

TOWN OF BLACKFALDS
Family & Community Support Services (FCSS)
Tayles Board Room – Civic Cultural Center – 5018 Waghorn Street
Thursday, January 09, 2025 at 7:00 p.m.

AGENDA

1. **WELCOME AND CALL TO ORDER**

- 1.1 Welcome to the Family & Community Support Services Board Meeting – January 09, 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 Introduction and Welcome of New Board Members - Verbal
- 4.2 Appointment of Chair and Vice-Chair
- 4.3 Approval of Minutes from November 14th, 2024
- 4.4 2025 Approved FCSS Budget
- 4.5 Gary Kroetsch Volun-Told Award Nomination Form Criteria
- 4.6 FCSS Managers Report – Verbal Update
- 4.7 Volunteer Programmer Reports – November & December
- 4.8 Community Engagement Programmer Reports – November & December
- 4.9 Youth Programmer Report - December
- 4.10 FCSS Client Statistics - December

5. **CONFIDENTIAL**

None

6. **ADJOURNMENT**

Next Meeting Scheduled for: February 13th, 2025 at 7:00 pm

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AGENDA

4.2 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: ELECTIONS OF BOARD OFFICERS

BACKGROUND:

Blackfalds and District Family and Community Support Services (FCSS) is a partnership with the Government of Alberta dedicated to enhancing the social prosperity of individuals, families, the community and district.

Program funding is provided through the provincial Community and Social Services Ministry and the municipality. The arrangement with the Province of Alberta is that they are to provide 80% of the funding, with the municipality providing the remaining 20%. Blackfalds Council believes strongly in the work done in social prevention and often provides funding well above the mandated 20%. The Blackfalds and District FCSS Board is an advisory board to Council, governed by Bylaw 1221/18, and as such provides recommendations, with support and advice from Administration, regarding direct service provision; including, but not limited to, programming, policy development, volunteer recognition, annual budgeting, partnering opportunities, and funding for other social prevention programming providers. The decisions and recommendations that come from the Board for Council's consideration are influenced by the current Social Needs Assessment and Master Plan.

ROLES OF BOARD OFFICERS:

The Chairperson is the member elected from among the members of the committee to preside over all meetings of the FCSS Board.

The Vice-Chairperson will preside at meetings that the Chairperson is absent from.

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, November 14, 2024 at 7:00 p.m.

MINUTES

MEMBERS PRESENT

Brenda Dennis	Town of Blackfalds Councillor
Dena Thomas	Public at Large
Glenda Brown	Public at Large
Jessalyn Parsons	Public at Large
Auralei Agrey	Public at Large

ATTENDING

Sawyer Hick	Town of Blackfalds FCSS Manager
Sue Penner	Town of Blackfalds FCSS Admin Asst

OTHERS ATTENDING

REGRETS

Jim Sands	Town of Blackfalds Councillor
Rick Kreklewich	Town of Blackfalds Director of Community Services
Sheila Giffin	Public at Large
Melissa MacLeod	Public at Large
Annette Bugutsky	Public at Large

WELCOME AND CALL TO ORDER

Chair Thomas welcomed all attending and called the Blackfalds & District Family & Community Support Services Board Meeting to order at 7:04 pm.

Councillor Dennis moved that the Blackfalds & District Family & Community Support Services Board approve the agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

A Land Acknowledgement was read to recognize that the Town of Blackfalds is on Treaty Six territory.

PRESENTATIONS

N/A

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, November 14, 2024 at 7:00 p.m.

MINUTES

BUSINESS

Approval of Minutes from September 12th, 2024

Member Parsons moved that the Blackfalds & District Family & Community Support Services Board recommends Council adopt the minutes from September 12th, 2024, as presented.

CARRIED UNANIMOUSLY

Resignation of Cliff Soper

The resignation of Cliff Soper, the Lacombe County representative, was accepted as information.

FCSSAA Annual Report

Report accepted as information.

FCSS Managers Verbal Update

- Manager Hick reported on the following:
 - Volunteer Programmer continues to work with the Fitness and Aquatics Coordinator to utilize the Lacombe County FCSS grant money to offer seniors active programming and to monitor 50+ programming registration numbers.
 - 2024 Stars of Alberta nominations. The following 2024 Town of Blackfalds volunteer award recipients fall within the Stars of Alberta Volunteer Award eligibility criteria and guidelines and have agreed to have their name put forth:
 - Carol Simpson Volunteer of the Year recipient – Robyn Devine
 - Gloria House Mentor recipient – Amanda MacLean
 - Dylan Stork Youth Ambassador recipient – Ben Adey
 - Leaders of Tomorrow recipients – Kennedy Bertelsen and Corrado Citrigno.
 - The Winter Warmth Fall Fundraiser was a resounding success, raising a total of \$17,824. Of this amount \$4,512 was raised through the sale of “A Grade 4 Student School Supplies” which will cover the deficit incurred in the Back-to-School Program this fall.
 - Annette Brown has started her new position as Youth Programmer, and she has been busy planning for BYC and Youth Night Out.
 - Arrangements have been made for a Panic Button for staff who work alone while programming at the Community Centre. This button must stay with the facility.
 - Currently participating in budget deliberations and increases in some areas have been requested based on the information from the recent Social Needs Assessment. A copy of the budget will be presented once it has been approved by Council.

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, November 14, 2024 at 7:00 p.m.

MINUTES

Volunteer Programmer Report

Met with the Seniors Club to assist with their 2025 booking requirements.

Senior Programming – Collaborated with the Fitness & Aquatics Coordinator to evaluate the existing fitness classes offered and planned for 2025 to ensure we will have enough funds to cover these classes.

Business Christmas Challenge – Advertising has gone out to local businesses asking them to join our #BlackfaldsXmas Challenge! The team that collects the most will win a prize.

Volunteer contributions:

- Winter Warmth Fall Fundraiser (October 3) 7 volunteers ~ 21 hours
- Coats for Kids (Oct 21-23) 3 volunteers ~ 12 hours
- Monster Bash (Oct 26) 14 volunteers ~ 42 hours

Emergency Social Services (ESS) Training Oct 22 & 23. This course is designed to help plan and prepare a variety of different EESS facilities including registration and reception centers.

Upcoming Volunteer Opportunities:

- Jim Hurley Free Skate – Sunday's
- Snow Angel Program – Winter months
- Youth Night Out – November 22
- Light Up Blackfalds – November 28
- Breakfast and Brunch with Santa – November 30

Community Engagement Programmer Report

- The September 4th Interagency Meeting hosted 18 people from 13 unique organizations.
- In-Office Support: Health Benefits Application, Lacombe Foundation Rental Subsidy, Dollar Store online application for a total of 1.5 hours and 2 individuals assisted
- Back to School supported 78 families and 170 students
- Community Winter Warmth Fundraiser raised a total of \$17,824.13.
- Processed 14 applications for the Abbey Centre Membership Assistance Program.
- 8 Strategies to Managing Stress and Emotions in partnership with Canadian Mental Health held on Monday, October 21 had 5 community members attend this FREE program.
- ICS training in Alix is completed.
- Working on information for the next Winter Program Guide.
- Planned and facilitating staff Reindeer Games Food Drive challenge for the month of November.

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, November 14, 2024 at 7:00 p.m.

MINUTES

Youth Programmer

- Planning for BYC and Youth Night Out.

Chair Thomas adjourned the Blackfalds & District Family & Community Support Services Board Meeting at 7:58 p.m.

Dena Thomas, Chair

Sue Penner, Admin Staff

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AGENDA

4.4 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: 2025 APPROVED FCSS BUDGET

BACKGROUND:

In 2024 the FCSS Budget was approved with revenues of \$274,366 and expenditures of \$524,234. The municipal contribution to the FCSS budget is expected to be \$249,868.

The current 3-year funding agreement with the province saw a decrease in revenues of -1.61% or -\$4500. This is due to the Leisure Access Pass Revenue no longer being under the FCSS Budget. It has now moved to the Abbey Centre Budget. Expenses also saw a decrease of -4.40% or -\$24,100. This is due to a decrease in Salaries, Wages, and Employer Contributions as a result of staff turnover. This is partially offset by regular step increases.

DISCUSSION:

Changes to the 2025 FCSS budget include:

Revenues:

- Other revenue increased from \$500 to \$1500
- Local Govt & Conditional Grants is new this year (transfer from 851 Lacombe County Cost Share Agreement \$5000)

Expenses:

- Salaries decreased by 8.93% from \$113,331 to \$103,212
- Overtime increased from \$3500 to \$9000
- Hourly wages decreased by 2.78% from \$209,033 to 203,221
- Employer contributions decreased by 16.15% from \$93,266 to \$78, 208
- Printing decreased from \$5000 to \$4000
- Contracted general services increased from \$11,950 to \$16,000 to provide more support towards seniors programming through contracted services.
- Program expenses increased from \$44,300 to \$47,350 to provide a budget line for seniors week to be in line with youth week having its own budget line. Senior's programming was also increased. As well as other programming to provide FCSS with an opportunity to expand programming as needed while also addressing the needs within the Social Needs Assessment.

FINANCIAL IMPLICATIONS

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In past years the Municipal contribution to FCSS has been:

	Budgeted	Actual
2022	210,172	208,693
2021	254,028	186,334
2022	244,346	242,008
2023	233,980	251,773
2024	269,468	in progress

ADMINISTRATIVE RECOMMENDATION:

That the FCSS Board recommends that Council accept the FCSS draft 2025 budget as presented.

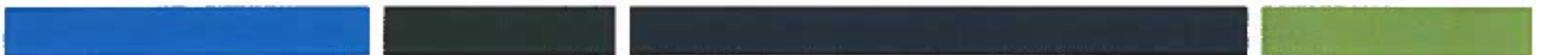
ATTACHMENTS:

2025 Proposed Draft Budget



Family & Community Support Services 51-00

- Operating Cost Center Overview Page 1
- Historical Budget Comparison Page 2
- 2025 Operating Budget changes from prior year Page 3
- 2025 Budget Details Page 4
- Three Year forecast Page 7



2025 OPERATING BUDGET - Cost Center - 51-00 FCSS**DESCRIPTION:**

Family and Community Support Services is a partnership agreement between the province and the municipality under which locally-driven preventative initiatives can be developed to enhance the social well being of individuals, families and the community. Programs are delivered directly by municipal staff and indirectly through grant funding and partnerships with eligible agencies and organizations in the community.

Actuals are as at time of printing.

SERVICES PROVIDED:

As determined through Social Needs Assessments and Master Plans Blackfalds FCSS provides preventative social program with a focus on identified areas including all members of the community and all vulnerable populations. FCSS builds strength in the community through information and referrals as well as relationship building with partners that meet gaps in service for those in need.

PROPOSED CHANGES:**Revenues:**

The overall revenues for 51-00 FCSS has a proposed decrease of -1.61% or -\$4,500.00

Decrease in Leisure Access Pass revenue as the program is now ran under the Abbey Centre.

Local Govt. & Conditional Grants increase is a transfer from account 1-851. No actual change.

Expenses:

The overall expenses for 51-00 FCSS has a proposed decrease of -4.40% or -\$24,100.00

Decrease in Salaries, Wages, and Employer Contributions due to staff turnover, which is partially offset by regular step increases and COLA.

Increase on Contracted General Services for additional seniors programming.

Decrease in Leisure Access Pass expense as the program is now ran under the Abbey Centre.

Multiple small changes made to Program Expenses resulting in a slight increase.

Actual expenses in excess of budget are funded from additional grant funding received to cover the overages.

2025 OPERATING BUDGET - Cost Center - 51-00 FCSS

Historic Budget Comparison by Budget Year:

Division: 50 Social Services Department: 51-00 FCSS Family & Com Support Services

Costing Center: 51-00 FCSS

GL Account	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget
Revenues							
Drawn From Operating Reserve	250	0	250	250	250	0	250
FCSS - Other Revenue (Benevolent Fund)	0	1,700	0	12,298	12,000	0	12,000
FCSS - Other Revenue (In - Kind)	0	0	0	0	0	0	0
FCSS - Other Revenue (Leisure Access Pass)	0	1,180	0	0	6,000	0	0
FCSS - Other Revenue (Tools for Schools)	0	5,799	0	6,496	2,500	4,965	2,500
FCSS - Other Revenue (Xmas Bureau)	0	2,850	0	0	0	0	0
Gifts & Contributions	33,000	25,869	29,000	19,512	12,500	13,053	12,500
Lacombe County Cost Share Agreement	3,150	3,000	5,000	4,000	5,000	0	0
Local Govt. & Conditional Grants	0	0	0	0	0	3,000	5,000
Other Revenue	7,000	10,190	500	1,350	500	3,207	1,500
Program Registration Fees	1,200	1,660	1,200	2,900	1,500	1,550	2,000
Prov Conditional Operating Grant	228,341	171,255	228,341	236,048	238,616	178,962	238,616
Transfer from Operating Reserve	50,000	97,713	0	0	0	0	0
	322,941	321,015	264,291	282,852	278,866	204,738	274,366
Expenses							
Advertising & Promotion	2,100	0	2,100	536	1,000	0	1,000
Auditor	2,000	8,319	0	0	0	0	0
Cell Phone	840	840	840	840	840	35	840
Contracted General Services	61,950	44,770	11,950	15,805	11,950	8,470	16,000
Electricity	4,000	3,879	0	0	0	0	0
Employer Contributions	75,293	58,747	81,186	69,862	93,266	35,560	78,208
Gas	2,200	2,450	0	0	0	0	0
General Goods & Supplies	2,932	3,697	3,500	5,275	3,500	2,670	3,500
General Goods & Supplies - Secondary	500	0	0	0	0	0	0
Goods/Supplies (Benevolent Fund)	12,000	3,668	12,000	15,731	12,000	575	12,000
Goods/Supplies (Leisure Access Pass)	6,000	0	6,000	0	6,000	0	0
Goods/Supplies (Tools for Schools)	2,500	6,575	2,500	6,907	2,500	8,053	2,500
Goods/Supplies (Xmas Bureau)	0	19,282	0	0	0	0	0
Grants to Organizations	23,500	23,500	23,500	31,207	23,775	23,775	23,775
Hourly Wages	213,442	200,559	180,753	201,627	209,033	141,464	203,221
Insurance	3,791	4,258	657	666	695	593	730
Memberships	1,550	1,040	1,550	1,560	1,790	1,560	1,790
Overtime	3,500	8,408	3,500	9,026	3,500	6,087	9,000
Postage	2,000	2,000	2,000	1,200	2,000	1,200	2,000
Printing	1,000	0	6,000	2,273	5,000	2,985	4,000
Program Expenses	29,300	46,905	39,300	53,985	44,300	26,424	47,350
Salaries	105,014	109,163	108,108	105,863	113,331	34,133	103,212
Shift Differential	200	247	200	219	200	160	200
Special Projects (One Time Grants to Org)	0	0	0	250	250	250	250
Telephone	1,000	3,094	1,800	2,341	2,100	1,355	2,100
Training & Travel	4,968	5,905	6,000	5,319	6,000	416	6,000
Water Sewer Garbage	900	1,045	0	0	0	0	0
WCB	4,807	4,872	4,827	4,334	5,304	3,838	6,558
	567,287	563,023	498,271	534,625	548,334	299,602	524,234
Net Total	(244,346)	(242,008)	(233,980)	(251,773)	(269,468)	(94,864)	(249,868)

2025 OPERATING BUDGET - Cost Center - 51-00 FCSS

Changes to Cost Center:

GL Account	Changes	Percent Change	2024 Amount	2025 Amount
Revenues				
1-491-Program Registration Fees	Increased	33.33%	1,500	2,000
1-590-Other Revenue	Increased	200.00%	500	1,500
1-591-Gifts & Contributions	Unchanged	0.00%	12,500	12,500
1-593-FCSS - Other Revenue (Tools for Schools)	Unchanged	0.00%	2,500	2,500
1-594-FCSS - Other Revenue (Benevolent Fund)	Unchanged	0.00%	12,000	12,000
1-597-FCSS - Other Revenue (Leisure Access Pass)	Not used this year		6,000	0
1-840-Prov Conditional Operating Grant	Unchanged	0.00%	238,616	238,616
1-850-Local Govt. & Conditional Grants	New this year		0	5,000
1-851-Lacombe County Cost Share Agreement	Not used this year		5,000	0
1-920-Drawn From Operating Reserve	Unchanged	0.00%	250	250
Total Revenues:			278,866	274,366
Expenses				
2-110-Salaries	Decreased	8.93%	113,331	103,212
2-111-Overtime	Increased	157.14%	3,500	9,000
2-113-Shift Differential	Unchanged	0.00%	200	200
2-116-Hourly Wages	Decreased	2.78%	209,033	203,221
2-130-Employer Contributions	Decreased	16.15%	93,266	78,208
2-136-WCB	Increased	23.64%	5,304	6,558
2-211-Training & Travel	Unchanged	0.00%	6,000	6,000
2-216-Postage	Unchanged	0.00%	2,000	2,000
2-217-Telephone	Unchanged	0.00%	2,100	2,100
2-218-Cell Phone	Unchanged	0.00%	840	840
2-221-Advertising & Promotion	Unchanged	0.00%	1,000	1,000
2-224-Memberships	Unchanged	0.00%	1,790	1,790
2-226-Printing	Decreased	20.00%	5,000	4,000
2-250-Contracted General Services	Increased	33.89%	11,950	16,000
2-274-Insurance	Increased	5.04%	695	730
2-510-General Goods & Supplies	Unchanged	0.00%	3,500	3,500
2-551-Goods/Supplies (Tools for Schools)	Unchanged	0.00%	2,500	2,500
2-552-Goods/Supplies (Benevolent Fund)	Unchanged	0.00%	12,000	12,000
2-553-Goods/Supplies (Leisure Access Pass)	Not used this year		6,000	0
2-561-Program Expenses	Increased	6.88%	44,300	47,350
2-770-Grants to Organizations	Unchanged	0.00%	23,775	23,775
2-771-Special Projects (One Time Grants to Org)	Unchanged	0.00%	250	250
Total Expenses:			548,334	524,234

2025 OPERATING BUDGET - Cost Center - 51-00 FCSS

2025 Budget Detailed

GL Accounts	Comments	GL Account Subtotals	2025 Budget
Revenues			
040 Sale of Goods General			
1-491-Program Registration Fees	Red Cross Programming and other programs		2,000
1-590-Other Revenue	Event Sales (i.e. Winter Wear tickets)	500	
1-590-Other Revenue	Volunteer AB Grant	1,000	
		1,500	1,500
		Total:	3,500
080 Provincial Government			
1-840-Prov Conditional Operating Grant	GOA FCSS Agreement		238,616
			Total: 238,616
090 Local Government Grants			
1-850-Local Govt. & Conditional Grants	Lacombe County FCSS Grant Application Process		5,000
1-851-Lacombe County Cost Share	(moved to 1-850)		0
			Total: 5,000
140 Other Revenue			
1-591-Gifts & Contributions	Additional Community Donations	500	
1-591-Gifts & Contributions	ME Global Volunteer Appreciation Support	3,000	
1-591-Gifts & Contributions	Winter Wear Fundraiser (donations)	9,000	
		12,500	12,500
1-593-FCSS - Other Revenue (Tools for	Tools for School Fundraiser/Donations		2,500
1-594-FCSS - Other Revenue (Benevolent			12,000
1-597-FCSS - Other Revenue (Leisure	(Moved to Abbey Centre 72-10)		0
			Total: 27,000
900 Funded from Reserve			
1-920-Drawn From Operating Reserve	Transfer for DS Youth Ambassador Award		250
			Total: 250
		Total Revenues:	274,366
Expenses			
010 Salaries, Wages & Benefits			
2-110-Salaries			103,212
2-111-Overtime			9,000
2-113-Shift Differential			200
2-116-Hourly Wages			203,221
2-130-Employer Contributions			78,208
2-136-WCB			6,558
			400,399
		Total:	400,399

2025 OPERATING BUDGET - Cost Center - 51-00 FCSS

GL Accounts	Comments	GL Account Subtotals	2025 Budget
020 Contracted & General Services			
2-211-Training & Travel	Conferences & training costs		6,000
2-216-Postage			2,000
2-217-Telephone	Telephone & Internet allocations		2,100
2-218-Cell Phone	Cell Phone reimbursement		840
2-221-Advertising & Promotion			1,000
2-224-Memberships	AB Volunteer Membership	350	
2-224-Memberships	FCSSAA Annual Membership	1,040	
2-224-Memberships	Staff Association/College Memberships	400	
		1,790	
2-226-Printing	Allocate printing costs from IT		4,000
2-250-Contracted General Services	2x Youth Retreat (Youth Night Out)	3,000	
2-250-Contracted General Services	Other opportunities as they arise	1,000	
2-250-Contracted General Services	School Presentations	2,000	
2-250-Contracted General Services	Seniors Programming (Elder Abuse, Healthy Nutrition, Opening Minds Through Art, etc.)	4,000	
2-250-Contracted General Services	Summer Programming (Life Literacy/Skate Boarding)	1,500	
2-250-Contracted General Services	Volunteer Appreciation Presentations	2,500	
2-250-Contracted General Services	Youth Wellness	2,000	
		16,000	
2-274-Insurance	Liability - allocated across all cost centres		730
		Total:	34,460
030 Materials & Supplies			
2-510-General Goods & Supplies	Office Supplies		3,500
2-551-Goods/Supplies (Tools for Schools)	Tools for School Gift Cards/Supplies		2,500
2-552-Goods/Supplies (Benevolent Fund)			12,000
2-553-Goods/Supplies (Leisure Access Pass)	(Moved to Abbey Centre 72-10)		0
2-561-Program Expenses	BYC	4,000	
2-561-Program Expenses	Canada Safe Home Alone	500	
2-561-Program Expenses	Community Engagement Initiatives	1,500	
2-561-Program Expenses	Employment Supports	500	
2-561-Program Expenses	Interagency	2,100	
2-561-Program Expenses	Leaders in Training Program	1,000	
2-561-Program Expenses	Leaders of Tomorrow / Youth Recognition	4,000	
2-561-Program Expenses	Other Programming	3,000	
2-561-Program Expenses	Rainbows grief & coping school programs	750	
2-561-Program Expenses	School Programming	2,000	
2-561-Program Expenses	Seniors Home Support (increase based on 2022 actuals)	4,000	
2-561-Program Expenses	Seniors Week	1,000	
2-561-Program Expenses	Seniors/Intergenerational Programming	2,500	
2-561-Program Expenses	SNA Program Priorities - Top priorities from SNA	5,000	
2-561-Program Expenses	Volunteer Appreciation Events	2,000	

2025 OPERATING BUDGET - Cost Center - 51-00 FCSS

GL Accounts	Comments	GL Account Subtotals	2025 Budget
2-561-Program Expenses	Volunteer Support	2,000	
2-561-Program Expenses	Winter Wear	9,000	
2-561-Program Expenses	Youth Cooking Club	1,500	
2-561-Program Expenses	Youth Week	1,000	
		<hr/>	<hr/>
			47,350
		Total:	65,350
040 Transfers to Local Boards & Agencies			
2-770-Grants to Organizations	Annual Grant Program for community		23,775
2-771-Special Projects (One Time Grants to	DS Youth Ambassador Award		250
		Total:	24,025
		Total Expenses:	524,234
		Net Total:	(249,868)

2025 OPERATING BUDGET - Cost Center - 51-00 FCSS

3 Year Forecast:

	2025	2026	2027
Revenues			
1-491 Program Registration Fees	2,000	2,000	2,000
1-590 Other Revenue	1,500	1,500	1,500
1-591 Gifts & Contributions	12,500	12,500	12,500
1-593 FCSS - Other Revenue (Tools for Schools)	2,500	2,500	2,500
1-594 FCSS - Other Revenue (Benevolent Fund)	12,000	12,000	12,000
1-597 FCSS - Other Revenue (Leisure Access Pass)	0	0	0
1-840 Prov Conditional Operating Grant	238,616	238,616	238,616
1-850 Local Govt. & Conditional Grants	5,000	5,000	5,000
1-920 Drawn From Operating Reserve	250	250	250
Total Revenues	274,366	274,366	274,366
% Increase: Revenues		0.00%	0.00%
Expenses			
2-110 Salaries	103,212	107,461	111,844
2-111 Overtime	9,000	9,000	9,000
2-113 Shift Differential	200	200	200
2-116 Hourly Wages	203,221	210,247	217,050
2-130 Employer Contributions	78,208	79,976	81,668
2-136 WCB	6,558	6,737	6,883
2-211 Training & Travel	6,000	6,000	8,000
2-216 Postage	2,000	2,000	2,000
2-217 Telephone	2,100	2,100	2,100
2-218 Cell Phone	840	840	840
2-221 Advertising & Promotion	1,000	1,000	1,000
2-224 Memberships	1,790	1,790	1,790
2-226 Printing	4,000	4,000	4,000
2-250 Contracted General Services	16,000	16,000	16,000
2-274 Insurance	730	730	730
2-510 General Goods & Supplies	3,500	3,500	3,500
2-551 Goods/Supplies (Tools for Schools)	2,500	2,500	2,500
2-552 Goods/Supplies (Benevolent Fund)	12,000	12,000	12,000
2-553 Goods/Supplies (Leisure Access Pass)	0	0	0
2-561 Program Expenses	47,350	47,350	47,350
2-770 Grants to Organizations	23,775	23,775	23,775
2-771 Special Projects (One Time Grants to Org)	250	250	250
Total Expenses	524,234	537,456	552,480
% Increase: Expenses		2.52%	2.80%
Net Total	(249,868)	(263,090)	(278,114)

TOWN OF BLACKFALDS
Family & Community Support Services (FCSS)
Tayles Board Room – Civic Cultural Center – 5018 Waghorn Street
Thursday, January 09, 2025 at 7:00 p.m.

AGENDA

4.5 BUSINESS

MEMO TO: FCSS BOARD

**FROM: SAWYER HICK
FCSS MANAGER**

ISSUE: Gary Kroetsch Volun-Told Award Nomination Form Criteria

BACKGROUND:

The following information was presented to the FCSS Board on April 11th, 2024, as information:

Cara Kroetsch is our FCSS Volunteer Programmer and on August 15th, 2023, her husband Gary passed away quite unexpectedly. Cara and Gary had a large friend group who like to refer to themselves as the "Framily". The FCSS Manager was approached by a couple of Framily members who asked if they could establish a new award to be presented this year along with the other awards at Best of Blackfalds. Their group is prepared to cover the cost to set up this award.

Gary assisted with many Town related events for years as well as a Snow Angel Program and often mentioned there should be a Volun-Told Award. The Volun-Told Award will be presented to Gary's sons Taylor and Trent on April 18th at the Best of Blackfalds Volunteer event.

The intent of this award is:

NEW! Gary Kroetsch Volun-Told Award

Honours an individual who selflessly gives their time without seeking recognition or reward. This award acknowledges those who are consistently reliable & hardworking even when they are called upon to volunteer without the option of saying no.

Criteria details to be worked on and presented to the board.

DISCUSSION:

As outlined in the attachment the criteria has been determined and a nomination form prepared for our 2025 Volunteer Recognition. The recipient of the award will be chosen through a selection process facilitated by an FCSS Board Representative, a family friend, and a past award recipient. This year the family friend will be Tyson Sather who spearheaded this award and Gary's son Trent Kroetsch will sit as the past recipient. We are looking for a board representative to assist with the selection process.

TOWN OF BLACKFALDS
Family & Community Support Services (FCSS)
Tayles Board Room – Civic Cultural Center – 5018 Waghorn Street
Thursday, January 09, 2025 at 7:00 p.m.

AGENDA

FINANCIAL IMPLICATIONS

The “Family” have the finances to cover the cost of the volunteer recognition plaque for two more years and the Volunteer Programmer has the budget to cover future years costs.

ADMINISTRATIVE RECOMMENDATION:

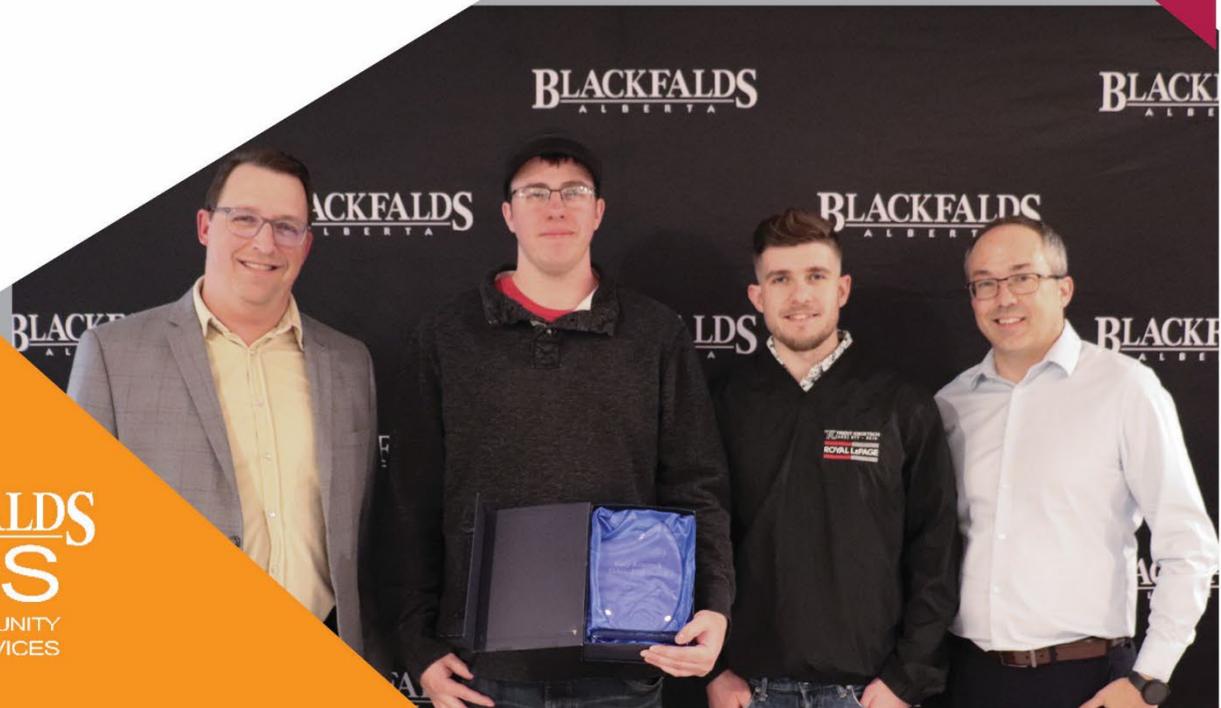
That the FCSS Board recommends the selection process for the Volun-Told Award as it is a similar process used for the Gloria House Mentor Award and Outstanding Group Awards which have an FCSS Board Member Representative.

ATTACHMENTS:

Gary Kroetsch Volun-Told Award Nomination Form

GARY KROETSCH VOLUN-TOLD AWARD

BE THE
Difference
IN YOUR
Community



BLACKFALDS
FCSS
FAMILY & COMMUNITY
SUPPORT SERVICES

See www.blackfalds.ca/volunteer for
award criteria and nomination forms.



The Gary Kroetsch Volun-Told Award

Gary Kroetsch and his family moved to Blackfalds in 2000, where he made a lasting impact through volunteer service. Although he didn't lead events or attend organizational meetings, his contributions were invaluable.

From dressing up as Thor for the Super Kids Triathlon to parking vehicles at drive-in movies, serving as a Snow Angel for seniors, assisting with the Soapbox Derby, and helping with numerous Optimist Club of Blackfalds events – including bottle drives where he even opened his garage for sorting, Always among the first to arrive and the last to leave, Gary was a dependable volunteer who stepped in whenever help was needed. Gary was the unsung hero of our community.

Following his passing, his friends sought a way to honour his spirit of selfless service, as he never sought recognition or accolades, often stepping up when simply “Volun-Told”.

The Gary Kroetsch Volun-Told Award is designed to honour an individual who selflessly gives their time without seeking recognition or reward. This award acknowledges those who are consistently reliable and hardworking, even when they are called upon to volunteer without the option of saying no. The recipient of the award will be chosen through a selection process facilitated by an FCSS Board Representative, a family friend, and a past award recipient.

Award Criteria:

- Must be a resident of Blackfalds or have impacted Blackfalds through volunteer efforts.
- Demonstrates the spirit of community service without seeking recognition or anything in return.
- Consistently reliable and shows extreme dedication to the community.
- Leads indirectly through their actions.
- Improves the quality of life for residents of Blackfalds.

Guidelines:

- Nominations submitted incomplete, or do not comply with criteria may be disqualified.
- Nominations cannot be submitted without the consent of the nominee.
- Nominations made by family members WILL be accepted.
- By signing the nomination form, nominee agrees to the nomination process and the nominee is encouraged to attend volunteer recognition events.
- Recipient of the Gary Kroetsch Volun-Told Award cannot win two years in a row.
- Nominations become the property of Blackfalds FCSS and will not be returned.

Recipient of the Gary Kroetsch Volun-Told Award will receive:

- A letter of acknowledgment and appreciation
- A Certificate of Recognition
- A personalized plaque
- Their name placed on The Gary Kroetsch Volun-Told Award plaque at Blackfalds Family & Community Support Services office
- Recipient will be asked to sit on the judging panel the following year
- Nomination will be put forward to provincial recognition programs, as applicable

Recipient of the Gary Kroetsch Volun-Told Award will be invited to the volunteer recognition event scheduled in April.

NOMINEE

Name: _____

Address: _____

Phone Number: _____ Email: _____

MEDIA CONSENT

I UNDERSTAND photographs and/or video and/or audio recordings of me may be circulated widely and that, if posted on the Town of Blackfalds and other websites, they will be available to the public. I further understand that the Town of Blackfalds has no control over, and is not responsible for, the use or misuse of materials including my photograph and/or video and/or audio recordings of me.

FOR THE PURPOSE STATED ABOVE, I CONSENT to be photographed and/or to be video and/or audio recorded by the Town of Blackfalds or its authorized representatives.

YES, I Consent and Allow the Town of Blackfalds and its representatives to use, reproduce, publish, transmit, distribute, broadcast and display any photograph and/or video and/or audio recording that contains my image and/or voice along with my name in any Town of Blackfalds publication, multimedia production, video, CD-ROM, DVD, display, advertisement and/or on the municipality's website or other social media websites without further notice or my approval of finished photographs and/or video and/or audio recordings.

Your consent is voluntary; however refusal to provide consent will result in not being considered for this award.

Signature of Nominee

Date

Video footage and photographs are deemed a record of information under the Freedom of Information and Protection of Privacy Act (FOIP). This information/photograph/video is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act and, with your consent, will be used for the purpose described above. Your personal information is protected from unauthorized access, use and disclosure under Part 2 of the FOIP Act. Questions regarding this collection of personal information may be directed to the Records Management & FOIP Coordinator at 403.885.6370 or foip@blackfalds.ca

NOMINATOR

Name: _____

Address: _____

Phone Number: _____ Email: _____

Relationship to Nominee: _____ Organization: _____

Signature of Nominator

Date

Nomination Deadline: March 1, 2025

1. Please list the nominee’s volunteer involvement in the community. If you need extra space, use additional pieces of paper.

Role and name of community group/organization/service club (this can include church, school, sports group, etc.)	Describe indirect involvement within the organization	Approximate # volunteer hours over the past year	Number of years involved with organization
(Example: member, spouse or sibling of member)	(fundraising, share information about the organization or events on social media, offer your skills on a pro bono basis, connect the organization with partners, help with set up and clean up tasks)	(120 hours)	(10 years)

2. In 400 words or fewer, tell us what stands out about this nominee that makes their nomination rise above the others and inspired your nomination. Please include how the nominee demonstrates the spirit of community service without seeking recognition or anything in return. As well, describe how the nominee is consistently reliable while improving the quality of life for residents of Blackfalds.

This paragraph will be used at the Abbey Centre display prior to the event and at the awards night. Please limit the amount of personal information you share: if you refer to someone other than the nominee in the write up about the nominee, please do not include personal information that can identify the third party.



Thank you for taking the time to complete this nomination form

Is your nomination complete? Before submitting

- I have read Award Criteria and Guidelines;
- Nomination form completed;
- Nomination form signed by the nominee and nominator;
- Nominee has given permission for media consent;
- Attached detailed paragraph (answer to question #2)

Nomination Deadline: March 1, 2025**Fax, email or deliver nomination form and attachments to:**

Cara Kroetsch
FCSS Volunteer Programmer
Town of Blackfalds FCSS Office
Box 220, 5016 Waghorn St | Blackfalds, AB | T0M 0J0
Fax: 403.885.0011
volunteers@blackfalds.ca

If you have any questions, please contact Cara at 403.885.6360

Brought to you by



Recognizing outstanding volunteerism in our community

FCSS VOLUNTEER PROGRAMMER UPDATE

Month of November:

- **Volunteer Shifts:** The Volunteer Programmer has been actively filling volunteer shifts for several upcoming events, including the Youth Night Out, Light Up Blackfalds, Breakfast and Brunch with Santa, Jim Hurley Free Skate, and the Snow Angel Program. These initiatives rely heavily on the support of our dedicated Town of Blackfalds volunteers.
- **Town of Blackfalds volunteers contributed their time and efforts to the following:**
 - **Youth Night Out:** (November 22) 9 volunteers, 27 volunteer hours
 - **Light Up Blackfalds:** (November 28) 3 volunteers, 4 volunteer hours
 - **Breakfast & Brunch with Santa:** (November 30) 17 volunteers, 50 volunteer hours
- **Snow Angel Program:**
 - Currently, we have 19 residents paired with a Snow Angel and 7 more on the waitlist.
 - In recent years, we've noticed a decline in community volunteers for the program, leading to some being placed on a waitlist. In response, we are excited to launch a NEW Neighbourhood Snow Angel Program. This initiative will allow those on the waitlist for the traditional program to participate. Participants will receive a sign to display in their front window or door, indicating their involvement in the program.
 - This initiative is designed to foster a sense of community and support among our residents. Here's how residents can get involved: 1 Look for the Sign: Keep an eye out for homes displaying the Neighbourhood Snow Angel sign. 2 Spread the Kindness: Shovel the front sidewalk and driveway of your neighbours who may need assistance.
- **LREMP Tabletop Exercise** (November 27) Volunteer Programmer attended the tabletop training exercise designed to help plan and prepare for the LREMP Live Exercise in 2025.

ONGOING INITIATIVES:

1. The monthly FCSS **Volunteer Newsletter**
 - a. In November the newsletter was emailed to 287 contacts with the 'Open Rate' of 52%.
2. **Upcoming Volunteer Opportunities:**
 - a. Snow Angel Program – Winter months
 - b. Jim Hurley Free Skate – Sunday's

FCSS VOLUNTEER PROGRAMMER UPDATE

Month of December:

- **Volunteer Christmas Open House:**
 - On December 2, Blackfalds FCSS hosted a Volunteer Christmas Open House to commemorate International Volunteer Day and express our gratitude to our dedicated volunteers and local community groups. The event featured a drop-in format, allowing attendees to create hot chocolate pouches to take home, pizza, hot chocolate bar, socializing, door prizes and a photo booth.
 - A total of 63 people were in attendance including FCSS staff, 3 Councillors and 11 Board/Committee/Commission members-at-large. Also 9 groups/organizations were represented (BhPARC, Blackfalds Figure Skating Club, Blackfalds Youth Crew, Blackfalds Ag Society, Blackfalds Seniors Club, Blackfalds Food Bank, Heart of Blackfalds Society, Historical Society and the Optimist Club of Blackfalds).
- **Business Xmas Challenge:** A heartfelt thank you to the incredible businesses that participated in the #BlackfaldsXmas Challenge! Together, we gathered an amazing 268 lbs of food + \$720 for the Blackfalds Food Bank. Participating businesses included: Bildex Construction Ltd, Blackfalds Chiropractic Centre, Blackfalds Seniors Club, Curious Tails Pet Supplies, Dynamic Massage Therapy and The Floral Boutique.
- **Stars of Alberta Awards (December 6)** Volunteer Programmer attended the Stars of Alberta Awards in Calgary to help celebrate and recognize Blackfalds volunteer, Robyn Devine who received the prestigious award in the Breaking Barriers, fighting gender discrimination category.
- **Town of Blackfalds volunteers were utilized at the following programs and events:**
 - Jim Hurley Free Skate on Sunday's (3 volunteers, rotating Sunday's)
 - Snow Angel Program
 - 27 volunteers are supporting 18 locations
 - 4 residents participating in the Neighbourhood Snow Angel Program
 - 5 on the waitlist
- **2024 Volunteer Recap:**
 - 1789 volunteer hours were recorded in 2024
 - 305 volunteer positions were held by Blackfalds residents in support of Town/FCSS initiatives and events.

ONGOING INITIATIVES:

1. The monthly FCSS **Volunteer Newsletter**
 - a. In December, the newsletter was emailed to 290 contacts with the 'Open Rate' of 58%
2. **Upcoming Volunteer Opportunities:**
 - a. Snow Angel Program – Winter months
 - b. Winterfest – February 17



Photos from Volunteer Christmas Open House



Photos from 2024 Stars of Alberta Awards Ceremony

FCSS Board Update: November 2024

Blackfalds FCSS Facebook Page:

- 945 followers at the close of November

Blackfalds Instagram Page:

- 132 followers at the close of November

Community Winter Wear Fundraiser

- Thank you sent to all Donors

Interagency

- Wednesday, November 6th
- 27 individuals in attendance
- 19 organizations represented

Abey Center Membership Assistance Program

- 1 application received, screened and approved

Christmas Bureau

- All applications are received, screened, approved or rejected
- All applications are sent an email stating their status
- All approved individuals are contacted in person and given the choice of Christmas Bureau home delivery, a 10 am or a 5 pm Pick-up time.
- Each approved resident is then sent an additional email reminding them of their chosen pick-up or delivery time.
- This month is ALL ABOUT Christmas Bureau applications, each application is unique and requires thoughtful attention.

Other duties:

- Plan & facilitate Reindeer games for November and Early December (TOB internal food drive)
- Participated in Youth Night Out – Glow Party!
- Tuesday morning 50+ Walking Club
- More than a Movie- “Film shown- Only the Brave”

Youth Programmer December 2024

Blackfalds Youth Crew (BYC)

Instructor: *Annette*

BYC Schedule: **BYC Mondays:** Grade 4-6 | 4:00-6:00 pm Grade 7-12 | 6:30-8:30 pm

BCY Homeschool Thursdays: Grade 4-9 | 1:00-3:00 pm

Date, Time, and Details (max 15)	Grade 4-6	Grade 7-12	Homeschool	Total Youth
December 2/5 <i>Reindeer Games:</i> Outdoor whole group games and hot cocoa	9	2	7	18
December 9/12 <i>Santa's Workshop:</i> Created Christmas ornaments and cards together	9	1 Cancelled	6	15
December 16/19 <i>Christmas Movie:</i> Watched a movie and made, decorated, and ate cupcakes together	8	5	7	20
BYC continues January 6, 2025			Total	53



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 on a nearly monthly basis throughout the school year for youth grades 4 – 6.

Date, Time, and Details	Registered / Attended (max 15)	Waitlist (max 10)
Grade 4-6 December 11 4:00-6:00 pm	15 / 10	10

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 November 6-December 18 4:30-6:30 pm (no session December 11)	10 / 9 (1 youth withdrew)	10



Client Statistics for December

Referrals	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
FCSS Sawyer	7	0	0	0	0	2	3	1	5	4	3	2
FCSS Cara	3	13	13	8	7	8	10	6	8	6	12	20
FCSS Jan	3	5	10	16	7	7	9	13	17	19	12	8
FCSS Annette	16	3	6	6	3	10	7	2	1	0	2	2
Income Tax Return												
Inquiries	1	13	129	107	5	3	4	1	3	0	0	0
Employment Support	1	2	1	0	1	1	5	3	1	1	2	0
FCSS Event Movie	4	10	10	21	14	13	0	3	20	7	12	1
FCSS Subsidized Programs	0	0	2	5	3	3		0	10	6	30	4
Back to School	0	0	0	1	0	3	20	105	3	0	0	0
Winter Wear	0	0	0	0	0	0	0	0	2	93	0	0
Christmas Bureau	0	0	0	0	0	0	0	0	1	2	27	52
Abbey Assistance Program									6	1	4	1
Food Bank	4	6	7	4	6	5	5	5	6	3	8	15
Low Income Inquiries	5	8	3	4	3	0	3	10	3	3	5	2
Housing	0	7	3	3	2	2	2	9	5	3	0	0
Fax	13	12	18	23	19	20	13	14	22	15	28	9
Printing/Photocopying	13	18	11	7	16	16	10	13	32	18	10	16
Seniors Assistance												
Programs	7	2	4	8	9	8	0	7	8	7	6	8
Telephone	0	0	0	0	2	2	1	1	1	0	1	1
BBBS	0	0	0	0	0	0	2	0	0	0	0	0
BOLT	2	0	1	0	3	1	0	1	0	1	0	1
Golden Circle	3	2	0	3	4	1	2	5	1	7	11	5
General Inquiries	52	46	63	79	33	32	33	46	49	13	57	41
Mental Health Therapist												
Affordability Grant Help												
Number of Clients	134	147	281	295	137	137	129	245	204	209	230	188

Job posting updated weekly. Beyond Food Lunchbox Program emails sent weekly.

Vibrant Living 50+ Monthly Newsletter for:

December - 227 sends with an open rate of 77%