

District of Metchosin

Minutes

Healthy Community Advisory Select Committee Meeting

February 25, 2024 at 4:30 p.m.

Council Chamber

Metchosin Municipal Hall

Present: Shari Rourke (Chair), Councillor Sharie Epp (Council Liaison), Jim Macpherson, Kathleen Sutherland, Barret Fullerton, Shannon Carman (Recorder), Stephanie Dunlop, Fire Chief

Regrets: Sarah Anthony

The meeting was called to order at 4:35 p.m.

1. Agenda, Additions and Approval

Shari R. To add 6. a) New Terms of Reference (TOR) Update

Moved and Seconded by Councillor Epp and Jim M. that the Committee approve the agenda as amended.

Carried

2. Presentations

None.

3. Public Participation

None.

4. Adoption of Minutes

a) Healthy Communities Advisory Select Committee, January 28, 2025

Moved and Seconded by Kathleen S. and Jim M. that the Committee approve the minutes of the Healthy Community Advisory Select Committee meeting held on January 28, 2025.

Carried

5. Receipt of Minutes

a) Committee of the Whole, February 10, 2025

Moved and Seconded by Shannon C. And Jim M. that the Committee approve the minutes of the Committee of the Whole, February 10, 2025.

Carried

6. Business Arising from the Minutes

a) HCASC Terms of Reference

The Terms of Reference (ToR) stand as they were previously, have yet to be updated. Shari R. has suggested to the District that the future TOR have some alignment with the CRD's Healthy Community guidelines, and offered to staff that we could be of some support to them, potentially.

They are presently working on the school management plan, which they have said needs be finished before the ToR are dealt with. Operating under the former ToR, discussion took place around where HCASC can apply its resources in the meantime. An event at the school that we can help with? Sponsor a community dance at the end of MACCA's Festivus? Maybe a volunteer fair? Going back to the previous brainstormed list, a Community Calendar? Agreement that this would be valuable as there was still, after many years of it being discussed off and on, no central place to list community events online.

Moved and Seconded by Councillor Epp and Shari R. that the Committee request approval from Council to look into the viability of developing a volunteer-led grassroots community calendar.

Carried

7. Reports

a) Council Liaison

Councillor Epp is pleased that Council approved funds to fix the accessible door at the school. No word on grant for crosswalk lights at Hans Helgesen. Re: Accessibility, Staff advised that Intermunicipal Advisory Committee on Disability Issues (IACDI) is no longer a municipal advisory committee and is a registered society, the District can no longer appoint a distract liaison to the committee. There is no other accessibility position in Metchosin. We now have a community member appointed to the Capital West Accessibility Advisory Committee.

b) Fire Chief

Training ongoing for recruits will be done by July 1st. Junior firefighter program starting soon, March 8 Girls/Youth in Science, ages 9-15 to connect firefighting and science. EOC working with Equestrians about emergency portable stalls, got some grants to that end. 2025 firefighter grants applied for another two 40k grants.

c) Seniors Information Resource Centre (SIRC) Liaison

- Board Members stepping down: Carol Carman, Bonny Hardy and Sarah Richardson
- New Board Members: Johnny Carline, and Susan Warthe
- Manager's Report for Feb: 13 Rides - 423km, volunteer hours 38.75
Home Visits: 2, Phone Calls: 60, Tech Support: 4, 3 new members for a total of 311, 44 visitors to SIRC, Resource requests: online billing, tech, lawyer, rental housing, Facebook/IG linking, Canadian Dental Plan, Nurse practitioner, house cleaners, tech support
- Workshops and Social: Wellness Wednesday for BAH clients, Feb 5 5 + 4 volunteers and 19th clients, down to 3 BAH
- Fraud Prevention - Feb 12 - 7 attended - our 3rd session, Caregivers Support Group - Feb 20
- Housing and Care Continuum - Feb 27 Progression from independent living to supportive living, Baha'i Tea - Feb 28, Soup Social - March 1(chicken noodle and vegetable)
- CoP meeting - attended by Yvonne - Feb 3 A sharing by Better at Home Coordinators from Vancouver Island and Gulf Islands
- Pearson Home Visits, 3 arranged by Yvonne in February, 3 more in March and another 1 or 2 by May Zheng
- AGM - March 13 - guest speaker is Kaitlin Waring the Fitness Programme Assistant at JDF

d). Poverty Reduction Subcommittee

Consultants are working on the presentation around the report, hope to have it done by March 15.

e). Health and Safety Subcommittee
Nothing to report, although a few first aid courses have taken place.

8. Correspondence

None.

9. Other Business

a) Election of Chair and Vice Chair

Moved and Seconded by Kathleen S. and Jim M. that Shari Roarke be nominated as Chair.

Carried

Moved and Seconded by Kathleen S. and Shannon C. that Sarah Anthony be nominated as Vice Chair.

Carried

- b) Bylaw and Policy Material for Annual Review
- i. District of Metchosin Respectful Workplace Policy # A-100.40
 - ii. District of Metchosin *Advisory Select Committee Bylaw No. 493*
 - iii. Healthy Community Advisory Select Committee (HCASC) Terms of Reference, Policy C-100.76
 - iv. District of Metchosin *Council Procedure Bylaw No. 507*

Shari R. to confirm whether we need to re-sign the amended Workplace Policy. Jim M. wondered how the policy has been implemented and used, as its quite an onerous process. Shari R. said District Staff take care of it, and that much of it would likely be confidential. Jim M. curious as to how much staff time it's been taking. Councillor Epp said he would have to ask District staff.

10. Adjournment and Next Meeting Date

Adjourned at 5:40 p.m. Next meeting will be Tuesday, March 25 at 4:30 p.m.