



COMMUNITY SERVICES ADVISORY COMMITTEE MINUTES

Meeting – Wednesday, February 16, 2022
7:00 pm - BY MS TEAMS

Present:	Irina Elderidge Alex Estoup (Vice Chair) (left at 7:50) Ellison Mallin (Chair) Domenica Mastromatteo Constantine McQuade Joshua Peters	Regrets:	Rebecca Ferguson Cathy Harvey Bahar Tajali
Staff:	Eirikka Brandson, Social Planner Mary Jukich, Committee Clerk		

1. Welcome

The committee clerk called the meeting to order at 7:00 pm.

2. Adoption of the Agenda

MOVED by Alex Estoup and seconded by Eli Mallin
To adopt the agenda.

CARRIED

3. Adoption of the January 19, 2022 Minutes

MOVED by Eli Mallin and seconded by Con McQuade
To adopt the minutes.

CARRIED

4. Update on the Chair Position

Members were informed that Eli Mallin accepted the nomination to serve as Chair of the Committee.

5. Review of Ineligible Grants

The following application was presented to the Committee as ineligible:

- Dundarave Festival of Lights Society

The applicant will be notified that the application is ineligible for funding.

6. Overview on Reviewing Application Forms and Financial Information

A presentation was provided on the process for reviewing this year’s grant applications, including a review of the 2022 work plan, reference documents and a brief review of the financial information. This year’s review process was revised from previous years in that staff allocated the organizations to members, applications are reviewed in pairs and agency in-person (or remote during pandemic) interviews are discontinued. Members will also be required to complete an evaluation scorecard for each application.

All documents relating to the grant process, including the applications, accountability forms and supplemental information will be posted on the District’s OwnCloud and members will be provided with the link to access this platform.

In terms of number of applications, there were 67 applications received this year from 37 non profit organizations, and one ineligible application. This includes four applications from new organizations to the District.

7. Accountability Forms

Members were also provided with an overview of the new process for the accountability forms. Accountability forms will be allocated by staff to each member and the forms will be reviewed at each meeting to understand trends and issues, as well as the impact to the organization of District funding.

8. Any Other Business

- (a) Update on the request for Deputy Clerk regarding meeting procedures
This item will be addressed at the next meeting.

9. Determine Next Meeting

The next meeting was scheduled for Wednesday, March 2, 2022.

10. Adjournment

The meeting was adjourned at 9:10 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.

