



**Township of Southgate**  
**Community Fund Management Committee**

June 13, 2022  
9:00 AM  
Electronic Participation

Members Present: Mayor John Woodbury  
Deputy Mayor Milne  
Councillor Barbara Dobreen  
Don Lewis  
Heather Renton  
Joan John

Staff Present: Dave Milliner, Chief Administrative Officer  
Lindsey Green, Clerk  
Kayla Best, HR Coordinator  
Holly Malynyk, Recording Secretary

**1. Electronic Access Information**

Southgate Community Fund Management Committee recordings will be available on the Township of Southgate [YouTube Channel](#) following the meeting.

**2. Call to Order**

Chair Councillor Dobreen called the meeting to order at 9:02AM.

**3. Confirmation of Agenda**

**Moved By** Deputy Mayor Milne

**Seconded By** Don Lewis

**Be it resolved that** the Committee confirm the agenda as presented.

**Carried**

**4. Declaration of Pecuniary Interest**

No one declared a pecuniary interest related to any item on the agenda.

**5. Delegations & Presentations**

**5.1 Community Foundation Grey Bruce Ambassador Forum Verbal Update - Executive Director, Stuart Reid**

Joan John joined the meeting at 9:01 am.

**Moved By** Joan John

**Seconded By** Mayor Woodbury

**Be it resolved that** the Committee receive the Community Foundation Grey Bruce Ambassador Forum Verbal Update from Executive Director Stuart Reid as information.

**Carried**

**6. Adoption of Minutes**

**Moved By** Deputy Mayor Milne

**Seconded By** Heather Renton

**Be it resolved that** the Committee approve the minutes from the May 9, 2022 Southgate Community Fund Management meeting as presented.

**Carried**

**7. Staff Updates**

**7.1 Southgate Community Fund Management Committee Terms of Reference Review - CAO Dave Milliner**

The CAO and members reviewed the Terms of Reference for the Committee and discussed the proposed changes. Staff will prepare a revised terms of reference to be brought to the next meeting.

## **8. New/Unfinished Business**

### **8.1 Marketing Strategies**

#### **8.1.1 Education on "What the Committee and Foundation Is"**

Stuart Reid, CEO of Community Foundation Grey Bruce reviewed the role of the Committee and what the purpose of the foundation is. Stuart discussed the resources that are available through the Grey Bruce Community Foundation to assist with the Southgate Community Fund Management Committee.

#### **8.1.2 Foundation Donations**

Stuart Reid, CEO Community Foundation Grey Bruce noted that the Community Foundation Grey Bruce is always accepting donations and facilitates donations, and the types of donations that the Foundation accepts. He discussed other initiatives that various Community Fund Committees are doing to bring awareness to the fact that donations are being accepted. Members discussed the importance of developing a strategy to bring awareness to the community.

#### **8.1.3 Granting Opportunities**

Stuart Reid, CEO Community Foundation Grey Bruce discussed cultivating awareness among local not-for-profits and charities that are looking for funding. The foundation has two intakes for grant funding, one in the spring and one in the fall, however, local not-for-profits and charities can apply for funding throughout the year.

#### **8.1.4 Community Events**

Members discussed various Community Events that the Committee can promote the Community Foundation Grey Bruce and the Southgate Community Fund Management Committee, including the Seniors Health Fair, the Dundalk Firefighters Frolic, Maple Fest, the Holstein Agro Expo, and the Dundalk Farmers Market. Members discussed reaching

out to local community groups to promote the Community Foundation Grey Bruce and the Southgate Community Fund Management Committee.

#### **8.1.5 Community Fund Management Promotion Strategies**

Members discussed the promotion strategies that could be utilized, including print materials, social media advertising, in person events and collaborating with various local community groups.

#### **8.2 Southgate Community Fund Management Committee Member Availability for Meetings**

Members discussed that the best time for the Southgate Community Fund Management Committee meetings would be the second Monday of the month at 9:00AM.

#### **8.3 2023 Elections to Committee Discussion**

Members discussed the term of the Southgate Community Fund Management Committee.

### **9. Correspondence**

None.

### **10. Members Privilege**

Member Lewis noted that people are very involved in events in the community and hopes that this will continue into the future.

### **11. Next Meeting**

Monday July 11, 2022 at 9:00AM.

### **12. Adjournment**

**Moved By** Deputy Mayor Milne

**Be it resolved that** the Committee adjourn the meeting at 10:10AM.

**Carried**

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Chair Councillor Dobreen

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Recording Secretary Holly Malynyk