

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**  
**COMMUNITY GRANTS COMMITTEE MEETING AGENDA**  
**FRIDAY, NOVEMBER 18, 2022**  
**9 AM IN THE CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE**  
*(In-person attendance only)*

*Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.*

**CALL TO ORDER**

**1. Call to Order**

*Note: Chair will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**APPROVAL OF AGENDA**

**2. Approval of Committee Meeting Agenda**

RECOMMENDATION:

THAT the November 18, 2022 Community Grants Committee meeting agenda be approved as circulated.

**ADOPTION OF MINUTES**

**3. Adoption of Committee Meeting Minutes**

RECOMMENDATION:

THAT the October 7, 2022 Community Grants Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

**4. Council Appointment**

RECOMMENDATION:

THAT the verbal discussion regarding Council Appointment be received for information.

**5. Foundant Application Form Review**

RECOMMENDATION:

THAT the verbal discussion regarding Foundant Application Form Review be received for information.

**6. 2022 Work Plan Review**

RECOMMENDATION:

THAT the verbal discussion regarding 2022 Work Plan Review be received for information.

**7. 2023 Work Plan Planning**

RECOMMENDATION:

THAT the verbal discussion regarding 2023 Work Plan Planning be received for information.

**8. Annual Council Presentation**

RECOMMENDATION:

THAT the verbal discussion regarding Annual Council Presentation be received for information.

**9. Staff Updates**

RECOMMENDATION:

THAT the verbal discussion regarding Staff Updates be received for information.

**PUBLIC QUESTIONS**

**10. Public Questions**

**NEXT MEETING**

**11. Next Meeting**

The next Community Grants Committee meeting is scheduled for December 2, 2022 at 9 a.m. via electronic communication facilities.

**ADJOURNMENT**

**12. Adjournment of Committee Meeting**

RECOMMENDATION:

THAT the November 18, 2022 Community Grants Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
COMMUNITY GRANTS COMMITTEE MEETING MINUTES  
CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE  
FRIDAY, OCTOBER 7, 2022**

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Committee Members: M. Hess (Chair), K. Louie, J. Mascall, L. Rogers, and J. Verner attended the meeting in the Cedar Room, West Vancouver Community Centre. Absent: V. Holysh, J. Tammuz; and Councillor M. Wong.

Staff: D. Niedermayer, Senior Manager Cultural Services (Staff Liaison); and D. Godfrey (Committee Clerk) attended the meeting in the Cedar Room, West Vancouver Community Centre.

**1. CALL TO ORDER**

The meeting was called to order at 9:01 a.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the October 7, 2022 Community Grants Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the August 8, 2022 Community Grants Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Round 2 Grant Process Update**

D. Niedermayer reported that District Council approved the Committee's 2022 Remaining Grant Funds recommendations at the September 26 Council meeting.

Discussion was held regarding the total grant budget split between Arts, Culture, & Heritage (ACH) and Community & Social Services (CSS). The committee has not discussed the division of funds for several years and it has been an automatic 80/20% split between CSS and ACH. The CSS stream has always received the bulk of funding available as this stream receives twice the number of grant applications. However, the split is very large and could be reviewed by the Committee for current number of applications received, total grant requests, and community need.

It was Moved and Seconded:

THAT the verbal report regarding Round 2 Grant Process Update be received for information and that the allocation of the 2023 community grant budget be confirmed at the February 2023 Community Grant Committee meeting.

CARRIED

## 5. Combined Community Grant and Awards Committee Update

Discussion was held regarding the proposal to amalgamate the Community Grants Committee and Awards Committee. Questions were raised regarding where the proposal to amalgamate is coming from, whether the amalgamation is being directed from Council, and how the proposal was originally presented to the committees. Staff clarified that the amalgamation is not a Council directive. It is a suggestion to consider and either or both of the committees can elect not to amalgamate. Only if both committees agree to an amalgamation would this become a recommendation to Council.

It was Moved and Seconded:

THAT discussion regarding the proposal to amalgamate the Community Grants and Awards Committees be tabled until further review of existing District volunteer awards programs and processes is completed by staff for the Committee's information.

CARRIED

## 6. Committee Membership Update

Staff noted there are three vacancies on the Community Grants Committee that staff are working to fill. Members were encouraged to spread the word regarding volunteer applications being accepted until October 31. Appointment terms for Community Grants Committee members will most likely change from a September to June appointment to a January to December appointment to align with other Council committees.

It was Moved and Seconded:

THAT the verbal discussion regarding Committee Membership Update be received for information.

CARRIED

## 7. Staff Updates

D. Niedermayer reminded committee members that the annual committee evaluations will be distributed by Legislative Services to all committee members at the beginning of November. It was also confirmed that A. Beckett is the Staff Liaison to the Community Grants Committee and main point of contact for committee members. M. Hess suggested that messages regarding meeting attendance or other business be directed to A. Beckett, D. Godfrey, and the Chair of the Committee so that the Chair is also aware of issues and items that may need to be included on agendas.

It was Moved and Seconded:

THAT the verbal discussion regarding Staff Updates be received for information.

CARRIED

## **8. Foundant Application Form Review**

M. Hess recommended the discussion be tabled until the next meeting when the full committee is present. Staff were directed to distribute the list of comments and suggestions received from committee members regarding the application forms to all members so that all members can review the feedback and questions and be prepared for this exercise at the next meeting.

It was Moved and Seconded:

THAT a full discussion regarding the Foundant Application Form Review be held at the next Community Grants Committee meeting on November 4, 2022.

CARRIED

## **PUBLIC QUESTIONS**

### **9. PUBLIC QUESTIONS**

There were no questions.

## **NEXT MEETING**

### **10. NEXT MEETING**

Staff confirmed that the next meeting is scheduled for November 4, 2022 at 9 a.m. via electronic communications facilities.

Discussion was held regarding the meeting dates and times for 2023. Committee members questioned why hybrid meetings are not allowed and confirmed they would prefer to hold the November, and possibly December 2022, meetings in-person.

It was Moved and Seconded:

THAT the next Community Grants Committee meeting be held as an in-person meeting in the Cedar Room in the West Vancouver Community Centre and that the Cedar Room be designated as the place where the public can attend and hear the meeting.

CARRIED

It was Moved and Seconded:

THAT the Council representative and District staff be made aware of the Committee's desire to hold hybrid meetings in 2023.

CARRIED

## **ADJOURNMENT**

### **11. ADJOURNMENT**

It was Moved and Seconded:

THAT the October 7, 2022 Community Grants Committee meeting be adjourned.

CARRIED

The meeting adjourned at 10:30 a.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Committee Clerk

DRAFT