

**RESORT MUNICIPALITY OF WHISTLER**

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STAFF REPORT TO COUNCIL

PRESENTED: December 7, 2021
FROM: Legislative Services
SUBJECT: AMENDMENTS TO COUNCIL POLICY A-7: COMMUNITY ENRICHMENT PROGRAM

REPORT: 21-141
FILE: A-7

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Corporate and Community Services be endorsed.

RECOMMENDATION(S)

That Council adopt Council Policy A-7: Community Enrichment Program, as amended and attached as Appendix A to Administrative Report to Council No. 21-141.

PURPOSE OF REPORT

The purpose of this report is to present amendments to Council Policy A-7: Community Enrichment Program (the CEP Policy) and ask Council to approve Council Policy A-7: Community Enrichment Program, as amended.

☐ Information Report ☒ Administrative Report (Decision or Direction)

DISCUSSION

Background

The CEP provides funding on an annual basis to not-for-profit organizations or societies with connections to the Resort Municipality of Whistler (RMOW) that are considered by Council to be contributing to the general interest and advantage of the Whistler community.

The CEP Council Policy A-7 was adopted on December 6, 2004 and later amended three times in 2007, 2016 and 2018.

During the 2020 and 2021 CEP intake process, staff reviewed the CEP Policy and are suggesting amendments to improve the clarity and efficiency of the CEP program.

In addition, staff are recommending that the Whistler Secondary School Grant section of the CEP Policy be amended to offer Council the possibility to award more scholarships moving forward. Since the Council Policy adoption in 2004, this section has not been amended.

In May 2021, in response to Covid-19 and other factors, Council awarded \$1,000 to seven Whistler Secondary students, distributing \$7,000 in scholarships. Council Policy A-7 states that two \$1,000 scholarships will be awarded to two members of the Whistler Secondary School graduating class. The \$5,000 in additional scholarship funds were sourced from the Council operating budget.

Analysis

CEP Policy Updates

During the intake and reporting periods for the CEP Program in 2021, staff encountered common questions and misunderstandings from potential applicant organizations. As such, staff are recommending some technical amendments to the CEP Policy to clarify the purpose and requirements to apply for CEP funding. These amendments are highlighted in yellow in the attached Council Policy A-7: Community Enrichment Program Policy. These amendments include:

1. Amending Section 1.0 by adding the following:
 - Funding is issued on an annual basis and is subject to the availability of CEP funds in the RMOW's current year's budget.
 - Approval of a CEP funding application in any given year does not guarantee that funding will be granted in any subsequent year.
2. Adding the following as section 1.1:
 - The applicants must operate in one of the following categories: Environment, Social Services, Community Service, Recreation and Sport, or Arts and Culture.
3. Amending section 2.0 by adding the following:
 - Funding under the CEP Program will not be approved for special events, including one-time events.
4. Amending section 3.2 by adding the following:
 - CEP Grant Application Forms must be received by 4 p.m. on February 15 of each year. No late submissions will be considered after the deadline.

None of these are substantive changes, but seek to clarify the requirements for potential applicants.

Whistler Secondary School Scholarship Updates

Staff note that this section of the CEP Policy has not been amended since its inception in 2004. Staff researched how many scholarships were awarded in the Whistler Community for the 2020-2021 period. In total, 44 awards and scholarships were offered, with amounts ranging from \$500 to \$5,000.

Staff also looked into scholarships offered by other municipalities. Listed below are a few examples of scholarships awarded each year, with individual amounts varying from \$750 to \$2,000 and total amounts ranging from \$2,000 to \$8,000:

Municipality	Awards and scholarships	Total awarded
Delta	<ul style="list-style-type: none"> Heritage Commission Scholarship \$1,000 Delta Agricultural Scholarship \$2,000 	\$3,000
Burnaby	Burnaby Bursary Awards \$1,000 x8 (8 public secondary schools, award \$1,000 to one student at each school)	\$8,000
Langley	\$750 x 6 students	\$4,500
Squamish	\$1,500 x 2 students	\$3,000
Maple Ridge	Art Scholarship Awards \$1,500 x 5 students	\$7,500
Surrey	Employee memorial scholarships \$1,000 x 2 students	\$2,000

Staff are therefore recommending that:

- Section 7.1: Whistler Secondary School Grant be amended and replaced with the following:
 - As part of the yearly CEP Grant Budget, Council will award **four \$1,500 scholarships to four** members of the Whistler Secondary School graduating class.
 - The Scholarship Committee of Whistler Secondary School will put forward to Council all applications and a list of recommendations for Council to **make four selections** based on the following criteria.
- Amending section 7.1.1 by adding the following:
 - Strong academic performance: the student must achieve a “B” average or higher. **Whistler Secondary School will send a confirmation letter that each student applying for the scholarship meets this requirement.**
 - Preference will be given to those identifying financial need: if applicable, students should identify financial need on their application form and include any initiatives taken to help offset post-secondary costs (e.g., summer and/or part-time employment, etc.) **Any such information will be held in strict confidence.**
- Amending sections 7.2.3 and 7.2.4 and replacing with the following:
 - Council will **select the four** recipients at a Council meeting in May.
 - The four** selected recipients will receive their scholarships in June.

OPTIONS

In the event that Council does not approve staff’s recommendation to award four \$1,500 scholarships to four members of the Whistler Secondary School graduating class and amend section 7.1 (Whistler Secondary School Grant) as proposed, the following other options are proposed:

- As part of the yearly CEP Grant Budget, Council will award **six \$1,000 scholarships to six** members of the Whistler Secondary School graduating class.
- As part of the yearly CEP Grant Budget, Council will award **two \$2,000 scholarships to two** members of the Whistler Secondary School graduating class.
- No amendment**, Council will award two \$1,000 scholarships to two members of the Whistler Secondary School graduating class.

POLICY CONSIDERATIONS

Relevant Council Authority/Previous Decisions

Pursuant to section 8(2) of the *Community Charter*, Council may provide any service that the council considers necessary or desirable, and may do this directly or through another organization. Council have previously decided that it is desirable to provide CEP funding to not-for-profit organizations or societies that provide services to the Whistler community in the areas of the Environment, Social Services, Community Service, Recreation and Sport, or Arts and Culture.

Council is guided by the CEP Council Policy A-7, which outlines the requirements of organizations wishing to apply for financial assistance, when it may be provided to not-for-profit organizations or societies contributing to the general interest and advantage of the municipality of Whistler.

Corporate Plan

The RMOW Corporate Plan is updated annually and articulates strategic direction for the organization. This section identifies how this report links to the plan.

Council Focus Areas

☒ Community Balance

*Effectively **balance resort and community needs** through deliberate planning, partnerships and investment*

☐ Climate Action

*Provide leadership to **accelerate climate action and environmental performance** across the community*

☐ Housing

*Advance strategic and innovative initiatives to enable and **deliver additional employee housing***

☐ Pandemic Recovery

*Leadership and support for **community and tourism recovery and sustainability** – priority focuses are where recovery needs intersect with other Council focus areas*

☐ Not Applicable

Community Vision and Official Community Plan

The Official Community Plan (OCP) is the RMOW's most important guiding document that sets the community vision and long-term community direction. This section identifies how this report applies to the OCP.

The RMOW values its relationships with the Community members who play an important role in the achievement of the OCP's Vision. Whistler community's connections are strong and interactions with visitors are valued as an extension of the community. The RMOW has established meaningful

partnerships at all levels, including with Community stakeholders based on open dialogue, honesty, respect and collaboration, resulting in the achievement of mutual goals and shared benefits.

As per Chapter 9 of the OCP, the RMOW has established a solid foundation of education and learning opportunities. Whistler's schools include the Whistler Secondary School, for which the RMOW is supporting by awarding scholarships to students of the graduating class. The RMOW is supportive of expanding education and learning initiatives, and has the objective to collaborate with school administrations and the Ministry of Education to ensure that Whistler students have the opportunity to advance to post-secondary education.

BUDGET CONSIDERATIONS

There are no budget considerations in respect to the proposed amendments to the CEP Council Policy A-7. If approved the additional funding for the Whistler Secondary School scholarships would come from the existing CEP budget.

LIL'WAT NATION & SQUAMISH NATION CONSIDERATIONS

The RMOW is committed to working with the Lil'wat People, known in their language as *L'il'wat7úl* and the Squamish People, known in their language as the *Skwxwú7mesh Úxwumixw* to: create an enduring relationship; establish collaborative processes for Crown land planning; achieve mutual objectives; and enable participation in Whistler's resort economy. This section identifies areas where RMOW activities intersect with these relationships.

There are no specific considerations to include in this report.

COMMUNITY ENGAGEMENT

Level of community engagement commitment for this project:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

Application packages are accessible to the public and can be downloaded on the Whistler.ca website. The application period is also announced to the public by a notice published in the *Pique Newsmagazine*. Application packages include the CEP Policy to inform applicants and provide guidance during the process.

Each organization requesting funding will be required to present their application at a Committee of the Whole Council meeting.

Organizations that receive funding are required to submit a reporting form to Legislative Services for inclusion in the Regular Council Package in December and organizations who receive more than \$10,000 will present to Council at a regular Council meeting in December on how their funds were utilized and will publish a press release on their social media channels.

REFERENCES

Appendix A – Council Policy A-7: *Community Enrichment Program (proposed amendments)*

SUMMARY

Staff requests that Council adopt Council Policy A-7: Community Enrichment Program as amended and attached as Appendix A to Administrative Report to Council No. 21-135.

SIGN-OFFS

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