



**Community Services Advisory Board Minutes**  
**June 28, 2022, 5:30-7:30pm**  
**Google Meets**

**Present:** Benjamin Whynot, Bette Gray, Jennifer Albers, Donna Brock, Shane Scott, Oluseyi Taiwo, Kanwal Lali, Jameela Murji, Asheika Sood

**Regrets:** Ashton Raeyr, Francisco Yu, Lara McClelland

**Staff/Guests:** Brent Jans (minutes), Kim Turcotte, Danae Kortmann-Watts, Susan Meunier, Sarah Stephenson, Jennifer Flaman, Councilor Jo-Ann Wright

#	Agenda Item	Member	Outcome
1.	<b>Call to Order</b>	<i>J. Smith</i>	<ul style="list-style-type: none"> <li>Called to Order at 5:35pm</li> </ul>
1.1	Approval of Agenda	<i>J. Albers</i>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
1.2	Approval of Consent Agenda	<i>J. Albers</i>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
2.	<b>Presentations</b>		
2.1	Introduction to the New Community Services DCM	<i>J. Flaman</i>	<ul style="list-style-type: none"> <li>Members of the Board introduced themselves to Jennifer Flaman.</li> <li>Jennifer Flaman introduced herself and talked about her role as the Community Services Deputy City Manager.</li> </ul>
2.2	Overview of the <a href="#">Community Safety and Wellbeing Framework</a>	<i>J. Flaman</i>	<ul style="list-style-type: none"> <li>Jennifer Flaman gave a short overview of the developing Community Safety and Wellbeing Framework</li> </ul>
2.3	<a href="#">Community Parks Framework Workshop</a> (6:15pm-7:00pm)	<i>D. Kortmann-Watts/S. Meunier</i>	<ul style="list-style-type: none"> <li>Danae Kortmann-Watts, Susan Meunier, and Sarah Stephenson presented the Community Parks Framework Workshop</li> <li>the Board was invited to give feedback on the Framework as it is still in development.</li> </ul>
3.	<b>Committee Reports/Decisions</b>		
3.1	<i>FCSS Committee</i>	<i>K. Turcotte</i>	<ul style="list-style-type: none"> <li>Kim Turcotte gave an update on the FCSS Committee</li> <li>Funding letters for the approved FCSS funding will go out in the following week, with agreements processing in the Fall</li> </ul>
4.	<b>Decisions/Discussions</b>		

4.1	<p><i>Chair's Report</i></p> <ul style="list-style-type: none"> <li>● Board Member Roles and Responsibilities</li> <li>● How Do We Work Together</li> </ul>	<i>J. Albers</i>	<ul style="list-style-type: none"> <li>● Jen Albers presented a Chair's Report</li> <li>● Sought guidance from the Board regarding Board member roles and responsibilities</li> <li>● Questions regarding what members are allowed to do around engagement</li> <li>● Would like to be offered opportunities for early engagement with Administration.</li> <li>● Curiosity around the City Clerk's Office Governance Review</li> <li>● If CSAB is an advisory board, when and on what does it advise?</li> <li>● <b>Action:</b> add <a href="#">Community Engagement Framework</a> to a future agenda (<b>Brent</b>)</li> <li>● Suggestion that a CSAB member is present for Administration meetings ahead of regular CSAB meetings.</li> <li>● <b>Action:</b> Are there social media accounts for CSAB? Is there a way (Google Groups?) to connect with other Boards? (<b>Brent</b>)</li> </ul>
5.	<b>New Business/Round Table/Future Agendas</b>		
5.1	<p>Next Meeting - August 23, 2022</p> <ul style="list-style-type: none"> <li>● Civic Governance Workshop - what would members most like to know/ask?</li> </ul>	<i>J. Albers</i>	<ul style="list-style-type: none"> <li>● Sought questions to ask for this workshop</li> <li>● What procedures must be followed when passing a motion?</li> <li>● <b>Action:</b> Email out to members for a social meet-up in July (<b>Brent</b>).</li> </ul>
6.	<b>Adjournment</b>		<ul style="list-style-type: none"> <li>● Meeting Adjourned at 8:03pm</li> </ul>