



- PRESENT** Kim Schmitz FCSS Manager
 Kaitlyn Brooks Administrative Assistant
 Ryan Bailey City of Cold Lake Council Member
 Ben Fadeyiw MD of Bonnyville Council Member
 Gina Olofson Advisory Committee Co-Chair
 Chris Vandeborn Advisory Committee Member
 Jodee Trott Advisory Committee Member
- ABSENT (with regrets)** Candice Sutterfield Advisory Committee Co-Chair
 Paul McWilliams Advisory Committee Member
 Glenn Barnes General Manager of Community Services
- ABSENT (without regrets)** None
- GUEST** Heather Miller Programs and Services Manager
- CALL TO ORDER** 1.0 Call to Order
 G. Olofson, Advisory Committee Co-Chair, called the May 8, 2023, FCSS Advisory Committee meeting to order at 6:03 p.m.
- AGENDA** 2.0 Adoption of Agenda
Additional Items / Amendments
 R. Bailey, City of Cold Lake Council Member, moved to accept the May 8, 2023, Agenda for FCSS Advisory Committee meeting as presented.
- Disclosure of Interest
 None
- Adoption of Agenda
 The Agenda for the Cold Lake and District FCSS Advisory Committee meeting was adopted as presented.
- MINUTES** 3.0 Adoption of Minutes
 C. Vandeborn, Advisory Committee Member, moved to accept the Minutes for the April 17, 2023, FCSS Advisory Committee meeting as presented.

CARRIED



**MONTHLY
REPORT**

4.0 Monthly Report

FCSS Manager K. Schmitz presented the May Monthly Report for information only. K. Schmitz presented quarterly and monthly comparisons to Advisory Committee for review. FCSS has completed year end statistics for 2022, as well as, the 2022 FCSS Annual Report; the report was presented to Advisory Committee for review. FCSS remains committed to supporting volunteerism, forms assistance, Meals on Wheels, counselling services, and referrals. CVITP continues to endure high volumes of Income Tax inquires; the program has an 11 percent increase solely for client intake. All Individuals have the opportunity to be accounted for by-way-of a waitlist. CRA employees remain on strike as of May 1, 2023, slower processing times are to be expected. April was Volunteer Appreciation Month; Coffee Cards were gifted to FCSS volunteers, as well as, to organizations requesting them to thank their own registered volunteers, for National-Volunteer Week. The City of Cold Lake continues to advertise for the Meals on Wheels Programs need for further drivers. FCSS will begin to recruit volunteers for the Lawn Buster Program taking place over the course of the summer. FCSS continues to edit all documents and forms; additionally, all forms are being updated as per the new Forms Standards for better consistency; K. Schmitz, foresees formatting will be complete within the next few months. The 2023 Summer / Fall Program Guide is in progress, the community can expect registration to be live in the upcoming weeks. FCSS continues to provide Counselling Services for community members who do not have access to insurance or employee benefit plans; application for 2024 funding is in final draft and editing stage. Facility bookings remain high, many non-profit organizations have utilized facility space for meetings. FCSS continues to support all social service related groups inquiring about booking facility space. K. Schmitz shared interest in the Canadian Summer Employment Grant Funding and whether we could benefit from the program through the hiring of summer staff; possible inquiry for FCSS in 2024. FCSS supported the LRCSSD to submit a Mental Health in Schools grant application, which is now approved; to develop and heighten mental health awareness for youth and caregivers. FCSS was approved funding for two years and will work to get the MOU and job description approved by Administration in the upcoming weeks. FCSS will be hiring an individual for a two-year term to support the MOU agreement through FCSS and schools.

**FINANCIAL
REPORT**

5.0 Financial Report

None

OLD BUSINESS

6.0 Old Business

None

NEW BUSINESS

7.0 New Business

7.1 2022 Volunteer of the Year Award

FCSS Advisory Committee and FCSS Volunteer Service Facilitator, presented the 2022 Volunteer Appreciation Award to Ryan Hamilton on May 8, 2023. Advisory Meeting broke at 6:05pm for presentation and resumed at 6:18pm.

7.2 FCSS May Newsletter

K. Schmitz presented the May FCSS Newsletter to Advisory Committee; feedback on content is welcome.

NEW BUSINESS (CONTINUED) 7.3 2022 FCSS Annual Report

K. Schimdtz presented the 2022 FCSS Annual Report to Advisory Committee for review; feedback and content is welcome as FCSS prepares for 2023. Letters of appreciation, including the 2022 FCSS Annual report, will be mailed to supporting funders, Mayor Copeland, and City Council.

7.4 Summer / Fall Program Guide - Update

FCSS has received Final Draft of the 2023 Summer / Fall Program Guide; timeline is ahead of schedule.

7.5 Community Volunteer Fair

The Community Volunteer Fair took place at FCSS on April 21, 2023. There was a total of 43 participants and 13 tables. K. Schimdtz will follow up with Advisory Committee regarding strategic planning to better future outcomes as we continue to facilitate the Community Volunteer Fair.

7.6 Medical Transportation Grant Policy – Revision Review for Approval

With the Advisory Committee's approval of the April Meeting Minutes; the Medical Transportation Grant Policy Revision will now move forward with verbiage amendments.

7.7 Lloydminster ESS Exercise

FCSS Manager, K. Schimdtz, attended as an assessor at the Emergency Social Services Exercise in Lloydminster on April 21, 2023. G. Barnes, General Manager of Community Services and FCSS Community Partnership Facilitator attended the ESS Exercise as well. In total, 150 youth were registered into the Reception Centre Exercise. K. Schimdtz is interested in taking part in ESS Exercises with all FCSS Staff and Cold Lake Energy Centre; ICS-100 and ESS training is required before participating in ESS Exercises.

7.8 2023 NE Zone Meeting – Registration Deadline

The 2023 NE Zone Meeting registration deadline was on April 28, 2023. FCSS submitted registration forms for all Advisory Members interested in attending. The meeting will be hosted in St. Paul on May 11, 2023. Committee Members are still welcome to attend and are encourage to submit registration forms to FCSS Manager and/or Administrative Assistant at earliest.

7.9 CLJHS – April Report.

K. Schimdtz reminded CLJHS Chair and Treasurer of Social Inclusion and Infrastructure reporting requirements. The 2022 First Quarterly report will be due on or before May 31, 2023; along with a financial statement. G. Olofson shared the CLJHS April Report to Advisory Committee. The last day for the MAT Program was April 30, 2023. CLJHS will continue to support the Outreach Program from 9am to 2 pm; staff are busy working with individuals to provide the supports they need to get their ID's, Income Support applications and finding housing. Donations continue to come from community members. The CLJHS is accepting water bottles as donations; staff are noticing more individuals searching for water due to dehydration.

7.10 Imperial – Community Grant Stream Application

FCSS has begun to apply for the Imperial – Community Grant Stream Application as of May 8, 2023.



- OTHER BUSINESS** 8.0 Other Business
None
- 8.1 Email Approvals
None
- COMMITTEE ATTENDANCE** 8.2 FCSS Advisory Committee Attendance
G. Olofson attended the Cold Lake Youth Conference on April 20, 2023.
- 9.0 Volunteer Community Event
None
- 9.1 Reports on Committee Attendance
None
- SUGGESTIONS** 9.2 Suggestions for Committee/ Volunteer Attendance
May 13th- Snack Attack Food Drive at No Frills
June 5th – Seniors' Week Pancake Breakfast 8:30am – 10:30am
Jun 25th – Rainbow Run 10:00am – 1:00pm
July 20th - Neighborhood Block Party 5:00pm – 7:00pm
Sept 8th – CL Bully Free Walk 10:00am – 11:30am
- ROUND TABLE** 10.0 Round Table
None
- NEXT MEETING** 11.0 Next Meeting
The Cold Lake and District Advisory Committee determined the next meeting will be held on June 12, 2023.
- ADJOURNMENT** 12.0 Adjournment
G. Olofson, Advisory Committee Co-Chair adjourned the Cold Lake and District May 8, 2023, meeting at 7:41 p.m.



K. Schmidt,
FCSS Manager



C. Sutterfield,
FCSS Advisory Committee Chair