

TOWN OF BLACKFALDS
Family & Community Support Services (FCSS)
Tayles Board Room – Civic Cultural Center – 5018 Waghorn Street
Thursday, March 13, 2025 at 7:00 p.m.

AGENDA

1. **WELCOME AND CALL TO ORDER**

- 1.1 Welcome to the Family & Community Support Services Board Meeting – March 13, 2025
- 1.2 Call to Order
- 1.3 Approval of Agenda

2. **LAND ACKNOWLEDGEMENT**

- 2.1 Treaty Six Land Acknowledgement - Blackfalds Family & Community Support Services Board acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

3. **PRESENTATIONS**

None

4. **BUSINESS**

- 4.1 Approval of Minutes from February 13th, 2025
- 4.2 Leader of Tomorrow Adjudicator
- 4.3 FCSS Managers Report – Verbal Update
- 4.4 Volunteer Programmer Report – February
- 4.5 Community Engagement Programmer Report – February
- 4.6 Youth Programmer Report - February
- 4.7 FCSS Client Statistics - February

5. **CONFIDENTIAL**

- 5.1 Gloria House Mentor of the Year Award Adjudication
 - Information sent confidentially
- 5.2 Group of the Year Adult Award Adjudication
 - Information sent confidentially
- 5.3 Group of the Year Youth Award Adjudication
 - Information sent confidentially

6. **ADJOURNMENT**

Next Meeting Scheduled for: April 10th, 2025 at 7:00 pm

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4.2 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: Leader of Tomorrow Adjudicator

BACKGROUND:

Our current process is that the Mayor, FCSS Youth Programmer and one FCSS Board Representative will review and adjudicate the Leaders of Tomorrow Youth Awards categories.

DISCUSSION:

This year there are 61 nominations in the Leaders of Tomorrow recognition program:

- Elementary – 9 nominees
- Junior High – 25 nominees
- High School – 27 nominees

Cara Kroetsch, FCSS Volunteer Programmer, will email the adjudication committee the packages by March 12th asking for judging matrix forms to be returned by March 24th. The expectation is that all the nominations have been read through, and the judging matrixes have been returned by the deadline to ensure plaques can be ordered in time for the events.

As there will be a tremendous number of attachments sent via email, paper copies can be provided if requested.

ADMINISTRATIVE RECOMMENDATION:

That the FCSS Board appoints a Board member volunteer to the Youth Awards Adjudication committee.

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4.3 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: FCSS Manager Verbal Report

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4.4 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: Volunteer Programmer Report - February

BACKGROUND:

- **Volunteer Recognition Planning:**
 - National Volunteer Week taking place April 27 – May 3, 2025
 - Best of Blackfalds (April 17) 18+ event with the evening to include local businesses supplying a variety of appetizers, live music, cash bar and beer tasting and the awards presentation:
 - Carol Simpson Volunteer of the Year Award - 3 nominees
 - Gloria House Mentor Award - 1 nominee
 - Outstanding Group Award (adult category) 1 nominee
 - Gary Kroetsch Volun-Told Award - 1 nominee
 - Youth Recognition Night (May 1) Oscar themed youth event will include Red Carpet, appetizers, small performances from the IRJC school band, youth dancers, as well as the awards presentation:
 - Dylan Stork Youth Ambassador Award - 0 nominees
 - Leaders of Tomorrow (elementary) - 9 nominees
 - Leaders of Tomorrow (junior high) - 25 nominees
 - Leaders of Tomorrow (high school) - 27 nominees
 - Outstanding Group Award (youth category) - 2 nominees
 - Sponsorship/Grants: Volunteer Programmer has secured sponsorship from MEGlobal and has applied for the National Volunteer Week Grant. The Town of Blackfalds Economic Development Officer is helping to secure food vendors for the Best of Blackfalds event as well as door prizes to be used at both events.

- Volunteer Programmer is enquiring about booking **Emergency Social Services (ESS)** training. In May we are hoping to offer a 2-day course for staff in charge of Emergency Management to include ESS Facilities Management Training and ESS Coordinator Training. Then in September offer a 1-Day Course for staff and volunteers would be helping at a Reception Centre. The course would include ESS Basics, Registration and Reception Centre Program and My Alberta Emergency Registration System. Once dates have been finalized Volunteer Programmer will start recruiting volunteers to be added to a list we can call in case a reception center is activated.

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- **Seniors:**
 - The Volunteer Programmer continues to serve as a liaison between the **Blackfalds Seniors Club** and the municipality, helping with their booking requirements and addressing any concerns they may have.
 - **Seniors Master Contact List:** Volunteer Programmer and FCSS Admin Assistant have been diligently working to update the contact listing, and we now have 200 addresses on file, and they aim to have this list finalized by mid-March. This significant increase in our contact list, coupled with the rise in inquiries regarding **Seniors Housing and Home Care Services**, indicates a growing demand in our community. Considering this, hopefully the board can discuss how to encourage and collaborate with Lacombe Foundation to distribute a new survey. This survey could help assess the current and near-future interest in seniors housing, as well as identify how many individuals are currently in need of housing. This information will be invaluable for securing grant funding and addressing the housing needs in Blackfalds.
 - **Seniors Information Sessions:** FCSS put the call out to businesses and skilled individuals to partner with us. This could include music therapy, art classes, dance workshops, or other specialty skills. We've received positive feedback and have made connections to be able to offer unique programming and activities. March senior sessions will include:
 - **(Mar 18) Transitioning to Your Next Chapter: Selling your Home** 'Expert Tips from a Real Estate Agent: Learn essential strategies for successfully selling your home, including pricing, staging, and marketing your property to attract buyers. As well as insights from the Lacombe Foundation: Discover resources and support available to help you during this transition, ensuring a smooth and stress-free experience.'
 - **(Mar 25) Wills & Estate Planning Session** 'Expert Tips from Servus Credit Union: Learn essential strategies for creating a Will, understanding Estate Planning, and ensuring your wishes are honored.'
 - Additional springs sessions will include Medication & Supplements: What Every Senior Needs to Know, Tenant Rights & Responsibilities, Empowering Seniors: A Session on Elder Abuse Awareness

Town of Blackfalds volunteers were utilized at the following programs and events:

- Feb 17: Winterfest (6 Volunteers, totaling 26.5 volunteer hours)
- Jim Hurley Free Skate on Sunday's (3 volunteers, rotating Sunday's)
- Snow Angel Program
 - 28 volunteers are supporting 18 locations
 - 5 residents participating in the Neighbourhood Snow Angel Program
 - 4 on the waitlist

ONGOING INITIATIVES:

1. The monthly FCSS **Volunteer Newsletter**
 - a. In February, the newsletter was emailed to 291 contacts with the 'Open Rate' of 46%
2. **Upcoming Volunteer Opportunities:**
 - a. Snow Angel Program – Winter months
 - b. Family Easter Event – April 12

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4.5 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: Community Engagement Programmers Report - February

BACKGROUND:

Community Volunteer Income Tax Program

- Received approval to be a host site in 2025
- Received approval for 2005 Efile numbers and passwords
- Received approval for 2025 COIN number
- A dedicated computer, printer, and office space has been set up
- Attended CVITP Webinars
 - What's new this filling season – CVITP
 - What's new this filling season – Tax return
 - Interview Setup and Specific Situations
- Hosted Volunteer meeting
- Loaded new 2024 Tax software
- Updated intake processes
- Updated Drop off & Pick up system tracking

Blackfalds FCSS Facebook Page:

- 987 followers at the close of February

Blackfalds Instagram Page:

- 162 followers at the close of February

More than a Movie:

- We hosted a delightful gathering for our community seniors, where we enjoyed watching the movie *Legends of the Fall*. At the end of the film, we introduced a fun activity where guests “critiqued” the movie by giving it a thumbs up, two thumbs up, or a thumbs down. It was wonderful to see everyone engaging in lively conversations as they shared their thoughts and decided on their ratings. The variety of responses added to the excitement of the discussion. This activity fostered meaningful connections, encouraged seniors to reflect on their personal experiences, and celebrated the unique voices of each guest!

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18 guests attended

- 17 from the Town of Blackfalds
- 0 City of Lacombe
- 1 County of Lacombe

50+ Walking Club:

- This program remains very popular!
 - Average of 29 walkers per Tuesday.
 - 71% of the Walkers are from the Town of Blackfalds
 - 12% are from the City of Lacombe
 - 17% are from the County of Lacombe

With the icy sidewalks and the bitter cold we experienced in February, we're especially glad to offer this program to our community seniors. Physical and social well-being are deeply interconnected, and many of our walkers have shared that without Tuesday walks, they would have four or five days without any social interaction. This program plays a crucial role in combating loneliness in our community seniors while strengthening both physical health and social connections.

We are also thrilled to share that two of our senior ladies who connected ONLY due to our programming went on a 10-day vacation together to Mexico. These ladies have both lost their spouses and have forged a deep friendship. These two women and many others in our programs now have stronger support systems!

Abbey Center Membership Assistance Program:

- **2 applications were screened:**
 - 1 adult, two children approved
 - **1 application disqualified** -The resident did not meet the eligibility criteria.

Outer duties:

- 1 Support application was screened and approved, for the 2025 Back to School program, Winter Coat program and 2025 Christmas Bureau Program.
- Continue to Explore the fridge magnet/ emergency responder fridge magnet initiative
- The Camp Curious Champion application is ready to go in March
- Connected with the Abbey Centre to have a celebration PIZZA PARTY for staff to collect the most food for the TOB Christmas/Reindeer Games Food drive.

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4.6 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
 FCSS MANAGER**

ISSUE: Youth Programmer Report - February

BACKGROUND:

Blackfalds Youth Crew (BYC)

Instructor: Annette

Blackfalds Youth Crew fosters positive peer relationships, offers mentoring and leadership opportunities, and enhances social support in the community. Staff and volunteers create a safe environment for youth to feel empowered and valued while building social skills, positive values, and self-esteem through various activities.

BYC Schedule: BYC Mondays: Grades 4-6 | Grades 7-12
BCY Homeschool Thursdays: Grades 4-9

Date, Time, and Details (max 15)	Grade 4-6	Grade 7-12	Homeschool	Total Youth
February 3/6 <i>String Art & Snacks</i> Creating art using simple materials like hammers, nails, and string!	Cancelled due to extreme cold		12	12
February 10/13 <i>Valentine Crafts</i> <i>Sewing faux leather key chains</i>	15	4	11	30
February 17/20	No BYC this week			
February 24/27 <i>Bracelets & Board Games</i>	15	8	8	31
	Waitlist			
	1			
			Total Youth Registered	73

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Inspiring Virtues: Youth in Prime

Instructor: *Coree*

Promote self-esteem, positive self-image, and nurturing leadership. Youth learn strategies to handle peer pressure, bullying, self-care, and a healthy lifestyle.

Date, Time, and Details	Registered/Attended (max 15)
Grade 5-8 January 16-February 13 6:00-7:30 pm	7
	2 Canceled on the start day.

Inspiring Virtues:

Girl Code: Building strong female communities, promoting inclusiveness, and empowering girls for success.

Boy Code: Learn effective problem-solving and coping strategies, develop self-discipline, self-control, and proactive ethical decision-making and social responsibility.

Date, Time, and Details	Registered/Attended (max 15)
Girl Code: Grade 4-6 Feb 27-March 20	9
Boy Code: Grade 4-6 Feb 27-March 20	6

Child Safe Canada Home Alone Safety

Instructor: *Annette*

Home Alone is an interactive safety training program for youth. Safety, first aid, and comfort skills are covered in this course through interactive games and role-playing. The class continues to be offered nearly monthly for youth in grades 4 – 6.

Date, Time, and Details	Registered / Attended (max 15)	
Grade 4-6 February 18	15	
	Waitlist:	1

Youth Cooking Club

Instructor: *Annette*

The Youth Cooking Club is a program created by Alberta Health Services aimed at teaching young people about healthy eating, based on Canada's Food Guide. Participants will learn essential cooking skills while working both independently and as a team, with a strong emphasis on kitchen and food safety. Youth will also showcase their skills to family and friends during a final celebration.

Date, Time, and Details	Registered/Attended (max 10)	Waitlist (max 10)
Grade 5-7		

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January 30-March 19 4:30-6:30 pm (no session February 19)	10	6
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Winterfest BYC Bingo	
Family Day-February 17	Organized the 2025 Winterfest BYC Bingo, which had approximately 128 participants. We awarded 31 family games as prizes, and Bingo-goers could select from a variety of fun treats to enjoy at no cost to our participants.

Youth Programmer Initiatives:

Pink Shirt Day	
February 26	<ul style="list-style-type: none"> • Arranged for new TOB employees to receive Pink Shirts for Pink Shirt Day. A local business was able to produce the shirts. • All TOB staff who wore pink shirts were entered into a draw for a gift card to BP by uploading their photo onto Motivosity • I collaborated with Trish Pfeifer, the social worker at Iron Ridge Secondary, to incentivize students to wear pink shirts by offering them free hot chocolate during their flex period. This was made possible through the generosity of Starbucks Blackfalds, while FCSS provided whipped cream and sprinkles. I also had the opportunity to meet with their student leadership team, which allowed me to establish further connections with older youth in our community!
Child Safe Canada: Internet Safety	<ul style="list-style-type: none"> • Obtained Internet Safety facilitation training
Continuing Initiatives	<ul style="list-style-type: none"> • Facilitating the Spring Easter Event • Organizing Youth Week in May • Creating Life Literacy Camp programs for July and August

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4.7 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: FCSS Client Statistics - February

BACKGROUND:

Referrals	Jan	Feb
FCSS Sawyer	2	0
FCSS Cara	5	13
Snow Angel Program	3	2
FCSS Jan	9	10
FCSS Annette	2	5
Income Tax Return Inquiries	0	10
Employment Support	1	0
FCSS Event Movie	5	0
FCSS Subsidized Programs	1	1
Back to School	0	0
Winter Wear	0	0
Christmas Bureau	0	0
Abbey Assistance Program	2	5
Food Bank	5	3
Low Income Inquiries	3	6
Housing	1	5
Fax	21	9
Printing/Photocopying	23	18
Seniors Assistance Programs	5	15
Telephone	1	1
BOLT	1	1
Golden Circle	16	2
General Inquiries	36	46
Number of Clients	142	152

Job posting updated weekly.

Beyond Food Lunchbox Program emails sent weekly.

Vibrant Living 50+ Monthly Newsletter for:
 February - **239** email sends with an open rate of 74% and
52 are mailed for a total of **291**.