



Not-For-Profit Sector Review Committee

Due to the current COVID-19 Pandemic and the need to implement social distancing, the Municipal Administration Building is closed to the public and no residents will be permitted to attend this meeting in person. Members of the Township of Brock Not-For-Profit Sector Review Committee will be participating electronically in the meeting. Those wishing to view the meeting via virtual means, or those wishing to participate as a delegate, may register in advance of the meeting by noon on the business day prior to the date of the meeting by emailing clerks@townshipofbrock.ca. Those wishing to submit written correspondence with respect to the items on the agenda may do so by emailing clerks@townshipofbrock.ca.

Date: Wednesday, March 03, 2021

Time: 6:30 p.m.

Location: Electronic Meeting via Microsoft Teams

Minutes

Present: Angela Canavan, Paul Pascoal, Ted Shepard, Paul South, Ward 3 Councillor Walter Schummer, Ward 4 Councillor Cria Pettingill

Absent: Andrea Klimpel

Staff: Alicia Bagshaw – Recreation & Leisure Coordinator

1. Call to Order – Chair Schummer – 6:30 p.m.

Chair Schummer called the meeting to order at 6:31 p.m.

2. Disclosure of Pecuniary Interests and Nature Thereof

There were no disclosures of pecuniary interest.

3. Confirmation of Minutes

Moved by Paul South, that the minutes of the February 10, 2021 meeting of the Non-Profit Sector be approved.

Chair Schummer noted in Section C – Draft Survey, the fourth paragraph mentions “organizations may not want to”, that the word “not” should be removed.

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4. Delegations/Presentations – None

There were no delegations or presentations.

5. General Items

A) Business Directory Responses

Chair Schummer inquired if an updated business directory was sent out to the committee, to which the Recreation and Leisure Coordinator advised not, but that she would provide the most recent list to the committee.

A) Draft Survey

The Recreation and Leisure Coordinator provided an overview of the survey.

It was decided to include a preamble at the beginning of the survey that would convey the message of confidentiality expectations.

It was asked if some of the questions in the original survey could be held back and asked during interviews. However, there was concern that this would limit the responses and information received. It was determined to leave the survey questions as is and follow up interviews were only to held if further clarification was needed,

Chair Schummer inquired if a beta site would be provided to the committee to preview the survey prior to it going live. The Recreation and Leisure Coordinator advised that she would follow up and if possible, would send a copy to the group for review.

Chair Schummer inquired whether the committee wanted to set a date for the survey to be released. It was suggested that the survey be released by the end of March.

Chair Schummer inquired about an incentive for completing the survey. Councillor Pettingill suggested that a workshop/webinar be the incentive for completing the survey. The Recreation and Leisure Coordinator advised that she discuss this further with the Clerk to determine a suitable option.

B) Next Steps

The Committee agreed to review and send additional questions for the survey to staff, as well as suggestions for the introductory of the survey.

Staff will draft a pre-ambule and closing paragraph for the survey for the committee's review.

6. Other Business

A) Next Meeting Date

April 7, 2021 at 6:30 p.m.

7. Adjournment

Moved by Angela Canavan that the Committee adjourn at 7:31 p.m.

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