



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: West Hants Municipal Committee of the Whole

Submitted by: Kathy Kehoe, Director Community Development

Date: May 28, 2026

Subject: 2026 Grants and Contributions & Barrier-Free Small Business Accessibility Grant Recommendation Report

LEGISLATIVE AUTHORITY

Municipal Government Act sections 57, 65 and 273

RECOMMENDATION

Committee of the Whole recommends to Council that:

Council adopts the attached summary, as presented, recommending grant funding to the listed recipients and authorizing staff to release funds once all requirements, as outlined under the Grants and Contribution Policy and the Barrier-Free Small Business Accessibility Grant Policy, have been met.

Further, it is recommended the following grants be approved from the Canada Community Building Fund:

- a. **Annapolis Valley Regional Centre for Education- Falmouth District Elementary School** – to assist with the construction of a new inclusive and accessible playground - \$30,000
- b. **Falmouth Family Park Society** - to assist with the cost associated with preparing a 40x60 block of the park to receive playground equipment purchased in 2025 - \$4,000
- c. **Annapolis Valley Regional Centre for Education - Windsor Elementary School Home & School Association** – to assist with the costs associated with the

Windsor Elementary Community Play Hub to support accessible pathways to the community play hub - \$3,500

- d. **West Hants Baseball Association** – to assist with the cost associated with washroom accessibility upgrades at Coyote Park to improve safe, inclusive access for athletes, families and spectators of all abilities - \$2,500

Further

...it be recommended to Council, to approve from the 5% Reserve Fund:

- a. **Brooklyn Volunteer Fire Department Auxiliary** – to assist with the cost associated with upgrading sections of the trail surface and entry points to provide safer access for the public, replacement of a small wooden bridge, and to replace old signage - \$2,500
- b. **Glooscap Heritage Archers Association** - to assist with the costs associated to replace the outdoor targets on the outdoor target range and to build a lockable, protective overhead covering for them - \$2,500
- c. **Hant Sno-Dusters** – to assist with the cost of associated with trail building, trail maintenance, signage, bridge building and safety for all recreation groups using the trail systems yearly - \$2,500
- d. **Hantsport Memorial Community Centre** – to assist with costs associated with purchasing three commercial-grade accessible picnic tables to support the ongoing outdoor basketball court revitalization project - \$3,000

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☒	Economic ☒	Councillor Activity ☐
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Each year, the Municipality receives numerous requests for funding from worthwhile not-for-profit or charitable community organizations who, through volunteer efforts provide services to the community. Staff have reviewed the requests and coordinated the funding recommendations within the approved budgeted allotments and in keeping with the Grants and Contributions Policy. Funding requests were received from seventy-three different organizations. Staff have not recommended funding for various reasons including organizations that: that did not demonstrate they had the financial resources to contribute 50% of the project cost; who were not in good standing with the Registry of Joint Stock Companies; did not demonstrate financial need or did not meet the Canada Community Building fund eligibility

criteria all based on the Grants and Contributions Policy. Additionally, during the grant review process an applicant was re-directed to apply through the WHRM Heritage Grant program.

The objective of this policy is to treat all organizations fairly, equitably, and reasonably, within the parameters established by Council as follows: a) Youth development b) Senior support and services c) Public safety d) Provincial events e) Heritage and Culture on an annual basis. Council will determine the amount of funding during the budget process.

Grants and contributions are recommended based on the understanding they are for services or activities which council has or is likely to deem required by the municipality and within the Municipality's legislative mandate.

According to the rules around expending Canada Community Building Fund monies to third parties, Council must, by separate motion, authorize each expenditure.

In the MGA Section 273 (5A) (a) – Council may transfer funds to a non-profit organization that is providing parks, playgrounds, or other recreational facilities in the municipality to be used for the acquisition of and capital improvements to those parks, playgrounds or recreation facilities or other recreational facilities; and;

(b) the interest on the funds referred to in subsections (5) and (13) to a village or non-profit organization that is providing parks, playgrounds, or other recreational facilities in the municipality to be used for the operation or maintenance of those parks, playgrounds, or other recreational facilities.

Currently WHRM has a total of \$11,115.75 in interest accumulated from the 5% Reserve Fund in the 2025/26 fiscal year.

In September 2025 Council approved the Barrier-Free Small Business Grant Policy. The purpose of this policy is to support small businesses in making physical improvements that enhance accessibility for people with disabilities. Requests under this program were reviewed by staff and members of the West Hants Accessibility Committee in keeping with the Barrier-Free Small Business Accessibility Grant Policy.

DISCUSSION

Grants are generally provided in the form of funds, while contributions may be through in-kind support using municipal resources, both tied to a specific outcome. Both sources of support must be reported annually by the Municipality, as is required by legislation.

Through the West Hants Grants and Contributions Policy RCOFN-012.00 the total amount paid for grants in a fiscal years' operating budget will not normally exceed 1.5% of the taxes for the general municipal purposes levied by the municipality. For the 2026/27 fiscal year 1.5% of the taxes levied equates to \$291,709.91

With \$11,115.75 accumulated in interest from the West Hants 5% Reserve Fund in the 2025/26 fiscal year which Council may transfer to a qualifying non-profit organization.

The following annual grant types have been identified by the municipality:

1. Operating grant – Maximum contribution \$1,500
2. Community Capital Project grant Maximum contribution \$2,500
3. Public Safety Grants – Maximum contribution of \$7,500
4. Community Recreation Program grant – Maximum contribution \$1,000
5. Community Event grant – Maximum contribution \$1,000
6. Special Events Operations & Promotion grant – Maximum contribution \$5,000
7. Leadership grant – Maximum contribution - \$1,000
8. Sponsorship Advertising/Donation of Prizes Requests – Maximum contribution per organization per year \$100.
9. Youth Travel Assistance – Maximum Contribution Limits apply.
11. Community Trail Funding Program – Maximum contribution - \$2,500
12. Major Capital Project grant - Depending on the funding source identified by staff, additional requirements may be necessary to maintain eligibility.

Gas Tax funding requirements:

- a. Agreement to abide by the Municipal agreement with the Province of Nova Scotia
 - b. Community Energy Systems - \$2,500 limit
 - c. Cultural Infrastructure - \$5,000 limit
 - d. Tourism Infrastructure - \$5,000 limit
 - e. Recreational Infrastructure - \$5,000 limit
 - f. Broadband Connectivity - \$5,000 limit
 - g. Trails - \$2,500 limit
12. Recreation Facility Capital Investment Project Grants – Maximum Contribution \$50,000 with no greater than 50% of the funds being contributed by WHRM; projects must be for the betterment of the entire community and accessible by all residents and be Parks, Recreation and Culture related.
 13. In-kind Contributions
 14. Barrier Free Small Business Accessibility Grant – up to \$5,000 per small business

Canada Community Building Fund (CCBF), formerly Federal Gas Tax Grants: CCBF grant requests are reviewed during the grants and contributions process for validation and suitability. If they meet the qualifying criteria for use of the Canada Community Building Fund the Municipality is permitted to offer capital funding to third party, not-for profit

organizations. But all contributions are still subject to the stacking limitations imposed by the federal government.

Council has received requests for funding of an eligible capital nature from:

- a. **Annapolis Valley Regional Centre for Education- Falmouth District Elementary School** – to assist with the construction of a new inclusive and accessible playground - \$30,000
- b. **Falmouth Family Park Society** - to assist with the cost associated with preparing a 40x60 block of the park to receive playground equipment purchased in 2025 - \$4,000
- c. **Annapolis Valley Regional Centre for Education - Windsor Elementary School Home & School Association** – to assist with the costs associated with the Windsor Elementary Community Play Hub to support accessible pathways to the community play hub - \$3,500
- d. **West Hants Baseball Association** – to assist with the cost associated with washroom accessibility upgrades at Coyote Park to improve safe, inclusive access for athletes, families and spectators of all abilities - \$2,500

Further

...it be recommended that Committee of the Whole recommend that Council approve from the 5% Reserve Fund:

- a. **Brooklyn Volunteer Fire Department Auxiliary** – to assist with the cost associated with upgrading sections of the trail surface and entry points to provide safer access for the public, replacement of a small wooden bridge, and to replace old signage - \$2,500
- b. **Glooscap Heritage Archers Association** - to assist with the costs associated to replace the outdoor targets on the outdoor target range and to build a lockable, protective overhead covering for them \$2,500
- c. **Hant Sno-Dusters** – to assist with the cost of associated with trail building, trail maintenance, signage, bridge building and safety for all recreation groups using the trail systems yearly - \$2,500
- d. **Hantsport Memorial Community Centre** – to assist with costs associated with purchasing three commercial-grade accessible picnic tables to support the ongoing outdoor basketball court revitalization project - \$3,000

As per Canada Community Building Fund agreement, should Council approve the motions stated above, the Municipality will enter into an agreement with the groups based on the terms and conditions required under the CCBF agreement. This includes ensuring the organizations continue to operate the facility for the same purpose as stated in the application for up to 10 years. Failing to do this will require the organizations to reimburse the Municipality for the funds at a prorated rate, based on years of use.

Attached you will find the Grants & Contributions requests and staff recommendations.

Included in the 2026/27 Operational Budget was funding to support the Barrier-Free Small Business Grant Program. For the 2026/27 fiscal year one application was received and reviewed by members of the Accessibility Committee and found to be in compliance with the policy.

Q & H Holdings Limited 3038433 (OK Tire) is being recommended for approval for the Barrier-Free Small Business Accessibility Grant funding in the amount of \$5,000.

NEXT STEPS

If approved, staff will notify groups, organizations and the qualifying business of the decision of Council and will process the grants as approved.

FINANCIAL IMPLICATIONS

Through the West Hants Grants and Contributions Policy RCOFN-012.00 the total amount paid for grants in a fiscal years' operating budget will not normally exceed 1.5% of the taxes for the general municipal purposes levied by the municipality. For the 2026/27 fiscal year 1.5% of the taxes levied equates to \$291,709.91.

Grants and Contribution funding was approved in the 2026/27 budget, in the amount of \$148,500 with the grants to be finalized upon budget approval. Based on the proposed summary, \$180,000 is recommended, with \$129,500 being funded through the operating budget.

The remaining is proposed from the West Hants 5% Reserve Fund and the Canada Community Building Fund (CCBF).

\$50,000 was the budgeted withdraw from the CCBF for grants in 2026-27. It should be noted that financial support from the CCBF fund must be approved by West Hants Regional Council annually for eligible projects.

2026-27 Grant Summary

Total Grant Request \$ 536,257.44

Total Barrier-Free Small Business Grant Request \$ 5,000.00

GRANT RECOMMENDATIONS	Budget	Recommendation	Budget Remaining
Operating Grant		\$ 79,100.00	
Community Recreation Program		\$ -	
Community Events	\$ 116,000.00	\$ 5,250.00	\$ 9,300.00
Special Events		\$ 19,750.00	
Leadership		\$ 2,600.00	
CCBF	\$ 50,000.00	\$ 40,000.00	\$ 10,000.00
Public Safety	\$ 7,500.00	\$ -	\$ 7,500.00
Community Trail Fund	\$ 5,000.00	\$ 5,000.00	\$ -
In-Kind	\$ 10,000.00	\$ 12,800.00	\$ (2,800.00)
5% Reserve		\$ 10,500.00	\$ -
Barrier-Free Small Business Accessibility	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL	\$ 198,500.00	\$ 180,000.00	\$ 29,000.00

The Canada Community Building Fund balance is projected to be about \$1,308,482.56 as of March 31, 2027. After the five-year capital plan, the fund is expected to have a remaining balance of \$13,430.56. Given the low projected ending balance, future funding decisions will need to be made carefully.

Barrier-Free Small Business Accessibility Grant funding was approved in the 2026/27 operating budget in the amount of \$10,000 with grants to be finalized on budget approval. Based on the proposed summary for the Barrier-Free Small Business Accessibility grant, \$5,000 is recommended to be funded through the operating budget.

The total 2026-27 grants proposed to be disbursed is \$180,000.

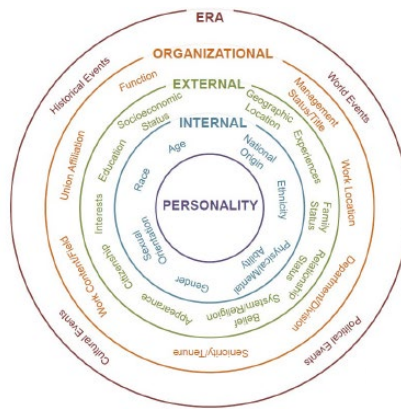
DIVERSITY, EQUITY, INCLUSION AND ACCESSIBILITY CONSIDERATIONS

The Barrier-Free Small Business Accessibility Grant Policy was approved by Municipal Council as a result of the Equity, Anti-Racism, and Accessibility Strategic Plan Strategic Action #5 (below):

Help make businesses, community organizations, and events more accessible and inclusive to people of all ages and abilities in alignment with Access by Design 2030: Achieving an Accessible Nova Scotia and Government of Nova Scotia Accessibility Plan (2022-2025)

5.5 Establish a municipal grant program to financially support small businesses completing accessibility improvement projects.

This is the first grant to be awarded as a result of this new grant funding policy.



ALTERNATIVES

Council can approve, amend, or change any recommendation presented by staff with the understanding these decisions may fall outside of the established policy. This is not the course of action recommended by staff.

ATTACHMENTS

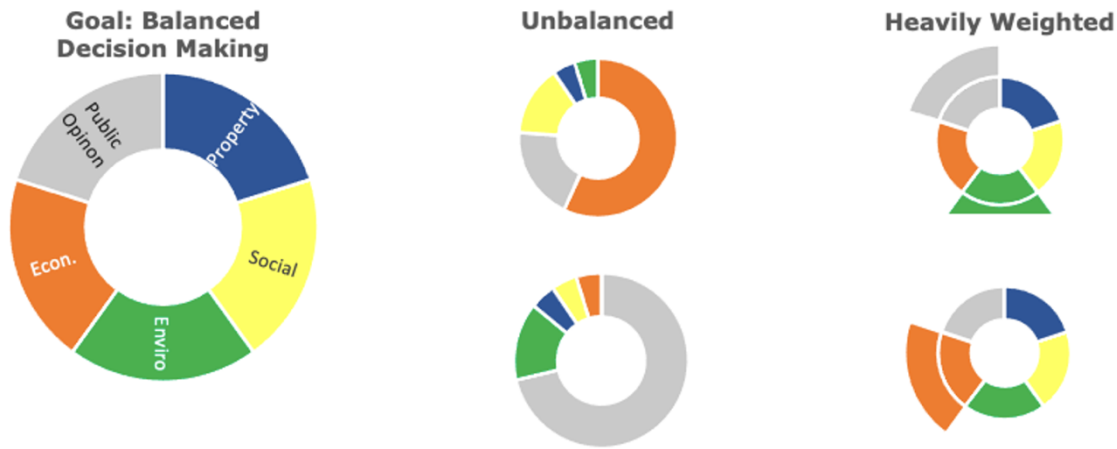
- West Hants Regional Municipality Grants and Contributions Policy RCOFN-012.00
- Barrier-Free Small Business Accessibility Grant Policy RCOFN-015.00
- 2026/27 Grant Summary & Grants & Contributions Requests with Staff Recommendations per policy & 2026/27 Barrier-Free Small Business Accessibility Request & Recommendation per policy

CHIEF ADMINISTRATIVE OFFICER REVIEW

The Director and Community Development staff have referenced the set policies, provided rationale for the selection / grant recommendation process and reference fiscal impacts to reserves and the operating budget.

I support the recommendations.

Council has been provided with a reference taken from the Meeting and Committee Procedural Policy , Appendix C “Decision Making by Council and Committee of the Whole” as a reminder of the principles highlighted for good decision making.



Report Prepared by: _____
Kathy Kehoe, Director Community Development

Report Reviewed by: _____
Carlee Rochon, Director Financial Services

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer



1.0 PURPOSE

The West Hants Regional Municipality wishes to recognize the valuable contributions provided through the volunteer efforts of community organizations and agencies on behalf of its residents. This policy demonstrates and formalizes Council's commitment to assist organizations which provide beneficial programs, services, or projects to the community while, at the same time, recognizing the financial constraints affecting the Municipality's ability to provide funding to these groups.

This policy will establish eligibility requirements, identify types of funding available, explain how this is established each year, and outline application, monitoring, and reporting requirements. Application forms and guidelines will be developed by the Administration in support of the policy intent.

2.0 POLICY OBJECTIVE

The objective of this policy is to treat all organizations fairly, equitably, and reasonably, within the parameters established by Council as follows:

- a) Youth development
- b) Senior support and services
- c) Public safety
- d) Provincial events
- e) Heritage and Culture

On an annual basis Council will determine the amount of funding during the budget process.

3.0 AUTHORITY

Authority is provided under Section 65, Municipal Government Act, as amended. The total of the amounts paid for grants in a fiscal year's operating budget will not normally exceed 1.5% of the taxes for general municipal purposes levied by the municipality.

4.0 ORGANIZATIONAL ELIGIBILITY



Pursuant to Section 65 of the *Municipal Government Act*, grants or contributions may be expended where required by the Municipality to a:

- Society within the meaning of the Children and Family Services Act.
- Mental health clinic in receipt of financial assistance from the province.
- Exhibition held by an educational institution in the Municipality.
- Club, association, or exhibition within the meaning of the Agriculture and Marketing Act.
- Charitable, nursing, medical, athletic, educational, environmental, cultural, community, fraternal, recreational, religious, sporting, or social organization within the province.
- Daycare licensed under the Day Care Act.
- Registered Canadian charitable organization.
- Volunteer fire and emergency services providers, as defined in Municipal Government Act, who are registered with the Municipality

Heritage Property Act

Heritage designated properties within the boundaries of the West Hants Regional Municipality may be eligible for municipal grants and contributions not included within this policy.

5.0 TYPES OF GRANTS OR CONTRIBUTIONS AND MAXIMUM FUNDING ALLOCATION

Grants are generally provided in the form of funds, while contributions may be through in-kind support using municipal resources, both tied to a specific outcome. Both sources of support must be reported annually by the Municipality, as is required by legislation. In the case of an urgent community need, Council has the authority to fund projects outside of this Policy and the maximum approved funding allocations stated in this Policy. An urgent community need refers to a sudden issue that significantly affects the well-being, accessibility or sustainability of a community space. This need requires immediate attention and funding to prevent negative consequences. Examples of urgent community need include structural or safety concerns, disaster recovery, accessibility compliance or health and safety repairs.

5.1 Operating Grants

- Maximum Contribution \$1,500



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GRANTS AND CONTRIBUTIONS POLICY**

RCOFN-012.00

- Operating funding for not-for-profit community groups to assist with general operating expenses, including administrative or insurance costs and program related expenses.

5.2 Community Capital Project Grants

- Maximum Contribution \$2,500
- To assist in the expansion or improvement of an indoor or outdoor cultural, social, heritage, and recreation facilities and/or equipment for projects under \$2,500. *Funding will not be granted to purchasing recreation equipment that the Municipality can reasonably expect individuals or groups to buy for themselves.*
- A separate agreement may be required depending on the nature and value of the asset for which the funds are provided.

5.3 Public Safety Grants

- Maximum Contribution \$7,500, up to the amount set in the fiscal operating budget.
- Grants under this category are for non-profit organizations registered with the Municipality that provided or ensure public or community safety.

5.4 Community Recreation Program Grants

- Maximum Contribution \$1,000
- Recurring community recreation programs which Council has determined provide significant benefit to the broad community and are open to all members of the public.
- Assistance provided to groups interested in the creation, expansion and improvement or recreational opportunities in their communities.

5.5 Community Event Grants

- Maximum Contribution \$1,000
- Community Events that are of a cultural, social, or recreational significance to the community.

5.6 Special Events Operations & Promotion Grants

- Maximum Contribution \$5,000

- To provide assistance for special events operations and promotions that will see participants and spectators attend from outside the West Hants Regional Municipality. This funding will support events that foster good community relations, support culture, develop the local economy and tourism industry and enrich the quality of life for residents and visitors.

5.7 Leadership Grants

- Maximum Contribution \$1,000
- Grants available for recreation groups seeking help to provide supervision and leadership to implement a program.
- Wanting to have representatives attend leadership training that will improve the function of the group or the quality of leadership.

5.8 Sponsorship Advertising/Donation of Prizes Requests

- Maximum contribution per organization per year \$100. Grants will only be awarded to the extent the current fiscal budget permits.
- To provide assistance for advertising to local not-for-profit organizations for projects, events or initiatives that benefit residents and are within the mandate of the Municipality.

5.9 Youth Travel Assistance

- Maximum Contribution Limits apply – Grants will only be awarded to the extent that the current fiscal budget permits.
- The Youth Travel Assistance Grant Program applies to residents of the West Hants Regional Municipality, 22 years of age or under, involved in non-profit minor sports or cultural activities, who have qualified to compete in sport championships/cultural events.

5.10 Community Trail Funding Program

- Maximum contribution - \$2,500
- The trail funding program supports community organizations in the maintenance and development of trails for public use.

5.11 Major Capital Project Grants

- To assist with the expansion or improvement of an indoor or outdoor cultural, social, heritage and recreation facilities and/or equipment for capital projects

- A separate agreement may be required depending on the nature and value of the asset for which the funds are provided.
- Depending on the funding source identified by staff, additional requirements may be necessary to maintain eligibility.
 - Canadian Community Building Fund requirements:
 - Agreement to abide by the Municipal agreement with the Province of Nova Scotia, which includes having the ability to pay for the project before reimbursement from the Municipality
 - Community Energy Systems - \$2,500 limit
 - Cultural Infrastructure - \$5,000 limit
 - Tourism Infrastructure - \$5,000 limit
 - Recreational Infrastructure - \$5,000 limit
 - Broadband Connectivity - \$5,000 limit
 - Trails - \$2,500 limit

5.12 Recreation Facility Capital Investment Project Grants

- Maximum Contribution –\$50,000
- To aid with expansion or improvement of indoor or outdoor not-for-profit community recreation facilities.
- Funding request is defined as a capital project partnered with the West Hants Regional Municipality with no greater than fifty percent (50%) of the funds being contributed by the Regional Municipality.
- In exceptional circumstances, Council may choose to contribute more than fifty percent (50%) of the cost of the project but will only do so when the need is clear and urgent, and all other sources of funding have been investigated.
- Projects must be completed during the fiscal year in which the funds are being requested. No carry-over of funds will be permitted.
- Projects must be for the betterment of the entire community and accessible by all residents and be Parks, Recreation and Culture related.
- Projects must follow the West Hants Regional Municipality Procurement and Tendering Policy RCOFN-003.00 or a procurement process approved by the West Hants Regional Municipality.
- The total amount funded through the Recreation Facility Investment Projects grant program will be determined by West Hants Regional Council



on a case-by-case basis.

- Depending on the funding source identified by staff, additional requirements may be necessary to maintain eligibility.
 - Canadian Community Building Fund requirements:
 - Agreement to abide by the Municipal agreement with the Province of Nova Scotia, which includes having the ability to pay for the project before reimbursement from the Municipality.
 - Under special request the Municipality can extend up to 75% of the approved grant value in advance of the project being completed.
 - A written request with project quotes must be provided to receive a grant advance.
 - Receipt of payments made to vendor must be provided to the Municipality for filing with the Province.

5.13 In-kind Contributions

- The provision of Municipal property/facilities, materials, or resources to support a service, program, project, or event.

6.0 FUNDING ELIGIBILITY

An applicant organization must meet the following criteria to be considered for a Grant or Contribution.

- 6.1 There can only be maximum of two applications per organization per fiscal year.
- 6.2 Grant applicants should be able to demonstrate active fundraising efforts to support the continuation of a program, project, or service. The West Hants Regional Municipality should not be considered as a primary source of funding for the organization. (This Section 6.2 is not applicable to those applicants who provide volunteer services on behalf of the Municipality in lieu of the Municipality providing the services directly, e.g., Volunteer Fire Societies.)
- 6.3 Funding requests can be defined as events/projects/programs which support, sustain, promote, inform, educate, celebrate, preserve, and/or provide access to



the arts, culture, environment, heritage, safety and/or health activities for a specific or general demographic or geographic group.

6.4 Requests for financial assistance for events of a Municipal, Provincial or National significance which would be expected to bring economic and/or public relations benefit to the Municipality.

6.5 The applicant must demonstrate a commitment to all the following principles:

- a) Accessibility (open to all Municipal residents)
- b) Effectiveness (funding supports specific Municipal goals or objectives)
- c) Accountability (through sound management and financial practices)

6.6 Requests for financial assistance for the Recreation Facility Capital Investment Project must submit audited financial statements for three consecutive years prior to the application year. Requests for financial assistance under this category must also submit details of all funding sources.

7.0 GENERAL INFORMATION

7.1 Municipal Council sets the funding limits and annual budget allotments within this Grants and Contributions Policy.

7.2 Applicants will complete the appropriate Municipal application form and supply the requested documentation.

7.3 Application deadlines and expiry periods may apply.

7.4 All applications except for youth travel and sponsorship/donations are approved by Council and applicants will be notified by letter of approval or denial. The letter will state any terms and conditions that apply to the grant approvals. In-kind donations may be considered outside of this policy if the organization has not received municipal support in the fiscal year. These donations must be approved by either the Chief Administrative Officer or the Director of Community Development and would not exceed an in-kind value of \$300 per organization.

7.5 Applications for youth travel and sponsorship/donations are reviewed and approved by either the Director of Community Development or the Chief Administrative Officer.

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- 7.6 Applicants should demonstrate community support, fundraising efforts, and efficient use of resources, sound business practices, and development of volunteers.
- 7.7 A financial statement and pertinent documentation must be filed with the Municipality annually.
- 7.8 The Municipality reserves the right to deny any application it deems not within its mandate.
- 7.9 All proposed work must comply with Municipal, Provincial and Federal regulations.
- 7.10 The following are the evaluation criteria that will be applied when reviewing grant applications:
- a. Project/program fits within the mandate (vision/mission) of the Municipality.
 - b. The organization is a not-for-profit and in good standing with the Registry of Joint Stock Companies.
 - c. The application is for a program, event, facility is for public community purpose.
 - d. A financial need is demonstrated.
 - e. The organization is sourcing other funding partners.
 - f. The project is economical.
 - g. The project/program brings value to the residents of the Municipality.
 - h. The funding provided by the Municipality will enable the organization to leverage dollars from other funding agencies.
 - i. The facility, program or event provides a good return on investment.
 - j. The applicant has demonstrated that they will recognize the Municipality's contribution.
 - k. The organization has demonstrated long-term sustainability.
 - l. The applicant has demonstrated its own commitment to the project (i.e., in-kind donations, financial contribution etc.)
- 7.11 Individuals are not eligible for funding under the Grants and Contributions Policy except with written authorization through recognized organizations or where legislation allows the Municipality to do so.



- 7.12 Funding will not be provided to offset accumulated deficits or funding shortfalls. Funding consideration is based only on budgeted revenues and expenditures in the year for which the assistance is requested.
- 7.13 The applicant organization must spend or allocate grant funding within the current fiscal year for which it has been approved and for the sole purpose under which it has been granted unless approved by the Municipality.
- 7.14 Requests received under the urgent community need must complete an application form and include all necessary budget and financial statements. Requests of this nature must be approved by the Chief Administrative Officer to be submitted to Municipal Council and accompanied with a staff report.

8.0 APPLICATION PROCESS

- 8.1 Requests for funding under this program must be submitted on or before the third Thursday in February annually. Public notification will be provided of the submission date and requirements for all grant programs.
- 8.2 All applications must be accompanied by the required documentation to be considered complete when received.
- 8.3 Incomplete applications may not be processed.
- 8.4 Late applications received after the deadline set by Administration will not be processed unless approved by the Chief Administrative Officer to be an Urgent Community Need.
- 8.5 Applicants receiving a grant or contribution under the Grants and Contributions Policy will not be eligible to receive a grant or contribution under any other grant program established by Council in the same fiscal year. This does not apply to organizations exempted under the Property Tax Exemption policy.

9.0 GENERAL TERMS

- 9.1 Granting of assistance in any one year or over several years is not a commitment to future funding.



- 9.2 Applications for in-kind support will be forwarded to the respective department for review and a separate report to Council will be prepared for consideration and approval during the approval process.

10.0 THE ROLE OF ADMINISTRATION

- 10.1 The Administration of West Hants Regional Municipality receive, and process written and complete submissions by applying established parameters, within the budget approved by Council.
- 10.2 Grant applicants determined to be ineligible for funding will be notified, in writing as soon as is practically possible.
- 10.3 The Chief Administrative Officer will provide a written report to Council on the recommended disposition of funds, annually.
- 10.4 Requests for grants and contributions received outside of the established grant application period will not be considered unless it is deemed by the Chief Administrative Officer to be an urgent community need.
- 10.5 Successful applicants will be notified with an official letter with instructions and reporting requirements.
- 10.6 Pursuant to the Municipal Government Act, Section (65C), a list of grants approved by West Hants Regional Municipality to community organizations will be published annually on the municipal website. The information will include the name of the applicant, name of the organization and grant funding approved.

11.0 RELATED PROGRAMS & INFORMATION

- 11.1 Youth Travel Assistance Program Guidelines
- 11.2 Community Trail Funding Program Guidelines
- 11.3 Community Development In-kind Contribution Grant
- 11.4 Grants to Recognized Fire Services



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RCOFN-012.00

11.5 Registered Heritage Properties Grant

12.0 REPEAL

12.1 The Grants and Contribution Policy, RCOFN-012.00, dated January 24, 2023, is hereby repealed.

I, Deanna Snair, Municipal Clerk of the West Hants Regional Municipality, in the Province of Nova Scotia, do hereby certify that this is a true copy of the Policy as adopted by the Council of the West Hants Regional Municipality at a meeting duly called and held on the 22nd day of April , 2025.

Deanna Snair
Municipal Clerk

Adoption	
Notice to Council:	Date: November 10, 2020



West Hants

WEST HANTS REGIONAL MUNICIPALITY
GRANTS AND CONTRIBUTIONS POLICY

RCOFN-012.00

Approval:	Date: November 24, 2020
Description: Initial approval of the Grants and Contribution Policy, RCOFN-012.00.	
Adoption	
Notice to Council:	Date: October 11, 2022
Approval:	Date: October 25, 2022
Description First Amendment to include the Recreation Facility Capital Investment Project Grant with a maximum of up to \$50,000 per qualifying organization per calendar year.	
Adoption	
Notice to Council:	Date: January 10, 2023
Approval:	Date: January 24, 2023
Description: Second Amendment • Section 5.2 remove "provide assistance for" and replace with "assist with" • Section 5.6 remove "provide assistance for" and replace with "assist with" • Section 5.8 remove "provide assistance for" and replace with "assist with" • Section 5.11 remove "provide assistance for" and replace with "assist with", remove Agreement to abide by the Municipal agreement with the Province of Nova Scotia, which includes having the ability to pay for the project before reimbursement from the Municipality" and add "Agreement to abide by the Municipal agreement with the Province of Nova Scotia, which includes ensuring all costs of the project are eligible, Municipal and Provincial procurement practices are followed, and final report submission is made to the Municipality by March 31st of the fiscal year the grant was approved. Under special request the Municipality can extend up to 75% of the approved grant value in advance of the project being completed. ○ A written request with project quotes must be provided	

to receive a grant advance. ○ Receipt of payments made to vendor must be provided to the Municipality for filing with the Province. • Section 5.12, Canadian Community Building Fund Requirements: remove "having the ability to pay for the project before reimbursement from the Municipality" to now read as "Agreement to abide by the Municipal agreement with the Province of Nova Scotia, which includes ensuring all costs of the project are eligible, Municipal and Provincial procurement practices are followed, and final report submission is made to the Municipality by March 31st of the fiscal year the grant was approved." Add Under special request the Municipality can extend up to 75% of the approved grant value in advance of the project being completed. ○ A written request with project quotes must be provided to receive a grant advance. ○ Receipt of payments made to vendor must be provided to the Municipality for filing with the Province.	
Adoption	
Notice to Council:	Date: April 8, 2025
Approval:	Date: April 22, 2025
Description: Third Amendment • Grant Funding will only be considered during the annual application review period OR in the case of an Urgent Community Need. An urgent community need refers to a sudden issue that significantly affects the well-being, accessibility or sustainability of a community space. This need requires immediate attention and funding to prevent negative consequences. Examples of urgent community need include structural or safety concerns, disaster recovery, accessibility compliance or health and safety repairs. • Expand the ability for support to organizations to apply for in-kind contribution if they have not received grant support from West Hants Regional Municipality in the current fiscal year. These donations would be approved by the Chief Administrative Officer	



or the Director Community Development and would not exceed an in-kind value of \$300.

- Organizations that are Canadian Charitable organizations are permitted to be considered for grant funding.
- Funding requests received outside of the established application period will not be considered unless deemed by the Chief Administrative Officer to be an Urgent Community Need. Organizations making these requests will be required to complete an application and submit the necessary budget and financial statements and would be presented to Council with a staff report.
- Evaluation criteria to be applied will include that the program/project fits within the objectives of the Municipality noted in section 2.0 as opposed to the vision/mandate of the municipality.



**WEST HANTS REGIONAL MUNICIPALITY
BARRIER-FREE SMALL BUSINESS
ACCESSIBILITY GRANT POLICY**

RCOFN-015.00

1.0 PURPOSE

The West Hants Regional Municipality wishes to support small businesses in making physical improvements that enhance accessibility for people with disabilities. The program aims to reduce barriers to access, promotes inclusion, and ensures that all community members can fully benefit from and support local small businesses.

This policy will establish eligibility requirements, identify types of funding available, explain how this is established each year, and outline application, monitoring and reporting requirements. Application forms and guidelines will be developed by the Administration in support of the policy intent.

2.0 POLICY OBJECTIVE

The policy objective is outlined as follows:

1. **Improve Accessibility**
Support small businesses in making physical modifications that enhance access for people with disabilities and other underserved populations.
2. **Promote the Built Environment Accessibility Standards**
To assist small businesses in meeting the requirements of the Built Environment Accessibility Standards and meet the Nova Scotia Building Code Regulations.
3. **Advance Equity and Inclusion**
Reduce systemic barriers of accessible goods, services and environments for all community members regardless of ability.
4. **Support Small Business Resilience**
Help small businesses remain competitive and sustainable by expanding their customer base through improved accessibility.
5. **Raise Awareness and Build Capacity**
Educate small business owners about accessibility best practices and provide guidance on long-term planning for inclusive improvements.



**WEST HANTS REGIONAL MUNICIPALITY
BARRIER-FREE SMALL BUSINESS
ACCESSIBILITY GRANT POLICY**

RCOFN-015.00

The objective of this policy is to treat all small businesses fairly, equitably, and reasonably, within the parameters as follows:

1. Eligible participants: Must be a small business with 99 employees or less and be physically located within the West Hants Regional Municipality. Applicants must demonstrate how they are striving to create safe, inclusive, and welcoming spaces, in line with the West Hants Regional Municipality Equity, Anti-Racism, and Accessibility Strategy Plan (page 38-43)
2. Eligible improvements:
 - Attached exterior accessibility ramp (including handrails and guardrails, level landings, anti-slip covering)
 - Accessible entry doors (door openers, push button entry, touchless entry, wider doorways)
 - Maximum grant amount: Up to \$5,000 per small business
3. Match requirement
Minimum of 50% cost share required from applicant
4. Use of Funds
Funds must be used withing the fiscal year awarded.
5. On an annual basis Council will determine the amount of funding during the budget process.

3.0 AUTHORITY

Authority is provided under Section 57, Municipal Government Act, as amended. The total of the amounts paid for grants in a fiscal years' operating budget will not normally exceed 1.5% of the taxes for general municipal purposes levied by the municipality.

4.0 ELIGIBILITY

Pursuant to Section 57 of the *Municipal Government Act*, grants or contributions may be expended where required by the Municipality to a:

- A small business with 99 employees or less that is physically located within the West Hants Regional Municipality.



**WEST HANTS REGIONAL MUNICIPALITY
BARRIER-FREE SMALL BUSINESS
ACCESSIBILITY GRANT POLICY**

RCOFN-015.00

- This policy would exclude any organization that would be eligible under the Grants and Contributions Policy RCOFN.012.00

5.0 TYPES OF GRANTS AND MAXIMUM FUNDING ALLOCATION

Grants are generally provided in the form of funds and tied to a specific outcome. This type of support must be reported annually by the Municipality annually as required by legislation.

5.1 Barrier-Free Small Business Accessibility Grant

- Maximum Contribution \$5,000
- To assist with design, construction and installation of an accessible entrance to meet the Nova Scotia Building Code.

6.0 GENERAL INFORMATION

- 6.1 Municipal Council sets the funding limits and annual budget allotments within this Barrier Free Small Business Accessibility Grant Policy.
- 6.2 Applicants will complete the appropriate Municipal application form and supply the requested documentation.
- 6.3 Application deadlines and expiry periods may apply.
- 6.4 All applications are approved by Council and applicants will be notified by letter of approval or denial. The letter will state any terms and conditions that apply to the grant approvals.
- 6.5 The Municipality reserves the right to deny any application it deems not within its objectives.
- 6.6 All proposed work must comply with Municipal, Provincial and Federal regulations and applicants are required to obtain all necessary permits and permissions including West Hants Regional Municipality Encroachment Agreement, Development Permits, and/or Building Permits prior to commencing work.

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- 6.7 The following are the evaluation criteria that will be applied when reviewing grant applications:
- a. Project fits within the objectives of the Municipality (Section 2.0).
 - b. The small business is in good standing with the Registry of Joint Stock Companies and has met all the filing and payment obligations.
 - c. The application has demonstrated how the business has/is creating inclusive spaces that meet the diverse needs of everyone (as outlined in the Equity, Anti-Racism, and Accessibility Strategy Plan: page 38 to 42).
 - d. The project is economical.
 - e. The project brings value to the residents of the Municipality.
 - f. The funding provided by the Municipality may enable the organization to leverage dollars from other funding agencies.
 - g. The applicant has demonstrated that they will recognize the Municipality's contribution.
 - j. The applicant has demonstrated its own commitment to the project (i.e., In-kind donations, financial contribution etc.)
- 6.9 Individuals are not eligible for funding under the Barrier Free Small Business Accessibility Grant Program where legislation allows the Municipality to do so.
- 6.10 Funding will not be provided to offset accumulated deficits or funding shortfalls. Funding consideration is based only on budgeted revenues and expenditures in the year for which the assistance is requested.
- 6.11 The applicant organization must spend or allocate grant funding within the current fiscal year for which it has been approved and for the sole purpose under which it has been granted unless approved by the Municipality. Organizations which receive funding must submit a final report within 30 days of the project end date. Organizations will be required to submit photos, copies of final invoices and proof of payment (i.e. paid receipts/cancelled cheques) for purchases/services rendered in completion of the project. Organizations are further required to submit a copy of the final building inspection report from West Hants Regional Municipality.



**WEST HANTS REGIONAL MUNICIPALITY
BARRIER-FREE SMALL BUSINESS
ACCESSIBILITY GRANT POLICY**

RCOFN-015.00

7.0 APPLICATION PROCESS

- 7.1 Requests for funding under this program must be submitted on or before the third Thursday in February annually. Public notification will be provided of the submission date and requirements for all grant programs.
- 7.2 All applications must be accompanied by the required documentation to be considered complete when received.
- 7.3 Incomplete applications may not be processed.
- 7.4 Late applications received after the deadline set by Administration will not be processed.
- 7.5 Applicants receiving a grant under the Small Business Accessibility Grant Policy will not be eligible to receive a grant or contribution under any other grant program established by Council in the same fiscal year.

8.0 GENERAL TERMS

- 8.1 Granting of assistance in any one year is not a commitment to future funding.

9.0 THE ROLE OF ADMINISTRATION

- 9.1 The Administration of West Hants Regional Municipality receive, and process written and complete submissions by applying established parameters, within the budget approved by Council.
- 9.2 Grant applicants determined to be ineligible for funding will be notified, in writing as soon as is practically possible.
- 9.3 The Chief Administrative Officer will provide a written report to Council on the recommended disposition of funds, annually.



**WEST HANTS REGIONAL MUNICIPALITY
BARRIER-FREE SMALL BUSINESS
ACCESSIBILITY GRANT POLICY**

RCOFN-015.00

- 9.4 Requests for Barrier Free Small Business Accessibility Grant funding received outside of the established grant application period will not be considered.
- 9.5 Successful applicants will be notified with an official letter with instructions and reporting requirements.
- 9.6 Pursuant to the Municipal Government Act, Section (65C), a list of grants approved by West Hants Regional Municipality to community organizations will be published annually on the municipal website. The information will include the name of the applicant, name of the business and grant funding approved.

I, Deanna Snair, Municipal Clerk of the West Hants Regional Municipality, in the Province of Nova Scotia, do hereby certify that this is a true copy of the Policy as adopted by the Council of the West Hants Regional Municipality at a meeting duly called and held on the **23** day of **September, 2025**.

Deanna Snair

Deanna Snair, Municipal Clerk

Adoption	
Notice to Council	Not Applicable
Approval	Date: September 23, 2025
Description: Initial approval of the Barrier-Free Small Business Accessibility Grant Policy RCOFN-015.00.	

2026-27 Grant Summary

Total Grant Request	\$	538,057.44
Total Barrier-Free Small Businees Grant Request	\$	5,000.00

GRANT RECOMMENDATIONS	Budget	Recommendation	Budget Remaining
Operating Grant		\$ 79,100.00	
Community Recreation Program		\$ -	
Community Events	\$ 116,000.00	\$ 5,250.00	\$ 9,300.00
Special Events		\$ 19,750.00	
Leadership		\$ 2,600.00	
CCBF	\$ 50,000.00	\$ 40,000.00	\$ 10,000.00
Public Safety	\$ 7,500.00	\$ -	\$ 7,500.00
Community Trail Fund	\$ 5,000.00	\$ 5,000.00	\$ -
In-Kind	\$ 10,000.00	\$ 12,800.00	\$ (2,800.00)
5% Reserve		\$ 10,500.00	\$ -
Barrier-Free Small Business Accessibility	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL	\$ 198,500.00	\$ 180,000.00	\$ 29,000.00

Corpus Christi Parish	Operating Grant	\$	2,000.00	To be used to assist with caring for historical graves.	\$	500.00	\$	1,500.00
Downeast Bluegrass and Old-time Music Society	Operating Grant	\$	1,500.00	To be used to assist with costs associated with essential organizational expenses required to operate year round, to support insurance, website hosting and for maintenance downeastgrass.com, phone and communications costs, and general office and administrative supplies.	\$	-	\$	1,500.00
Downeast Bluegrass and Old-time Music Society	Special Events Operations & Promotion Grant	\$	5,000.00	To be used to assist with the cost of hosting the 53rd Annual Nova Scotia Bluegrass & Old-time Music Festival, taking place July 20-26, 2026.	\$	500.00	\$	4,500.00
Dua-Al-Vateem Wal Karam Charity Foundation	Community Trail Funding Program	\$	5,000.00	To assist with developing a trail in Saria, Kaduna State, Nigeria	\$	-	\$	5,000.00
Ellershouse Community Hall	Operating Grant	\$	1,500.00	To assist with costs associated with the upkeep of the hall to keep it in shape as a Comfort Zone area.	\$	1,500.00	\$	-
Falmouth Community Association	Operating Grant	\$	1,500.00	To assist with costs associated with the Teddy Bear Jamboree.	\$	1,000.00	\$	500.00
Full Circle Festival Society	Operating Grant	\$	750.00	To assist with costs associated with the 3-day festival, specifically website management and insurance costs.	\$	750.00	\$	-
Full Circle Festival Society	Special Events Operations & Promotions Grant	\$	3,600.00	To assist with costs associated with the operations and promotion of the monthly Sofa Sundays concert series.	\$	750.00	\$	2,850.00
Glooscap Heritage Archers Association	Operating Grant	\$	1,500.00	To assist with insurances costs.	\$	1,150.00	\$	350.00
Gordon Hughes Tennis Club	Leadership Grant	\$	1,000.00	To assist with costs associated with 2 new Tennis Coaches to complete the Tennis Canada Instructor Course.	\$	1,000.00	\$	-
Grace United Walton Pastoral Charge	Operating Grant	\$	1,500.00	To assist with costs associated with mowing and maintenance of the two cemeteries at Grace United Walton.	\$	750.00	\$	750.00
Haliburton Garden Club	Operating Grant	\$	1,500.00	To assist with general operating costs - insurance, registration fees, hand tools, plants for community garden projects and speaker fees.	\$	500.00	\$	1,000.00
Hants County Christmas Angels Society	Operating Grant	\$	1,500.00	To assist with the operations and distribution of supports for families at Christmas time. These funds also assist with the cost of putting on the fundraiser webathon.	\$	1,500.00	\$	-
Hants County Christmas Angels Society	In-Kind Grant	\$	1,800.00	To use the Windsor Community Centre for the sorting and distribution days in December to get the items of support prepared to distribute to families for the holidays.	\$	1,800.00	\$	-
Hants Harvest & Pumpkin Jamboree	Operating Grant	\$	1,500.00	To assist with costs associated with general operating costs.	\$	-	\$	1,500.00

Hants Harvest & Pumpkin Jamboree	Special Events Operations & Promotion Grant	\$	5,000.00	To assist with costs associated with the operations and promotion of the jamboree which is a two day event designed to attract attendees, vendors, and performers.	\$	500.00	\$	4,500.00	
Hants Learning Network Association	Operating Grant	\$	1,500.00	To assist costs associated with the family literacy programs.	\$	1,000.00	\$	500.00	
Hants Shore Karate Club	Operating Grant	\$	1,500.00	To assist with general operating costs for insurance and utilities.	\$	1,000.00	\$	500.00	
Hants Shore Karate Club	Leadership Grant	\$	1,000.00	To assist with costs associated with instructor training.		\$	600.00	\$	400.00
Hants Sno-Dusters Snowmobile Club	Operating Grant	\$	1,500.00	To assist with costs association with maintenance and grooming of trails.	\$	500.00	\$	1,000.00	
Hants West Wildlife Association	Community Recreation Program Grant	\$	750.00	To assist with costs associated with the Learn to Fish program and ongoing recreational fishing with West Hants.	\$	750.00	\$	-	
Hantsport & Area Historical Society	Operating Grant	\$	1,500.00	To assist with operational costs.	\$	1,500.00	\$	-	
Hantsport & Area Betterment Association	Operating Grant	\$	1,500.00	To assist with costs associated with website/domain, advertising, insurance, fees, supplies, etc.	\$	-	\$	1,500.00	
Hantsport & Area Betterment Association	Community Event Grant	\$	1,000.00	To assist with costs associated with decorations, contest prizes, payment for suppliers, entertainment for the FESTOON event in Hantsport, December 2026.	\$	-	\$	1,000.00	
Hantsport Memorial Community Centre	Special Events Operations & Promotion Grant	\$	5,000.00	To assist with costs associated with the Canada Day celebrations event.	\$	5,000.00	\$	-	
Heritage Beef Classic	Special Events Operations and Promotion Grant	\$	5,000.00	To be used to assist with costs associated with hosting the Hants County Exhibition.	\$	1,000.00	\$	4,000.00	
Hillview Cemetery Association	Operating Grant	\$	750.00	To assist with for maintenance and upgrades to the cemetery.	\$	750.00	\$	-	
Hospice Society of West Hants	Operating Grant	\$	1,500.00	To assist with the cost of liability insurance coverage for the 2026 operating year.	\$	500.00	\$	1,000.00	
Hospice Society of West Hants	Special Events Operations & Promotion Grant	\$	5,000.00	To assist with costs associated with planning, promotion, and delivery of a regional community event focused on death literacy, and compassionate community engagement.	\$	-	\$	5,000.00	
Kempt Shore Preservation Society	Operating Grant	\$	1,500.00	To assist with costs associated with mowing and maintenance of the cemetery grounds.	\$	750.00	\$	750.00	

Kings County Family Resource Centre Valley Doulas	Operating Grant	\$	1,500.00	To assist with costs associated with the ongoing delivery of the Community Prenatal Education and Postpartum Support Programs.	\$	500.00	\$	1,000.00
Loyal Hill Musgrave Road Cemeteries	Operating Grant	\$	1,500.00	To assist with operating expenses.	\$	750.00	\$	750.00
Loyal Hill Musgrave Road Cemeteries	In Kind Grant			To assist with maintenance of properties.			\$	\$
Maritime Angus Society	Community Event Grant	\$	1,000.00	To be utilized to assist with the cost associated with bus rental for the tour and table and chair rentals.	\$	-	\$	1,000.00
Maritime Angus Society- Jr Angus Field Day	Special Events Operations and Promotion Grant	\$	5,000.00	To be used to assist with costs associated with rentals such as portable generators, portable toilets and hand wash stations, advertising, meals and nutrition, sound system rentals, and water for livestock coming in for the weekend.	\$	2,000.00	\$	3,000.00
Mount Denson Garden Clubm (Nova Scotia Garden Club)	Operating Grant	\$	1,500.00	To be used to assist to help defray costs of club operation and upcoming programs planned for 2026. i.e. NSAGC convention, speakers, office supplies, garden tours and workshops.	\$	500.00	\$	1,000.00
Mount Denson Hall Community Association	Operating Grant	\$	1,500.00	To be used to assist with general operating for the hall.	\$	1,500.00	\$	-
Mount Denson Hall Community Association	Community Event Grant	\$	1,000.00	To be used to assist with costs associated with Sip & Remember event.	\$	500.00	\$	500.00
Newport Station Community Hall Society	Operating Grant	\$	1,500.00	To assist with annual insurance for the hall.	\$	1,300.00	\$	200.00
Pembroke Chapel & Cemetery Group/Grace United Church	Operating Grant	\$	1,500.00	To assist with costs associated with grounds up keep: mowing, painting the painting the outside of the chapel.	\$	-	\$	1,500.00
Pembroke Chapel & Cemetery Group/Grace United Church	Public Safety Grant	\$	3,000.00	To assist with costs associated with ground leveling and snow clearing to ensure the safety of the general public visiting the chapel and cemetery.			\$	-
Pisquid Canoe Club	Leadership Grant	\$	1,525.00	To assist with costs associated with First Aid -CPR, and AED training to all eligible members of the canoe club.			\$	-
Poplar Grove Community Hall	Operating Grant	\$	1,500.00	To assist with costs associated with floor repair and repairs to shingles, and materials needed.	\$	1,500.00	\$	-
Royal Canadian Legion Veteran Banner Program	Special Events Operations & Promotion Grant	\$	5,000.00	To assist with costs associated with the Veteran Banner Program that takes place during the Poppy Remembrance Period to assist with costs associated with hanging Veteran banners and maintaining them.	\$	-	\$	5,000.00
Scotch Village Community Cemetery	Operating	\$	1,500.00	To assist with costs associated with yearly maintenance, mowing, trimming, filling grave holes, clean up of garbage.	\$	750.00	\$	750.00

St. Croix Community Hall	Operating	\$	1,500.00	To assist with costs associated in the indoor space for improvements such as updated kitchen appliances, dart boards and karaoke equipment.	\$	1,500.00		\$	-
The Four Seasons Community Orchestra Society	Operating	\$	1,500.00	To assist with operating expenses.	\$	500.00		\$	1,000.00
Wolfville Tritons Swim Club	Operating Grant	\$	1,500.00	To assist with costs associated with essential operating costs (administration and core program expenses).	\$	-		\$	1,500.00
Wolfville Tritons Swim Club	Community Recreation Program Grant	\$	1,000.00	To assist with costs associated with recurring community recreation program that is open to the public to provide broad benefit through structured aquatics programming.	\$	500.00		\$	500.00
Upper Burlington Community Hall Association	Operating Grant	\$	750.00	To assist with the costs associated with mowing hall field, and Daycare Association field.	\$	750.00		\$	-
Upper Vaughan Community Hall Association	Operating Grant	\$	1,500.00	To assist with annual general operating expenses of the community hall, general operating expenses include such expenditures as utilities, insurance, and routine maintenance.	\$	1,500.00		\$	-
Upper Vaughan Garden Club	Operating Grant	\$	1,150.00	To assist with general operating which include annual costs for rent, insurance, name-tags, meeting materials, community garden upkeep, guest speakers, members workshop, community workshop.	\$	500.00		\$	650.00
Valley Child Development Association	Operating Grant	\$	1,500.00	To assist with costs associated with the Behavioral Intervention Program.	\$	500.00		\$	1,000.00
Walton Area Development Association (WADA)	Operating Grant	\$	1,500.00	To assist with operations, particularly in operating the Walton Lighthouse Park. To help hire staff to operate the park and gift shop during the summer and fall.	\$	500.00		\$	1,000.00
Walton Area Development Association (WADA)	Community Event Grant	\$	1,000.00	To assist costs associated with the Walton Lighthouse birthday party, held every year in August.		\$	500.00	\$	500.00
West Hants Historical Society	Operating Grant	\$	1,500.00	To assist with costs associated with ongoing expenses to keep the Museum and Genealogy Room open for the public use.	\$	1,500.00		\$	-
West Hants Historical Society	Community Event Grant	\$	1,500.00	To assist with costs associated with the event for celebrating various cultures. This year the event is celebrating the Ukrainians.		\$	750.00	\$	750.00
West Hants Minor Hockey Association	Operating Grant	\$	1,500.00	To assist with operational expenses - funding would be applied to ice rentals and referee fees.	\$	1,500.00		\$	-
West Hants Minor Hockey Association	Community Recreation Program Grant	\$	1,000.00	To assist with costs associated with ice rental fees, purchase and maintenance of shared equipment such as nets, training aids, and safety gear.	\$	1,000.00		\$	-
West Hants Trails Association	Operating Grant	\$	1,500.00	To assist with annual administrative costs such as insurance and general operating costs.	\$	500.00		\$	1,000.00

West Hants Trails Association	Community Trail Funding Program	\$	2,500.00	To assist with costs associated with completing trail work at Ardoise park. Building 60 feet of boardwalk to connect trail to the other elements in the park. It will connect to the gazebo, bridge, and playground and future playhouse.											\$	2,500.00			\$	-				
Windsor Agricultural Society -Hants County Exhibition	Special Events Operations & Promotion Grant	\$	5,000.00	To assist with costs associated with the Hants County Exhibition.											\$	5,000.00			\$	-				
Windsor Badminton Club	In-Kind Grant	\$	1,000.00	To assist with costs of rental for the Windsor Community Center.	\$	500.00													\$	500.00				
Windsor Bluefins Parent Association	Special Events Operations & Promotion Grant	\$	5,000.00	To assist with costs associated with hosting the Summer Swim provincials from August 14-16, 2026.											\$	2,500.00			\$	2,500.00				
Windsor Bluefins Parent Association	In-Kind Grant	\$	2,500.00	To be used to assist to offset the cost of registration for the bluefins team, by using it to go towards pool rental and coaches for the summer.												\$	2,500.00		\$	-				
Windsor Day Care Centre	In-Kind	\$	1,500.00	To assist with rental costs of the Hants Aquatic pool during the months of July and August for daily swimming and water based programming.												\$	1,500.00		\$	-				
Windsor Hockey Heritage Society	Special Events Operations & Promotion Grant	\$	5,000.00	To assist with costs associated with the Long Pond Hockey Heritage Classic.											\$	2,000.00			\$	3,000.00				
Windsor Hockey Heritage Society	In-Kind Grant	\$	1,500.00	To assist with rental of the West Hants Sports Complex for the day, ice pond ice maintenance for the event.												\$	-		\$	1,500.00				
Windsor Karate Club	Operating Grant	\$	1,500.00	To assist with costs associated with hosting a Technical Coaching seminar June 12-14, 2026.	\$	-													\$	1,500.00				
Windsor Karate Club	Leadership Grant	\$	1,000.00	To assist with costs associated with hosting a Technical Coaching seminar June 12-14, 2026.											\$	1,000.00			\$	-				
Windsor Oxen Hockey	Operating Grant	\$	1,500.00	To be used to help cover the cost of daily operations and add additional practice ice time cost to improve our team. Money could also be used to trade for players from other teams.	\$	500.00													\$	1,000.00				
																				\$	-			
		\$	177,075.00		\$	38,950.00	\$	-	\$	5,250.00	\$	19,750.00	\$	2,600.00	\$	-	\$	5,000.00	\$	12,800.00	\$	2,500.00	\$	90,225.00

CAPITAL GRANT REQUESTS

Organization	Grant Type Requested	Grant Amount Requested		Project Description	Operating Grant	CCBF	5% Reserve Grants		Variance
Annapolis Valley Regional Centre for Education - Falmouth District Elementary School	Recreation Facility Capital Investment Projects Grant	\$50,000.00		To assist with costs associated with the development of a new inclusive and accessible playground located on school grounds and intended for public use. The project will replace the existing outdated and non-compliant play structure with a modern, safe and durable recreational facility designed to meet current safety and accessibility standards.		\$ 30,000.00			\$20,000.00
Avondale Community Club	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with facility upgrade projects with top priority being gutters and facia.	\$ 2,500.00				\$0.00
Belmont Community Hall Assoc	Major Capital Project Grant	\$	5,000.00	To assist with costs associated with purchasing a sea can to support necessary storage which includes transportation fee and gravel to level land and block to put it on.	\$ 3,100.00				\$1,900.00
Bramber New Horizons Association	Major Capital Project Grant	\$	15,000.00	To assist with costs associated with replacement of two exterior ramps, with handrail to meet legal requirements for accessibility standards/codes. As well, the main entry door will be replaced (currently steel), to install an automated entry button - for accessibility and hands-free use.		\$ -			\$15,000.00
Burlington District Activity Club - Centre Burlington Hall	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with repairing the bathroom window and water damage. Improving the Hall's lighting with new softer lights for more intimate events (will likely require an electrician). Painting the Hall ceiling.	\$ 2,500.00				\$0.00
Corpus Christi Parish	Community Capital Project Grant	\$	2,000.00	To assist with the costs associated with purchase of lawn tools and hand tools to care for the cemetery.	\$ 750.00				\$1,250.00
DIJA AL-YATEEM WAL-KARAM CHARITY FOUNDATION	Public Safety Grant	\$	7,500.00	To install safety features such as lighting and signage along a community trail in Nigeria.	\$ -				\$7,500.00
Ellershouse Community Hall	Major Capital Project Grant	\$	26,250.00	To assist with costs associated to continue upgrade of St. Louise Hall Annex.	\$ 5,000.00				\$21,250.00
Falmouth Community Association	Major Capital Project Grant	\$	8,855.00	To be used to assist with costs associated to update the bathroom facilities at the Community Hall. The floors replaced, fix stall doors, and painting.	\$ 2,650.00	\$ -	\$ -		\$6,205.00
Falmouth Family Park Society	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with preparing a 40X60 block of the park to receive playground equipment that was purchased in 2025.		\$ -			\$2,500.00
Falmouth Family Park Society	Recreation Facility Capital Investment Projects Grant	\$	8,000.00	To assist with costs associated with preparing a 40X60 block of the park to receive playground equipment that was purchased in 2025.		\$ 4,000.00			\$4,000.00
Glooscap Heritage Archers Association	Community Capital Project Grant	\$	2,500.00	To assist with costs associated to replace the targets on the outdoor target range and to build a lockable, protective overhead covering for them.			\$ 2,500.00		\$0.00
Grace United Church, Walton Pastoral Charge	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with upgrade to the electrical panel.	\$ 1,500.00				\$1,000.00

Hants Sno-Dusters	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with trail building, trail maintenance, signage, bridge building and safety for all recreation groups using the trail system yearly.	\$	2,500.00	\$0.00
Hantsport & Area Historical Society	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with Hantsport School Banner program; Honor our Veterans Banner Program; Signage and Flagpole.	\$	2,500.00	\$0.00
Hantsport Memorial Community Centre	Major Capital Project Grant	\$	5,000.00	To assist with costs associated with purchasing three commercial-grade accessible picnic tables to support the ongoing outdoor basketball court revitalization project.	\$	-	\$ 3,000.00 \$2,000.00
Kempt Shore Preservation Society	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with headstone restoration.	\$	1,000.00	\$1,500.00
Mount Denson Garden Club	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with developing a memorial garden in Falmouth.	\$	750.00	\$1,750.00
Newport Station Community Hall Society	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with developing a larger/safer parking lot for the hall.	\$	2,500.00	\$ -
Pisiquid Canoe Club	Recreation Facility Capital Investment Projects Grant	\$	14,200.00	To assist with the cost associated with the expansion and refacing of docks (water access).		\$ -	\$14,200.00
Royal Canadian Legion Hants Branch #9	Major Capital Investment	\$	2,500.00	To assist with the costs associated with the generator upgrade project.	\$	2,500.00	
St. Croix Community Hall	Community Capital Project Grant	\$	2,500.00	To be used to assist with costs associated with conducting more repairs with waterproofing procedures, as well as painting inside the basement.	\$	2,500.00	\$0.00
The Four Seasons Community Orchestra Society	Community Capital Project Grant	\$	2,500.00	To assist with costs associated with capital acquisitions for accessing or refurbishing key (essential) instruments.	\$	2,500.00	\$0.00
The West Hants African Advisory Association	Community Capital Project Grant	\$	2,500.00	To assist with costs associated to provide improvement of the indoor or outdoor cultural, social, heritage and recreation facilities.	\$	-	\$2,500.00
The West Hants African Advisory Association	Major Capital Project Grant	\$	10,000.00	To assist with costs associated with roof repair, wheelchair ramp and inside bathroom needs complete repair as water has caused floor damage. Email communication to remove		\$ -	\$10,000.00
Upper Burlington Community Hall Association	Community Capital Project Grant	\$	2,400.00	To assist with the cost associated with the replacement of kitchen range and sign kiosk, and 10 meeting tables.	\$	2,400.00	\$0.00
Upper Vaughan Community Hall Association	Major Capital Project Grant	\$	5,000.00	To assist with the cost of the final piece of the kitchen upgrade for the cupboards and the purchase and installation of wooden double hung windows at the front of the hall.	\$	5,000.00	\$ -
Upper Vaughan Garden Club	Community Capital Project Grant	\$	1,100.00	To assist with costs associated with the Community Beautification and Resident/Organization Collaboration to focus with the Community Garden Projects.	\$	500.00	\$600.00
West Hants Baseball Association	Major Capital Project Grant	\$	5,000.00	To assist with costs associated for accessibility upgrades at Coyote Park to improve safe, inclusive access for athletes, families, and spectators of all abilities. Planned renovations to the washroom facilities include widened doorways, installation of grab bars, and the addition of accessible toilets and sinks to meet accessibility standards upgrades.		\$ 2,500.00	\$2,500.00

West Hants Baseball Association	Recreation Facility Capital Investment Projects Grant	\$	50,000.00	To assist with costs associated with significant upgrades to the Big Field at Coyote Park to enhance safety, accessibility, and long-term sustainability. The project includes replacing the natural infield with turf, grading and improving the walking path from Tremain Crescent to the Big Field and between the two fields, installing field lighting, and replacing aging wooden bleachers — including those damaged by a fire this winter — with aluminum bleachers that include an aisle with a handrail. The new seating area will be connected by an accessible asphalt pathway.	\$	-	\$50,000.00		
Windsor Day Care Centre	Recreation Facility Capital Investment Projects Grant	\$	48,500.00	To assist with costs associated to create a new inclusive playground for toddlers, preschoolers and school aged children. This would include a commercial play structure (\$43,000) and a rubberized surface (\$54,000) to enhance safety and prevent injuries from falls. This facility will be used by 94 children, all living in the municipality.	\$	-	\$48,500.00		
Windsor Elementary Home and School Association, on behalf of Annapolis Valley Regional Centre for Education and Windsor Elementary School	Major Capital Project Grant	\$	10,677.44	To assist with costs associated with he Windsor Elementary Community Play Hub. To support the accessible pathways to the community play hub.	\$	3,500.00	\$7,177.44		
Windsor Elementary Home and School Association, on behalf of Annapolis Valley Regional Centre for Education and Windsor Elementary School	Recreation Facility Capital Investment Projects Grant	\$	50,000.00	To assist with costs associated to specifically cover Phase 3: an accessible, multi-age play structure, completing a recreation hub in the middle of Windsor-West Hants.	\$	-	\$50,000.00		
Windsor Oxen Hockey Club	Community Capital Project Grant	\$	1,500.00	To assist with costs associated with on going Equipment needs IE: Jerseys, Gloves, Helmets, Socks and Pant Shells with the Oxen colors.	\$	-	\$1,500.00		
							\$0.00		
		\$	360,982.44		\$	40,150.00	\$ 40,000.00	\$ 8,000.00	\$ 272,832.44

BARRIER-FREE SMALL BUSINESS GRANT REQUESTS

Business	Grant Type Requested	Grant Amount Requested	Project Description	Operating Grant	Variance	notes
Q&H Holdings Limited 3038433	Barrier-Free Small Business Accessibility	\$ 5,000.00	To replace the front door to allow for the width of a wheelchair to pass through.	\$ 5,000.00	\$ -	The Accessibility Committee visitied and is pleased with the improvements they have been making and plan to make.
		\$ 5,000.00		\$ 5,000.00		

LATE SUBMISSIONS

[illegible]

5% RESERVE INTEREST 2025 26

	5% RESERVE	TOW 5% SUBDIVISION	TOW - BRISON 5%	TOTAL INTEREST
	03-3-00-00-000-30140	03-3-00-00-000-50063	03-3-00-00-000-50064	
APRIL	\$1,018.84	\$99.85	\$71.96	\$1,190.65
MAY	\$960.10	\$94.10	\$67.81	\$1,122.01
JUNE	\$994.33	\$97.71	\$70.42	\$1,162.46
JULY	\$965.15	\$94.59	\$68.17	\$1,127.91
AUG	\$999.95	\$98.00	\$70.63	\$1,168.58
SEPT	\$1,002.75	\$98.28	\$70.83	\$1,171.86
OCT	\$939.82	\$92.11	\$66.38	\$1,098.31
NOV	\$923.53	\$90.51	\$65.70	\$1,079.74
DEC	\$825.00	\$80.86	\$58.27	\$964.13
JAN	\$854.54	\$83.75	\$60.36	\$998.65
FEB	\$856.42	\$83.94	\$60.49	\$1,000.85
MAR	\$775.32	\$75.99	\$54.76	\$906.07
TOTAL	\$11,115.75	\$1,089.69	\$785.78	\$12,991.22