

REPORT FOR INFORMATION



Draft Minutes of the Grants and Programs Committee Meeting held March 26, 2026

MEETING DETAILS

Meeting Date:	March 26, 2026	Contact:	Sadia Khan, Senior Grants Manager
Start time:	10:00am	Email:	skhan@taf.ca
Location:	Video Conference/ TAF Office, Union Station	Chair:	Dan Zilnik

MEETING MINUTES

1. Consolidated Grants and Programs Budget

Decision Type: Information

Status: Received

Confidential attachment - security of the property of the Toronto Atmospheric Fund.

Committee Decision:

The Grants and Programs Committee received the item for information.

Origin:

(March 12, 2026) Report from the Senior Grants Manager, Toronto Atmospheric Fund

Summary:

An updated Grants and Programs budget for 2026 was presented to the Committee.

Decision Advice and Other Information:

The Grants and Programs Committee recessed its public meeting to meet in closed session to consider the item as it pertains to the security of the property of the Toronto Atmospheric Fund.

Background Information:

(March 12, 2026) Report from the Senior Grants Manager, Consolidated Grants and Programs Budget

Confidential Attachment 1 – 2026 Budget

Motions:

*Motion to receive item moved by Mike Layton (**Carried**)*

That the item be received for information.

2. Updates from Senior Grants Manager

Decision Type: Information

Status: Received

Committee Decision:

The Grants and Programs Committee received the item for information.

Origin:

(March 12, 2026) Report from the Senior Grants Manager, Toronto Atmospheric Fund.

Summary:

The Senior Grants Manager provided an update on the first grant intake of 2026 and introduced a new resource for prospective grantees: a carbon quantification guide for grant applicants.

Background Information:

(March 12, 2026) Report from the Senior Grants Manager, Carbon Quantification Guide for Grant Applicants.

Motions:

Motion to receive item moved by Lindsay Wiginton (Carried)

That the item be received for information.

3. Grant Management Software (Request for Proposals)

Decision Type: Information

Status: Received

Committee Decision:

The Grants and Programs Committee received the item for information.

Origin:

(March 12, 2026) Report from submitted by Sadia Khan, Senior Grants Manager, Toronto Atmospheric Fund

Summary:

Update from the Grants Manager on the grants management software Request for Proposals currently in market.

Background Information:

(March 12, 2026) Report from the Senior Grants Manager, Grant Management Software RFP

Motions:

Motion to receive item moved by Rosemarie Powell (Carried)

That the item be received for information.

4. Streamlined recommendation pathway for small projects

Decision Type: Discussion

Status: Received

Origin:

(March 12, 2026) Report from the Senior Grants Manager, Toronto Atmospheric Fund

Committee Decision:

The Grants and Programs Committee received the item for discussion.

Summary:

An overview of a proposed streamlined recommendation pathway for small projects was presented to the Committee.

Background Information:

(March 12, 2026) Report from the Senior Grants Manager, Streamlined Recommendation Pathway for Small Projects

Motions:

*Motion to receive item moved by Lindsay Wiginton (**Carried**)*

That the item be received for discussion.

Procedural Motions

*Motion to meet in Closed Session moved by Dan Zilnik (**Carried**)*

At 10:14 am - That the Grants and Program Committee of the Toronto Atmospheric Fund recess its public session to meet in closed session to consider the following item:

1. Consolidated Grants and Program Budget

as it pertains to the security of the property of the Toronto Atmospheric Fund.

Announcements

The Chair acknowledged that the Committee was meeting on the traditional territory of many nations including the Mississaugas of the Credit, the Anishinaabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. The Chair also acknowledged that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

The Chair welcomed Board Member Elizabeth McCallion who joined to observe the committee meeting.

The Chair acknowledged and thanked departing Committee members Tamar Heisler and Erika Lontoc's, for their services and contributions to the Committee during the past two terms (8 years).

Also present – Non-members

Crystal Crawford, Operations Lead, TAF

Fatima Crerar, VP, Strategy and Partnerships, TAF

Sadia Khan, Senior Grants Manager, TAF

Julia Langer, CEO, TAF

Elizabeth McCallion, Executive Director, Peter Gilgan Foundation (TAF Board of Directors)

Meeting Sessions

Session Date	Session Type	Start Time	End Time	Public or Closed Session
2026-03-26	Morning	10:05	10:14	Public
2026-03-26	Morning	10:14	10:20	Closed
2026-03-26	Morning	10:20	10:46	Public

Attendance

Members were present for some or all of the time period indicated.

Date and Time	Quorum	Members
2025-03-26 10:05 AM – 10:14 AM (Public Session)	Present	<i>Present:</i> Tamar Heisler, Ali Hoss, Kirk Johnson, Mike Layton, Rosemarie Powell, Lindsay Wiginton, Dan Zilnik (Chair) <i>Not Present:</i> Erika Lontoc
2025-03-26 10:14 AM – 10:20 AM (Closed Session)	Present	<i>Present:</i> Tamar Heisler, Ali Hoss, Mike Layton, Rosemarie Powell, Lindsay Wiginton, Dan Zilnik <i>Not Present:</i> Kirk Johnson, Erika Lontoc
2025-03-26 10:20-10:46 (Public Session)	Present	<i>Present:</i> Tamar Heisler, Ali Hoss, Mike Layton, Rosemarie Powell, Lindsay Wiginton, Dan Zilnik <i>Not Present:</i> Kirk Johnson, Erika Lontoc