

Community Safety and Well-Being

Meeting Minutes

Date: March 11, 2021

Time: 2:00 to 3:30 PM

Location: Microsoft Teams

Attendees: Lisa Horne (NCC), Bobbie Dawson (United Way), Taryn Rennicks (CHCN), Pam Stuckless (Public Health), Acting Chief Smith (Fire Services), Chief Vandegraaf (CPS), Bill Cane (Safer Communities)

Regrets: Adrienne Bell-Smith (FHT), Carol Beauchamp (Rebound), Suzanne Anquetil (CAS), Susan Brown (EMS), Major Broome (Salvation Army)

Chair: Lisa Horne

Staff: Sarah Tanner, Amy Peverley

Guest: Jenny Whyte

1. Welcome
2. Approval of minutes from February meeting
3. Updates
 - a. CSWB Submission Extension Inquiry: Municipalities have reached out to the Province to request an extension due to COVID. We have not heard anything concrete as of yet, although there have been discussions about an interim report being required rather than a full plan. However, nothing has been confirmed and we will continue to proceed as we are currently on track with our timeline and meeting that deadline.
 - b. CSWB Webpage: The County will be hosting a website for Community Safety and Well-being and this has gone live. All documents and information related to the CSWB plan will be available. A friendly URL will be provided for sharing on partner sites. All advisory group members are listed on the website.

Helping People – Building Connections – Strengthening Communities

- i. Action item: The County team will circulate the URL once it is available; we ask that you please share with your networks and add to your website.**
- c. Council Committee Structure: The CSWB will be an Advisory Committee of Council- so minutes, agendas, etc will flow through the Standing Committees of Social Services and up to Council. This allows for further reporting and transparency.
- d. CSWB Document: Jenny will be working with a designer to prepare the final document. Group discussion around the format of the document and preferences for this: Accessibility is a priority and everything created and posted will meet AODA guidelines. We have the option to have a PDF/printable copy, and an interactive electronic copy if preferred. Sarah noted that the electronic format could include links, data dashboards, etc. Would also be easier to update. Paul supported the virtual document- allows for it to be a living document and is easier than printing. Taryn agreed. Pam noted that their recent virtual annual plan was very well received. Consensus is virtual document.
- e. Presentations: County staff are developing a high level slide deck that will highlight the priorities, recognizing that the information will not yet have been approved by Council before July. Therefore, for now the deck will be very high level/an overview. All advisory group members are asked to present to their respective boards in May and June. Sarah can present or support if needed. Post-July, we will begin presenting to outside agencies (after Council approval). Please let Sarah know when you will be presenting to track what agencies have had this information presented to them (and if you need presenting support).
 - i. Action item: Please present to your respective boards in May and June using the prepared slide decks that will be shared. Please let Sarah know when you will be presenting and if you require any support.**
- f. Funding Application: An application was submitted (via Safer and Vital Communities) at end of Q4. We were not successful but we will continue to seek opportunities.
 - i. Action item: As an advisory group member, please be on the look out for chances to work collaboratively on applications in the future.**

4. Workshop

- a. Review of Table of Contents of the Community Safety and Well-being Plan
 - i. The Warden's Note will clarify the purpose and directives of the CSWB plan and refer to the provincial directive
- b. Review of the Program Model
 - i. Sarah provided an overview of the draft Program Model, which is designed to act as a framework to show where resources are allocated and where connections are made. Includes the following items/elements: Directive; Funding/Reporting; Steering; Supporting Priority; Community Priorities; and Current Networks and which actions they are aligned with or which services they offer. All driven by what evidence we have and what outcomes we are measuring.

1. Action item: Any current networks that are missing? Looking for networks that are doing frontline work/providing direct services. Please forward suggestions to Sarah.

- c. Group activity – looking for confirmation of and member organization alignment to the steps and activities that will support the priorities.

5. Survey to be sent following the meeting (within 2 weeks)

- a. Feedback on CSWB Plan design
- b. Finalize any outstanding details
 - i. **Action item: Please complete the survey once circulated.**

6. Update on timeline and milestones

- a. Progress is ongoing but we are on track for completion by July.

7. Upcoming Meetings

- a. Actions from today
 - i. **CSWB Website:** The County team will circulate the URL once it is available; we ask that you please share with your networks.

