

Community Living BC – Simon Fraser Region
400-205 Newport Drive, Port Moody

Council Meeting Minutes
January 9, 2014, 5:30 pm

Present: Maxine Wilson, Vera Anderson, Sue Mann, Debra Appleby, Jim (via phone),
Jaqueline Gordon (via phone) Carol Broomhall (Minute taker)

CLBC Staff Present: Soheila Ghodsieh, Brian Salisbury, Jai Birdie

Regrets: Barbara Thomas, Ed Kushner

1. Introductions

2. Community Council Terms of Reference & Handbook – Brian Salisbury

- A Task Force Implementation Committee was struck 14 months ago to oversee the development of the Terms of Reference and the Handbook.
- Hired Joanne Granek, who started working on the project in March and travelled around the province for feedback.
- The latest draft of the Handbook has been circulated to the Council for final feedback.
- Are accepting feedback until mid-March.
- Will submit the Terms of Reference to the CLBC Board for approval in April.
- The latest versions of all Appendixes and Forms will be posted on the CLBC website.
- Working with Sylvie Zebroff to develop a series of videos – on community building, running an effective meeting, etc. – which will be posted on CLBC's Youtube channel.
- Services don't create good lives for people; relationships and inclusion in the community create good lives.
- Have identified 4 broad areas that Councils could engage in.
- 2.1.1 -- Hope that Councils will work in partnership with CLBC Community Planning & Development staff to identify who in community we can work with to increase community inclusion.
- 2.1.2 – Councils may initiate programs or initiatives directly with people or groups in the community.
- 2.1.3 -- Through the Provincial Advisory Committee, there is an opportunity to bring forward issues that are provincial in scope that may be barriers to inclusion – or opportunities for advancement.
- 2.1.4 – Provide opportunities for information sharing.
- It is a permissive framework. Some Councils may touch on all 4 areas; others may only focus on one.
- Will give Councils more autonomy around the budget. There is variable practice around the province.
- Councils must have autonomy to develop their work plan and make a budget submission.
- Will ask Councils to follow a common consistent process re: making appointments to Council at a local level.
- The CLBC Board and staff take the role of Council seriously.
- Question: Is there an attempt to do a more high-level or plain language synopsis?

- Will ask Jessica Humphries to work with a new editorial board of self advocates to create a more plain language version of the Terms of Reference.
- Feedback: Like the plan for the website and the directions, and the self advocates helping with plain language versions.
- There is another section of the Handbook that will be developed, which includes Best Practice Guidelines for staff to support volunteer members of Councils, and also stories/interviews from other Councils on their work.
- Community building is a sophisticated set of activities. Will provide training opportunities on that for Council members and Chairs.
- Communities are varied and multicultural. We individually may have connections to local churches or other organizations, but we need to make sure community engagement is diverse.
- An example was given of community engagement across the province of people involved with PACs.
- Question: Is there any information missing in the Handbook?
- Comment: The Council members are all equal. One person Chairs, just to facilitate discussion,
- CLBC is interested in finding out how management can support the Council and develop a strategy to do that.
- CLBC staff can tell us about all of the events that they are organizing, and letting us know what events in which the Council can participate. Council can also tell staff which initiatives they are interested in developing and discuss how staff can support that.
- For example, Housing is an area we want to explore. Council could be a broker, bringing together different partners to achieve results – i.e. bring Richard Faucher from BACI (who has developed housing with density bonuses) together with other business and government partners to try to create opportunities.
- Staff and Council need to be clear on the recruiting process and ensure that interested parties from a broad demographic are represented.
- There must be consistency in the process.
- We have 2 people from Ridge Meadows and 4 from Coquitlam who may be interested in joining the Council.
- CLBC will provide Councils with communications and community development support to help with targeted recruitment.
- Need to do asset mapping of Council members to see who we know in community and start thinking about how we could leverage those connections.
- Is there a plan for initial contact of potential Council members – detailing who makes the contact?
- We need to demonstrate that we are a Council that will achieve something – that we are not just receivers of information.
- Council is a body that is committed to creating more inclusive communities.
- Most people want to live in more hospitable communities.
- It would be optimal to have representation from throughout the region.
- An expectation of a newly appointed Council member is that you immediately need to think about succession planning – identifying people who will replace you when you go.
- If there are any further questions, people can phone Brian Salisbury.
- Question around how we could partner with CLBC to develop housing options.

- In terms of an expanded role for Councils over time, to have a greater community development role – and budget – that is a longer-term goal. The Handbook needs to be developed before an expanded role can be explored (i.e. with seed funding).
- Most of the Council members will be stepping down in March. Hope that there will be people in place ready to fill those roles.
- CLBC will send a plan for recruitment soon with communications supports.
- Believe people will participate if they know the Council's role will be different.
- Think we will need to develop Council committees to work on various initiatives.
- Impressed with this new Terms of Reference and Handbook. Think it presents great opportunity.
- Overall, Council thought the Terms of Reference and Handbook is very good.
- Deb Appleby is sitting as the PAC Representative for the Council.

M/S/C That Sue Mann will replace Deb Appleby as the PAC Representative.

Need to fill out a Form by end of February noting the change in PAC representation. Brian will send a copy of the Form to Soheila.

Next meeting date: 6:00 pm, Tuesday, Feb 25 2014.

Following meeting will be held at 6:00 pm on March 25, 2014.

Meeting adjourned at 6:45 pm.