



**The Corporation of the Township of Brock  
Not-For-Profit Sector Review Committee Minutes**

**March 18, 2025  
Virtual Meeting**

---

- 1. Meeting Link**
- 2. Call to Order / Roll Call**

Chair Canavan called the meeting to order at 12:00 p.m. and confirmed the following committee members and staff were present.

Committee Members:

George Ranich  
Sarah Barron  
Tracy Munusami

Staff Present:

Mayor Walter Schummer  
Maralee Drake, Deputy Clerk  
Alicia Bagshaw, Recreation and Leisure Coordinator  
Stefanie Stickwood, Clerks Assistant (Recording the minutes)

Regrets:

Karla Enns

- 3. Disclosure of Pecuniary Interest and Nature Thereof**
- 4. Delegations**
- 5. Confirmation of Minutes**

Sarah Barron moved the minutes from the October 8, 2024 meeting.

Motion Carried

## **6. General Items**

### **6.1 Approval of 2025 Meeting Schedule**

The Committee discussed the proposed meeting schedule and preferred an hour and half meeting length as opposed to the current one hour.

The group decided on April 8 from 6:30 p.m. - 8:00 p.m. for the next meeting date.

The Clerk's Assistant was to send out a revised meeting schedule, taking into consideration the different days and times the members were available for the remainder of the year.

The Mayor suggested that the Committee meet casually outside the constraints of a formal meeting, to aid in the generation of ideas and bring those back to the meeting for discussion and formal adoption.

### **6.2 Flag Raisings for 2025**

The Committee decided to hold a formal flag raising event on April 17th at 10:00 a.m. in recognition of Volunteer Recognition Day. Sarah Barron was to speak on behalf of the committee and all Nonprofit organizations within Brock Township would be invited to attend. The Committee would also hold a formal flag raising event for the August 17th National Non-profit day.

For National Volunteer Week - April 27 to May 4, 2025, and International Volunteer Day – December 5, 2025 a communications plan would be created by the committee and sent to the Communications and Tourism Coordinator to share.

The Committee discussed reaching out to the organizations about attending the events with each member to focus on their respective town.

The Recreation and Leisure Coordinator noted the Township of Brock Recreation Facebook page shares information posted through Volunteer Canada during National Volunteer week and suggested that the messaging encourage local non-profits to share a picture of their organization.

### 6.3 Awards of Merit Event

The Deputy Clerk advised that the previous Sports Hall of Fame had been altered to recognize all different types of groups/organizations throughout Brock and was now to be called the Awards of Merit Event.

The inaugural event was to occur on September 25th at the Sunderland Town Hall and would occur moving forward on an annual basis.

The types of groups that would be recognized was shared adding this change was aligned with the Support for Community Organization policy, as well as the golf tournament funding process.

The Committee was asked for support by providing ideas for the event, setting up a table at the event, sharing messaging, seeking nominations and a representative providing the closing remarks on the day of. It was also requested that the committee provide contact information of caterers who would serve light refreshments. Once ready, promotional materials will be provided to the committee to share amongst their networks.

Councillor Canavan suggested the Brock Accessibility Advisory Committee present their annual award at this event and that after the first event, have the Committee discuss possible suggestions for the following year.

## 7. Other Items & Inquiries

### 7.1 New Business

#### 7.1.1 US Tariffs

The Mayor advised that the Brock Board of Trade would be gathering data and tracking how the U.S Tariffs were effecting small businesses within the Township of Brock. There was concern on the affects the tariffs would have on non-profits in terms of fundraising and donations. The Committee was asked to serve as a conduit to the Township by providing information on how the tariffs have affected the non-profit organizations throughout the Township.

#### 7.1.2 Mayor's Non-profit Networking Event

Feedback from the previous Mayor's Non-profit Networking event brought forward advising that non-profits were struggling to get permitting for their events through the Township and the costs associated with this.

The Deputy Clerk advised that the Support for Community Organizations Policy and application form had just launched prior to the event and there had been limited time to get the messaging out to the organizations. The information has been promoted to the organizations through the quarterly newsletter and every time a request has been received for an event, the process and application has been shared.

It was asked that the Committee share the policy and application to the community organizations and to bring back any feedback that might be received.

Councillor Canavan shared there was still inequities as to how events and groups receive supports especially larger events having to still fund the use of portable toilets. It was asked that this topic be placed on the next agenda.

#### 7.1.3 Non-Profit Committee Objectives

The Mayor advised that the previous term of the Committee recommended the need for regular updates and feedback provided from the non-profits within the community to learn of the problems or challenges facing these organizations. It was suggested that the committee regularly checks in with the groups and brings back a report to council advising of what was learned.

Councillor Canavan suggested the committee relook at the survey and amend it to include the impacts of the U.S Tariffs. The original survey was to be sent to the Committee to review. It was suggested that the committee should meet outside of the formal meeting to discuss.

The Clerk's Assistant was to provide the Committee with a list of Non-profit organizations, report and workplan.

The Deputy Clerk provided an update of the survey that was completed by current and past committee members for the current term. It was advised that Clerk's staff were to meet to discuss the results of the survey and there was the possibility of an advertisement for recruiting new members to be distributed.

#### 7.2 Next Meeting Date

April 8, 2025

**8. Adjournment**

Tracy Munusami moved that the meeting adjourn at 12:56 p.m.  
Motion Carried.