



**COMMUNITY SERVICES ADVISORY COMMITTEE  
MINUTES**

**Wednesday, April 19, 2023**

**7:00 – 9:00 pm**

**Hybrid Meeting (In-Person and via MS Teams)**

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**Members:** Kelly Bond  
Doug Beckett  
Irina Eldridge  
Ellison Mallin (Chair)  
Joshua Peters  
David Puterman  
Brenna Quaas  
Mina Sami  
Dustin Willitts

**Regrets:** Cassandra Buckley  
Michael Shi

**Staff:** Tina Atva, Manager, Community Planning  
Eirikka Brandson, Social Planner  
Mary Jukich, Committee Clerk

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**1. Welcome**

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

Tina Atva, Manager, Community Planning was introduced and provided a brief introduction.

**2. Adoption of Agenda**

MOVED, second and resolved  
To adopt the agenda.

**CARRIED**

**3. Adoption of the April 12, 2023 Minutes**

MOVED, seconded and resolved  
To adopt the minutes.

**CARRIED**

**4. Grant Review**

- PLEA Community Services Society of British Columbia

Requested: \$2,000

Recommended: \$2,000

MOVED, seconded and resolved

THAT the grant from PLEA Community Services Society of British Columbia be fully funded in the amount of \$2,000.

**CARRIED**

- Family Services of the North Shore

Requested: \$48,000  
Recommended: \$35,000

MOVED, seconded and resolved

THAT the grant from Family Services of the North Shore be partially funded in the amount of \$35,000.

**CARRIED**

- Highlands United Church

Requested: \$8,500  
Recommended: \$6,000

MOVED, seconded and resolved

THAT the grant from Highlands United Church be partially funded in the amount of \$6,000.

**CARRIED**

## 5. Summary of Trends/Observations

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

Staff provided a PowerPoint presentation, noting that approximately 29 applications representing 57 programs were received with a total amount of requests of 492,300. For this year, a weighted evaluation scorecard was used with 12 criteria that correspond to the grant application guidelines.

In terms of the budget, in January 2022 Council directed staff to report back on increasing budgets for core funding, community grants and other supports for non profit agencies. Staff

interviewed approximately 20 different non-profit organizations to understand the demand for services and needs of residents across the District. In response, Council approved a 6% increase in the financial plan which will be allocated among core funding and community grants.

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 an equal percentage cut to all applicants, a tiered system based on the total score; however, not all committee members submitted scores for all 29 applications so the total scores are not all equal. Other options for

reconciliation could be removing certain criteria or prioritize the applications that received full funding.

**6. Any Other Business**

No other business was presented.

Next Meeting(s) – Wednesday, May 17, 2023 (Budget reconciliation)  
Saturday, June 10, 2023 (PTE application review)

**7. Adjournment**

The meeting was adjourned at 8:46 pm.

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**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.