



COMMUNITY SERVICES ADVISORY COMMITTEE MINUTES

Meeting – Wednesday, May 18, 2022
6:00 pm - BY MS TEAMS

Members:	Anjeanette Dawson Irina Elderidge Herman Mah Ellison Mallin (Chair)	Domenica Mastromatteo Joshua Peters (Vice-Chair) Brenna Quaas
Guest:	Elio Iorio, Manager, Financial Services	
Staff:	Eirikka Brandson, Social Planner Mary Jukich, Committee Clerk	

1. Welcome

The Chair called the meeting to order at 6:00 pm.

2. Adoption of Agenda

MOVED, seconded and resolved
To adopt the agenda.

CARRIED

3. Adoption of the May 11, 2022 Minutes

MOVED, seconded and resolved
To adopt the minutes.

4. Summary of Trends/Observations

As the review of the grant applications was now complete, members had opportunity to discuss their observations, and trends that they may have noticed during the review and evaluation of the applications.

Staff provided a PowerPoint presentation, noting that approximately 67 applications from 37 non-profits were received, with a total amount of requests of \$361,275. For this year, a weighted evaluation scorecard was introduced with 12 criteria that correspond to information in the District Corporate Policy, Municipal Community Service Grants Goals and Guiding Principals, as well as in the grant application guidelines.

In terms of the scorecard, prior to the review and evaluation of the applications, members were requested to provide weighted scores on the 12 criteria. Members discussed the results of the committee's ranking and were invited to re-rank the criteria at this stage. Members indicated that they did not wish to exclude any criteria from the decision making around reconciliation.

As next steps, staff will develop three to five different reconciliation methods for consideration for reconciling the total amount of requests to the available budget. Some possible options to balance the shortfall could be that every organization get an equal cut of the shortfall, develop a tiered system wherein each level would get a different percentage cut, organizations that were recommended full funding receive the full funding, consideration of the aggregate overall amount received by the organization, consider non-profits that receive core funding, or not funding some organizations.

5. Any Other Business

In past years, the September committee meeting was dedicated for a debriefing around processes and key learnings from the current year grant process. However, as there is a move towards a new grant management tool in the fall, and in order to have sufficient time to implement any possible changes, members were requested to indicate if they were willing to move the debriefing meeting to take place earlier, possibly in June. In this regard, members indicated their agreement to schedule a meeting on June 8th for the discussion.

Members were also informed that there was an opportunity at the September meeting for discussion around developing categories, and analyzing the information that is collected in the application forms. As well, for the October and November meetings, there are opportunities to invite organizations to present, or also have the Committee visit an organization.

6. Determine Next Meeting Date

The next meeting was scheduled for May 25, 2022.

7. Adjournment

MOVED, seconded and resolved
To adjourn the meeting.

CARRIED

The meeting was adjourned at 8:00 pm.

District Vision Statement

Our goal is to be recognized among the most sustainable communities in the world as demonstrated through our environmental stewardship, strong network of neighbourhoods, a vibrant economy and community-driven growth and change.