

## **Surrey Community Council Meeting Minutes Thursday, January 22, 2009**

**Present:** Cheryl-Anne Hendy                      Larry Shareski  
                  Connie Hulley                         Maddie Addison  
                  Coreen Windbiel                         Marie Sabine  
                  Jane Moon                                     Sandra Cottingham

**Regrets:** Rachhpal Sidhu

**CLBC Staff:** Sharon Rose, Surrey CPD Office Manager  
                  Josefina Marchetti, Recorder

### **Call to Order**

The Chair called the meeting to order at 6:35 pm and welcomed the members.

### **Agenda**

The agenda was reviewed and accepted, as circulated.

### **Approval of the Minutes of October 23 and December 04, 2008**

The minutes were reviewed.

### **Motion**

It was moved by Marie Sabine, seconded by Larry Shareski, to approve the Community Council minutes of the October 23, 2008 meeting.

*Carried Unanimously*

### **Motion**

It was moved by Maddie Addison, seconded by Larry Shareski, to approve the Community Council minutes of the December 04, 2008 meeting.

*Carried Unanimously*

### **Survey Work Session**

This past fall 2008, the CLBC Community Council for Surrey sent out a survey which provided families, caregivers and self-advocates a tool to identify areas of need for individuals who receive support from CLBC.

The Council will use the information from the survey responses to guide the Council's work.

The responses were sorted by categories and each Council member took over a category and follow-up with individuals and caregivers. The categories were distributed as follows:

- Maddie - work and volunteering
- Coreen - recreation
- Jane - personal care
- Sandra - post-secondary
- Cheryl-Anne - Housing and Safety
- Marie- transportation
- Larry and Rene - Friends

Each council member reported out on their survey follow-up “community conversations” (phone calls to respondents). Council then identified the key areas where initiatives seemed called for. They decided on two strategic initiatives which would involve community participation and involvement under the leadership of the council. These were:

1. Transportation Services Improvement Task Force
2. Task Force on Quality Lifestyles through Dedicated Planning  
*for Life-Long Learning, Employment and Recreation*

It was also agreed that council would develop an Action Plan and provide a formal recommendation to CLBC re: Planning and prioritization for those with aging parents. As per this intention, Council requested additional demographic information with regards to how many CLBC eligible citizens in the Surrey region may be affected by the aging parents’ trend.

### **Letter from the Vice-President, Community Living and Development**

The letter states that CLBC has hired Suzanne Veit, an independent consultant with experience in community development and governance who will conduct interviews with Community Council members, CLBC Managers, CLBC Executives and Board members.

Suzanne Veit will examine the Council terms of reference and its implementation process. The information gathered will assist CLBC in identifying areas that need improvement and will provide information that will help to enhance the relationship and effectiveness of CLBC and the Community Councils.

### **Community Council Annual Report**

The Chair asked for a volunteer to document and to create a draft the Annual Report. Maddie Addison volunteered. The Chair will email or mail the Annual Report template to all the members. The members were asked to use the template in order to submit their comments and suggestions for the Annual Report, and to direct these to Maddie directly.

The Annual Report will be set as a standing item in the Council agendas.

### **Meeting of the Lower Mainland Community Council Chairs and Vice-Chairs**

The meeting was held in Burnaby, on Wednesday, January 14. The Surrey Council Chair and Vice-chair attended the meeting. A variety of items and issues were discussed; Council chairs/vice chairs shared their experiences, initiatives and successes, concerns about the waitlist were highlighted, and the need for the development of a constructive, collaborative approach that councils might use to have a positive impact on the waitlist issue was discussed. The participants agreed that the meeting had been useful and all agreed that we would meet again in the coming months.

## **Report from the Recruiting Committee**

### **Extension of terms**

The terms of two of the Council members, Sandra Cottingham and Connie Hulley, will expire on January 31, 2009. The Recruiting Committee recommended the Council to approve a new term for both members.

### **Motion**

It was moved by Marie Sabine, seconded by Coreen Windbiel, to accept the nomination to extend the terms of Sandra Cottingham and Connie Hulley for two more years and to submit the nominations to the CLBC Board for approval.

*Carried Unanimously*

### **New Council members**

At this point, the Council has nine members; in order to have a productive Council with representation from all the community areas, it is recommended to have 15 members. In order to achieve this number of members and in compliance with the Council Terms of Reference, the Recruiting Committee will need to recruit five self-advocates or family members, one service provider and one community/local business. The Committee's goal is to have a Council formed by members from all the Surrey and White Rock areas.

The Committee reviewed one application from Sheila Palmer, which was presented to the Council for approval.

### **Motion**

It was moved by Maddie Addison, seconded by Coreen Windbiel, to accept the nomination of Sheila Palmer and to submit it to the CLBC Board for approval.

*Carried Unanimously*

## **Manager's Report**

### **Change of Manager in the Region – Richmond**

Megan Tardif, Richmond/Delta CPD Manager, has resigned to accept a position with the Ministry of Children and Family Development. Megan's new role is CYSN Transition Manager for the Fraser region. Since it was difficult to find a suitable replacement for the Richmond/Delta area, the Surrey CPD Manager, Sharon Rose, agreed to take over the adult services and Catherine Merit, Senior Analyst at the Surrey Quality Services, agreed to take over the children's services. In addition, Sharon Rose will take on the responsibility of the Richmond/Delta Community Council

### **Transition of Children's Services to MCFD**

October 31, 2009 is the date for the transfer of staff and resources back to MCFD. MCFD and CLBC are taking in consideration the staff and office spaces and will try to have both employers viewed as desirable work options.

### **Advisory Committee to the CLBC Board of Directors**

The draft of the Terms of Reference of the Advisory Committee to the Board states that the Committee is made up of a single member (either a self-advocate or family member) from each Community Council. The Council will be asked to support a Council member to become a

member of the Advisory Committee and to send its recommendation to the CLBC Board of Directors.

**Staffing Update**

Part time Team Assistant hired – Kathy Jamieson

Full time Adult Facilitator for work primarily in Richmond hired - Jim White (Jim will work with some Surrey individuals).

Practicum Student – Chelsea Delaney, fourth year Social Work student at UBC. The practicum student is being mentored by Surrey facilitator, Sue Bailey.

**Waitlist Data**

CLBC conducted a waitlist data quality project in mid December. The purpose was to identify services being received by individuals and what are they waitlisted for.

**Next Meeting**

The next Community Council meeting will be held on Thursday, February 26, at 6:30.

**Adjournment**

There being no further items to discuss, the Chair adjourned the meeting at 8:30.