COMMUNITY SAFETY AND WELL-BEING PLANNING:
The Municipalities of Bruce and Grey

MINUTES

COMMITTEE MEETING:	**Community Safety & Well-Being Planning, Advisory Committee Kick-Off**
DATE:	September 27, 2019
TIME:	10:30 am to 2:00 pm
LOCATION:	Grey Bruce Health Unit, Classrooms 125/126, 101 17th Street East, Owen Sound, ON N4K 0A5
CHAIR:	Christine McDonald (Human Services, Bruce County & Steering Committee Member)
FACILITATOR:	Sarah Cowley, Coordinator
ATTENDEES:	

Children/Youth	Bruce Grey Child & Family Services	Julie Lipsett
Children/Youth	Keystone Child, Youth & Family Services	Jennifer Sells
Community/Social Services	Bruce County	Christine MacDonald
Community/Social Services	Grey County	Barb Fedy
Community/Social Services	United Way Bruce Grey	Francesca Dobbyn
Community/Social Services	Victim Services Bruce Grey Perth	Anne Elliott
Community/Social Services	YMCA of Owen Sound Grey Bruce	Susan Seifert
Education	Conseil scolaire catholique Providence	Kimberly Fortin
Health/Mental Health	Canadian Mental Health Association Grey Bruce	Clark MacFarlane
Health/Mental Health	CMHA Mental Health & Addiction Services	Matt Shute
Health/Mental Health	Grey Bruce Health Unit	Lynda Bumstead
Health/Mental Health	Grey Bruce Integrated Health Coalition	Stephen Musehl
Health/Mental Health	South West Local Health Integration Network (Standing Invitee/Non-Voting)	Samantha Colwell-Castles
Municipality/ Town/ City/ County	City of Owen Sound	Pam Coulter
Municipality/ Town/ City/ County	Grey County	Kim Wingrove
Municipality/ Town/ City/ County	Municipality of Arran-Elderslie	Carly Steinhoff
Municipality/ Town/ City/ County	Municipality of Brockton	Fiona Hamilton
Municipality/ Town/ City/ County	Municipality of Grey Highlands	Raylene Martell
Municipality/ Town/ City/ County	Municipality of Kincardine	Kent Padfield
Municipality/ Town/ City/ County	Municipality of Northern Bruce Peninsula	Cathy Addison
Municipality/ Town/ City/ County	Town of Hanover	Brian Tocheri
Municipality/ Town/ City/ County	Town of Saugeen Shores	Linda White

Municipality/ Town/ City/ County	Town of the Blue Mountains	Shawn Everitt
Municipality/ Town/ City/ County	Township of Chatsworth	Carolyn Marx
Municipality/ Town/ City/ County	Township of Georgian Bluffs	Brittany Drury
Municipality/ Town/ City/ County	Township of Huron-Kinloss	Kelly Lush
Other	Bruce Grey Poverty Task Force	Jill Umbach
Other	Community Drug & Alcohol Strategy	Alison Govier
Other	Council on Aging	Wally Halliday
Other	Southern Bruce County Safe Communities Committee	Jason Weppler (Presenter)
Other	Southern Bruce County Safe Communities Committee	Marla Barfoot
Other	Violence Prevention Grey Bruce	Jon Farmer
Police Services	Grey Bruce OPP	Martin Murray
Police Services	Hanover Police Services	Chris Knoll
Police Services	Neyaashiinigmiing First Nation Police (OPP)	Vincent Wurfel
Police Services	Owen Sound Police Service	Craig Ambrose
Police Services	Saugeen Shores Police Services	Mike Bellai
Police Services	South Bruce OPP	Krista Miller
Youth Justice	Ministry of Children, Community and Social Services	Lori Cunningham
Administrative Support	*Grey County*	*Patti McNabb*
Coordinator	*Sarah C Consulting*	*Sarah Cowley*

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1. Welcome and Introductions, Land Acknowledgement
- **Lynda Bumstead, Grey Bruce Health Unit & Steering Committee Member**

Lynda welcomed everyone to the meeting, and during introductions, each Advisory Committee member spoke about what they hope the Community Safety and Well-Being Planning (CSWBP) will achieve for the residents of the Municipalities of Bruce and Grey. Responses were:
- *Create a consistent approach within the two counties.*
- *Focus on social determinants of health, address the key issues homelessness and poverty.*
- *Help Safe Communities and support their efforts.*
- *Bring communication and improved safety.*
- *STAR – shared collaboration in situations of acute risk.*
- *More consistent cross-sectoral approach to address the social determinants of health.*
- *Spread goodwill and kindness.*
- *Collaborative, consistent, cooperative approach to deter / minimize trips to the hospital.*
- *Education aspect (i.e. French first language) – develop partnerships and strategize to put proactive measures in place.*
- *Consistency of approach and work as a collection of services.*

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• *Better community overall.* • *Community, consistency and collaboration for better response.* • *Glad to be part of the bigger picture.* • *Regional approach with better consistency (i.e. border services for neighbouring communities).* • *Tremendous support for collective impact approach to extend the work outward – shared understanding and supports future planning.* • *Address and support social development and involvement for better support for the residents.* • *Collaborative approach.* • *Plan needs to consider the unique challenges of First Nation communities.* • *Make communities safer .* • *Upstream interventions, proactive .* • *Help those who are vulnerable and have a safe place for transient populations.* • *Coordinated approach helps those in need better.* • *Clearer process* • *Ability to not duplicate services.* • *Strength will be outward communication, appreciate being involved and can assist with communication.* • *Safer community needs education about what is already being done and learning more about each organization.* • *Addressing collective community needs.* • *Develop an awareness that youth involved with probation are vulnerable.* • *Happy to be part of the collective process based on remote location.* • *Help improve quality of life, especially vulnerable populations.* • *Create plan that meets legislative requirements.* • *Meet legislative requirements with individual subcommittee at municipalities.* • *The possibilities are endless to help.* • *Worked recently on grant for Getting to Impacts to prevent issues of vulnerable populations – make changes within the communities.* • *Education of who does what within the communities and to call 211 for info.* • *Continue relationship with police etc. and contribute to the awareness of mental health and addictions and bring firsthand experience to the table.* • *Improve communication and understanding as we work together.* • *Social planning councils used to be in existence (this feels similar). Proactive approach to get ahead of situations vs. reacting to them.* • *Great wisdom – measurement and evaluation of the initiative (not just stats).* • *Great work being done – set a framework to improve health, safety and well being.*
2. Project Background and Context   • **Sarah Cowley, Coordinator (see PowerPoint presentation)**
Key discussion points: • The work leading to Community Safety and Well-Being Planning started in 2009, when the Ministry of Community Safety and Correctional Services (MCSCS) partnered with the Ontario Association of Chiefs of Police (OACP) to initiate the development of a provincial response to crime and victimization through a collaborative and integrated crime prevention approach. Since that time, they have released 3 booklets to assist with CSWBP: A Framework for Action

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(2012), A Snapshot of Local Voices (2014), and A Shared Commitment (2017).
- The Ontario guiding definition of crime prevention is: "The anticipation, recognition and appraisal of a crime risk and the actions taken – including the integrated community leadership required – to remove or reduce it."
- Crime prevention through social development (CPSD) involves long-term, sustainable, multi-agency, integrated actions that deal with the risk factors and divert people from the path of crime, and build protective factors that may mitigate those risks.
- The challenges to improving community safety and well-being that are noted most often by communities across Ontario relate to four themes: collaboration, service gaps, service accessibility, and resources and sustainability.
- However, the reasons we should be investing in CPSD are clear: studies have shown that there is a minimum of $7 return on investment when engaging in CPSD (with some studies showing up to $26 ROI). Pennsylvania State University, through thorough economic evaluation, shows that "preventing just one career criminal can save society over $2 million. It is easy to see how a prevention program that costs $1.5 million to deliver services to 100 participants would be successful from an economic standpoint even if it only prevents 1% of program participants from a life of crime." (PSU, 2008).
- Several communities across Ontario have already completed the work of CSWBP, including: Halton Region, Kenora, Prince Edward County, Thunder Bay and Bancroft. Their plans are publicly available online.

3. Goals and Purpose
- **Sarah Cowley, Coordinator (see PowerPoint presentation, CSWBP Booklet 3 – A Shared Commitment, and Asset Mapping notes)**

Key discussion points:
- CSWBP by Municipalities is legislated and must be completed (i.e. publicly available) by January 1, 2021; the work of the Advisory Committee continues beyond that date.
- Minimum membership for an inter-sectoral advisory committee it outlined in the legislation (which our Committee meets): an employee of the municipality or First Nations community; a person who represents the education sector; a person who represents the health/mental health sector; a person who represents the community/social services sector; a person who represents the children/youth services sector; a person who represents an entity that provides custodial services to children/youth; a person who represents the police service board or a Detachment Commander.
- The plan must include: identification of priority risk factors (i.e. without limitation, systemic discrimination and other social factors that contribute to crime, victimization, addiction, drug overdose and suicide); identification of strategies to reduce the prioritized risk factors (i.e. new services, changing/coordinating existing services); setting measurable outcomes.
- Additional regulations prescribing requirements related to monitoring, evaluating, reporting, and reviewing the CSWBP may be outlined at a later date.
- The Planning Framework was reviewed in detail:

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- Asset Mapping began, with attendees sharing the work that is already happening across Bruce and Grey for each of the 4 levels of crime prevention noted in the Framework (see Asset Mapping spreadsheet).
- The Committee agreed that consideration must be given to participation by the Indigenous Health Council – they will be consulted and will be asked how they wish to participate in the Bruce and Grey planning, but are not mandated to prepare a plan themselves.
- It was also suggested that the Committee consider implementation of Grey County Safe Community Committees, when exploring implementation and sustainability of the CSWBP as these committees already exist in Bruce County, and we want to leverage all assets; this is one of the critical success factors for CSWBP.
- Success Factors include: strengths-based (leveraging all assets); risk-focused (rather than incident-driven); awareness and understanding (ensuring all community members are aware of the benefits of CSWBP); highest level commitment (buy-in from individuals of influence); effective partnerships (creating meaningful partnerships across sectors); evidence and evaluation (using research and data to inform planning); and cultural responsiveness (effectively interacting with, and responding to, the needs of diverse groups of people).

Proposed goals for Bruce and Grey CSWBP:
- To improve the safety and well-being of residents across Bruce and Grey counties.
- To ensure that both regional and local (Municipal) risks are identified, and that strategies are implemented to address the priority risks.
- To ensure engagement is comprehensive and inclusive.
- To ensure each Municipality meets its obligation under the legislation by creating and implementing a Community Safety and Well-being Plan by January 2021.

4. Networking and Lunch

5. Objectives and Performance Measurement
- **Sarah Cowley, Coordinator (see PowerPoint presentation, CSWBP Booklet 3 – A Shared Commitment)**

Objective-setting and performance management involves understanding the current state, which includes:
- Identifying the work already being done in our communities;
- Learning of or validating the risks that exist; and then
- Implementing strategies to mitigate those risks.

Performance Management will be the focus of Advisory Committee Meeting #3.

Asset mapping involves:
- Reviewing existing bodies
- Analyzing social networks
- Creating an inventory of strategies

Engagement was explored:
- In the development of local community profiles within the shared plan, community engagement sessions will be conducted (2 per Municipality) to ensure a collaborative approach is taken to inform the CSWBP process.
- We may want to create promotional and educational materials in order to gain public support for – and encourage participation in – the plan.
- We will want to collect information from our communities to contribute to the plan (i.e. face-to-face meetings/sessions, surveys, key stakeholder interviews, etc.).

Engagement will be the focus of Advisory Committee Meeting #2.

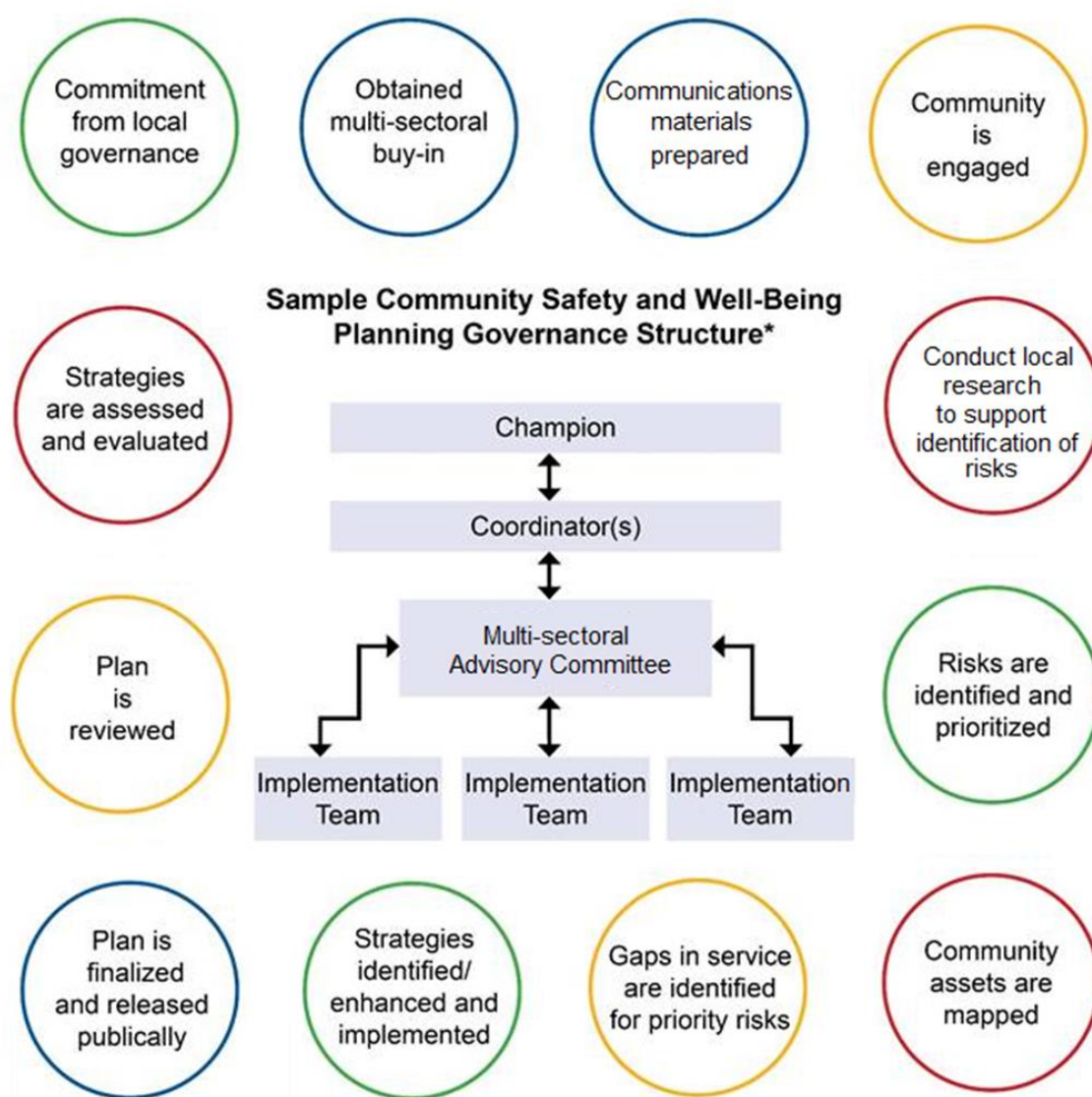Analyzing community risks was discussed:
- All community engagement will be summarized, in order to show the diverse perspectives that have informed the plan, and to look for gaps in the engagement process.
- Planning partners will review the risks that have been identified, demonstrating how widely the community/communities are impacted, and identifying those partners required to address the risk.
- Risk analysis will occur, to identify those priority risks that will be addressed by the plan; the number of priority risks will vary based on the size of the community and the resources available related to sustainability of the plan. Existing organizations/ programs/ services/ committees/ strategies will be leveraged.

The planning process will highlight the good work already being done across Bruce and Grey, will encourage spread, and will allow the Advisory Committee to address gaps for priority risks.

6.0 Project Membership, Structure, Roles and Responsibilities
- **Sarah Cowley, Coordinator (see PowerPoint presentation)**

The provincially proposed CSWBP Governance structure was reviewed/discussed:

Sample Community Safety and Well-Being Planning Governance Structure*

*Note: governance structures may look different in each community

Note: Steering Committee will be included.

Roles, responsibilities and key tasks were discussed for each group noted above, and these were agreed to by the Committee attendees.

Membership was reviewed, and the following gaps were highlighted/discussed:
- People with Lived Experience (PWLE) – It was acknowledged that those who have directly experienced the impacts of the many risk factors that influence/can lead to increased crime
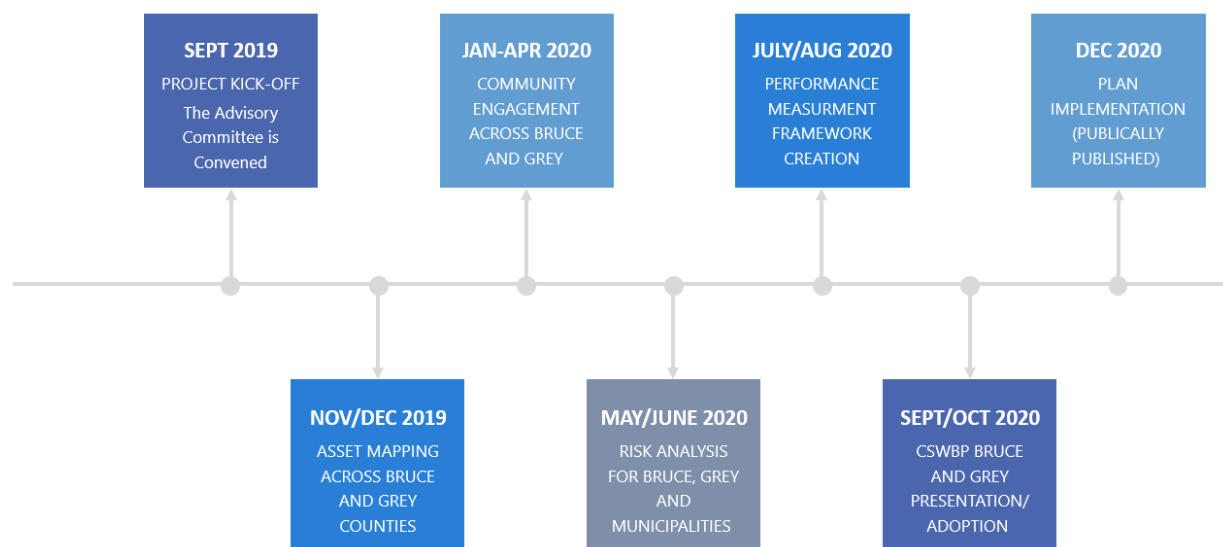
need to be engaged early and throughout the process of CSWBP planning. There are numerous tables that already exist that include PWLE, and these will be leveraged.

- First Nation Communities – It was acknowledged that our First Nation communities are asked to attend numerous collaborative tables and committees, and it was agreed that the Indigenous Health Council will be approached to explore how First Nation communities would like to meaningfully and collaboratively participate in the CSWBP process.
- School Boards – It was acknowledged that future Advisory Committee meetings should not be booked when the BGCDSB and BWDSB have PD days scheduled. Representatives for both Boards were confirmed.
- Violence Prevention – It was acknowledged that despite the size of the Advisory Committee (almost 50 participating municipalities and organizations), there remain numerous groups that are not individually represented, and Violence Prevention was highlighted as one area where there is potential for further engagement as the project continues (i.e. the Women's Shelter).

7.0 Phases of Work and Timeline
- **Sarah Cowley, Coordinator**

The following timeline was presented:

- **Start-Up:** Creation of the Steering Committee, Advisory Committee and/or Implementation Teams; Creation of Terms of Reference
- **Asset Mapping:** Reviewing Existing Bodies; Analyzing Social Networks; Creating an Inventory of Strategies
- **Engagement:** Development of Communication Materials; Organizing Community Engagement
- **Risk Analysis:** Summary of Community Engagement Sessions; Identifying Risks; Priority Risk Analysis
- **Performance Measurement:** Logic Model Creation; Inputs, Activities, Outputs, Outcomes Identified
- **CSWBP Creation, Presentation & Adoption:** Advisory Committee to Recommend the Plan to Municipalities for Adoption

8.0 Logistics and Process
- **Sarah Cowley, Coordinator**

The following were discussed and agreed upon:
- **Membership:** With the engagement of particular groups noted above, it was felt that the Advisory Committee is inclusive.
- **Frequency of Meetings:** The meeting schedule (4 times over the next 13 months) was found to be acceptable.
- **Quorum:** It was agreed that quorum would be met if a decision is supported by the majority of participants present during a vote.
- **Meeting Locations:** It was agreed that rotating locations across the geography (two meetings in Bruce County and two in Grey) is acceptable.
- **Agenda and Materials:** It was agreed that the Steering Committee and Coordinator would draft the Committee agenda and associated materials, and that they will be sent out to members at least one week in advance of the meeting.
- **Minutes:** It was agreed that minutes will be taken by Grey County Administrative Support and will be sent out to Members within 2 weeks following each meeting.
- **Expectations of Members:** Maximum meeting attendance/engagement by all Committee Members, in order to ensure the success of the CSWBP.

9.0 Next Steps
- **Christine MacDonald, Human Services – Bruce County & Steering Committee Member**

The following next steps were highlighted:
- Terms of Reference for the Advisory Committee will be drafted for electronic review, with adoption at the next Advisory Committee meeting
- Communication Strategy/Key Messages will be drafted for electronic review
- Asset Mapping will begin over the next 8 weeks
- Engagement Approach will be discussed in depth at the next Advisory Committee meeting

In addition, the following were discussed by the Committee:

☐ **ACTION:** The Steering Committee will investigate whether the legislation states that the Advisory Committee must be appointed by Council (be a Committee of Council).

☐ **ACTION:** The Steering Committee will organize a meeting with Municipal Representatives prior to the next Advisory Committee meeting in order to determine the logistics of decision-making/ communication.

- Members are to consider samples of community engagement strategies/options, as the Engagement Strategy will be the focus of the next Advisory Committee meeting (i.e. online engagement tools may be available from lower-tier Municipalities)
- Key updates (newsletter, etc.) via email to the members of the Advisory Committee may work well, so that they can share with/ forward to interested parties.
- Implementation Teams will be determined once we start the work and will be decided once priority risks are identified.
  - Based on the regional approach of many of the key services there will be priority risks identified for the region and local risks identified for each local municipality within the

- plan; Municipalities with similar risks may decide to work together on implementation.
  - o Committees already established MAY be the implementation teams for specific issues/risks identified (i.e. Community Drug and Alcohol Strategy group, Safe Highways Committee); it was reinforced that the CSWBP process is meant to coordinate what is already happening across Bruce and Grey, and that we are not looking to reinvent the wheel by creating new structures/ strategies (unless gaps are identified and this becomes absolutely necessary).
- It was suggested to have all information stored on a portal for easy access.
  - o www.bgdisc.ca has capacity to host public document portal access
  - o 211 could possibly facilitate document management and sharing of information

- ☐ **ACTION:** Coordinator and Steering Committee will review and present an option for information access.

- There was an inquiry regarding budgeting costs that Municipal advisory committee members might need to consider
  - o Current budgeting covers the costs associated with the development of the plan to the end of 2020 (plan creation).
  - o Further sustainability discussion/ planning will begin early in 2020, and we can certainly approach other communities of similar size/geography who have plans in place as to what was required for sustainability of their plan.
- Four Advisory Committee meetings will be coordinated, with regular updates provided in between.
- Issues requiring immediate action in between meetings will have "ACTION REQUIRED" in the subject line (along with "CSWBP").
- The question was asked as to whether video conferencing or bridge conferencing could be offered and/or if ride-sharing could occur for meetings. There was general agreement on the importance of meeting face-to-face for the 4 meetings, and it was noted that many organizations have named a back-up delegate and that all Advisory Committee members can do the same.

Closing Key Points:
- Communication and collaboration are key, as is leveraging our existing strengths.

- ☐ **ACTION:** The Steering Committee will develop a draft communication plan for informing various stakeholders during the planning process.

- This is a cross-sectoral approach to making our communities safer, and to improving the well-being of everyone living in Bruce and Grey.
- We must challenge ourselves to keep the social determinants of health as our key focus.

Questions? Concerns?

Should you have any questions throughout the course of this project, please don't hesitate to contact any of the Steering Committee members:

- Lynda Bumstead l.bumstead@publichealthgreybruce.on.ca
- Anne Elliot director@victim-services.com
- Barb Fedy barb.fedy@grey.ca
- Christine MacDonald cmacdonald@brucecounty.on.ca

<u>Next Meeting:</u> Friday, November 29, 2019 - 10:30 am to 2:00 pm
Walkerton Clean Water Centre – 20 Ontario Road, Walkerton, ON N0G 2V0