



**COMMUNITY SERVICES ADVISORY COMMITTEE
MINUTES**

**Wednesday, January 18, 2023 (Hybrid Meeting)
7:00 – 9:00 pm
In Person or Link via MS Teams**

Present:	Doug Beckett Kelly Bond Irina Eldridge (Chair) Ellison Mallin Maya McArthur Joshua Peters David Puterman Brenna Quaas Mina Sami Michael Shi Dustin Willitts	Regrets:	Cassandra Buckley
		Guest:	Michael Togyi
Staff:	Eirikka Brandson, Social Planner Mary Jukich, Committee Clerk		

1. Welcome

Eli Mallin called the meeting to order at 7:00 pm.

2. Round Table Introductions

Committee members provided a brief introduction.

3. Election of Chair and Vice-Chair

Nominations were called for the position of committee chair. Eli Mallin nominated Irina Eldridge and Irina accepted the nomination for committee chair.

Nominations for Vice-Chair was postponed to the February meeting.

4. Adoption of Agenda

Eli Mallin moved and Kelly Bond seconded
To adopt the agenda.

CARRIED

5. Adoption of the October 19, 2022 Minutes

Eli Mallin moved and Joshua Peters seconded
To adopt the minutes.

CARRIED

6. Orientation

A PowerPoint orientation was presented to committee members, including an overview of the committee's purpose to advise staff on social and cultural concerns that affect the quality of life in the district and make recommendations regarding the planning and

development of social programs to meet community needs. Information was provided on the committee's mandate, time commitments, job description and work plan for 2023. In addition, information was provided on other procedural guidelines and conflict of interest.

An overview was also provided on the new online grant management tool and training for committee members will be provided at the February 15 meeting. The February 15th meeting will take place online. Similar to last year, the committee will also use the same 12 evaluation criteria and scorecard to assess the grant applications. For this year, the committee will also be reviewing permissive tax exemption applications, and a date will be scheduled for the review.

7. Any Other Business

(a) Motion for Recognition of Support

The committee previously discussed that in terms of transparency, how organizations could recognize the funding that they receive from the District. Some suggestions were to include a reference on the website or perhaps some standard wording from the organization that received the funding. It was noted that in the new application form, clearer wording was included around acknowledgement and recognition of the funding, and a one-page document could be attached to the letter informing the organization of funding. In this regard, it was suggested to resume this conversation until after the training on the new system and brainstorm around what guidelines or what information to share with successful applicants.

Joshua Peters moved and Eli Mallin seconded:

The Community Services Advisory Committee recommends developing guidelines around recognition of support that be provided to approved grant recipients.

CARRIED

8. Next Meeting – Wednesday, February 15, 2023

9. Adjournment

The meeting was adjourned at 9:00 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.