



COLD LAKE AND DISTRICT  
FCSS ADVISORY COMMITTEE MINUTES  
MONDAY SEPTEMBER 10, 2019  
FCSS, 6:00 PM

**PRESENT** Kim Schmitz FCSS Manager  
Carol Patenaude Recording Secretary  
Jürgen Grau City of Cold Lake Council Member  
Candice Sutterfield Advisory Committee Member  
Chris Vandeborn Advisory Committee Member  
Roderick Hickey Advisory Committee Chair  
Gina Olofson Advisory Committee Co-Chair  
Ben Fadeyiw MD of Bonnyville Council Member

**ABSENT (with regrets)** Meagon Anishinabie Advisory Committee Member

**ABSENT (without regrets)** None

**GUEST** Glenn Barnes City of Cold Lake Community Services General Manager

**CALL TO ORDER** 1.0 Call to Order  
R. Hickey, FCSS Advisory Committee Chair called the September 2019 FCSS Advisory Committee meeting to order at 5:59 p.m.

**AGENDA** 2.0 Adoption of Agenda

**Additional Items**  
None

**Member Highlights**  
None

**Disclosure of Interest**  
None

**Adoption of Agenda**  
B. Fadeyiw moved to accept the agenda for the Cold Lake and District FCSS Advisory Committee September 2019 meeting as presented. **CARRIED**

**MINUTES** 3.0 Adoption of Minutes  
C. Vandeborn moved to accept the minutes for the June 2019 FCSS Advisory Committee Meeting as presented. **CARRIED**

**MONTHLY REPORT** 4.0 Monthly Report  
The FCSS Manager highlighted a few items since the June meeting for information only. Other than child and youth programs, many of FCSS programming tends to slow down in the summer months. FCSS does try to accommodate those requesting parenting programs and one-on-one parenting support. Child and youth programs were back to back in July; program capacity was maintained.  
The Child and Youth Program Facilitator will be transitioning to maternity leave some time in December. We are having conversations on what programs will be maintained and covered by the replacement. Normally, the adult support groups would wrap-up before summer, and then start up again in the fall. Meanwhile many of the committees such as the Men's Shed and Healthy Aging remain active and engaged.  
Summer is also a time when all FCSS Managers slow down on reporting and can network and build partnerships. FCSS took in many opportunities over the summer to build and / or strengthen working relationships.

**MONTHLY  
REPORT  
(CONTINUED)**

A few of these organizations included Action 4 Healthy Communities, CLFN Maternal Health Program, Blue Quills University, CMHA Recovery College, the MFRCS, The Dove Centre, the Lakeland Multicultural Association and APEGA.

In response to B. Fadeyiw's question, the FCSS Manager explained that the Canadian Mental Health Association is a mental health organization providing advocacy, programs and resources that help to prevent mental health problems and illnesses and support recovery and resilience and beyond. G. Barnes asked if there was grant funding available. Based on the Federal Government's commitment to decrease at-risk behaviour, addictions, homelessness, poverty and senior isolation, the FCSS Manager suggested that grants would likely be available to support these initiatives.

Community Registration was traditionally held on a Saturday, changing this year to Thursday evening. Based on the realization that there is less foot traffic through FCSS and more people are registering online, FCSS focused on community engagement, explaining who we are and what we do. Four staff members including the FCSS Manager attended. The FCSS Manager asked the Committee if they had heard any feedback regarding the event. The consensus was that it was busy and well attended. C. Sutterfield also noticed that neighbouring communities of St. Paul and Bonnyville are holding their information events on a week day. J. Grau talked about an app called CommuniBee that gives community members the ability to interact with one another and be engaged with the events and activities around them. You can book transportation services and register for courses. A few communities are committed to trying the app which is seeing success with community gatherings and engagement.

With regards to staff turnover, FCSS has lost the receptionist and the Programming Assistant. It is close to the end of the maternity leave for the PLC Outreach/LPLN Administrator and we will know soon if she will be returning. A PLC Facilitator left and the current maternity leave staff member transitioned to the position.

FCSS finished their five-year services levels and four year business plans. Once approved by council, they will be shared with the committee.

All staff professional development plans have been completed.

The FCSS Manager has completed the FCSS online modules and is encouraging all staff and committee members to take it. It helps to deepen the understanding of evidence based programming and provides professional development.

The FCSS Manager attended the latest Intercity Forum on Social Policy. There was a conflict with the Blue Quills training, the only alternative was to attend the Forum. There were discussions regarding FCSS outcomes in alignment with the current government, how FCSS could promote themselves and what we have accomplished.

MLA Hansen will be touring our facility with the Mayor, Craig Copeland. We have invited our MLA to attend breakfast with us at the FCSSAA conference, of which he has accepted.

C. Sutterfield asked how the community responded to the FCSS Emergency Social Services Open House. The FCSS Manager replied that the group was small, however there were a couple of outstanding people that will be valuable to the ESS team.

There are about 25 registered for the Domestic Pet Sheltering. The numbers are low and FCSS did understand that putting it on from Friday to Sunday was taking a risk, however the facilitator was only available during those days. The province is pleased with the direction Cold Lake and District FCSS is taking.

The latest monthly report has 2017-2019 year-to-date comparisons. Please appreciate the difference in numbers as FCSS is very fluid and may change programming from year to year depending on the success of the program.

**MONTHLY  
REPORT  
(CONTINUED)**

For instance baby bags was an initiative with Health Services and the Library. FCSS included resources and information related to early childhood development with a tactile toy, while the library would include a small gift. The bag would then be given to the new mother on the first home visit by the health nurse. However, there was some concern that some mothers were not receiving the gift bag and FCSS is now able to get parenting resources for free. These are left at the counter in the Parent Link Centre for any mother to take.

The Meals on Wheels program has seen a huge increase over the three years and we believe this is based on marketing and word of mouth.

C. Vandeborn questioned the fluctuation in the volunteer hours. While the year-to-date numbers are fairly even, the FCSS Manager responded that there is some difference in the August 2017 hours as compared to other years. This of course may be due to an event that we may no longer host.

Y. Grau was particularly interested in the Family Services referrals. Mental Health has seen a large increase in the numbers of referrals from FCSS.

The FCSS Manager also noted the increases in the Community Volunteer Income Tax Program. FCSS would like some ideas on how to streamline the current clients coming through the door. Many of these people will also have conversations with other staff members around income support, housing subsidies and seniors' benefits. People are being sent to FCSS for more than one reason. They fully understand there is more than one service being offered.

Y. Grau asked if the FCSS budget has increased to accommodate the high growth in requests; there are significant increases in Meals on Wheels, Mental Health referrals and drop-ins for various services and requests. The FCSS Manager replied that the budget has remained the same and service lines will remain the same. G. Barnes concurred.

G. Barnes asked if FCSS was seeing more male participation. The FCSS Manager replied that there are many individuals and groups popping in, which include many males; FCSS has built that trust so they feel welcome. At one time, FCSS and the PLC saw very little representation from men. Now there are substantial increases in visits and requests and they make up a significant portion of the numbers. Y. Grau added that this also means that more organizations are referring their clients to FCSS; to which the FCSS Manager agreed. For instance there are organizations that cannot help their clients to fill in forms; if there are conflicts of interest, the organizations will likely refer the client to FCSS. G. Olofson added that the increases in numbers accessing services speak to the awareness of FCSS services.

C. Sutterfield also noted that family and parenting support is increasing and people want face-to-face assistance and encouragement.

**FINANCIAL  
REPORT**

**5.0 Financial Report**

The FCSS Manager reviewed the August 2019 Financial Report for information only. The extra revenue includes the Indigenous Enhancement Grant, the Children's Services grant for the Parent Link Centre. FCSS is the grant holder for the region. The Parent Link Centre will continue to take training through Blue Quills for the duration of the grant. Additionally, a conference focusing on trauma informed practice may be in the works as a partnership between a local First Nation and Cold Lake and District FCSS.

Another large grant is the Age Friendly Grant for \$82,000. The Age Friendly Committee just attained their society status.

Other grants include one from Volunteer Alberta, one from Imperial for counselling services, one for tobacco reduction and another from Imperial for the National Family Week Kick-off event.

C. Vandeborn questioned why the Resource Library had almost 100% remaining in the budget. The reasoning, the FCSS Manager said, is that we wait until closer to the end of the year to determine which resources need replacing.

**OLD BUSINESS    6.0 Old Business**

**6.1 Ideas for Volunteer Appreciation**

The FCSS Manager noted that the Volunteer Programs Facilitator would like to determine a way forward for the appreciation event, as the cost is becoming too large for FCSS to continue with the same structure. There was some discussion on events in Cold Lake that honour different groups, such as the Women of Influence and Hall of Fame by the City of Cold Lake. The MFRC, the Northern Lights School and the Cold Lake Food Bank all honour their volunteers with a special event. The Committee agreed on the following: the bulk of people attending the event are FCSS volunteers and the bulk of Cold Lake organizations have events to support their volunteers. The committee also agreed that FCSS should consider dropping most of the awards and keep the FCSS Award. G. Barnes agreed with the committee that the event was excellent and would like to see it continue. J. Grau noted that FCSS may have just sparked the desire in other organizations to appreciate their volunteers who are now hosting their own events.

The FCSS Manager would take their suggestions to the Volunteer Facilitator to consider the way forward for the next Volunteer Appreciation.

**6.2 Social Policy/Matrix Review**

The FCSS Manager reviewed suggestions and ideas generated by the FCSS Advisory Committee at the June meeting. G. Barnes suggested he meet with K. Schmitz to review the suggestions and develop a matrix. C. Patenaude will book the appointment.

**NEW BUSINESS    7.0 New Business**

**7.1 October and November Meetings.**

The FCSS office will be closed for Thanksgiving and Remembrance Day. The committee agreed on October 7 and November 4 for the next two Advisory Committee meetings.

**7.2 FCSS Special Project Grant Summary Reports**

**7.2.1 Cold Lake Seniors' Society, Seniors Week Activities**

Y. Grau moved to accept the Summary Report for the 2019 Cold Lake Seniors' Society, Seniors Week Activities as presented.

**CARRIED**

**7.2.2 Cold Lake Middle School, Service Learning – Alberta Highway Clean-up**

B. Fadeyiw moved to accept the Summary Report for the 2019 Cold Lake Middle School, Service Learning – Alberta Highway Clean-up as presented.

**CARRIED**

**OTHER BUSINESS    8.0 Other Business**

**8.1 Business Conducted by Email**

None

**COMMITTEE ATTENDANCE    9.0 FCSS Advisory Committee Attendance**

**9.1 Reports on Committee Attendance**

C. Sutterfield and R. Hickey attended the June Neighbourhood Block Party at Shipwreck Park. Y. Grau attended the August Neighbourhood Block Party at Brady Heights Park.



**SUGGESTIONS  
FOR  
COMMITTEE  
ATTENDANCE**

**9.2 Suggestions for Committee Attendance**

- Emergency Social Services, Domestic Pet Sheltering from Friday September 13 to Sunday September 15 at Cold Lake Agricultural Centre
- Cold Lake Youth Council's Open House from Thursday September 19 at 6:00 pm in the Loft at FCSS
- Neighbourhood Block Party on Wednesday September 18 at Forest Heights Park from 5 pm to 7 pm.
  - Y. Grau and C. Vandeborn volunteered to assist at the barbeque. C. Sutterfield has other commitments, and will try to make the event.
- Community Connections, monthly beginning Tuesday September 24, 1:00 pm at FCSS
- Strengthening Volunteer Boards Workshop on Saturday October 19, 8:00 am at FCSS
- FCSSAA Conference on November 27 to 29 in Edmonton

**ROUNDTABLE**

**10.0 Round Table**

None

**NEXT MEETING**

**11.0 Next Meeting**

The next meeting was scheduled for October 14, which is Thanksgiving. The committee has agreed to an October 7 meeting. The FCSS Manager will confirm her availability and C. Patenaude will send out an email to the committee.

**ADJOURNMENT**

**12.0 Adjournment**

R. Hickey, Advisory Committee Chair adjourned the Cold Lake and District FCSS September 2019 FCSS Advisory Committee meeting at 8:37 p.m.



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K. Schmidt,  
FCSS Manager



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R. Hickey,  
FCSS Advisory Committee Chair