
Community Groups Policy

Date Approved by Council: August 31, 2022

Resolution: 2022-08-31-281

Review Date: February

Related Bylaw: N/A

Amendments: 2023-04-17-525

Purpose

This policy has been adopted to recognize that community groups working together with the Village promotes increased collaboration and capacity building. Community groups are an essential component in providing sustainability to the Village.

Guidelines

The Village works with local community groups and this policy will help to define the roles of the Village and community groups, when working towards common goals.

1. The Village recognizes that our community groups will play a role in development efforts.
2. The Village is committed to supporting and facilitating community groups in these efforts.
3. The Village is committed to send a minimum of one Councillor or the CAO to attend and participate in the annual community group meeting. Collaboration is crucial for success.
 - a) If requested, CAO or Council member will participate in meeting or projects put forth by community groups
4. Community groups shall not complete any work to Village parks or green spaces and buildings without prior approval from Council.
5. The Village Council is supportive of hearing all projects, reviewing for benefit to the community as a whole and with consideration of requirements for completion, collaboration of finances, labor, budgeting, other current projects.
6. Requests from a community group for any improvements to Village parks or green spaces and buildings should include the following as the project progresses:
 - a) A detailed write up of work to be completed with a drawing attached; and
 - b) A cost estimate, if it will be a shared project; and
 - b) Maintenance plan, if required.
 - c) Submit drawings and site plan after the work has been completed.
 - d) Any other requirements that the CAO or Council deem necessary, on a case-by-case basis.
 - e) If the project is on Village property, the Village will ensure arrangements for the filing of permits and setting up locates. Invoices would be sent to community groups for the incurred cost, as agreed upon.

7. Any request made to the Village for financial support shall be made in writing with a dollar amount indicated and presented at a Council meeting.
8. A group member and/or designate(s) should be chosen by its group to openly communicate all concerns or requests for maintenance and repairs to the CAO. Any concerns above standard maintenance or repairs will be discussed with Council.
9. Community Groups shall supply financial statements to the Village upon request when joint projects are undertaken if required.