



## STAFF REPORT

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**DATE:** October 22, 2024

**FILE:** 0550-04 Board

**TO:** Chair and Directors  
Regional Board

**FROM:** David Leitch  
Chief Administrative Officer

**RE:** REQUEST FOR FINANCIAL ASSISTANCE – SAYWARD SECRET SANTA

### **PURPOSE/PROBLEM**

To consider a recommendation from the Electoral Areas Services Committee regarding the provision of financial assistance for the Sayward Secret Santa initiative.

### **EXECUTIVE SUMMARY**

At its October 9, 2024 meeting the Electoral Areas Services Committee considered the attached report and passed the following resolution:

Vonesch/Mawhinney: EASC 376/24

THAT the Committee recommend that a grant in aid for the Sayward Secret Santa c/o Village of Sayward in the amount of \$500 to assist with providing 2024 Christmas hampers and gifts to Sayward families in need be paid from the Electoral Area A grant in aid budget.

The following actions are offered in support of the Committee's recommendation.

### **RECOMMENDATIONS**

1. THAT the report from the Chief Administrative Officer be received.
2. THAT a grant in aid for the Sayward Secret Santa c/o the Village of Sayward be paid from the Electoral Area A grant in aid budget in the amount of \$500 to assist with providing 2024 Christmas hampers and gifts to Sayward families in need.

Respectfully:

A handwritten signature in blue ink, appearing to read "David Leitch", is written over a horizontal line. The signature is fluid and cursive.

David Leitch  
Chief Administrative Officer

**Prepared by:** E. Watson, Manager Corporate Operations

Attachment: Copy of October 7, 2024 report to the EASC



## STAFF REPORT

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**DATE:** October 7, 2024

**FILE:** 0550-04 EASC Reports

**TO:** Chair and Directors  
Electoral Areas Services Committee

**FROM:** Dave Leitch  
Chief Administrative Officer

**RE:** REQUEST FOR FINANCIAL ASSISTANCE – SAYWARD SECRET SANTA

### PURPOSE/PROBLEM

To consider an application for financial assistance applicable to Electoral Area A.

### POLICY

The Local Government Act authorizes regional districts to provide assistance for the purpose of benefiting the community or any aspect of the community through a grant in aid service. The Strathcona Regional District grant in aid policy includes the following criteria for consideration of applications:

- the grant-in-aid is within the current year's budgeted allocation;
- the grant would not subsidize activities that are the responsibility of senior governments, as this would represent a downloading of senior government costs to local taxpayers;
- grants should not be made to other local governments, (i.e.: municipalities).
- grants should not be used to augment tax funded functions (eg. volunteer fire departments, community halls, etc) when the grant request is for a service or item that is included in the establishment bylaw for that specific local service area;
- grants must not be provided to an "industrial, commercial or business undertaking";
- a need for the service/project within the community and the financial need of the organization is demonstrated.

### SUMMARY


The Strathcona Regional District is in receipt of a request for financial assistance as detailed on the attached summary sheet. From a financial perspective, the request falls within the budget limits currently authorized in the 5-year financial plan bylaw and, to the extent that staff are able to determine, the request meets the policy criteria established by the Regional District. However, with respect to the matters of community need and/or financial need (as stated above), it should be noted that the associated staff analysis is necessarily limited to the information provided by the applicant. The Area A Director has requested that it be placed before the Board. Accordingly, the application is appropriate for the Board's consideration of approval and, in that event, the passage of a resolution confirming the awarding of the grant will be required.

### RECOMMENDATIONS:

1. THAT the report from the Chief Administrative Officer be received.

2. THAT the Committee recommend that a grant in aid for the Sayward Secret Santa c/o Village of Sayward in the amount of \$500 to assist with providing 2024 Christmas hampers and gifts to Sayward families in need be paid from the Electoral Area A grant in aid budget.

Respectfully,



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Dave Leitch  
Chief Administrative Officer

**Prepared by:** *E. Watson, Manager, Corporate Operations*

**Attachments:** *August 24, 2024 email from Director Whalley and grant request from the Sayward Secret Santa*

COPY



## Area 'A' Grants in Aid Summary (2024)

<b>Grant in Aid 2023 Budget</b>	\$ 10,000
<i>(2023-2027 Final Financial Plan)</i>	
 <b>Applications previously approved for funding in 2024</b>	
Sayward PAC	\$ 800
Sayward Futures Society	\$ 1,500
<b>Total approved to date</b>	\$ 2,300
<b>AVAILABLE BALANCE</b>	\$ 7,700

<b><i>New applications received</i></b>	
<i>Sayward Secret Santa c/o Village of Sayward</i>	500
	\$ 500
<i>If all new applications are approved, total funds available (overspent):</i>	\$ 7,200

## Edith Watson

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**From:** Gerald Whalley  
**Sent:** August 24, 2024 11:57 AM  
**To:** Tom Yates  
**Subject:** Sayward Secret Santa

Good afternoon, Tom,

On the next Electoral Area Committee agenda, please put a request for the Electoral Areas Committee to recommend to the Board that a grant in aid be approved for the Sayward Secret Santa in the amount of \$500 to assist with costs associated with providing Christmas Hampers and gifts to Sayward families in need, to be paid from the Electoral Area A grant in aid budget.

Thank you,

Gerald Whalley

Regional Director  
Strathcona Regional District  
Kyuquot-Nootka/Sayward (Area 'A')  
(250) 282-3787  
[gwhalley@srd.ca](mailto:gwhalley@srd.ca)

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**From:** Debbie Grill <[dbbgrill@gmail.com](mailto:dbbgrill@gmail.com)>  
**Sent:** Saturday, August 24, 2024 10:29 AM  
**To:** Gerald Whalley <[gwhalley@srd.ca](mailto:gwhalley@srd.ca)>  
**Subject:** Sayward Secret Santa

**NOTICE:** This email is from an external source.

Hello Mr. Whalley, I hope this email finds you well.

Its that time of year again to start thinking about the Secret Santa here in Sayward.

Last year, with your help, we provided 30 families with a little extra help to make the holidays a little easier. Each family received a food hamper with a complete Christmas dinner and a few little extras including a small gift for all family members.

The looks on the faces of these families receiving these hampers makes all the effort worthwhile.

We are hoping the SRD is willing to contribute again this year. As usual, donations of cash, toys or food would be greatly appreciated and can be accepted at the Village of Sayward office or you can contact me any time at [dbbgrill@gmail.com](mailto:dbbgrill@gmail.com)

Thank you for your continuing support.  
Debbie Grill