

## Fraser Region Community Council Meeting

**Newport Village, Port Moody**

**Time: 5:30 pm – 7:30 pm**

**Date: November 28, 2016**



<b>Chair:</b>	Sue Man <a href="mailto:smann@telus.net">smann@telus.net</a>
<b>Attendees:</b>	Conrad Tyrkin, Deb Applebly, Laurie Geschke, Shari Mahar, Vera Anderson, Linda Wu, Bob Kashyap, Carol Broomhall
<b>Guests:</b>	Ryan Jamieson, Jackie Malekpour, Carlos Canizales
<b>Regrets:</b>	Maxine Wilson, Barb Paciejewski, Massi Bakhshain

### **AGENDA TOPICS**

#### **Item 1: Minutes and Agenda**

##### **Discussion:**

Welcome to new Council Member Shari Mahar, ED of CISS.

##### **CARRIED**

M/S/C as presented. Agenda – will put Ryan’s Report before Sue’s and re-define the Council’s goals in Sue’s Report.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>
<ul style="list-style-type: none"><li>Minutes to be sent to all members of council</li></ul>	Carol Broomhall	As soon as possible
<ul style="list-style-type: none"><li>Agenda submissions sent to Carol Broomhall Council Secretary. <a href="mailto:Carol.broomhall@gobaci.com">Carol.broomhall@gobaci.com</a></li></ul>	All Council Members	1 week prior to meeting 3 days prior to the meeting
<ul style="list-style-type: none"><li>Agenda sent to Council Members</li></ul>	Carol Broomhall	By next meeting
<ul style="list-style-type: none"><li>Add for Old Business for follow up to the agenda</li></ul>	Carol Broomhall	

### **AGENDA TOPICS**

#### **Item 2: PAC Report - Barb**

##### **Discussion**

Barb had a family emergency and was unable to attend, so we will table this report to the next meeting.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

### **AGENDA TOPICS**

#### **Item 3: Housing Sub-Committee – Vera Anderson**

##### **Discussion**

- The Sub-Committee has been disbanded, but Vera was asked to comment on any new housing-related initiatives. Weren’t able to attend the homeless taskforce in November, but will attend in December. Laurie attended the Non Profit Housing Conference, along with a self advocate and a CLBC staff. They presented the business case for developing housing for people with disabilities. Told stories about people and encouraged developers to shift their perspectives to view people with disabilities as viable, amazing, responsible tenants. Excited about the responses from developers. Laurie felt well prepared to present as she had learned a lot from being on the Council’s Housing Sub-Committee. It was a large conference – over 1,000 attendees from across Canada.
- Comment: Ross Chilton, ED of CLS is a Board President of Non Profit Housing Assn, so have a strong advocate for accessible housing there.
- BACI recently awarded \$2 million by the Province for a 9-unit affordable accessible housing development in Burnaby.

- In the past, housing subsidies used to be attached to people. Now they are attached to the building. Wonder if it should be changed back to being attached to people, so still eligible for a subsidy no matter where they live. The subsidy is linked to a specific property with density bonuses.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

**AGENDA TOPICS**

**Item 4: Self Advocate Report**

**Discussion**

- Conrad met with Meaghen a while ago and she talked with Coquitlam City Council and they are slowly starting to develop something in January or February around youth leadership. Next Council meeting, Conrad will come prepared with a document to report from.
- Suggest Conrad talk with the City of Port Coquitlam about the Recreation Centre that they're developing. A good time to connect when they're in planning mode. Shari is talking with them and will bring back some ideas for Conrad.
- Conrad made a presentation on People First for the Council at the end of the October meeting. It was a small turnout, but as we do more things in the community, more will turn out. More local service providers will help get the word out.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>
Shari will give info to Conrad on the new Recreation Centre in Port Coquitlam.	Shari	Ongoing

**AGENDA TOPICS**

**Item 5: Treasurer's Report – Bob Kashyap**

**Discussion**

- Clarification of the payment process on invoices: When Bob gets receipts from Council members, he needs sign off on them, then forward to Ryan. Ryan will sign off on them, then forward to Head Office for payment. It is acceptable for Bob to take photos of the receipts/invoices and email to Ryan, since Bob only comes to meetings once a month.
- Budget: \$3,145 is available as of December 1<sup>st</sup>. Now have an additional \$350. Fiscal year end is March 31.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

**AGENDA TOPICS**

**Item 6: Wills & Estates Event – Deb Appleby**

**Discussion**

- About 30 people attended this workshop, sponsored by the Community Council, in Maple Ridge. An excellent workshop. Very well received. People arrived an hour in advance and stayed late. Laurie was one of the presenters.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

**AGENDA TOPICS**

**Item 7: CLBC Report – Ryan Jamieson**

**Discussion**

- Has been looking over documents or other information relating to the Council and organizing it more. Started a document for a Work Plan and also Council Goals. Will update all members of the Council on the CLBC website. Need to clarify who is on the Council so that can be updated. One member has been absent for quite some time. Need to contact her and find out if she's still able to continue on with the Council.

- Will set up a CLBC Community Council email. Who will pick up the email? Bounce forward to Sue Mann, Chair. Set up so Carol can also access.
- Ryan will share documents that we may not have seen – ie Council Membership Agreement. Need to read through it and get it re-signed by all Council members. Could be done every year.
- Should be a confidentiality agreement for people to sign. If it's not in those documents, request that one be created for Council members to sign.
- Also information on the Council nomination process.
- Also read the information on what Ryan's role with the Council is.
- Just want to make sure we're doing everything we should be.
- Participate in an annual self-evaluation process. Have done one. Would like to do another one so Ryan can see how he can support the Council better. Agree that would be a good idea.
- Carlos and Jackie are facilitators here. Will get them to work with any self advocates who need support.
- Have discussed our goals for the year – focus on housing, community inclusion and employment.
- Ryan would like to help us develop an official Work Plan for April 1 2017. We can have it done in advance – over the next 4 months -- with specific timelines to see what is coming. It could be up to a 3-year work plan if we wish. Then can spread the work over everybody, including Ryan, Carlos and Jackie.
- Comment: Agree that a Work Plan is a good idea – will help us contribute in better ways.
- Also need a Communication Plan. Conrad can work with the CLBC communications person as well.
- Could put a calendar on the website as well.
- Comment: Would like to talk tonight about how we can use \$2500 until the end of the fiscal year.
- Carlos and Jackie can provide a lot of support to self advocates on the Council. They will likely rotate alternating meetings.
- Ryan also wants Analysts coming to the meetings so they can learn more from the Community Council.
- Council members could take a look at the Vancouver Work Plan. They are doing a 3-year Work Plan, with committees including Recruitment, Asset Mapping, Group Orientation, PAC, Updating Webpage, Family Governance Model.
- Vancouver asked questions around why they were doing the work, what they wished to learn, identifying who the info was for.
- Want to update the website, update the Council members. CLBC Communications contact is Lisa Porciletto.
- Need to get bios from Council members as well, and add Conrad's name. Add all Council minutes.
- Can also add updates on what's being worked on, what's coming up with events. Could add stories and news and other resources the councils have developed.
- Look at different Council descriptions on the website to get an idea of what others are doing.
- Council Survey – Info for Recruitment Strategies. Got 6 out of 10 responses. No one from Burnaby, New West, Port Moody, Port Coquitlam (although PM & PC are part of Tri-Cities).
- Emphasis on finding someone representing Burnaby and New West.
- Have one self advocate. Might be good if there were one or two more self advocates, but that is a Council decision.
- Lots of family members and professional businesses. A good cross-section of skills and expertise. Helps with understanding who to target for recruitment.  
Clarification: Community Council members don't have to be family members of people with a disability, but need to be the majority.
- Would be good to have a developer, someone associated with a community centre, rec centre or municipality.
- Question: There used to be brochures on Community Councils. Are there still any of those around? Ryan will check.
- Comment: Would be good to develop a fact sheet about the Council.
- Question: There are 2 self advocates interested in being on the Council. What is the process to bring them on? Anyone can apply to the Council, but need to fill out the Nomination Form and decide if that person has the skill-set that would be beneficial to the Council.
- The Community Council Handbook is a great document. The link to the Handbook is [here](#).
- Carol will email the Council's Strategic Plan with the minutes.

Action Items:	Person Responsible:	Deadline:
Set up CLBC Council email	Ryan, Carol	Dec 19
Update Council page on CLBC website	Ryan, Carol	Dec 19
Clarify who is on the Council	Sue	Dec 19
Share all Council-related documents – including Confidentiality Agreement, info on Council nomination process	Ryan	Dec 19
Develop an official Work Plan for April 2017	All Council	April 2017
Develop a Communication Plan	Sub-Committee	April 2017
Council Recruitment – focus on finding representative from Burnaby & New West; good to have a developer, someone associated w community centres, rec centres, municipality	All Council	ongoing
Develop a Fact Sheet about the Council	??	
(Re)Read Community Council Handbook <a href="#">here</a>	All Council	Dec 19
Email Council's Strategic Plan	Carol	Dec 1

## AGENDA TOPICS

### Item 6: Chair's Report – Sue Mann

#### Discussion

Deb, Laurie, Massie, Barb and Sue met with CLBC Board members in early November. Had a general meeting about the Council. A nice discussion.

Goals the Council identified in the Spring:

- **Housing** – which we ran as far as we could at this time.
- **Employment** – think we need to do more for employer recognition.
- CISS created postcards to circulate to businesses at the Port Moody Mayor's event and also gave a recognition award to the City of Port Moody.
- Back in Motion, CISS, Community Ventures, SF Society, Douglas College, District 43 are all focusing on employment as well. A small sub-group has been meeting at CV around a communication plan on employment. Lots of success stories being shared. Not as much done collaboratively in Burnaby around employment, other than directly through agencies like BACI.
- Everyone is talking about employment. If the Council wants to talk about it, we need to have a specific reason.
- Suggest Kudoz is a great program for offering more life experiences and a first step towards gaining experiences, skills and knowledge for employment. Provides soft skills that are essential – ie punctuality, telephone manners, etc.
- Suggest we sponsor some people to participate in Kudoz. Need to clarify whether they are still charging for experiences, and if so, how much.
- CLBC – BCGEU scholarship offered a number of people opportunities to try all sorts of other experiences. Could help raise awareness about this. Application deadline is typically in March. Funding up to \$2,500 per person per year.
- ANSO is having their regional meetings in Vancouver. Going to those to find out more.
- **Community Inclusion** – third goal
- We came up with the overall goals, but need to develop more specific Work Plans.
- Looked at goals of other Councils – ie. Kootenay Community Council focuses on being a vehicle of inclusion, raising public awareness, fostering partnerships with stakeholders, participating in local community events, recruiting diverse council members.
- Question: Why did housing cease being a Council goal? Found that as a sub-committee we cannot commit to anything. We were hoping to get City Councillors and developers sitting together – so they could develop affordable housing for clients of CLBC. A lofty goal. Our hands were tied as individuals and as members of the sub-committee. But learned a lot about sub-committees themselves. Did go to the Mayor's Office and made a

presentation, but didn't get very far on that front. We don't have any concrete project because the City wouldn't give us anything (ie density bonuses) as a Council. The builder can't promise us some space from density bonuses without alignment with an agency, and the City is more interested in density bonuses aligned with recreational rather than housing space.

- In Vancouver, their Council did workshops on housing. We could do the same thing, but there was no information to take to anyone, other than awareness of the need – which they already have.
- Could do workshops on how to create housing opportunities for your children. Excellent speaker on that at InclusionBC event in Prince George – and at the recent BACI housing workshop.
- Want to focus on hosting events. Last year we did the poster contest at the Self Advocates' Conference. Haven't heard if there's a Self Advocates' Conference this year, but if there is, we'd like to be involved again. May know by January.
- Council agreed that they would like to support the poster contest again if there is an opportunity to do so.
- Question: What do people think about meeting in December? Do we want to meet on December 19<sup>th</sup>? Have more of a social event? Would like to meet on the 19<sup>th</sup>. The budget could be spent on a facilitator to get good goals.
- So much happening in the sector – we need to figure out what is NOT happening.
- What is going on with these topics and what could we contribute?
- What about having a facilitator come in who is outside of the sector?
- A large part of the community is non-English speaking. All our publications are in English. We could do a translation in a lot of different languages.
- Can increase the outreach.
- On the North Shore, CISS held an Academy of Aging in multiple languages. Vancity will provide education around financial management in multiple languages.
- Can host for families and reach out.
- Need a solid documented Plan for moving forward.
- Could use some of the Council funds for developing a one or 2 year plan.
- Our role is to engage the community.
- CISS hosted an art contest asking children what they thought an inclusive community looked like. The resulting artwork was amazing.
- Will look at finding an outside person. Ryan and Shari will look into finding that person. Will bring a name back to the December meeting.
- Would there be a volunteer on council who people can email their ideas to?
- Carol will access the community council gmail and forward to Sue.
- Where do we want to hold the December 19<sup>th</sup> meeting? We will have it at CLBC Boardroom at 5:30pm.
- Will have the hot dinner ordered by CLBC – maybe lasagna provided. Members will bring salads and desserts.
- Shari will bring both a salad and a dessert.
- Focus of the meeting on the 19<sup>th</sup> will be to discuss future goals – and eating!
- **Please send all of your ideas for future goals – and ideas – to the new council email. Ryan will send the new email address to everyone.**
- Conrad wants to be part of a communications sub-committee for community inclusion.

Action Items:	Person Responsible:	Deadline:
Clarify if Kudoz charges for experiences, and if so, how much	Laurie	Dec 19
Find an outside planning facilitator to help the Council develop a one, two or three-year Work Plan	Ryan, Shari	Dec 19
Email your thoughts on what future goals and ideas you would like the Council to focus on over the next 1, 2 or 3 years. Send to the new Council email address.	All Council	Dec 19
Create a new Council email address and send that address to everyone.	Ryan	ASAP
Bring salad or dessert for Dec 19 <sup>th</sup> Council dinner	All Council	Dec 19

<b>AGENDA TOPICS</b>		
<b>Item 8: Old Business/ New Business</b>		
<b>Discussion</b>		
None.		
<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

<b>Next Meeting: December 19, 2016</b> <b>Time: 5:30 pm – 7:30pm</b> <b>Location: CLBC Port Moody Office</b>
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