



**Date:** Friday, March 20, 2026  
**Time:** 4:00 pm  
**Location:** Committee Room 3-City Hall  
66 Charlotte Street, Port Colborne, Ontario, L3K 3C8

**Pages**

**1. Call to Order**

**2. Adoption of the Agenda**

**3. Disclosures of Interest**

**4. Approval of Minutes**

4.1 Grant Policy Advisory Committee Meeting - July 30, 2026

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**5. Closed Session**

Review of grant applications pursuant to the *Municipal Act, 2001*, subsection 239(2)(i) where a closed session meeting is held if the subject matter being considered is a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

5.1 Review of Grant Applications

**6. Back to Open Session**

**7. Adjournment**



**City of Port Colborne**  
**Grant Policy Committee Meeting Minutes**

**Date:** Wednesday, July 30, 2025  
**Time:** 4:00 pm  
**Location:** The Library Meeting Room - City Hall  
66 Charlotte Street, Port Colborne, ON, L3K 3C8

**Members Present:** Tim Hoyle, Councillor  
Monique Aquilina, Councillor  
Bea Kenny  
Brenda Haymes

**Member(s) Absent:** William Steele, Mayor

**Staff Present:** Gail Todd, Staff Liaison

**1. Call to Order**

The Chair called the meeting to order at 4:10pm.

**2. Adoption of the Agenda**

Moved By B. Haymes  
Seconded By M. Aquilina

That the agenda for the Grant Policy Advisory Committee, dated July 30, 2025, be approved.

Carried

**3. Disclosures of Interest**

None.

**4. Approval of Minutes**

**4.1 Grant Policy Advisory Committee - February 13, 2025**

Moved By T. Hoyle  
Seconded By M. Aquilina

That the Grant Policy Advisory Committee minutes, dated February 13, 2025, be approved.

Carried

**5. Staff Updates**

Acknowledgement of thank you letters from first allocation grant recipients.

Notice for support staff to fine-tune appearance of application on website, with no changes to content.

**6. Order of Business**

Committee members to discuss grant applications and their criteria-based assessment of funding allocation decisions. W. Steele was absent from meeting but submitted his allocation assessments in writing.

**7. Closed Session**

Moved By B. Haymes

Seconded By T. Hoyle

That the Grant Policy Advisory Committee proceed to closed session at 4:15pm under the *Municipal Act, 2001*, subsection 239(2)(i) where a closed session meeting is held if the subject matter being considered is a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried

**7.1 Grant applications**

- a. **Grant app 1**
- b. **Grant app 2**
- c. **Grant App 3**
- d. **Grant app 4**
- e. **Grant app 5**
- f. **Grant app 6**

**g. Grant app 7**

**8. Back to Open Session**

Moved By T. Hoyle

Seconded By B. Haymes

That the Grant Policy Advisory Committee does now rise and reconvene from Closed Session at 4:50 pm with report:

**7.1 Grant Applications**

- a. That the Grant Policy Advisory Committee recommends to Council for approval that the following funding requests be approved for a total of \$20,400 in the second allocation of grants for 2025:

|  |        |
|--|--------|
| Big Brothers Big Sisters Niagara             | \$4600 |
| Birchway                                     | \$4000 |
| Community Connect                            | \$4500 |
| Port Colborne and District Conservation Club | \$1800 |
| Friends of Roselawn Centre                   | \$1100 |
| Port Colborne Operatic Society               | \$4400 |

Carried

**9. New Business**

There was no new business.

**10. Adjournment**

The Chair made a motion to adjourn the meeting at 5pm.

Moved By T. Hoyle

Seconded By B. Haymes

Carried

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Bea Kenny, Chair

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Gail Todd, Staff Liaison