

## Fraser Region Community Council Meeting

**Newport Village, Port Moody**

**Time: 5:30 pm – 7:30 pm**

**Date: April 24, 2017**



<b>Chair:</b>	Sue Mann
<b>Attendees:</b>	Deb Appleby, Shari Mahar, Linda Wu, Ashley Baker, Vera Anderson, Conrad Tyrkin, Barb Paciejewski, Bob Kashyap, Maxine Wilson, Laurie Geschke
<b>Guests:</b>	Jackie Malekpour, Carlos Canizales, Ryan Jamieson
<b>Regrets:</b>	Courtney Dinahan, Massi Bakhshain

### **AGENDA TOPICS**

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

**Discussion:** Have asked Carol to send minutes in PDF so people can print off better if they're having problems with Word format.

### **CARRIED**

<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 1: CLBC Report – Ryan Jamieson**

##### **Discussion**

- Confirmed who was receiving the CLBC Info Flash and will ensure everyone receives one in the future.
- Suggestion that when Carol receives the next Info Flash to forward to the rest of the Council so people will know when they should be receiving theirs directly from CLBC.
- Last CLBC Info Flash talked about the upcoming election; everyone transitioned to a new insurance provider and new Employee Assistance provider. Also have a new Compliance Auditor – Rebecca Fay, and a newly established internal compliance team.
- Ridge Meadows Association had asked for \$500 for a Run Rock 'n Roll event in May. They have already been declined by CLBC. We gave them funding last year, so would not entertain again this year. Also, it does not closely align with the Council's objectives for this year.
- Last year's Council budget was \$4,000, although we were told it was \$5, 000, so there were some overages.
- This year's budget is \$4,000 again.
- There may be a possibility of receiving more funding if we identify good projects to justify the increase.
- Elections for Chair and Vice Chair will be held at the end of this meeting.
- The Director & Meaghan have been very pleased with the progress of the Council's Work Plan this year and very impressed with the document that was developed.
- Richmond has officially joined the Fraser Region.

- Question: Where does CLBC think the Council needs to saturate the community? Think we could focus beyond the traditional community living events.
- Looking forward to broader community engagement, with education going out and feedback coming in.
- Important to educate people who don't know who CLBC is or know much about community living.
- Carlos and Ashley attended the Maple Ridge Transition Fair – as representatives of the Community Council.
- About 20 people took pamphlets and sounded interested in joining at the time.
- Need to get the Recruitment Sub-Committee activated soon.
- Advocate from the Representative for Children and Youth would like to present to the Council. Would likely make more sense for her to present to families directly at another event/venue, but Sue will contact her to see why she wants to present.
- The movie gift certificates that the Council donated were presented at the Maple Ridge Transition Fair. The Fair was well-attended, and 26-27 agencies were present. They created 2 additional sessions over the next 2 weeks as a follow-up to the Fair – including information on Financial Services.
- Event feedback: When the movie ticket prizes were awarded there was no mention that they were donated by the Community Council. Make sure that proper recognition is given in the future.
- The Tri-Cities Transition Coordinator for the School Board took a leadership role in the local Transition Fair.
- If anyone knows of different events happening in our Region that we could attend – so we're not duplicating efforts – let the Council know.

Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none"> <li>• When receive the next Info Flash, forward to the rest of the Council.</li> </ul>	Carol	ASAP
<ul style="list-style-type: none"> <li>• Present Council Budget for 2017-2018 to CLBC</li> </ul>	Ryan	ASAP
<ul style="list-style-type: none"> <li>• Need to activate the Recruitment Sub-Committee soon.</li> </ul>	Sue	May 29
<ul style="list-style-type: none"> <li>• Ask Advocate from the Representative for Children and Youth why she wants to present to Council</li> </ul>	Chair/Ryan	Ongoing
<ul style="list-style-type: none"> <li>• When Council makes a donation, ensure that proper recognition is given.</li> </ul>	All	Ongoing
<ul style="list-style-type: none"> <li>• If anyone knows of different events happening in our Region that we could attend – so we're not duplicating efforts – let the Council know. Important to have broader community engagement.</li> </ul>		

## AGENDA TOPICS

### Item 2: Development of Council's 2017 Work Plan

#### Discussion

- Think that 2 or 3 of us should introduce ourselves to each of the Mayor's Offices in the Region. Load them up with information so we may be invited back to present to one of their Committees
- Suggest visit Council at a City Council meeting – make a 10 minute presentation so not to just the Mayor
- Would need people presenting to be from that community
- Could ask for a certain day/week/month to be designated Community Living day/week/month
- Canada Day, Teddy Bear Picnic, Golden Spike Days – want to ensure we have a presence at these community events
- Want people to be able to contact us – need to establish contact info for the Chair of the Council or the Chair of the Committee.
- Need to have the Council email set up and clarify who would receive it
- Would like to have an Agency cookie bake-off
- Could go to the YMCA – they put on a lot of events. The person in charge of the region made a presentation to the Council last year. We already have a relationship with them. We can make sure we're listed on their

calendar of events.

- This last Saturday Conrad presented on Self Advocacy at the Pacific Autism Family Centre. He would like to partner with them and present at the Centre again. We could connect Conrad to the Richmond Council and let them know that he's very interested in working more with the Centre.
- Suggest that we reach out to people who don't know about autism.
- Suggest we try to find a way to connect with families who choose not to connect with CLBC.
- By engaging with the broader community, we will be reaching people who aren't aware of CLBC services.
- One of the Council's sub-goals was to have an active recruitment plan for succession
- Be well-informed about CL issues
- Being aware of and sharing info about service & volunteer opportunities. Could do community mapping – link with Douglas College or SFU, as Vancouver did with UBC
- Get info out about local events
- Increasing awareness – creating a plain language document for community
- The broader community engagement piece could be missing. Again, Golden Spike Days is a big event if we could get a table there. Could also connect with Rotary.
- City Councils put on quite a few activities – could help self advocates volunteer at their events
- Suggest link more with KickStART on different arts initiatives – Ashley will follow up with them to find out more about them. They may be interesting to connect with.
- Suggest City Councils recognize local businesses more who hire people with disabilities. Question whether we should be focusing on employment – there is already an employment round-table in the Tri-Cities. We could make recommendations to them about what we're discovering and uncovering.
- So the Council basically has identified 2 opportunities for increasing visibility and 7 for increasing community awareness.
- Will identify the top choices by votes:
- Visiting each City Council office – 10
- Researching community events – important
- Visiting YMCA's & Rec centres—3
- Going to Rotary & other clubs
- Developing volunteer opportunities in municipalities
- Community Mapping Project
- Suggest most initiatives look more like they need volunteer time but not necessarily budgets
- Suggest need a budget to develop communications collateral – ie brochures, pull-up banner -- \$750
- Community mapping is an expensive initiative. Shari Mahar has a couple of summer students who could do a couple of hours a week on that. Burnaby/New West.
- BACI Community Connectors are experts at mapping as well.
- Marketing collateral -- Need to develop a presentation set & council information set
- Mayors' BBQ – with 4 mayors – is late Summer/early Fall. We should make sure we have a presence there – Shari will look into what is involved in participating.
- Initially thought would have a few people approaching each municipal City Clerk's Office:
- Maple Ridge -- Deb, Laurie
- POCO – Barb, Shari & Conrad
- Coquitlam – Vera, Shari, Linda, Conrad
- Burnaby – Ashley, Carol
- Port Moody – Conrad, Shari
- Now think a 3-person committee – Maxine, Vera, Shari can be the central organizing committee for all City Councils/City Clerk's Office – Maple Ridge, POCO, Coquitlam, Burnaby, Port Moody
- All Council members would attend the actual presentations
- Researching community events – Vera, Maxine, Sue, Barb, Ashley
- Think that while people are researching events, could check out local service clubs
- Need to remember that we don't want to duplicate work. If people are already talking about issues, we don't want to duplicate that. We want to find places, events, initiatives where we need to have a presence – where

there isn't already a voice relating to community living

- Developing/finding materials for the council – Barb, Sue, Ashley, Jackie, Carlos. Will find out what material CLBC has on Community Councils already.
- Maxine has a connection with a fellow who makes promotional items.
- Recruitment Committee – Vera, Linda, Ashley
- Will set up an appointment with Jackie, Carlos or Ryan to discuss recruitment parameters.
- A new family member is interested in joining the Council, but think would like a community member who is not connected to CL instead. That's more of a priority at this time.
- People First AGM – want help with getting more people attending. This Sunday at 12:30 pm at Coquitlam City Library. Several of the Council have shared the flyer, but we don't know how many will attend.

Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none"> <li>• Clarify who the Council email is directed to</li> <li>• Try to find a way to connect with families who choose not to connect with CLBC.</li> <li>• Get info out about local events &amp; local service clubs</li> </ul>	Ryan All	May 29 Ongoing
<ul style="list-style-type: none"> <li>• Increasing awareness – developing marketing/communications materials for community, including creating a plain language document</li> </ul>	Vera, Maxine, Sue, Barb, Ashley Barb, Sue, Ashley, Jackie, Carlos	Ongoing TBD
<ul style="list-style-type: none"> <li>• Committee will organize meetings with City Councils/City Clerk's Offices</li> </ul>	Maxine, Vera, Shari	May 29
<ul style="list-style-type: none"> <li>• Recruitment Committee will meet with CLBC staff to discuss recruitment parameters</li> </ul>	Vera, Linda, Ashley	May 29

#### AGENDA TOPICS

##### Item 3: Treasury Report

##### Discussion

- 2017-2018 Budget discussed earlier in meeting.

Action Items:	Person Responsible:	Deadline:

#### AGENDA TOPICS

##### Item 3: PAC Report

##### Discussion

- Talked about what our Council is doing, and how information can be effectively shared between Councils and the PAC.
- Barb took the plain language notes from the PAC meeting and circulated them at the meeting, rather than repeating them.
- Jack Styan also presented CLBC's Strategic Plan on a Page. Barb circulated that as well.
- The CLBC Board also gave a one-page update of what the Board is doing. That was also circulated.
- For future PAC meetings, Barb thinks it may be best to send it out prior to the next the Council meeting. They can be emailed with the meeting minutes. (PACI meets only 4 times a year.)
- Ryan and the Chair need to be on the mail-out list for PAC materials. Barb will make sure Jessica has their emails.
- Also circulated CLBC's vision for Inclusive Housing

Action Items:	Person Responsible:	Deadline:
<ul style="list-style-type: none"> <li>• Send out PAC materials by email prior to Council meetings</li> </ul>	Council secretary	Ongoing
<ul style="list-style-type: none"> <li>• Ryan and the Council Chair need to be on the mail-out list for PAC materials.</li> </ul>	Barb	Ongoing

<b>AGENDA TOPICS</b>		
<b>Item 4: Self Advocates' Report</b>		
<b>Discussion</b>		
<ul style="list-style-type: none"> <li>Discussed in CLBC Report</li> </ul>		
<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

<b>AGENDA TOPICS</b>		
<b>Item 5: Report from the Chair</b>		
<b>Discussion</b>		
<ul style="list-style-type: none"> <li>Sue will finish her 6 years on the Council in April 2018. After that she will not return to the Council, as she now lives outside of the Region (in Surrey).</li> <li>We need to elect a new Chair so Sue can support that person throughout the next year.</li> <li>We hold a Council election every April. The decision is made by voting.</li> <li>Asked who would like to be Chair: Ashley, Conrad, Vera</li> <li>Who would like to be Vice Chair: Ashley, Barb</li> <li>Difference between the Vice Chair and Chair – the Vice Chair steps in to Chair the meeting when the Chair is away.</li> <li>The title is not important – it's what you can offer in that capacity. This next year is a very busy year. Just started work plans, so the Chair would have a very busy year. There will be a lot of support by the CLBC office for whoever wants to be the Chair.</li> <li>Who would like to be Treasurer: Linda</li> <li>The Council voted and elected: <ul style="list-style-type: none"> <li>Treasurer: Linda</li> <li>Vice Chair: Barb</li> <li>Chair: Vera</li> </ul> </li> </ul>		
<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

<b>AGENDA TOPICS</b>		
<b>Item 6: Old Business/ New Business</b>		
<b>Discussion</b>		
<ul style="list-style-type: none"> <li>None</li> </ul>		
<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline:</b>

<b>Next Meeting: May 29, 2017</b> <b>Time: 5:30 pm – 7:30 pm</b> <b>Location: CLBC Port Moody Office</b>
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