Report

To: White Valley Parks, Recreation & Culture Advisory Committee
From: Dave Manson, Superintendent of Public Works, Parks & Recreation
Date: December 2015
Re: Lumby Curling Club Monthly Report

- **Any Unscheduled Closures:**
 - None
- **Unscheduled significant maintenance/repairs:**
 - None
- **Work done by outside contractors:**
 - None
- **Any issues/concerns raised by facility users:**
 - None
- **Other:**



Operations Update

To: White Valley Parks, Recreation & Culture Advisory Committee
From: Dave Manson, Superintendent of Public Works, Parks & Recreation
Date: December 2015
Re: Pat Duke Memorial Monthly Report

- **Any Unscheduled Closures:**
 - None

- **Schedule of events held at Pat Duke Memorial Arena:**
 - Regular weekly ice user groups
 - Public Skate times through holidays:
 - Dec 22 5:00-8:00
 - Dec 23 2:30-6:00
 - Dec 27 6:00-8:00
 - Dec 28 5:00-7:00
 - Dec 30 2:30-4:30
 - Jan 2 3:00-5:00

- **Unscheduled significant maintenance/repairs:**
 - None

- **Work done by outside contractors:**
 - Dec 22 – Rap Welding
 - N.E. Players Ice Gate repair
 - Covers fabricated for Dehumidifier motors

- **Any issues/concerns raised by facility users:**
 - None

- **Other:**



Operational Update

To: White Valley Parks, Recreation & Culture
From: Dave Manson, Superintendent of Public Works, Parks & Recreation
Date: January 12, 2016
Re: White Valley Community Centre Monthly Report

- **Any unscheduled closures:**
 - None.
- **Preventative Maintenance completed:**
 - Painting of the hallway and entrance
- **Unscheduled significant maintenance/repairs:**
 - Dec 12 - The left front window of the outside front entrance was broken by a patron attending a 50th Birthday Party held at the Community Centre. The window has been replaced and we are awaiting the replacement of the Okanagan Regional Library vinyl lettering.
- **Work done by outside contractors:**
 - December 17th Speedy Glass- replacement of front window
- **Issues/concerns raised by facility users:**
 - None

- **Schedule of events held at the Community Centre:**

- Dec 1 Lions Meeting
- Dec 4 Memorial Tea
- Dec 5 Childs Birthday Party
- Dec 6 Minor Hockey Meeting
- Dec 8 Toastmasters
- Dec 12 Elves Shelves- White Valley Resource Centre
- Dec 12 50th Birthday Party
- Dec 15 Adventures in Cooking- White Valley Resource Centre
- Dec 15 Lions Christmas Dinner
- Dec 16 White Valley Resource Centre Board Meeting
- Dec 17 Good Food Box
- Dec 25 Christmas Dinner

Programs

- **List of new programs started plus registration numbers for each program:**

- Dec 29/30 Babysitter Training – 6 participants

- **List of programs offered that did not run:**

- None

Notes:

- Winter Guide published and distributed through local elementary schools. Copies are available for pickup at the Community Centre, Village Office and Pat Duke Arena. The Guide can also be located on the Village of Lumby website and the White Valley Parks, Recreation and Culture Facebook page.
- 238 likes on the White Valley Parks, Recreation and Culture Facebook page. We continue to hear feedback from patrons who have found it to be a valuable resource for locating information on upcoming events, programs and closures.
- Painting of the Community Centre hallway over the winter break. Feedback from patrons has been very positive.