



**The Corporation of the Township of Malahide**  
**COMMUNITY GRANT COMMITTEE MEETING AGENDA**  
**November 28, 2025 – 10:00a.m.**

**Malahide Council Chambers – In-Person Meeting Only**  
**51221 Ron McNeil Line**

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- (A) Call to Order
- (B) Approval of the Agenda
- (C) Disclosure of Pecuniary Interest
- (D) Announcements
- (E) Adoption of Minutes of Previous Meeting(s)

**Recommended Motion:**

THAT the minutes of the Community Grant Committee Meeting held on June 4th, 2025 be received.

- (F) Delegations
- (G) Unfinished Business
- (H) Attachment(s)
- (I) New Business
  - Review of Submitted 2026 Community Grant Applications
- (J) Closed
- (K) Adjournment

**Recommended Motion:**

RESOLVED THAT the meeting adjourn at X:XX a.m.

**The Corporation of the Township of Malahide  
Community Grant Committee Meeting  
June 4, 2025 – 2:00p.m.**

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Malahide Township Community Grant Committee met at the Malahide Council Chambers, at 51221 Ron McNeil Line, Springfield, at 9:00a.m. The following were present:

**Council:** Mayor D. Giguère, Councillor S. Lewis, and Councillor R. Cerna.

**Staff:** Director of Corporate Services A. Boylan, Community Relations and Economic Development Manager S. Tripp, and Clerk A. Adams.

**CALL TO ORDER:**

Councillor Lewis took the Chair and called the meeting to order at 2:04p.m.

**APPROVAL OF AGENDA:**

**Moved By: Rick Cerna**

**Seconded By: Dominique Giguère**

THAT the agenda be approved as presented

**Carried**

**DISCLOSURE OF PECUNIARY INTEREST and the General Nature thereof:**

No items.

**ANNOUNCEMENTS:**

No items.

**ADOPTION OF MINUTES:**

**Moved By: Rick Cerna**

**Seconded By: Dominique Giguère**

THAT the minutes of the Community Grant Committee Meeting held on January 29, 2025 be approved.

**Carried**

## **DELEGATIONS:**

No items.

## **UNFINISHED BUSINESS:**

No items.

## **NEW BUSINESS:**

- Review and debrief existing Policy
  - Evaluate feedback from 2024 and review possible suggestions for improvement.
- Review funding criteria established under the Policy
  - Evaluate current criteria and demonstrate if is effectively capturing the intended demographic effectively.

CRED Manager Tripp provided an overview of feedback from the 2024 process, noting that not all comments were actionable. The Committee agreed that financial statements should remain part of the criteria, as they demonstrate responsibility and support informed decision-making.

Director Boylan suggested refining parts of the application to improve clarity while retaining financial information to ease completion.

There was agreement by the committee to refine the feedback language related to financial information, with any further discussions to take place in person as needed.

The Committee supported continued communication and marketing of application deadlines. As part of the standard practice, a reminder will be sent to past applicants. Clarification was provided that applications are accepted only during the designated intake period, and outside of that window, they may be reviewed only if funding remains available.

Mr. Tripp initiated a discussion on aligning the policy's criteria with its intended goals. Suggestions focused on simplifying the application form and clearly separating the policy and instructions from the application materials. The Committee also supported removing the application requirement for designated community founding organizations and recommended that the specific policy be reviewed.

**Moved By: Dominique Giguère**  
**Seconded By: Rick Cerna**

THAT the Grant Committee has completed its review and developed recommendations regarding the criteria outlined in the current Policy;

AND THAT staff be directed to implement the recommended changes and bring forward a report to Council for consideration at an upcoming meeting.

**Carried**

**ADJOURNMENT:**

**Moved By: Dominique Giguère**

**Seconded By: Rick Cerna**

THAT the Committee adjourn its meeting at 2:47p.m.

**Carried**

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Chair – S. Lewis

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Clerk – A. Adams