

**TOWN OF CALMAR REGULAR COUNCIL MEETING TO BE HELD
VIRTUALLY ON MARCH 07, 2022, COMMENCING
AT 7:00 PM
GoToMeeting
Public Access Code: 211-016-493**

AGENDA

<u>CODE</u>	<u>ITEM</u>	<u>SOURCE</u>
	1.	Call to Order
	2.	Adoption of Agenda
	3.	Public Hearings - None
	4.	Delegations
		a) Leduc County FCSS – Dean Ohnysty
		b) VTRA (Violence and Threat Risk Assessment) AGM
	5.	Adoption of Minutes
		a) Regular Council Meeting – February 22, 2022
	6.	Unfinished Business - None
	7.	Bylaws or Policies
		a) Policy 2022-096 Tax Deferral Policy
		b) Policy 2022-097 Adult Friendly Parks
	8.	New Business
		a) DPW Melesko RFD – LED Light Upgrade in Town Office
		b) Acting CAO Anderson RFD – Support for the Ukraine
		c) CSP Thomas RFD – Adult Friendly Park Picnic Table Project
		d) DPW Melesko RFD - Dog Park Construction Project
	9.	Financial - None
	10.	Department Reports - None
	11.	Council and Committee Reports
		a) Mayor Carnahan
		b) Councillor Faulkner
		c) Councillor Gardner
		d) Councillor Benson
		e) Councillor McKeag Reber
	12.	Action Items
		a) Resolution Register as of March 04, 2022
	13.	Correspondence
		a) Alberta Capital Airshed – Air Monitoring Results 2021
		b) Watamaniuk Complaint
		c) Community Services Master Plan Meeting Minutes – February 14, 2022
		d) Library Board Minutes – January 27, 2022
		e) International Women’s Day
		f) Leduc County FCSS Advisory Committee Agenda & Minutes
		g) Department of Canadian Heritage
	14.	Clarification of Agenda Business – (Open mic)
	15.	Closed Session
		a) Development (Pursuant to Section 25(1)(b) of the Freedom of Information and Protection of Privacy Act)
	16.	Adjournment



Family and Community Support Services

March 2022

Family and Community Support Services

Service areas

Leadership and administration

- Leads partnership, strategic planning and key initiatives with regional partners and stakeholders.
- Provides strategic direction and leadership to the department.
- Aligns visioning with community needs and identified trends within the region.



Family and Community Support Services

Service areas

Family and Community Support Services (FCSS) Program

- \$474,000 grant provided by the Province of Alberta
- Provides a multi-municipal program to serve the residents of Leduc County, Calmar, Thorsby and Warburg.
- Guided by five principles that are fundamental to program success: prevention, volunteerism, community development, local autonomy and accountability.
- Develops locally driven, preventive social initiatives to enhance the well-being of individuals, families and communities.
- Provides **voluntary** support to adults, families, children, youth and seniors:
 - Information, referral and advocacy
 - Setting Goals and Building Skills
 - Subsidies
 - Workshops, Presentations, Groups & Events



Family and Community Support Services

Service areas

Family Resource Network

- \$690,000 grant received from the Province of Alberta
- Includes supports to Warburg, Thorsby, Calmar, Devon and Beaumont.
- Provides information, referrals, parenting workshops such as *Positive Discipline for Everyday Parenting*, *Circle of Security*, *Nobody's Perfect* and *Kids Have Stress Too*. Participation is open to all community members.
- Provides long term and short term in-home support for families identified at-risk prenatally until 18 years old. Providing information related to parenting and child development , caregiver capacity, social connections and referrals to other supports in the community.



Family and Community Support Services

Service areas

Bridges FASD (Fetal Alcohol Spectrum Disorder)

- \$234,000 grant provided through external funding
- Includes support to all communities in the Leduc region.
- Provides support to individuals who have been diagnosed or have strong indicators of FASD.
- Assists individuals to reduce the impacts associated with social determinants of health.
- Provides community education and awareness related to the prevention of FASD.



Contact and geographical coverage for programs and services

Leduc County FCSS – contacts and geographical coverage for programs and services

Dean Ohnysty

Director of Community Services
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Dean@leduc-county.com

Carol Tabone

Manager, Family Support Services
780-955-6423
CarolT@leduc-county.com

Sara Russell

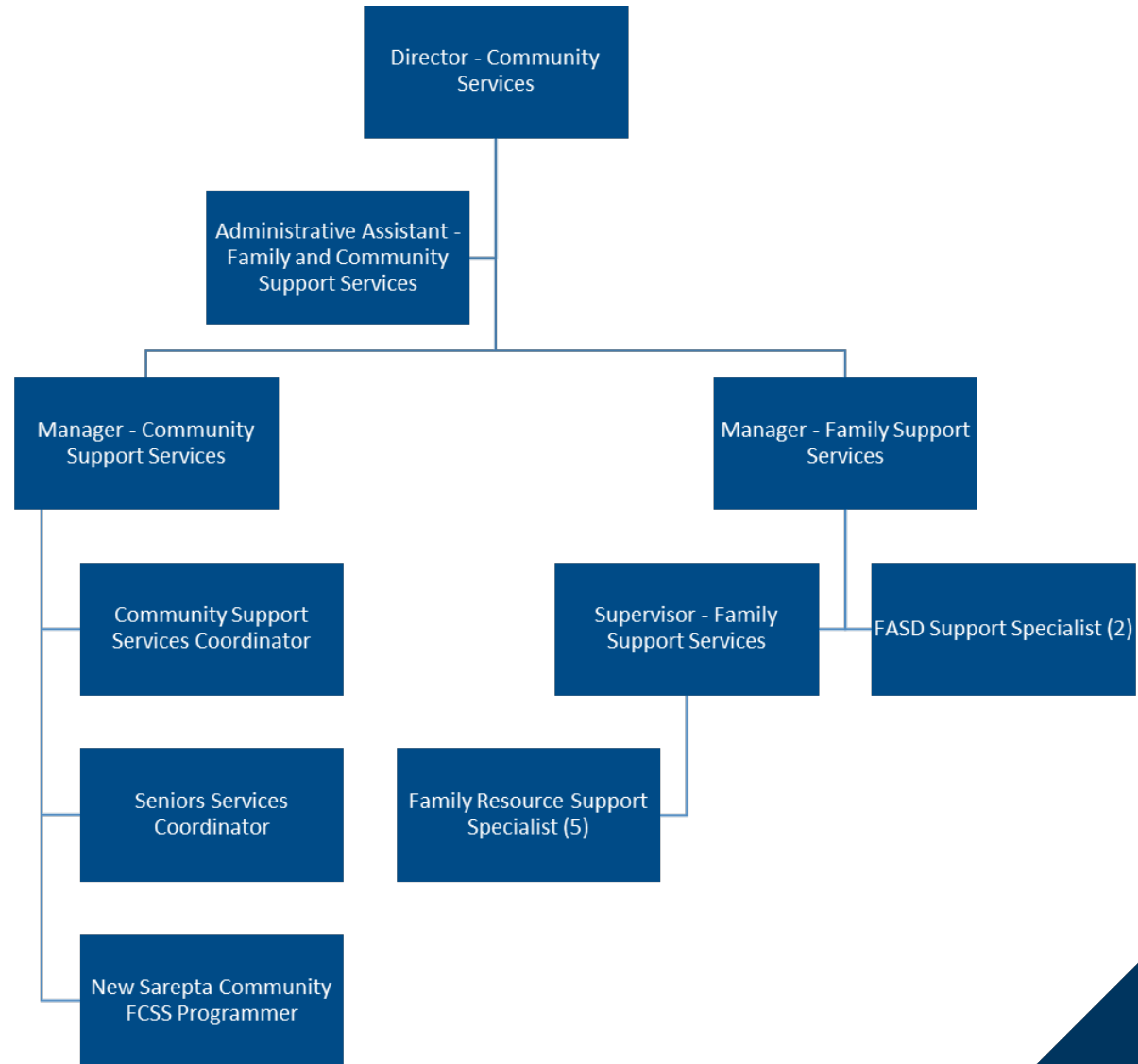
Manager, Community Support Services
780-955-6424
Sara@leduc-county.com

Program	Manager	Contact	Location						
			Warburg	Thorsby	Calmar	Devon	Leduc	Beaumont	New Sarepta & rural area
FCSS Multi-municipal	Sara Russell	Sara Russell 780-955-6424 Sara@leduc-county.com	✓	✓	✓				✓
Bridges FASD	Carol Tabone	Carol Tabone 780-955-6423 CarolT@leduc-county.com	✓	✓	✓	✓	✓	✓	✓
Family Resource Network	Carol Tabone	Loretta Hannah 780-955-4599 Loretta@leduc-county.com	✓	✓	✓	✓		✓	✓



Family and Community Support Services

Meet the team



Social Framework

Value Statements

We believe that...

- Capacity building is vital to success in our communities and can be advanced through partnerships and volunteerism.
- Every resident will have access to and awareness of social programs and services and we will work to reduce barriers to support.
- Families will be provided with every opportunity to raise a healthy, active child in a quality community environment.
- Fostering healthy individuals and families will lead to enhanced well-being.
- Those living in poverty will have equal access to a healthy lifestyle through resources and supports in our communities.



Subsidies

Counselling Subsidy

A subsidy is available on a sliding fee scale for families and individuals who are not able to afford this service and who do not have access to benefits.

Housekeeping Subsidy

Subsidy is available to seniors and adults with disabilities to access affordable housekeeping services which support people to live in their own homes safely and reduce isolation.

Playschool Subsidy

Subsidy is available on a sliding fee scale for families to send their children to playschool.



Partnerships

FCSS relies on local agencies and volunteer organizations as partners in supporting residents. Organizations are also eligible to receive grant from through the Council grants program.

- Leduc and District Food Bank
- Victim Services
- The Hub
- St Vincent De Paul
- Rise up Society
- Drive happiness
- Christmas Elves volunteers
- Leduc Regional Housing Foundation



FCSS key initiatives

- Rural mental Health initiative (Ag producers, seniors)
- Reducing barriers to transportation and helping residents stay in their home as long as possible.
- Living libraries – shared stories from those with lived experience
- Social isolation – helping residents stay connected during the pandemic
- Community safety and crisis preparedness planning
- Social awareness – Improving business and resident knowledge of social issues.



Family Resource Network key initiatives

- Increased online programming and one on one supports.
- Increase access to supports offering drop in , Thorsby and Devon
- Program promotion and advertising
- Established hub locations in Thorsby and Devon.
- Expanded partnership programming with agencies, schools and libraries.
- Youth engagement and community building.
- A focus on Cultural inclusive programming and spaces.



2021 Statistics

FCSS

Year-to-date

- 981 participants attended 72 virtual and in-person events, workshops, and information sessions.
- 46 households have accessed over 1600 hours of subsidized housekeeping.
- 270 Counselling sessions were subsidized for:
 - 61 Singles
 - 5 Couples
 - 6 Group participants
 - 2 Families
- Over 200 tax returns were filed helping low income residents access more than \$625,000 in refunds and government subsidies.



2021 Statistics

Family Resource Network

- 122 online sessions have been offered to support groups and individuals totalling 1137 participants.
- 59 in person summer programs were held with over 600 parents and children participating.
- 224 family members in total attended Halloween, Christmas and Youth in person programs.
- Drop in support is now offered in Thorsby and Devon with 190 participants attending from September to December .
- 76 families have received 682 one on one support visits both virtually and in person.



2021 Statistics

Bridges FASD

- 34 individuals have been supported this year with over 868 one on one visits. Over 150 referrals to agencies have been made to access food, legal aid, housing and financial assistance.
- 6 presentation to over 300 people have been made to increase community awareness of FASD

Key Initiatives:

- Increase Community Awareness and education
- Prevention Conversation education facilitated to community youth



Photos

TYLER MacPhee

IN UNIVERSITY, I HAD A LOT OF FREE TIME, AND I SPENT THAT TIME GETTING INTO DRUGS.

I GRADUATED, AND STARTED WORKING AS AN ELECTRICAL ENGINEER, SO I HAD MONEY TO BURN...

MY "FRIENDS" AND I WOULD TAKE DRUGS BEFORE GOING TO RAVES. NO DRUGS ON YOUR PERSON! THE DRUGS WERE ALREADY IN OUR SYSTEMS.

ON THAT FRIDAY, I INGESTED THESE DRUGS. IT WAS PMMA, NOT MDMA. I TOOK WAY TOO MUCH... IT JUST HIT ME ALL AT ONCE.

I WAS OVER HEATING! HEART ATTACKS.

MY GIRLFRIEND CALLED THE AMBULANCE. WHEN I WOKE UP, I HAD NO IDEA ABOUT THE SEVERITY OF MY INJURY.

THE DOCTOR PUT ME INTO A MEDICALLY INDUCED COMA FOR 10 DAYS.

THAT WAS IN 2012. I STAYED AT 3 DIFFERENT HOSPITALS.

BEFORE MY INJURY, I WAS ABLE TO FIT SO MANY ENGINEERING FORMULAS ONTO ONE PAGE.

THESE DAYS, I FEEL LIKE THE WORLD IS OVER HERE AND I'M OFF TO THE SIDE.

I FEEL KIND OF LONELY NOW.

PEOPLE SEE ME AS DIFFERENT.

IF ONLY THERE WAS A WAY TO TEST & REGULATE. THEY DO IT WITH ALCOHOL. WHY NOT WITH DRUGS?

I HAD TO RELEARN HOW TO WALK & TALK.

I HAD TO LEARN HOW TO DRIVE AGAIN.

I DIDN'T REALLY ENJOY RUNNING, BUT NOW THAT I CAN'T DO IT, IT'S ALL I WANT TO DO.

I LEARNED SOME TRICKS TO HELP WITH MY MEMORY.

I JOINED A SLEDGE HOCKEY TEAM!

JESSICA Farmer

WE STARTED DYLAN'S HOPE FOUNDATION AFTER WE LOST DYLAN IN 2017.

HE COULD SING FRANK SINATRA! HE WAS LOOKING INTO CULINARY ARTS. YOU COULD COUNT ON HIM!

OUR FAMILY HAD NOT BEEN IMPACTED BY ADDICTION. HE WAS PRESCRIBED OXYCONTIN FOR A KNEE INJURY AS A TEEN.

THIS WAS A PATH WE WEREN'T PREPARED FOR.

WE THOUGHT THAT OUR LOVE & THE RESOURCES WE HAD WOULD BE ENOUGH.

...BUT THERE WERE NO BEDS AT THE TREATMENT CENTRE IN EDMONTON.

IN 2016 HE LOST HIS JOB. HE BECAME MORE WITHDRAWN. THE SMILE WAS GONE.

LATER, WE LEARNED HE WAS ASHAMED.

IN A FEW SHORT MONTHS, HE BECAME HOMELESS. HE'D WALK ALL NIGHT. HE WAS AFRAID.

HE KNEW HE NEEDED HELP.

HE ASKED US TO HELP...

AREN'T YOU WORRIED ABOUT THAT FENTANYL STUFF?

I DON'T WANT TO DIE. I NEED HELP!

WE WERE SO UNPREPARED. BUT WE MADE A PLAN: WE'D HELP HIM MOVE AWAY ON JANUARY 18.

AT DINNER, THE WALLS CAME DOWN AND WE SAW THE DYLAN WE KNEW.

WE DECIDED TO LEARN SO WE COULD HELP OTHERS.

WE ARE IN A CRISIS & WE NEED OUR GOVERNMENT & OUR COMMUNITIES TO GIVE THEIR SUPPORT!

WE'RE LOSING TOO MANY PEOPLE. IT'S A GRIEF THAT YOU LIVE WITH EVERY DAY.

WE GOT THE CALL. HE'S GONE. WHY DIDN'T I DO MORE?

WE WAITED FOR OVER A YEAR FOR THE TOXICOLOGY REPORT.

PEOPLE NEED TO TALK ABOUT IT! THERE'S NO NEED TO BE ASHAMED.

DYLAN'S HOPE FOUNDATION. DON'T USE ALONE!

CHRISTINE HARRIS

MY SON LINDSEY DIDN'T DIE OF AN OVERDOSE. LINDSEY STRUGGLED WITH THE LACK OF SERVICES.

BIT DRUGS DID KILL HIM.

THERE WAS SHAME AND STIGMA EVEN IN REACHING OUT FOR HELP.

HOUSING FIRST

EVERYTHING IS PROVIDED BECAUSE YOU'RE WORTH IT!

HE STARTED WITH A FENTANYL PATCH. I WAS SO SCARED HE'D END UP BACK ON THE STREET.

LINDSEY PATRICK HENRY LONGE

IT WAS A NEW PROGRAM... THERE WAS NO STABILITY. THERE WERE THINGS THE STAFF WEREN'T TRAINED TO DO.

HE BUILT GREAT CONNECTIONS WITH THE STAFF AT INSITE.

PARENTS + CAREGIVERS ARE SHAMED INTO NOT SUPPORTING THEIR LOVED ONES.

I TRY TO OPEN PEOPLE'S HEARTS.

ENABLEMENT IS SUPPORTING PEOPLE WHERE THEY'RE AT.

AT HOME Chez Soi?

I DIDN'T WANT YOU TO BE ASHAMED OF ME!

I'M SORRY FOR THE "TOUGH LOVE!"

WE HAVE TO LIFT PEOPLE UP!

IT'S ABOUT SEEING BETTER OPPORTUNITIES FOR THEMSELVES!

HE DIED AT HOME WITHOUT ANY DRUGS IN HIS SYSTEM.

EVEN AMONG THE PEOPLE WHO ARE SUPPOSED TO BE LOOKING AFTER OUR LOVED ONES, THERE'S STIGMA.

AT THE HOSPITAL, HIS FENTANYL PATCH WAS DISCONTINUED. HE WAS "DRUG SEEKING."

YOU SHOULD GO TO THE HOSPITAL! HIS TOE WAS INFECTED!

EVERY YEAR ON LINDSEY'S DEATH DAY, WE WALK AROUND THE DOWNTOWN EAST SIDE & FEED PEOPLE!

GET YOUR BACK FOR LIFE!

A 24-HR CHECK BY STAFF.

MY HEART BREAKS FOR ANYONE WHO'S LOST ANYONE.

THE BEST THING I CAN DO IS TELL LINDSEY'S STORY.

BRANDON McWilliams

I'M A COMMUNITY SUPPORT WORKER.

I WANTED TO DO SOMETHING TO HELP PEOPLE!

SOCIETY HAS CREATED THIS STIGMA ABOUT PEOPLE WHO USE DRUGS.

OUR JOB IS TO TEACH EMPATHY & COMPASSION.

IT'S NOT AN ADDICTION PROBLEM. IT'S A SOCIETY PROBLEM.

STRUCTURAL STIGMA: POLICIES & DECISIONS THAT CREATE STIGMA.

IF SOMEONE FEELS THAT THEY'RE HEARD AND UNDERSTOOD, THEY'RE MORE LIKELY TO REACH OUT.

LIFE IS SO FAST-PACED... WE NEED TO SLOW DOWN A LITTLE.

DRUG USERS ARE PEOPLE, TOO.

GETTING TO KNOW THE PERSON, NOT THE DRUG.

THESE ARE MANY UNDERLYING ISSUES.

THE TRAUMA GOES DEEP.

WE HAVE TO STOP JUDGING THE BOOK BY ITS COVER.

ADDICTION CAN BE HARD ON FAMILY MEMBERS.

THERE'S HELP IN ADJUSTING TO A LIFE WITHOUT DRUG DEPENDENCIES.

SUPPORTS FOR FAMILIES.

PEOPLE FEEL ALONE... USE YOUR VOICE!

HARM REDUCTION

MENTAL HEALTH SUPPORT

DRUGS CAN BE AN ESCAPE FROM UNTREATED MENTAL HEALTH CHALLENGES.

EDUCATION

DRUGS CAN HAVE THERAPEUTIC USES!

OUTREACH

International Overdose Awareness Day Living Library Graphic Recordings





Leduc and Area

Violence Threat Risk Assessment Community Protocol

Schools. Communities. Parents. Protective Services.

Working Together To Protect Our Children and Keep Our Community Safe

2022

**VTRA
PROTOCOL PARTNERS**

**North American Center for Threat Assessment and Trauma Response
(NACTATR)**

Evergreen Catholic Separate School Division

St. Thomas Aquinas Roman Catholic School Division

Black Gold School Division

Royal Canadian Mounted Police

Children's Services

Alberta Health Services Children, Youth and Family Addictions and Mental Health

City of Beaumont

Town of Calmar

Town of Devon

City of Leduc

Leduc County

Town of Thorsby

Village of Warburg

Additional community partners will be engaged as broader community training occurs and the protocol expands to more comprehensively address the need for collaborative crisis and trauma response in schools.

Acknowledgements

Protocol Writing Team Members (2019)

<i>RaeLene Marion Kaitlynn Hill</i>	<i>Alberta Health Services: Child, Youth and Family Addiction and Mental Health</i>
<i>Tracy Johansson</i>	<i>Alberta Children's Services</i>
<i>Dianne Butler Chris Janzen Amy Lackie SAM Boss-Bischoff</i>	<i>Black Gold School Division</i>
<i>Sheila Chauvet</i>	<i>Evergreen Catholic Separate School Division</i>
<i>Chris Piro Chris Kish</i>	<i>St. Thomas Aquinas Roman Catholic School Division</i>
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<i>Sara Russell</i>	<i>Leduc County, FCSS</i>
<i>Julian Celms Bart Warner Neil Muz</i>	<i>RCMP</i>
<i>Patti Hill</i>	<i>Leduc and Area Regional Collaborative Services Delivery</i>

SPECIAL THANKS TO:

The Leduc and Area Community VTRA protocol is based upon the North American Center for Threat Assessment and Trauma Response (NACTATR) model of Violence Threat Risk Assessment (VTRA) and the work of J. Kevin Cameron, Executive Director. We also wish to acknowledge the work of the many school boards and community organizations who have also developed regional protocols in working to support the safety of children/youth and families with a special thanks to the Parkland Evergreen and Area Tri-Municipal VTRA Protocol Committee. The willingness to share experience and resources has strengthened our Leduc and Area Community VTRA Protocol and process.

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INTRODUCTION

This document has been prepared as a support to:

- Ensure a coordinated approach between partner agencies, and
- Promote dialogue, establish effective relationships and create shared understandings between the partner agencies.

This document outlines the common principles, varied resources, and certain obligations and procedures that are required by provincial and federal legislation (e.g. the *Alberta Human Rights Act*, the *Children First Act*, the *Child Youth and Family Enhancement Act*, the *Criminal Code*, the *Education Act*, the *Health Information Act*, and the *Youth Criminal Justice Act*).

Vision

All partners are accountable to the protocol and have a shared obligation to actively take steps to prevent or respond to threats of violence in the community.

The partners agree to work together for the common goal of threat reduction and school and community safety by proactively sharing information, advice, and support that assists in the prevention of a potential threat of violence.

Mission

All partner organizations will take a zero tolerance stand for not responding to any form of violence or threat of violence that impacts the quality of life for children and youth served by our partnering agencies.

Guiding Principles

- Prevention of violence is a community responsibility.
- Open and collaborative community partnerships help to ensure that there is access to the right support at the right time.
- Through consultation and information sharing with local cross-sector agencies and other specialized agencies, threatening and/or violent behaviour will be analyzed to guide:
 - school- and community-based risk reduction, and
 - child/youth support planning.
- Proactive strategies to recognize early warning signs and initiate/reinforce violence reduction in schools and the community are encouraged and supported.

KEY INFORMATION ABOUT VIOLENCE THREAT RISK ASSESSMENT [VTRA]

Responding to Threat-Making Behaviour

The *Leduc and Area Community Threat Risk Assessment and Intervention Protocol* is based upon the North American Centre for Threat Assessment and Trauma Response (NACTATR) model of Violence Threat Risk Assessment (VTRA). VTRA follows a three step process:

- **Stage 1: Threat Assessment** - Immediate risk reducing intervention, data collection, and initial assessment, and planning
- **Stage 2: Risk Assessment** - Intervention by a multidisciplinary team and planning.
- **Stage 3: Longer Term Intervention Planning** - Intervention plan review, focused long term planning and implementation.

The work of NACTATR reflects scientific research conducted by a number of disciplines including medical and mental health professionals, law enforcement, and specialists in the field of threat management.

Partner Responsibilities

All Partners will, at all times, take actions seen as necessary to ensure immediate risk reduction, without delay, regardless of the involvement or availability of other community partners.

VTRA Response

VTRA response is appropriate when

- baseline behaviour has changed,
- the threat is plausible, and
- there is evidence of attack related behaviour

Formal categories of behaviour that trigger VTRA activation include but are not limited to:

- Serious violence or violence with the intent to harm or kill
- Verbal/written threats to kill others (clear, direct, plausible)
- Internet, web site, social media threats to kill others
- Possession of weapons (including replicas)
- Bomb threats (making and/or detonating explosive devices)
- Fire setting
- Sexual intimidation or assault
- Chronic, pervasive, targeted bullying and/or harassment
- Gang related intimidation and violence
- Hate incidents motivated by factors including, but not limited to; race, culture, religion, and/or sexual or gender diversity
- Special consideration for suicide.

VTRA Team Membership

- The **Stage 1 Site Specific VTRA Team** will be made up of:
 - Agency Administrator (e.g., school principal, clinic manager, site director)
 - RCMP
 - Additional Members may support the VTRA Stage 1 work at the discretion of an administrator (e.g. Family School Liaison Worker, bus driver, staff witnesses, etc.).
- The **Stage 2 Community VTRA Team** will be made up of:
 - RCMP VTRA Contact
 - School Division VTRA Contact
 - Children's Services VTRA Contact
 - Addiction and Mental Health VTRA Contact
 - Additional Community VTRA Members may be added, if available, at the discretion of the VTRA Team (e.g., Family and Community Support Services, Community Corrections, etc.).

Other Considerations

1. Anonymous Threats

- *Anonymous threats are typically threats to commit a violent act against an individual(s), specific group, or site (i.e. clinic, school). They may be found written on bathroom walls or stalls, spray painted on the side of a building, posted on the internet, letters left in a conspicuous place (i.e. staffroom table, desk) etc.*
- *Although anonymous threats may be credible in the world of global terrorism, in the field of school and workplace VTRA, the lack of ownership (authorship) of the threat generally denotes a lack of commitment. Never-the-less there are steps that should be followed to:*
 - *Assess the anonymous threat.*
 - *Attempt to identify the person of concern.*
 - *Avoid or minimize the crisis/trauma response.*

2. Worrisome Behaviours

Worrisome behaviours are those behaviours that cause concern for members of the organization, school or community system that may indicate that a child/youth is moving toward risk of serious violent behaviour. The majority of high risk behaviour for children and youth fall into this category. Worrisome behaviours include but are not limited to:

- Writing stories, journal entries, blog posts
- Social media messaging
- Drawing pictures
- Making vague threatening statements
- Unusual interest in fire
- Significant change in anti-social behaviours (a change in baseline)

In keeping with the zero tolerance for not responding to threat related behaviour, all worrisome behaviours will be communicated to the Principal for consultation. In these cases, the VTRA Team is not formally activated. The School VTRA Team Members determine whether or not some formal action/assessment should occur, for example informally contacting the RCMP VTRA Contact. If further

data is obtained that suggests the young person has been violent, uttered threats, or is in possession of a weapon, then the School VTRA Team is activated to deal with the new data.

3. VTRA REMINDERS:

“VTRA Overrides Suspension” - In most cases unless the person of concern already poses an imminent or obvious safety concern (i.e. currently brandishing a weapon), Stage One VTRA should occur before suspension is even considered. Poorly timed disciplinary action can be high risk as this period is often viewed by the person of concern as the “last straw”. It is in this stage that many people of interest decide to finalize a plan to terrorize their school or carry out a plan to attack a specific target. This caution is relevant to both homicidal and suicidal ideation. Although the termination or suspension does not “cause” the violence to occur it can create the necessary “context” for the high risk individual, who is already struggling with suicidal and/or homicidal ideation, to take the final step from planning to action.

“VTRA is not a Disciplinary Measure” - In the past there have been VTRA trained professionals who have failed to activate the Stage One Protocol for legitimate cases and instead have chosen to issue counter threats to the person of concern that if they engage in the threat making behaviour again then “we will do a threat assessment on you”. This is contrary to the purpose of the VTRA process and a dangerous unidimensional practice. By doing it the professional (whether they intended to or not) has in essence done a VTRA on their own and determined that the threat maker does not pose a risk. Therefore, they also bear the weight alone should harm occur.

4. Criminal Charges (if applicable)

The RCMP will determine if there are any potential charges independent of the VTRA process. The VTRA Team RCMP officer may still continue to participate as an active member of the VTRA Team while the investigation takes place. An RCMP investigation does not prevent the VTRA from continuing. Good communication between the RCMP and VTRA Team is important so as not to compromise an investigation/prosecution or place unnecessary strain on a victim. It is understood that collaboration with the RCMP and VTRA Team members will be ongoing.

5. Children under 12 years of age

If there is a significant increase in baseline behaviour, weapons possession, or clear, direct, and plausible threats, the Stage 1 VTRA process will be activated and possibly the Community VTRA Team. When younger children/youth engage in violent or threat related behaviour, developmental and exceptionality issues need to be taken into consideration. Generally speaking, most threat related behaviour exhibited by elementary aged children/youth would fall into the category of "worrisome behaviours". However, just because a child/youth is elementary age, does not mean that they cannot pose a risk.

6. Children/Youth with Special Needs

The multidisciplinary VTRA protocol will not be activated when children/youth with special needs/disabilities engage in threat-making or aggressive behaviours that are typical to their "baseline". In other words, if their conduct is consistent with their diagnoses and how their symptoms have been known

to manifest themselves then the VTRA Team will not be called upon to conduct an assessment. For instance, some individuals diagnosed along the Autism Spectrum or Fetal Alcohol Spectrum may have histories of verbal threatening when they are frustrated and make statements such as 'I'm going to take a knife and kill you' as part of their typical baseline behaviour. This would not result in activation of the VTRA Team. However, if the child/youth with special needs/disabilities moves beyond their typical baseline and for the first time is caught with a knife in their possession or has threatened a target with a knife in their hand, then the VTRA team would be activated to assist in determining why there is an increase in baseline behaviour and whether they pose a risk to self or others.

Once the VTRA Team is activated, the process of data collection and assessment is not modified other than to ensure appropriate interviewing strategies with the child/youth with special needs. Site-specific staff members responsible for program planning and service delivery to individuals with special needs/disabilities will always be consultants to the VTRA Team in these cases.

Good case management for children/youth with special needs/disabilities means that the program leads should already know more about these individuals than others as proper program planning requires comprehensive assessment in the first place. This foundational knowledge about the individual means that any significant shift in baseline that meets the criteria for the VTRA Protocol activation is easily identified. The purpose of the team would be to assist in determining why there is an increase in baseline behaviour and whether intervention planning is required.

There are times when the child/youth with special needs/disabilities has had a "slow but steady" increase in the frequency and intensity of their violent or acting out behaviours. In these cases, there may not be a single incident prompting a Stage 1 VTRA but information may emerge that suggests we consider doing a 'consensual' Stage 2 risk evaluation to see what is contributing to the change.

A note of caution: sometimes school and community members may under react to a serious threat posed by a child/youth with special needs/disabilities. This occurs when they assume that the individual's behaviours are caused by or as a result of their diagnosis alone. It is important to remember that an individual with special needs/disabilities can move along a pathway to 'justification' as well. The same dynamics and variables that can increase the risk of violence in the non-clinical population of society can also be factors in contributing to the violence potential of the individual with special needs/disabilities independent of their diagnoses.

7. Parent / Caregiver Roles in VTRA

Parent/Caregiver Notification - Person(s) of Concern - Parent(s) or caregiver(s) are an essential part of the assessment process as they are necessary sources of insight and data regarding the "bedroom dynamic", "an increase or shift in baseline", and other contextual factors that may be either "risk reducing or risk-enhancing". As such, notification of parent(s) or caregiver(s) is meant to activate a collaborative process between home and the VTRA team to more fully assess the young person of concern and collaboratively plan for appropriate intervention when necessary.

Therefore, parent(s) or caregiver(s) of a young person under the age of 18, or who is still under guardianship of an adult, should be notified at the "earliest opportunity". Specifically, notification should occur after the VTRA team has collected enough initial data to confirm that a Stage One VTRA should be activated. Depending on the initial level of risk or evolving dynamics or a particular case parent/caregiver notification may be delayed. Common reasons include:

- a. Child protection issues that emerge early on in the data collection process. In these situations that part of the case will be the domain of Child Protection.
- b. Parent/Caregiver poses a potential risk of violence to the Site where the VTRA was activated. In these situations, the police will take lead of notification
- c. Where multiple young people of concern (and others) are believed to be part of a conspiracy of two or more and therefore the timing (correlation) of notifying multiple parents/caregivers must be done strategically so as not to escalate a complex peer dynamic.

Parent/Caregiver Notification - Target(s) - As the primary purpose of the Community VTRA Protocol is violence prevention, identifying, protecting and supporting the target(s) of the threat is a priority as well. Therefore, parent(s) or caregiver(s) of a young person under the age of 18, or who are still under the guardianship of an adult, should be notified at the earliest opportunity.

Often the target and his/her parent(s) or caregiver(s) are fearful or traumatized by the situation therefore notification should be done with skill, tact and planning. A plan should be made for possible emotional supports the family may need. As such, if the threat is “clear, direct and plausible” or the VTRA team feels more violence may be imminent (if the case is unfolding during school hours and the target is present at school), notification will occur after the target is secured/protected from potential harm. If the initial threat is not “clear, direct and plausible”, the VTRA team will continue to collect data to determine the level of risk before the parent(s) or caregiver (s) are notified: this is to prevent unnecessarily traumatizing individuals when no risk is present.

Taking time to do a proper initial assessment can prevent some of the extreme overreactions that have occurred in several low risk cases across this country. There are also times when a case may first appear as high-risk but quickly prove to be a minor non-threat related situation.

However, there are also cases where notification will be delayed, such as:

- a. Long standing dynamics between two conflicting families that are likely to result in further threats and/or violence once notification occurs. These situations would be seen as “threat management” cases
- b. The parent/caregiver is highly likely to escalate the situation by overreacting before the VTRA Team can conduct all necessary initial interviews and take protective steps for the targets(s)

8. Supporting the Targeted or Victimized Child/Youth or Staff Member

The VTRA Team is responsible for ensuring that the recipient(s), victim(s), or target(s) of the threats are assessed and that services are provided as necessary. As the threat may be directed towards one or more children/youth or the broader community, the circumstances will dictate how far reaching the intervention may be. The VTRA Team should determine if crisis counselling or a trauma support team is needed to re-establish calm.

There may be cases where the recipient of the threat has been engaged in high risk behaviours that may have led to the threat(s) in the first place. In those situations, the recipient of the threat(s) may also need to be assessed following the VTRA model.

CRISIS AND TRAUMA MANAGEMENT

If the language of a threat is **low risk** and only a few people are aware of the incident, there is usually no need to notify the children/youth, staff and/or parents. In some schools and communities, the unnecessary communication of "threat-related" incident will cause more damage than good.

If the language of the threat is **low risk** but several children/youth, staff, and others are aware of the incident and it appears to be elevating the anxiety of some in the school, then all children/youth, staff, and parents should be notified. Each school/agency should follow their appropriate communications protocol. Ultimately information that will be shared will be determined by the Superintendent.

If the threat is more specific and deemed to be a **moderate to high risk** and includes names of particular targets, then those targeted must be notified. In the case of child/youth targets, parents or caregivers must be notified pending any unique circumstances. If the case is only known to a few and threat selection is very clear and specific, then the rest of the children/youth and staff would only be notified if they are directly related to the case.

If the threat is deemed **moderate to high risk** but several children/youth and staff members outside of the target group are aware, then all children/youth, staff and parents should be notified in general terms that an incident is under investigation and the school is following the lead of the RCMP. Assure everyone that all children/youth and staff are safe and that the situation is being managed collaboratively as part of the multi-disciplinary VTRA protocol. Again, schools/agencies should follow their appropriate communication procedures.

Whether the threat is high risk or not, if the school and community are responding traumatically, then it is appropriate to move into a trauma response mode following the appropriate school/agency procedures. This could involve bringing in additional support people (counselling staff, administrative support, security staff, etc.), closing the school for the remainder of the day, etc.

COMMUNICATIONS

Safe communities are communities that promote open communication in a culture of information sharing and reporting of concerns. Throughout the entire community, agency administrators, staff, support staff, children/youth and parents must have the support to openly voice concerns about safety.

Responsible Reporting

All agency staff and children/youth must be advised that any person in a community having knowledge of high-risk child/youth behaviour or having reasonable grounds to believe there is potential for high-risk or violent behaviour should promptly report the information to RCMP or to a site administrator. Actively teach children/youth that seeking adult support for worrisome behaviour is not "ratting or snitching" but rather a social responsibility for the well-being of all. All agencies need to actively counteract the "code of silence".

Fair Notice

The Leduc and Area Community Violence Threat Risk Assessment and Intervention Protocol partners are committed to keeping our communities safe for all people. As a result, partner community agencies will respond to behaviours that pose a potential risk to other members of the community.

Partners will make available Fair Notice to parents of children/youth annually. See *Appendix: Fair Notice Parent Brochure*. It is recommended that, if possible, information about the Leduc and Area Community Violence Threat Risk Assessment and Intervention Protocol be posted on their web site. It is the responsibility of each agency to communicate fair notice as appropriate for their site.

Communicating with Parents

Information is communicated for the purpose of modelling openness, promoting credibility, and reducing/mitigating an increase in system anxiety. General parent communication should be handled as outlined in school/agency procedures. Consider an in-person meeting with several agency personnel attending for high anxiety situations rather than a letter. However, for parents directly involved with the incident, communication should be more personal, either by telephone or in person.

Communicating with the Media

When a case draws or has the potential to garner high profile media attention, formal communication should be collaborative between agency administration and RCMP. The release of information will take into consideration those statutes guiding the release of information. Additionally, timing and content of the release must take into account police investigations so as not to jeopardize the investigation or the safety of any. All media releases will be prepared collaboratively and released jointly with the agency involved and the RCMP.

Again, agencies should follow their communication procedures. VTRA Team or staff members should not independently communicate with the media. Any communication that does take place with the media should model calmness and leadership.

In high profile cases, media communications can become burdensome while at the same time trying to manage the welfare of the children/youth and/or staff involved with the situation. Ideally, supervisors for frontline staff will come forward to offer assistance with this task. However, frontline staff should seek out assistance when needed.

Communicating with Community Partners

Communication within each organization will be the responsibility of that *Leduc and Area Community Violence Threat Risk Assessment and Intervention Protocol* partner. An advisory committee will meet at least twice annually to review VTRA practices, organize training from NACTATR, and recommend needed revisions to the protocol.

DOCUMENTATION

Each protocol partner will be responsible for documenting and storing information as required by the agency or by law. Sharing results of the VTRA process with parents/guardians and children/youth will be the responsibility of the VTRA Team in consultation with protocol partners.

CONSENT AND INFORMATION SHARING

The general intent of access to information and protection of privacy legislation is to regulate the collection, use, and disclosure of personal information. Whenever possible and reasonable, consent to disclose personal information should be obtained. Valid consent does not exist unless the individual knows what he or she is consenting to and understands the consequences of the intended disclosure. The partners collaborating on the *Leduc and Area Community Violence Threat Risk Assessment and Intervention Protocol* are committed to the sharing of relevant information to the extent authorized by law.

Section 126(6) of the Youth Criminal Justice Act enables information in a Youth Criminal Justice Act record to be shared, within the access period, with any professional or other person engaged in the supervision or care of a young person, including the representative of any school board or school, or any other educational or training institution only in limited circumstances. Information may be shared to ensure the safety of staff, young persons or to facilitate rehabilitation of the young person or to ensure compliance with a youth justice court order or any order of the provincial director respecting reintegration leave. Such sharing of information does not require the young person's consent.

All participants in the VTRA process are bound by the legislation and/or policies that guide their agency or organization regarding confidentiality and information sharing. It is their responsibility to know their legislation, take it into account, and guide their actions accordingly.

LEDUC AND AREA VTRA PROTOCOL ANNUAL TASKS AND RESPONSIBILITIES

Management and Meetings

The process and the records of the Leduc and Area VTRA team are coordinated by the LA RCSD Regional Manager. Within Leduc and Area, we have a VTRA Community Stakeholders Team and a VTRA Trainers' Team

- VTRA Community Stakeholders' Meetings
 - Annual Meeting
 - Purpose report on VTRA Community outcomes and plans
 - Frequency: Once per year, usually in the spring
 - Community Stakeholder meetings
 - Frequency: 4 or 6 times per year on average
 - Review trends and needs in the communities
- VTRA Trainers' Meetings
 - Frequency: 4 or 6 times per year on average to plan and offer training and
 - Purpose: Review implementation of the VTRA Process.

Need for Training

This protocol is not a substitute for training in the field of Violence Threat Risk Assessment. The protocol is intended for use by multidisciplinary teams trained in the theory and practice of violence/ threat risk assessment. The need for training will be reviewed annually and provided as needed. Partners acknowledge their commitment to supporting the training of employees in each of their respective agencies.

Building Capacity

VTRA training will be offered by our VTRA Trainers or the NACTATR centre on an ongoing basis. This could include:

- Level One Training (two days)
- Level Two Training (two days)
- Level Three Training (two days)
- VTRA Refreshers
- Community VTRA Overview presentations
- Support for the Training of Level 1 Trainers

HELPFUL LINKS

211 Resource Lists_

<https://edmonton.cmha.ca/211-resource-lists/>

Addiction & Mental Health Edmonton Zone Index to Services

<https://www.albertahealthservices.ca/amh/Page14063.aspx>

The Do's and Don'ts of Calling 911

<http://globalnews.ca/news/509277/the-dos-and-donts-of-dialling-911/>

City of Leduc Services

<https://www.leduc.ca/fcss>

Leduc County FCSS

<https://www.leduc-county.com/en/living-here/community-and-family-support.aspx?-mid=13209>

Sharing for Human Service Providers in the Alberta Public Sector

<http://humanservices.alberta.ca/documents/information-sharing-strategy.pdf>

List of Chat Acronyms and Text Message Shorthand

<http://www.netlingo.com/acronyms.php>

Legislation

Alberta Human Rights Act

<http://www.albertahumanrights.ab.ca/about/legislation.asp>

Children First Act

<https://open.alberta.ca/publications/c12p5>

Criminal Code of Canada

<http://laws-lois.justice.gc.ca/eng/acts/C-46/page-1.html>

Education Legislation

<https://www.alberta.ca/K-12-education-legislation-and-regulations.aspx>

Health Information Act

http://www.qp.alberta.ca/1266.cfm?page=H05.cfm&leg_type=Acts&isbncIn=9780779724758

Privacy Act

<http://www.servicealberta.gov.ab.ca/foip/>

Youth Justice Act

<https://open.alberta.ca/publications/y01>

North American Center for Threat Assessment and Trauma Response

<https://www.nactatr.com/>

Appendix A: Definitions

NACTATR	North American Center for Threat Assessment and Trauma Response
CS	Children's Services
Community VTRA Response (Stage 2)	The inter-agency process of determining the level of risk for threatening or violent behaviour. At this stage a multi-disciplinary intervention plan is also created.
Empty Vessel	The relationship between the child/youth of concern and his/her connection to healthy adult supports and other social/cultural aspects of his/her personality.
FCSS	Family and Community Services
Fluidity	The flow between suicidal thoughts and/or actions and homicidal thoughts and/or actions.
FSCD	Family Supports for Children with Disabilities. This is a department of Child & Family Services.
Genogram	A diagram expressing the relationships within a family. Behaviours that express a plausible intent to do harm or act out
High Risk Behaviours	Behaviours that express a plausible intent to do harm or act out violently against someone or something.
Informed Consent	Ensuring the participant knows what he/she is consenting to and the risks and benefits of giving that consent.
Risk Assessment	The process of determining if a child/youth of concern may pose a risk to some unknown target(s) at some unknown period of time.
Site Based VTRA Response (Stage 1)	Ensuring immediate risk reduction, collection of data, and initial assessment
Longer-Term VTRA Intervention (Stage 3)	Ensure that a young person is provided services by a mental health professional in a clinical setting.
Threat	Any expression of intent to do harm or act out violently against someone or something. Threats may be spoken, written, drawn, posted online or made by gesture. Threats may be direct, indirect, conditional or veiled.
Threat Assessment	The process of determining if a threat maker actually poses a risk to the target, they have threatened
Worrisome Behaviour	Behaviours that cause concern and may indicate that a child/youth is moving toward a greater risk of violent behaviour but are not overtly threatening or violent

Fair Notice



Leduc and Area Community Violence Threat Risk Assessment and Intervention Protocol



Fair Notice and Practice



*Schools. Communities. Parents.
Protective Services.
Working Together to
Protect Our Children
and
Keep Our Community Safe*

THE PARTNERS

VTRA partners are committed to creating and maintaining safe environments in which children, youth, staff, parents and others feel safe. Our VTRA Participants include Black Gold School Division, Evergreen Catholic Separate School Division, and St. Thomas Aquinas Roman Catholic School Division, Children's Services, Alberta Health Services, and RCMP. These partners collaborate in multidisciplinary assessment when determining the level of risk posed. Community Agency partners provide services that are regularly included as part of the intervention plans. Leduc County, City of Leduc, City of Beaumont, Town of Calmar, Town of Devon, Town of Thorsby and Village of Warburg support this coordinated response to any violence or threats of violence.

The North American Center for Threat Assessment and Trauma Response has completed extensive research in youth and school violence. Kevin Cameron, Executive Director of NACTATR, has trained partner local personnel in the use of the protocol.

Duty to Report

There is zero tolerance for not responding. Prevention of youth violence is a community responsibility and it is everybody's duty to report. Under-reaction is an epidemic and a chief factor of escalation from thought to action.

WHAT IS A THREAT?

A threat is an expression of intent to do harm or act out violently against someone or something. Threats may be verbal, written, drawn, posted on the Internet, or made by gesture. Threats must be taken seriously, investigated, and responded to. In a culture of responsible reporting, children and youth need to believe that they will be believed when they confide; their identity will be kept confidential; their information will be acted upon promptly; and their concern will be investigated thoroughly.

WHO IS ON A THREAT ASSESSMENT TEAM?

Each threat assessment team is multi-agency. The team may include school staff, psychologists, police, child protection agencies, community mental health workers, hospitals, probation / parole and other professionals.

WHAT IS THE MAIN PURPOSE OF A THREAT ASSESSMENT?

The purpose of a Threat Assessment is to:

- To ensure the safety of children, youth, staff, parents, and others;
- Ensure a full understanding of the context of the threat;
- Begin to understand the factors that contribute to the threat maker's behaviour;
- View the threat-maker as in need of intervention rather than to be disciplined;
- Be proactive in developing an intervention plan that addresses the emotional and physical safety of the threat maker. It may include disciplinary action but will include appropriate supports to aid the child or youth in developing and using positive strategies;
- Promotes the emotional and physical safety of all;
- Ensure all agency partners are working together with a common understanding and protocol.

WHAT HAPPENS IN A THREAT ASSESSMENT?

All threat making behaviour shall be reported to the Agency Administrator who will activate the protocol for the initial response.

Once the team has been activated, data is reviewed, and interviews may be held with the threat maker(s), peers, parents and staff to determine the level of risk and develop an appropriate response to the incident. Intervention plans will be developed and shared with parents, staff, and the person of concern, as required and as appropriate.

CAN I REFUSE?

It is important for all parties to engage in the process. If for some reason there is a reluctance to participate in the process, by the threat maker or parent/guardian, the threat assessment will continue in order to ensure a safe and caring learning environment.

Appendix C: Signatories to the Protocol Signing Ceremony



Kevin Cameron
Executive Director
North American Center for Threat
Assessment & Trauma Response

Signature



Natasha McBride
Chairperson, Board of Trustees Evergreen
Catholic Separate School Division

Signature



Devonna Klaassen
Chairperson, Board of Trustees
Black Gold School Division

Signature



Henry Effen
Chairperson, Board of Trustees
St. Thomas Aquinas Roman Catholic
Schools

Signature



Tracy Palmquist, Director Children, Youth
and Families Addiction and Mental Health
Alberta Health Services
Government of Alberta

Signature



Kathi Campbell
Regional Director,
Edmonton Region
Child Services
Government of Alberta

Signature



Royal Canadian Mounted Police
Darcy Fleury
Chief Superintendent
Central Alberta District

Signature



Tanni Doblanko
Mayor
Leduc County

Signature



Bill Daneluik
Mayor
City of Beaumont

Signature



Sean Carnahan
Mayor
Town of Calmar

Signature



Jeff Craddock
Mayor
Town of Devon

Signature



Bob Young
Mayor
City of Leduc

Signature



Darryl Hostyn
Mayor
Town of Thorsby

Signature



Dwayne Mayr
Mayor
Village of Warburg

Signature

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY FEBRUARY 22, 2022**

Access Code: 211-016-493

1. **CALL TO ORDER:** Mayor Carnahan called the Regular Council Meeting of February 22, 2022, to order at the hour of 7:00 pm.

PRESENT: Mayor Carnahan, Councillors Gardner, Faulkner, McKeag Reber, Benson and Acting CAO Anderson

2. **ADOPTION OF AGENDA:**

Moved by Councillor McKeag Reber that the agenda is hereby adopted as presented.

**CARRIED
R-22-02-0097**

3. **PUBLIC HEARINGS: None**

4. **DELEGATIONS: None**

5. **ADOPTION OF MINUTES:**

- a) **Regular Council Meeting** – February 07, 2022

Moved by Councillor Faulkner that the minutes of the Regular Council Meeting, of February 07, 2022, are hereby approved as amended.

**CARRIED
R-22-02-0098**

- b) **Special Meeting of Council** – February 12, 2022

Moved by Councillor Benson that the minutes of the Special Meeting of Council of February 12, 2022, are hereby approved as presented.

**CARRIED
R-22-02-0099**

- c) **Committee of the Whole Meeting** – February 14, 2022

Moved by Councillor Gardner that the minutes of the Committee of the Whole Meeting of February 14, 2022, are hereby approved as presented.

**CARRIED
R-22-02-0100**

6. **UNFINISHED BUSINESS: None**

7. **BYLAWS or POLICIES:**

- a) Policies #2020-063, #2020-079, #2020-081 and Covid Relaunch Plan

Moved by Councillor McKeag Reber that Council pass a motion to rescind Policies #2020-063, Pandemic Policy, #2020-079 Mike Karbonik Arena Covid General Guidelines, #2020-081, Mike Karbonik Arena Staff Relaunch and Town of Calmar Covid Relaunch Plan and going forward follow Alberta Health Services guidelines.

**CARRIED
R-22-02-0101**

- b) Policy #2021-088 – Bad Debts Policy Revision

Moved by Councillor Faulkner that Council pass a motion to adopt Policy #2021-088, Bad Debts as revised.

**CARRIED
R-22-02-0102**

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY FEBRUARY 22, 2022**

Access Code: 211-016-493

- c) Policy #2022-095 Asset Disposal Policy

Moved by Councillor Gardner that Council pass a motion to adopt Policy #2022-095, Asset Disposal, as presented.

**CARRIED
R-22-02-0103**

- d) Bylaw #2022-08 – Bylaw to Rescind Bylaw #2020-19, Temporary Face Coverings

Moved by Councillor Faulkner that Bylaw #2022-08 is hereby given first reading.

**CARRIED
R-22-02-0104**

Moved by Councillor Gardner that Bylaw #2022-08 is hereby given second reading.

**CARRIED
R-22-02-0105**

Moved by Councillor Benson that permission is hereby granted for the presentation of Bylaw #2022-08 for all three readings at this meeting.

**CARRIED UNANIMOUSLY
R-22-02-0106**

Moved by Councillor McKeag Reber that Bylaw #2022-08 is hereby given third reading.

**CARRIED
R-22-02-0107**

8. NEW BUSINESS:

- a) Acting CAO Anderson RFD – Reversal of 2% Penalties on Snow Removal Bylaw Enforcement

Moved by Councillor Faulkner that Council pass a motion to reverse the penalties that were applied as a direct result of the January snow removal bylaw enforcement and furthermore authorize Administration to prepare a response from the Office of the Mayor to the rate payer as discussed.

**CARRIED
R-22-02-0108**

- b) Acting CAO Anderson RFD – Waiver of Penalties for Un-Paid Taxes

Moved by Councillor Gardner that Council pass a motion to decline the request to cancel the penalties applied to tax roll #0498 in the amount of \$495.07.

**CARRIED
R-22-02-0109**

- c) DPW Melesko RFD – Communal Garden Location

Moved by Councillor Faulkner that Council pass a motion to move ahead with the location of the Communal Garden in the location as planned, being Lots 4 – 8, Block 4, Plan 052 -5921 and furthermore contact adjacent residents with a notice of intent to the lots for consideration of concerns or comments.

**CARRIED
R-22-02-0110**

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY FEBRUARY 22, 2022**

Access Code: 211-016-493

- d) CSP Thomas RFD – Community Services Master Plan Committee Nomination

Moved by Councillor Benson that Council pass a motion to appoint the following individual to the Calmar Community Services Master Plan Committee for a period of one-year commencing upon approval of this submission;

- a) Holly Cook (Member at Large)

**CARRIED
R-22-02-0111**

- e) DO Sider RFD – Renewal of Safety Codes Service Agreement

Moved by Councillor Faulkner that Council pass a motion to renew our contract with Superior Safety Codes and accept the Safety Codes Services Agreement for a three (3) year term from March 1, 2022 and expires on February 28, 2025.

**CARRIED
R-22-02-0112**

- f) LD Parkinson RFD – Board Appointment

Moved by Councillor Gardner that Council pass a motion to appoint the Library Board Edward Sharpe, Patricia Hughes-Fuller, George Egler appointments as recommended and furthermore appoint Cindy Miller in an extended term.

**CARRIED
R-22-02-0113**

- g) CSP Thomas RFD – Newcomer Readiness

Moved by Mayor Carnahan that Council pass a motion to accept the Newcomer Readiness final assessment & framework report's recommended actions for submission to the Alberta Municipalities.

**CARRIED
R-22-02-0114**

9. **FINANCIAL:** Currently Unavailable, Waiting on 2022 Budget Completion

10. **DEPARTMENT REPORTS:** None

11. **COUNCIL AND COMMITTEE REPORTS:** None

12. **ACTION ITEM:** None

13. **CORRESPONDENCE:**

- a) Newcomer Readiness Final Report
- b) Platform Party for NAIT's 2022 Convocation
- c) CSMP Committee Meeting Minutes – November 2021
- d) Recreation Board Minutes – February 2022
- e) Regional FCSS Programs

Moved by Councillor Faulkner that the correspondence is hereby accepted as information.

**CARRIED
R-22-02-0115**

14. **CLARIFICATION OF AGENDA BUSINESS – (Open mic)**

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY FEBRUARY 22, 2022**

Access Code: 211-016-493

15. CLOSED SESSION:

- a) **Personnel** - (Pursuant to Section 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act).

Moved by Councillor McKeag Reber that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 8:21 pm.

**CARRIED
R-22-02-0116**

Acting CAO Anderson remained in the virtual meeting for the Closed Session.

Recess @ 8:21
Reconvene @ 8:30

Moved by Councillor Faulkner that the Regular Council Meeting reconvene from Closed Session at this time being 9:49 pm.

**CARRIED
R-22-02-0117**

16. ADJOURNMENT:

The Regular Council Meeting adjourned at 9:50 pm.

These minutes signed this 07th day of March 2022.

Mayor Carnahan

Acting CAO Anderson



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	March 7 th , 2022
Originated By:	Acting Chief Administrative Officer, Anderson
Title:	Policy 2022-096 Tax Deferral Policy
Approved By:	Acting Chief Administrative Officer, Anderson
Agenda Item Number:	7 A

BACKGROUND/PROPOSAL:

In an effort to promote growth and development in the Town of Calmar, Administration has drafted Policy 2022-096 – Tax Deferral Policy to help temporarily alleviate some of the financial strain on developers and builders.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This policy will encourage developers to subdivide their large parcels of land without the worry of property tax expenses at the time of subdivision. It also will allow builders to defer their tax liability until the time at which their house has been sold (or for a period of two years, whichever comes first).

This policy is in addition to the Development Incentive Grant program already in place, it does not replace the D.I.G. program.

Option 1

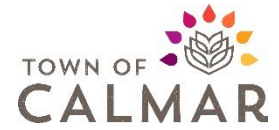
Council pass a motion to adopt Policy 2022-096 – Tax Deferral Policy as presented.

Option 2

Council pass a motion to adopt Policy 2022-096 – Tax Deferral Policy as amended.

Option 3

Council pass a motion to refer Policy 2022-096 – Tax Deferral Policy back to Administration for further information.



COSTS/SOURCE OF FUNDING (if applicable)

There will be no cost, however the deferral will have an impact on cashflow.

RECOMMENDED ACTION:

Council pass a motion to adopt Policy 2022-096 – Tax Deferral Policy as presented.



POLICY

POLICY NO: 2022-096

APPROVAL DATE: March 07, 2022

TITLE: Tax Deferral Policy

DEPARTMENT: Corporate Services

REVISION DATE:

Mayor: _____

C. A. O.: _____

Policy Statement:

The Town of Calmar recognizes the need to be adaptable with tax payments and penalties in an effort to help promote growth and development within the Town.

Reason for Policy:

The purposes of this policy are to:

- Help promote growth and development in the Town of Calmar by giving developers a penalty free deferral period for their land upon subdivision
- Help promote growth and development in the Town of Calmar by giving builders a penalty free deferral period for the properties upon purchase

Policy:

- Developers can apply to defer their property taxes for a period of up to two (2) years, penalty free from the time of submitting a subdivision application.
- At the time of a subdivided lot being sold, the developer will be responsible for payment of the outstanding taxes.
- The purchaser/builder will then also be able to apply for a two (2) year property tax deferral, penalty free.
- The purchaser/builder must apply for a development permit within the first year of ownership.
- The purchaser/builder will be responsible for the payment of the arrears at the end of the two (2) year period or at the time of sale.
- Lots that have already been subdivided will not be eligible for the first deferral option (subdivision). At this stage, only the purchaser/builder would be eligible to apply.

- If the property is already in arrears, the approved deferral application would qualify as a 'tax agreement' and this would pause the tax notification/auction process.
- If taxes are not paid at the end of the two (2) year period, penalties will be applied to the account in the third year. Regular tax recovery processes will resume.
- This policy applies to individuals, developers, builders, investors, corporations and industrial developers.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	March 7, 2022
Originated By:	Acting CAO Anderson
Title:	Policy #2022-097 Adult Friendly Parks
Approved By:	Acting Chief Administrative Officer, Anderson
Agenda Item Number:	7 B

BACKGROUND/PROPOSAL:

Council requested Administration to research the implementation of Adult Friendly Parks within the Town of Calmar which would allow for alcohol to be consumed in park areas. Based on provisions in the Gaming & Liquor Control Act (see below), administration has determined a bylaw is not required for Council to allow alcohol consumption in municipal parks.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Authority for an “owner or operator” of a park to allow alcohol consumption has been established in the Alberta Gaming, Liquor & Cannabis Act:

Public place

89(1) Except as provided in this Act, no person may use or consume liquor in a public place or any place other than a residence, temporary residence, licensed premises or a place or class of place prescribed in the regulations where liquor may be used or consumed.

(2) Despite subsection (1), a person may consume liquor in a public park in a picnic area designated by the owner or operator of the public park during the hours designated by the owner or operator if a sign is posted that

- (a) states that a person may consume liquor in the designated picnic area,
- (b) sets out the designated picnic area, and
- (c) sets out the hours when liquor may be consumed.

(3) A person must stop consuming liquor in a designated picnic area if a peace officer on reasonable and probable grounds believes that the person is intoxicated and the peace officer requests that person to stop consuming liquor.

The following table provides information on similar initiatives in Alberta:

	Edmonton	Strathcona County	Morinville	Calgary
2021 Programs	<p>Experienced lots of confusion</p> <ul style="list-style-type: none"> Edmonton staff noted poor communications as a likely reason 	Very few issues, no enforcement actions	Limited uptake, no complaints or enforcement actions	Pilot went well, with more than 50 sites
2022 Plans	<p>Proposal to make program permanent to Council in January 2022; referred back to public engagement due to public concerns</p> <p>Will not hold program in 2022 due to public engagement timelines</p>	Continue pilot program with potentially more sites	Plans uncertain due to other administrative priorities	Program to be expanded in 2022; no bylaw plans

Option 1

Council pass a motion to adopt Policy #2022-097, Adult Friendly Parks Policy, as presented.

Option 2

Council pass a motion to have Administration revise Policy #2022-097, Adult Friendly Parks Policy, as discussed and bring back to the next regular meeting of Council for adoption.

Option 3

Council pass a motion to refer Policy #2022-097, Adult Friendly Parks Policy, back to Administration for more information including a public consultation process.

Option 4

Council accepts the RFD as information with no further action.



COSTS/SOURCE OF FUNDING

Signage \$1,000/location-Included in annual operating budget.

Disposal Containers \$500/location-included in annual operating budget.

RECOMMENDED ACTION:

Council pass a motion to adopt Policy #2022-097, Adult Friendly Parks Policy, as presented.



POLICY

POLICY NO: 2022-097 **APPROVAL DATE:** March 07, 2022
TITLE: Adult Friendly Parks Policy

DEPARTMENT: Council **REVISION DATE:**
Mayor: _____ **C. A. O.:** _____

Policy Statement:

The Town of Calmar recognizes responsible consumption of alcohol in certain municipal parks may be allowed.

Reason for Policy:

This policy provides for the rules governing responsible alcohol consumption in municipally owned parks.

Definitions:

CAO means the Chief Administrative Officer for the Town of Calmar.

Council means the duly elected municipal Council.

Designated Picnic Area means a location that has been approved by Council resolution and where appropriate signage has been installed.

Policy:

Responsibilities:

Council will identify designate picnic areas within the town limits where alcohol may be consumed.

Council will establish rules for the consumption of alcohol in designated picnic areas.

The CAO will ensure appropriate signage is erected where directed by Council.

Rules for Alcohol Consumption:

- Alcohol consumption will be allowed in designated picnic areas between the hours of 11:00 am and 9:00 pm daily.
- Drink in moderation and be a good neighbour.
- Public intoxication is not tolerated.

- Alcohol may only be consumed at tables in designated picnic areas.
- A person must stop consuming liquor in a designated area if a community peace officer believes that they are intoxicated and requests that they stop consuming liquor.
- All provincial legislation must be followed, including gathering limits and physical distancing requirements.
- Garbage and empty drink containers must be disposed of in the containers provided in the designated areas or otherwise removed from the site.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	March 7 th , 2022
Originated By:	DPW Ed Melesko
Title:	Office LED Light Upgrade
Approved By:	Acting Chief Administrative Officer, Anderson
Agenda Item Number:	8 A

BACKGROUND/PROPOSAL:

A Grant was offered by Fortis Alberta, the “Save Energy Grant Program”. The Grant was open to schools, public facilities, Municipalities, etc. The Grant is intended to assist with energy efficiency projects

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Donna Anderson, Acting CAO submitted the application on behalf of the Town of Calmar and was successful in her endeavor, receiving \$2500.00 towards a light upgrade for the Administration Office. The upgrade will be the switch from florescent bulbs to LEDs. We will be utilizing Town staff for the upgrade which will include removal of existing bulbs, and removing the ballasts, and replace with LEDs (approx. \$2,000.00), and remaining \$500.00 to go towards new light covers through the high traffic areas, front foyer etc.

COSTS/SOURCE OF FUNDING (if applicable)

There will be no additional cost to complete the project as we have an electrician on staff which can complete the work.

RECOMMENDED ACTION:

Council make a motion to approve the lighting upgrade for the Town Office utilizing the “Save Energy Grant Program Funding”



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	March 7 th , 2022
Originated By:	Acting Chief Administrative Officer, Anderson
Title:	Support for the Ukraine
Approved By:	Acting Chief Administrative Officer, Anderson
Agenda Item Number:	8 B

BACKGROUND/PROPOSAL:

In light of the events currently happening in the Ukraine, Council members have expressed a wish to extend their support to the Ukrainian Community in Calmar.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

A draft message has been prepared for Council to review and discuss.

“The Town of Calmar’s Ukrainian culture and influence runs as deep and storied as our community’s connection to the big lakes, land and sky that surrounds us. On behalf of all Calmar residents, your Mayor and Council wish to extend our deepest sympathies to all those personally affected by the ongoing atrocities of the invasion in Ukraine. Know that you are not alone in your time of sorrow. We see your pain and we support you. The colourful light of your proud heritage burns forever bright in our hearts and down our streets, and we will not see it be dimmed. You are our neighbours, our friends, and our family, and the Town of Calmar stands with you.”

Option 1

Council pass a motion authorizing administration to post the prepared message on their behalf on the Town’s website and social media platforms along with the link the Canada-Ukraine Foundation website <https://www.cufoundation.ca/> for those who wish to provide donations.

Option 2

Council pass a motion authorizing administration to post the prepared message as amended on their behalf on the Town’s website and social media platforms along with the link the Canada-Ukraine Foundation website <https://www.cufoundation.ca/> for those who wish to provide donations.



Option 3

Council pass a motion to refer the Ukraine Support Message back to Administration for more information.

COSTS/SOURCE OF FUNDING (if applicable)

There will be no cost.

RECOMMENDED ACTION:

Council pass a motion authorizing administration to post the prepared message on their behalf on the Town's website and social media platforms along with the link the Canada-Ukraine Foundation website <https://www.cufoundation.ca/> for those who wish to provide donations.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	March 07, 2022
Originated By:	CSP Thomas
Title:	Adult Friendly Picnic Table Project
Approved By:	Acting CAO Anderson
Agenda Item Number:	8 C

BACKGROUND/PROPOSAL:

Administration has taken steps to increase community engagement and involvement with special consideration for the increased social isolation resulting from the COVID-19 pandemic. As we move forward the importance of municipal leadership in community building is paramount.

As such administration proposes an Adult Friendly Picnic Table Project. This project would compliment the Adult Friendly Parks Policy____. The creation of these picnic tables would meet several community needs:

- Increasing municipal assets with no budgetary shortfalls
- Fostering a community culture of volunteerism
- Responding to Recreation Master Plan action items requesting increased areas for rest and connection:
 - o 2.C.5 Consider providing an additional amenity area along the northern edge of the park and **picnic tables** or BBQ pits.
 - o 2.C.1 Consider providing additional amenities such as **benches**, pedestrian-oriented lighting along the asphalt pathway, and an amenity area within the central green space.
 - o 2.B.8 Provide additional **outdoor seating** along highway frontage of Woodland Park to better integrate the ice cream shop with the park space.



DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Founded on community support the Adult Friendly Picnic Table Project would be dependent on sponsorship and volunteer capacity. Reaching out to our local business partners will strengthen relationships and meet The Projects material needs. This will include signage as per AGLC's requirements to indicate that "Alcohol may be consumed at Adult Friendly Picnic Tables only, between 11:00 AM to 9:00 PM. Calmar parks are family friendly, please enjoy responsibly. Public intoxication prohibited. "

The below table pattern has been identified by Administration; the following system would be in place to create the picnic tables as set out by the pattern. The Project would consist of four teams of *three* volunteers each of which would be partnered with *one* Council representative. The Council representative would be responsible for team support and ensuring volunteers are recognized as valued members of our human resources team.

- Team 1 – Picnic Table Fabrication
- Team 2 – Picnic Table Assembly
- Team 3 – Picnic Table Finishing
- Team 4 - Adult Friendly Picnic Table Project Sponsorship Outreach

Administration recommends a project completion deadline of 2022 quarter 2. The finished tables will be mobile and can be piloted in a number of parks and for a variety of events for summer 2022.

Option 1 - Move to accept the Adult Friendly Picnic Table Project as information.

Option 2 - Council move to approve the Adult Friendly Picnic Table Project as presented and commit to supporting the volunteer teams in this endeavour.

Option 3 - Move to refer the Adult Friendly Picnic Table Project back to administration for more information or revision.

COSTS/SOURCE OF FUNDING (if applicable)

Staffing Resources as needed.

RECOMMENDED ACTION:

Council move to approve the Adult Friendly Picnic Table Project as presented and commit to supporting the volunteer teams in this endeavour.

REFERENCE:





Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	March 7 th , 2022
Originated By:	DPW Ed Melesko
Title:	Off Leash Dog Park Proposal
Approved By:	Acting Chief Administrative Officer, Anderson
Agenda Item Number:	8 D

BACKGROUND/PROPOSAL:

Residents have requested an off-leash dog park for a number of years now. In an effort fulfill their requests the Town is proposing to create a dog park within the Municipal Reserve land in the North West corner of Town.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This land was formerly owned by the developers of Hawks Landing which is now known as Eagle Quest. As part of the requirements of any development in the Town of Calmar, Municipal Reserves are owed to the Town at a ratio of 10% of developable land. The land, which is located north of Westview Crescent, and directly north of 52 Street was selected as Municipal Reserve land as it is undevelopable because it is located within the 300 meter set back of the lagoons, has a sanitary trunk line through it, has a high pressure gas line crossing it as well as a low pressure oil pipeline. Given these development restraints this land was chosen as the site for the Off Leash Dog Park. The Town was given some chain link fence from a previous development site which will be used to fence the site which will be located in the northerly portion of the site. A gravel road will lead to the site directly off of 52 street, and a small parking lot will be located next to the site.

It is planned that outdoor washrooms will be on site, Dog waste stations, as well as a couple picnic tables etc. We are not sure at this time if lights will be required off the hop, but suspect maybe down the road.

The project is being considered using volunteers to help with the labour and overall construction. The coordination of the volunteers would flow through the Community Development Coordinator and Council members.



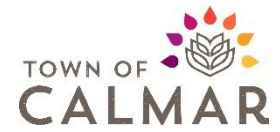
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- Option 1.** Make a motion for Administration to continue to get firm prices to include in Budget 2022, make arrangements to have completed in early spring.
- Option 2.** Make a motion for Administration to Prepare and send adjacent homeowners notifications, get firm prices for Budget 2022, make arrangements to have completed in early spring.
- Option 3.** Make a motion to refer back to Administration for more information

COSTS/SOURCE OF FUNDING (if applicable)

This has been proposed as a volunteer-based project for labour and that will keep the cost of installation at a minimum. The fencing although we have some material, we do not know the condition of it, how much will be usable we don't know. Typically, chain link fence posts are cemented in, this is what I would recommend, and this will be the biggest expense. A couple of dog waste bag dispensers, picnic tables, and 'washroom' should be minimal. I estimate with fencing we are looking at **\$5000 - \$10,000**



RECOMMENDED ACTION:

Make a motion for Administration to prepare and send adjacent homeowners notifications, get firm prices for Budget 2022, make arrangements to have completed in early spring.

Mayor Sean Carnahan

Council Report February 2022

In addition to regular council meetings, Committee of the Whole meetings and various correspondence and administration duties

February 3rd – Attended virtual presentation KeepAlbertaRCMP hosted by National Police Federation. Presentation focused on the proposed changes by Alberta government to move from RCMP policing and related services to a Provincial police service. Presentation weighed the pros and cons as it relates to services, staffing and financial cost to the province and inevitably municipalities and taxpayers. The recommendations by PriceWaterhouseCoopers and the provincial governments plan leave many gaps that need to be addressed, planned and costing models prepared for in order to have a fair and informed decision.

February 6th – Met with Calmar Recruitment Committee to draft job posting for new CAO recruitment posting. Committee drafted job posting and prepared a recruitment process, timeline and reviewed available posting avenue for recruitment.

February 9th – Calmar Recreation board meeting – presentation by Select Engineering on 4 concept plans for the upgrade and expansion at Calmar Outdoor Recreation Grounds including a quad ballpark, soccer pitches, expanded trail system, RV parking for ball attendance, increased parking and general park use space. Reviewed revisions to proposed expansion of walking trail systems.

February 12th – Special Meeting of Council – Budget session 3&4 of 6 – attended budget session day Session 3 related to Infrastructure, Transportation, Utilities & Environment and Session 4 related to Administration, Protective services including disaster services and animal services.

February 13th – Completed Municipal Elected Official training in Alberta Emergency Management Regulation, learning about municipal requirements and elected official's roles in Emergency management.

February 15th – Attended Stakeholder Engagement Evening at the Council of School Communities. The Division continually strives to increase its communications and public engagement by engaging a broad scope of community partners including students, staff, parents, community members, business people, and elected officials. The goal of the evening was to determine the educational attitudes, competencies and skills necessary to position our students for success in the 21st century. Gathering stakeholder input and perspective strengthens our ability to make sound decisions for the benefit of

all our students. This event was very well attended by students and other invited individuals. It was great to see the students take an active role in the engagement.

February 24th – Attended Alberta 2022 Budget Address as guest of MLA Mark Smith at Provincial Legislature where Finance minister Travis Toews delivered the 2022 budget with spending announcements in infrastructure, health, seniors assistance, education, broadband internet and various public service initiatives. It was excellent to hear that our government announced a balance budget.

February 24th – Attended Provincial Broadband update hosted by minister Nate Glubish from Provincial Services ministry, where it was explained the increased in provincial funding along with federal funding will see many broadband internet projects proceed through out the year. Calmar brought forward concerns with the project qualification requirements and expressed concerns with current data related to services already available in communities not being completely factual.

Council Report

Don Faulkner

March 7, 2022

Feb. 3/22, KeepAlbertaRCMP presentation

- Presented by the National Police Federation, this was an interesting perspective bases presentation, a perspective I share. I believe that the province has made up its mind, but I feel that they are not presenting the real costs.

Feb. 7/22, Regular Council Meeting

- Refer to web site for approved minutes.

Feb. 8/22, National Centre for Truth & Reconciliation Presentation

- I must admit, I went into this presentation with certain expectations, and I am both pleasantly surprised with the presentation and ashamed for my presumption.
- Steven Greyeyes gave a remarkable presentation that made me rethink my presumptions and he inspired me to do a little reading/research as told by indigenous people.
- Thanks to Taylor for setting this up, it was so worth it. I hope others were like me, finding new meaning on this subject.

Feb. 10/22, Emerging Trends

- COVID-19 Legal Considerations and Updates, so time sensitive, things have been changing so quickly, it hardly seems worthwhile discussing this.
- Dual Loyalties-Serving Two Masters at Once; Elected officials commonly are appointed to many boards once elected, however, once appointed to certain Boards, they have a fiduciary obligation to act in the best interests of that organization. This creates the issue of which master each serve's – Council or the Board of Directors. They expanded on this, but most boards/commissions will educate their members as well.
- What they called the F-Word, this session provided a quick overview and explanation on the application of the Freedom of Information and Protection of Privacy Act to municipalities.
- Municipal Tax Powers – more than meets the eye. Not only do municipalities have the ability to impose numerous types of taxes, but there are also several powers available to Council to use those tax tools in varied ways to achieve specific goals. In considering how to distribute the tax burden and accomplish municipal objectives, municipalities should be aware of all the tools that are available to them and should consider how those tools might be used more effectively. Remember taxes are taxes and there is a limit to what can be absorbed by the community.

- Managing your Legal Budget. It seems this is an essential part of our world; they do suggest that we are as open as possible with our legal team so as not to create overlap of legal activities. We should stay ahead of potential issues by having existing policies that deal with everything from employment to development.

Feb. 12/22, Double Budget Session

- Refer to web site for agendas and packages.

Feb. 14/22, Committee of the Whole

- Refer to web site for agenda and minutes.

Feb. 16/22, Leduc & District Regional Waste Management Commission

- Manager's Report: 1) Public Drop Off (PDO) and Scale Improvements, communications are ongoing. 2) Baler and Shredder training set for May or June. 3) Organics Processing, working with new processing company to test and evaluate sample materials. 4) Gull Program RFP has been issued and will close at the end of March. 5) Alternative Technologies is an ongoing activity as we are constantly looking for better ways to enhance our activities. 6) Management Agreement has been updated to reflect Commission status and will re-signed at a future meeting.
- Operator's Report: 1) Landfill Tonnage, 2022 is starting off slower than 2021 and is anticipated that with social restrictions being eased we will begin to see a recovery in the commercial volume this year. 2) Vehicle Volumes in 2022 continues to be lower than in past years because of lower than usual commercial traffic. 3) Beneficial Soils continue to be sourced from the area although at a reduced rate compared to past years, still adding to stockpiles. 4) On Site Incidents and Security, there have been no major security incidents on site since last reporting. 5) Organics, leaf/yard, and source separated (household) organics (SSO) continue to be segregated due to the high levels of contamination found in the SSO. Contamination levels continue to exceed those set by Stickland. On site solutions are being explored with potential regional solutions emerging in 2022. **The Town of Calmar might want to just focus on Leaf/Yard waste to start with.** 6) PDO Operations, continues to receive rave reviews from the public and from the commercial haulers who no longer need to share the tipping area with residential traffic. 7) Landfill Data available upon request.
- Land Transfer Process is under way and our administrations will be contacted with a recommendation that council approves the transfer of the parcels of land identified in the transfer agreement from the Trustee, Leduc County, to the Leduc and District Regional Waste Management Commission.
- Remuneration for Board Members is being finalized.
- Commission Policies are being reviewed.
- Meeting Conduct is being fine tune to reflect on how our councils conduct our meetings.

- Electronic Funds Transfer (EFT) in Lieu of Cheques, for many other organizations, including the City of Leduc, EFT is quickly becoming a priority in the AP department as a safer route to pay vendors and is also more convenient for approvals. **Something the Town of Calmar might want to consider.**
- Strategic Planning Date being finalized.

Feb. 22/22, Regular Council Meeting

- Refer to web site for approved minutes.

Feb. 23/22, Alberta Government, Hazard Season Outlook

- Weather Overview: under the influence of “La Nina”, Spring cooler and more extended than normal, precipitation normal, would not predict the summer.
- Wildfire briefing, dependent on winter/spring precipitation/run off and ground moisture levels. There is a large snowpack this year May-June pack melt, mid-May-July peak period for rain driven flooding.
- River Forecast and Health Updates available upon request.
- Provincial Operations Centre in new location 12360-142 St. Alberta Emergency Alert joining up with the National Public Alerting System (end of Mar./23).
- Community Resilience, something we might want to incorporate into our chronical as they have a monthly newsletter. If we could create a link and encourage our residents to be prepared, that would be a good thing.
- There was a section on “Provincial Security & Intelligence” that was very interesting, and I could give more details upon request.

Feb. 23/22, Regular Meeting of 39/20 Alliance

- To be rescheduled.

Krista Gardner Councillor Report

February 2022

Feb 3rd- KeepAlbertaRCMP Community Engagement Session

The presentation reviewed the current state of policing in Alberta, comparing standalone police services, independent first nations police forces and then Provincial Police and Municipal Police through the RCMP. Since 2016, there has been a 10% decrease in rural crime and a 6% decrease in municipal crime. It was explained to attendees that the intention of the transition study was to provide a comprehensive analysis of the operational requirements, process steps and costs of transitioning from RCMP to a new police service. The scope was not to engage with municipalities, citizens, specific communities or indigenous people. Currently, the federal govt pays 1/3 of policing costs ~\$185M annually. Municipal governments rightfully are concerned about the impact (financial and other) of a move to a provincial police force.

Feb 6th- Calmar Recruitment Committee

Council has created a recruitment committee to begin the process of hiring a new CAO with the intention of providing a short list to Council to make a final decision. The Committee consists of Mayor Carnahan, Councillor McKeag-Reber and me. We met to discuss the overall timeline of the recruitment process and finalized the job description and posting. The ad has now been placed in several locations, including in the Calmar Chronicle and on our website. I am looking forward to reviewing applications and presenting the short list to Council.

Feb 7th- Regular Meeting of Council

Feb 8th- Truth and Reconciliation Education Session

Council and Town staff attended a session with Steven Greyeyes from the National Centre for Truth and Reconciliation. This was organized as a result of a Council motion this past summer regarding training for our organization as part of Council's desire to be an inclusive and equitable community. The presentation included a history of Indigenous interactions with the Canadian government and the residential school system as well as the work begun by the Truth and Reconciliation Commission in 2008 and continuing into the future. This is important work to ensure Calmar remains a place where all belong. Mr. Greyeyes presented a sensitive topic with humour and understanding, and it was well-received.

Feb 9th- Communities in Bloom Meeting

CIB met to finalize plans for our annual AGM (March 16, 7 pm, at the Program Centre if Covid restrictions allow). We also reviewed our bylaws in preparation for the AGM and discussed the executive board positions needed. CIB is looking for new members, both as Board members and as casual volunteers to help with planting and maintaining beds. CIB also finalized items needed to be ordered for the 2022 season, including 6 additional barrels for our

downtown sponsorship program, 14 cubic yards of new soil to replace the old soil in the barrels, and a continuation of our sunflower program (not enough seeds were harvested in the fall due to weather and frost). CIB also discussed plans to revitalize the east entrance sign in 2022.

Feb 12th- Special Council Meeting- Budget 2022 Session 3 and 4

Council met with members of Public Works administration to hear planned expenditures for Transportation, Infrastructure, Utilities and Environment. Highlights included a brief discussion of Capital projects in this department (with further information and debate to take place during the Capital Budget presentation), an expanded sidewalk renewal program, the shift to a regional planning and development organization following the retirement of our current Development Officer for planning services, and the potential shift to a bagless bin program for lawn and garden waste during the summer/fall. Council then heard from Acting CAO Anderson regarding the Administration budget. The most significant change here is a long-term equipment replacement plan for office equipment and software. Next CPO Leggio presented the Protective Services, Policing and Bylaw Enforcement 2022 Budget. This includes the significant increase to policing costs as applied from the provincial government (2020- \$0, 2021- \$40,555.00, 2022- \$60,876.00). Lots of discussion was had regarding service levels and outcomes of various programs throughout the day. I look forward to seeing the consolidated Budget presentation.

Feb 14th- Community Services Master Plan Committee

The Committee had received 6 applications to the Request for Proposal sent out by Community Services Programmer Thomas. The Committee met to review the selection scoring criteria and the timeline to send individual documentation to Ms. Thomas for consolidation. Ms. Thomas also informed the Committee that she had received an application for an additional Member-At-Large. The Committee endorsed sending her application to Council for appointment and to invite her to review the submissions and attend our selection discussion meeting.

Feb 14th- Committee of the Whole Meeting

Mayor Carnahan was unable to attend and so as Deputy Mayor, I chaired the meeting. This does not often happen, and I enjoyed the experience.

Feb 17th- Brownlee LLP Emerging Trends in Municipal Law

Sessions included:

Dual Loyalties – Serving Two Masters at Once- This covered the legal obligations and liability regarding board membership vs the responsibilities held by a Councillor and acting in the best interests of the Board Organization/Commission over that of your individual municipality.

The F-Word: A Quick (and Dirty) Overview of the FOIP Act- The responsibilities a Municipality holds with regards to FOIP legislation and requests for information from the public. Of particular interest is that personal notes, text messages and emails can be subject to a FOIP request. Municipal Tax Powers – More than Meets the Eye- This topic covered the various types of allowable sub-classes for residential taxation and non-residential taxation, as well as an overview of special taxes that may be used by municipalities. Managing your Legal Budget- Brownlee recommended a proactive approach here to avoid excessive legal costs, including things like standardized processes, procedures and documentation for areas with high legal risk. Development was highlighted here. COVID-19 Legal Considerations and Updates- This included a review of legal precedent in the area of Covid restrictions, particularly regarding employment issues. Despite the removal of mandates, Brownlee is still advocating for caution and following the recommended actions of the provincial government and Alberta Health Services. Case Law and Legislative Update- a round up of interesting and applicable cases for municipalities, both in Alberta and across the country.

Feb 22nd- Regular Meeting of Council

Feb 24th- Community Services Master Plan Committee

The Committee met, having each individually scored vendors over the past week, to discuss our top candidates. There was consensus in the top applicants. However, much debate was had regarding depth of proposals and budgets. Community Services Programmer Thomas was to contact references for our top 3 and report back to the committee to aid in the final decision.

Feb 24th- Minister's Update on Alberta Broadband

Minister of Service Alberta Nate Glubish provided an update on the state of the Rural Broadband Initiative. He included a brief review of what has happened to date and the most recent announcement of Alberta Provincial Budget 2022-2023 to a total \$390 Million over 4 years (\$150 M for 2022, \$100 M for 2023 and \$70 M for 2024 and 2025). The first \$150 Million is being matched by the federal government and Minister Glubish is working on having the additional dollars announced today matched as well. This would provide a significant investment in Alberta connectivity, and he is cautiously optimistic. There are currently hundreds of applications in front of the Universal Broadband Fund, and he anticipates it will take some time to work through them all. During the question period, Mayor Carnahan brought forward our issue regarding the eligibility criteria where the info was provided by service providers and is not in fact accurate. Mayor of Sturgeon County Ms. Hnatiw also echoed our concerns. Minister Glubish reiterated his commitment to help us address the federal characterization where we feel un or underserved. Ms. Hnatiw pointed out the study that suggested that a Broadband plan in the greater Edmonton Metro area would create more than \$1B in economic benefit, more than compensating for the investment. It was also asked whether there are mechanisms to ensure affordability due to the partnership here with public

dollars and private enterprise, particularly as one current concern regarding internet service in rural areas is affordability. Minister Glubish's response was that extensive negotiations between the federal, provincial governments and private companies prior to any build out, with specific requirements regarding level of service, accessibility and affordability and these issues remain front of mind for the minister and staff. Minister Glubish also addressed the possibility of retroactive applications for current or future investment by municipalities. He recommends bringing our projects to his team for discussion before beginning to ensure that if this becomes available, that Calmar's project would be eligible for any potential funding.

Feb 24th- Leduc Regional Housing Foundation

Leduc Regional Housing Foundation is recruiting a new member at large. The ad is currently being advertised and the governance board will add the recruitment process to their scheduled meeting. They will short list applicants, choosing the top 3 to interview, and then make a recommendation to the board. Covid Update- Cloverleaf is currently undergoing an outbreak, with 5 residents effected. This is Cloverleaf's first Covid outbreak. At Planeview, there are currently 2 residents in quarantine. The building has been in outbreak since the end of December. While in outbreak, all activities stop, while they are following protocol. This has been hard on residents and staff. The province's Phase 2 of lifting restrictions will begin on Saturday. This includes changes to the Work from Home order and masking. However, this does not impact supportive housing which is under phase 3. Recommendation is to continue everything that is currently in place. Potentially, the board meeting in March may return to in person. LHRF has the availability for 4 board members to attend the ASCHA Conference in Calgary April 11-13. Executive Director Haggerty presented the organization's Health and Safety policy to the board for review as part of the steps being taken in advance of the Health and Safety Audit in April. Discussion was had regarding whether the Board needs their own Health and Safety policy in addition to the operational policy that states the importance of the issue to the board. Sylvia Lepki from Alberta Seniors and Housing then made a presentation on the Alberta Seniors Affordable Housing Strategy – Stronger Foundations. Highlights of this 10-year Strategy include a shift whereby the province is moving from owner of properties to only a regulator and funder. They intend to shift to providing more rent supplements, moving to more non-profit delivery and partnerships. The long-term vision includes more mixed income developments, while also simplifying the regulation of operating agencies in order to improve the planning and coordination processes. The provincial government intends to strengthen the role and capacity of municipalities in housing and planning. The growth strategy includes an increase of 25000 total households served, reaching a total of 82000 households. About half of the increase will be rent supplements. The goal is to reduce the number of people paying more than 30% of income on housing and to particularly focus on low-income households who are paying more than 50%. Other outcomes include reducing the waitlist by 30%, increasing the number of units for accessible or adaptable units for households with special needs and increasing number of operators using mixed-income development models. Many questions were asked of Ms. Lepki and the Board will review how this Strategy will impact LRHF.

Feb 25th- Alberta Municipalities Provincial Budget 2022 Analysis Webinar

ABMunis staff provided analysis on the Provincial budget tabled on Thursday and how they anticipate the budget impacting municipalities. Most importantly is the province's commitment to a planned 60% reduction in Municipal Sustainability Initiative dollars for 2022 and 2023. This is a significant burden on municipalities and their ability to fund Capital infrastructure projects. The provincial education requisition has been increased by 1.3%, which is also a challenge for municipalities. The additional funds announced for the Broadband Initiative are a positive step forward in connectivity for all. Other areas of impact include policing costs, affordable housing, mental health and addictions, and health care spending. I appreciate the efforts of ABMunis to continue advocating on behalf of municipalities to ensure we can maintain healthy, vibrant communities.

Carey Benson Councilor Report Feb.1 – Feb.28

Feb. 1st FCSS Meeting

- Going over the role FCSS plays in Calmar and the surrounding area

Feb. 10th Calmar Youth Council Meeting

- Introduced the Chair and Secretary of the youth council
- Discussed snow clearing as a way to engage with the community and earn money

Feb 12th Budget Meeting 3-4

- Transportation and Infrastructure
- Utilities and Environment
- Police Budget

Feb 22nd Regular Meeting of Council

- Rescinded the Mask Bylaw
- Discussions on have a Communal Garden in Calmar in North Central part of town
- Renewal of safety code service agreement
- Re-appointment of Library Board members
- Closed Session

Feb. 23rd Library Board Meeting

- Operating Budget Discussion
- Library will communicate with Calmar Chronicle with what products and programs are in stock on a monthly basis
- March 30th Plan of service meeting
- New Board Members will need to have Library Board training

Councilor Jaime McKeag Reber

February 2022 Council Report

February 06th- As part of the Recruitment committee for the CAO position we met and discussed the position, the posting and the locations we would like to see the posting.

Feb 07th- Council Meeting

February 08th- National Center for Truth and Reconciliation Presentation – This presentation was fantastic. For such a sensitive topic the speaker was humorous, factual, and approachable. I appreciated his personal touches and anecdotes to the presentation. Thank you to Taylor for setting this presentation up.

February 9th- Recreation Board Meeting – Discussed the possibly future of the Calmar Recreational Grounds and preparing to present the ideas to council in the near future for consideration for future budgets

February 12th- 2022 Budget Sessions 3 and 4

February 14th- Committee of the Whole

February 16th- FCSS Advisory Board Committee Meeting- I really enjoyed attending this meeting in Nisku and hearing all the incredible work the FCSS has been able to offer the area and the efforts made in the Christmas Season to individuals and families. It was enlightening to hear all the different ways FCSS has and can help individuals in need especially during the last two years where there has been an increase in financial crisis that can cause even more stress on families.

February 17th- YRL Focus Group – Excellent presentation on the directions and intentions for 2023-2025 with their main focus's being on connection, collaboration, learning, and access to high-quality information.

Feb 22nd- Regular council meeting

February 24th- Minister Update on the Alberta Broadband – Appreciated Mayor Carnahans advocacy for Calmar and other towns like Calmar that have been wrongfully labeled as “adequate” Internet services and therefore not able to access provincial funding for Broadband.

February 24th- Library Board- The Library looks forward to being able to reopen programming with the reduction in provincial restrictions. They have also noticed a decline in pick-ups of their take home kits since the Chronical has been moved online. They have received a few complaints about the chronical moving to the online platform and have been directed to contact the town. The board was happy with the opportunity to put together a response to the town's questions from their budget presentation to council.

Action Item List**March 4, 2022**

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Completed
CR-22-01-0002	Moved by Councillor Gardner that Council passes a motion to authorize administration to draft a new Penalties on Unpaid Taxes bylaw which would impose monthly 2% penalties on all unpaid tax levies.	Carried	CSM Bryans drafted Bylaw #2022-03 to present to Council at the regular meeting of council on January 17th.	CSM Bryans	Yes
CR-22-01-0003	Moved by Councillor Faulkner that Council move to authorize administration to create a bylaw enforcement bylaw and corresponding policy for further discussion and/or adoption at a regular meeting of council.	Carried	CPO Leggio drafting both the bylaw and policy	CPO Leggio	Yes
CR-22-01-0004	Moved by Councillor McKeag Reber that the Canadian Code for Volunteer Involvement be brought forward to the next regular meeting of Council to be adopted by Council as an integral part of operational practice, to be made known to every employee and volunteer, and to be made readily available to every staff member and volunteer for consistent reference and consultation.	Carried	Being presented to Council at the January 17, 2022 regular meeting of Council. CSP Thomas preparing RFD	CSP Thomas	Yes
CR-22-01-0005	Moved by Councillor Faulkner that Council move to authorize administration to draft a Regional Collaboration policy that will reflect the functional areas, contribution calculation and general terms of partnership agreements for further discussion.	Carried	Acting CAO Anderson drafting the policy	Acting CAO Anderson	In Progress
CR-22-01-0006	Moved by Councillor McKeag Reber that Council move to bring the name Calmar Outdoor Recreation Grounds for the park to the next regular meeting of council for adoption	Carried	Being presented to Council at the January 17, 2022 regular meeting of Council.	Acting CAO Anderson	Yes
CR-22-01-0007	Moved by Mayor Carnahan that Council considers this proposal, give administration direction to pursue this development regarding this proposal.	Carried	Contacted Developer and meeting will take place in next week	Acting CAO Anderson & DPW Melesko	Yes
CR-22-01-0011	Moved by Councillor Gardner that Administration pursues a development agreement with the Property Development and land acquisition as discussed.	Carried	Contacted the developer and have not heard back at this time. Possibly meeting next week.	Acting CAO Anderson	In Progress





Action Item List
March 4, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Completed
R-22-01-0017	Moved by Councillor Gardner that Council pass a motion to adopt Policy #2022-031 as amended and furthermore bring the policy to Committee of the Whole for further review in the fall.	Carried	Policy once signed will be distributed to staff and council. Will be put back on the agenda in the fall for further review as requested.	CSM Bryans	Yes
R-22-01-0021	Moved by Councillor Gardner that Bylaw #2022-01 is hereby given third reading.	Carried	Once signed will be distributed to staff and council.		Yes
R-22-01-0022	Moved by Councillor Faulkner that Policy #2022-094, Bylaw Enforcement Policy, is hereby adopted as presented and furthermore bring back to a Committee of the Whole meeting in late fall.	Carried	Policy once signed will be distributed to staff and council. Will be put back on the agenda in the fall for further review as requested.	CSM Bryans	Yes
R-22-01-0026	Moved by Councillor Faulkner that Bylaw #2022-03 is hereby given third reading.	Carried	Once signed will be distributed to staff and council.	CSM Bryans	Yes
R-22-01-0030	Moved by Councillor Benson that Bylaw #2022-02 is hereby given third reading.	Carried	Once signed will be distributed to staff and council.	CSM Bryans	Yes
R-22-01-0031	Moved by Councillor Faulkner that Council authorize the engagement of Parkland Community Planning Services for the Town of Calmar planning and development role in 2022 and furthermore, incorporate the fees into the professional services portion of the 2022 budget and reduce the employee portion accordingly.	Carried	Necessary adjustments to be made to the 2022 Operating Budget to allow for the engagement of this service with Parkland Planning	Acting CAO Anderson	Yes
R-22-01-0033	Moved by Councillor Faulkner that Council move to authorize Administration to draft a letter from the Office of the Mayor in support of Voltarix's Creekside Solar project.	Carried	Administration to draft a letter of support for the Mayor to sign and send to Voltarix Group.	CSM Bryans	Yes
R-22-01-0034	Moved by Councillor McKeag Reber that Council move to adopt the Canadian Code for Volunteer Involvement as an integral part of operational practice, to be made known to every employee and volunteer, and to be made readily available to every staff member and volunteer for consistent reference and consultation.	Carried	Code is to be distributed to all staff, council and volunteers for reference and consultation.	CSP Thomas	Yes
R-22-01-0035	Moved by Councillor Faulkner that the Town formally names the park inclusive of the ball diamonds as the Calmar Recreational Grounds.	Carried		CSC King	In Progress



Action Item List**March 4, 2022**

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Completed
R-22-01-0036	Moved by Councillor Benson that Council move to authorize administration to open the project using funds from reserve and enter into agreements as required and furthermore apply 2022 & 2023 MSI funding to any part of the project that qualifies.	Carried		Acting CAO Anderson	In Progress
R-22-01-0038	Moved by Mayor Carnahan that the department reports from the agenda are replaced with an annual report, and furthermore that the strategic plan action list be brought to the Committee of the Whole for a quarterly review.	Carried	Acting CAO Anderson to inform relevant staff that department reports are not required on a bi-monthly basis anymore. They will be replaced with an annual report as well as a quarterly strategic report.	Acting CAO Anderson	Yes
R-22-01-0045	Moved by Councillor Benson that the budget numbers as discussed be incorporated into the 2022 - 2025 budget for final consideration.	Carried	Acting CAO Anderson to incorporate the numbers presented at the budget presentation into the consolidated budget for consideration.	Acting CAO Anderson	In Progress
R-22-01-0047	Moved by Councillor Benson that the budget numbers as discussed be incorporated into the 2022 - 2025 budget for final consideration.	Carried	Acting CAO Anderson to incorporate the numbers presented at the budget presentation into the consolidated budget for consideration.	Acting CAO Anderson	In Progress
R-22-01-0050	Moved by Councillor McKeag Reber to establish a CAO recruitment Committee, with the Mayor Carnahan and Councillors Gardner and McKeag Reber, and furthermore authorize administration to bring the CAO Bylaw to the February 07, 2022 Regular Meeting of Council for revision.	Carried		Mayor Carnahan, Councillors Gardner and McKeag Reber and Acting CAO Anderson	In Progress
R-22-02-0071	Moved by Councillor Gardner that Council pass a motion to direct Administration to forward a copy of the request to the local Agricultural Society for their consideration of funding to the Farm Safety Centre.	Carried			
R-22-02-0072	Moved by Mayor Carnahan that Council move to authorize Administration to have the letter delivered to Blue Drop Water Services as amended.	Carried		DPW Melesko	Yes
R-22-02-0073	Moved by Councillor Faulkner that Council pass a motion to approve the reconstructive work already performed on 48A Avenue for the amount of \$35,409 to be reallocated from the 2021 Shop Yard Upgrade Budget.	Carried		Interim DCS Welsh	Yes





Action Item List
March 4, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Completed
R-22-02-0074	Moved by Councillor Gardner that Council pass a motion to accept the breakdowns as presented incorporating the amendments into the consolidated budget. Which includes moving the drive-in movie to future year 2024, the block party to 2023 and incorporate a volunteer-based construction of a dog park to 2022 (even if in a temporary space).	Carried		Acting CAO Anderson	In Progress
R-22-02-0078	Moved by Councillor Faulkner that the cost of keeping the pay phone in Calmar is investigated.	Carried		CSM King	In Progress
R-22-02-0079	Moved by Councillor Gardner that the Calmar Recreation area concept plans are brought to a Council workshop with the Recreation Board members for further review and planning.	Carried		CSM King & Acting CAO Anderson	In Progress
R-22-02-0082	Moved by Councillor McKeag Reber that council authorizes administration to proceed with the posting for the CAO position as amended.	Carried		Acting CAO Anderson	Yes
R-22-02-0084	Moved by Councillor Faulkner that the budget numbers as discussed be incorporated into the 2022 - 2025 budget for final consideration.	Carried		Acting CAO Anderson	Yes
R-22-02-0085	Moved by Councillor Benson that the budget numbers as discussed be incorporated into the 2022 - 2025 budget for final consideration.	Carried		Acting CAO Anderson	Yes
CR-22-02-0087	Moved by Councillor McKeag Reber that Council pass a motion to rescind the COVID Relaunch Plan, Policies #2020-063,#2020-079, #2020-081 and Bylaw #2020-19, Temporary Face Coverings, at the next regular meeting of council and furthermore authorize administration to follow Alberta Health Services guidelines for all operations without further definition through policy or bylaw.	Carried	CSM Bryans to do RFD and bring back to February 22, 2022 Council Meeting	CSM Bryans	Yes
CR-22-02-0088	Moved by Councillor Faulkner that Council pass a motion to adopt the revised version of Policy #2021-088, Bad Debts, at the next regular meeting of council.	Carried	CSM Bryans to do RFD and bring back to February 22, 2022 Council Meeting	CSM Bryans	Yes





Action Item List
March 4, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Completed
CR-22-02-0089	Moved by Councillor Faulkner that Council pass a motion to approve the proposed policy as presented and bring the policy to then next regular meeting of council for adoption.	Carried	CSM Bryans to do RFD and bring back to February 22, 2022 Council Meeting	CSM Bryans	Yes
CR-22-02-0090	Moved by Councillor Faulkner that the EV Charging Stations Quote and discussion be tabled to a future meeting of Council.	Carried		Acting CAO Anderson	In Progress
CR-22-02-0091	Moved by Councillor McKeag Reber that Administration explore the policies and/or bylaws to enable parks to be adult friendly and furthermore pursue licensing events where possible and bring back to a future meeting of Council.	Carried		Acting CAO Anderson	In Progress
CR-22-02-0092	Moved by Councillor Faulkner that Council support the Evergreen Pocket Park as the location for the Communal Park and bring back to the next regular meeting of Council for formal adoption.	Carried		DPW Melesko	Yes
CR-22-02-0095	Moved by Councillor Faulkner that Administration proceed to reverse the February 1, 2022 penalties applied to the sidewalk clearing cost recovery on tax rolls levied for those costs. Administration to bring RFD to next regular meeting of Council.	Carried	CSM Bryans to do RFD and bring to February 22, 2022 regular meeting of Council	CSM Bryans	Yes
CR-22-02-0096	Moved by Councillor McKeag Reber that Administration inform the tax roll owners requesting penalty relief that Council will not be able accommodate the request. Administration to bring RFD and letter to rate payer to next regular meeting of Council.	Carried	CSM Bryans to do RFD & letter and bring to February 22, 2022 regular meeting of Council	CSM Bryans	Yes
R-22-02-0098	Moved by Councillor Faulkner that the minutes of the Regular Council Meeting, of February 07, 2022, are hereby approved as amended.	Carried	CSM Bryans to amend minutes and present for signing	CSM Bryans	In Progress
R-22-02-0101	Moved by Councillor McKeag Reber that Council pass a motion to rescind Policies #2020-063, Pandemic Policy, #2020-079 Mike Karbonik Arena Covid General Guidelines, #2020-081, Mike Karbonik Arena Staff Relaunch and Town of Calmar Covid Relaunch Plan and going forward follow Alberta Health Services guidelines.	Carried	CSM Bryans to update policy binders to show the rescinded policies	CSM Bryans	Yes





Action Item List
March 4, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Completed
R-22-02-0102	Moved by Councillor Faulkner that Council pass a motion to adopt Policy #2021-088, Bad Debts as revised.	Carried	CSM Bryans to get policy signed and scanned	CSM Bryans	Yes
R-22-02-0103	Moved by Councillor Gardner that Council pass a motion to adopt Policy #2022-095, Asset Disposal, as presented.	Carried	CSM Bryans to get policy signed and scanned	CSM Bryans	Yes
R-22-02-0107	Moved by Councillor McKeag Reber that Bylaw #2022-06 is hereby given third reading.	Carried	CSM Bryans to get bylaw signed and scanned	CSM Bryans	Yes
R-22-02-0108	Moved by Councillor Faulkner that Council pass a motion to reverse the penalties that were applied as a direct result of the January snow removal bylaw enforcement and furthermore authorize Administration to prepare a response from the Office of the Mayor to the rate payer as discussed.	Carried	CSM Bryans to reverse all applicable penalties and to draft letter for the Mayor to the ratepayer that addressed the concerns	CSM Bryans	Yes
R-22-02-0109	Moved by Councillor Gardner that Council pass a motion to decline the request to cancel the penalties applied to tax roll #0498 in the amount of \$495.07.	Carried	CSM Bryans to draft a letter to the rate payer regarding councils decision.	CSM Bryans	Yes
R-22-02-0110	Moved by Councillor Faulkner that Council pass a motion to move ahead with the location of the Communal Garden in the location as planned, being Lots 4 – 8, Block 4, Plan 052 - 5921 and furthermore contact adjacent residents with a notice of intent to the lots for consideration of concerns or comments.	Carried	DPW Melesko to write to adjacent land owners to advise of the garden location.	DPW Melesko	In Progress
R-22-02-0111	Moved by Councillor Benson that Council pass a motion to appoint the following individual to the Calmar Community Services Master Plan Committee for a period of one-year commencing upon approval of this submission; a)Holly Cook (Member at Large)	Carried		CSP Thomas	In Progress
R-22-02-0112	Moved by Councillor Faulkner that Council pass a motion to renew our contract with Superior Safety Codes and accept the Safety Codes Services Agreement for a three (3) year term from March 1, 2022 and expires on February 28, 2025.	Carried	DO Sider to get contract signed and forward a copy to Superior Safety Codes	DO Sider	In Progress





Action Item List
March 4, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Completed
R-22-02-0113	Moved by Councillor Gardner that Council pass a motion to appoint the Library Board Edward Sharpe, Patricia Hughes-Fuller, George Egler appointments as recommended and furthermore appoint Cindy Miller in an extended term.	Carried	Acting CAO Anderson to advise LD Parkinson of the appointments	Acting CAO Anderson	In Progress
R-22-02-0114	Moved by Mayor Carnahan that Council pass a motion to accept the Newcomer Readiness final assessment & framework report's recommended actions for submission to the Alberta Municipalities.	Carried		CSP Thomas	In Progress
R-22-03-0118					
R-22-03-0119					
R-22-03-0120					





Alberta Capital Airshed

February 25, 2022

Donna Anderson
Acting Town Manager, Town of Calmar
danderson@calmar.ca

Dear Ms. Anderson,

On behalf of the Alberta Capital Airshed, I would like to thank the Town of Calmar for being a host site for ACA air quality monitoring. Calmar is one of many sites in the regional passive network that monitors ambient levels of Nitrogen Dioxide (NO₂) and Sulphur Dioxide (SO₂). Once a month, samples from these sites are analyzed by the Bureau Veritas lab. The results show us the total amount of those parameters absorbed by the filters in the past month. While not as precise as continuous monitoring, which provide hourly and daily readings, passive sites are a helpful and efficient process to monitoring the region's ambient air quality.

On the next page, please find 2021 results for the Calmar site, which includes a comparison to an average of other communities in the Airshed region. If you have any questions or would like further information, please do not hesitate in contacting me.

The ACA is a not-for-profit organization, whose members include most Capital Region municipalities, industry, other orders of government, and others. We would welcome the Town of Calmar to join on as a member of the Alberta capital Airshed, and I have attached our membership brochure for your perusal.

Thanks,

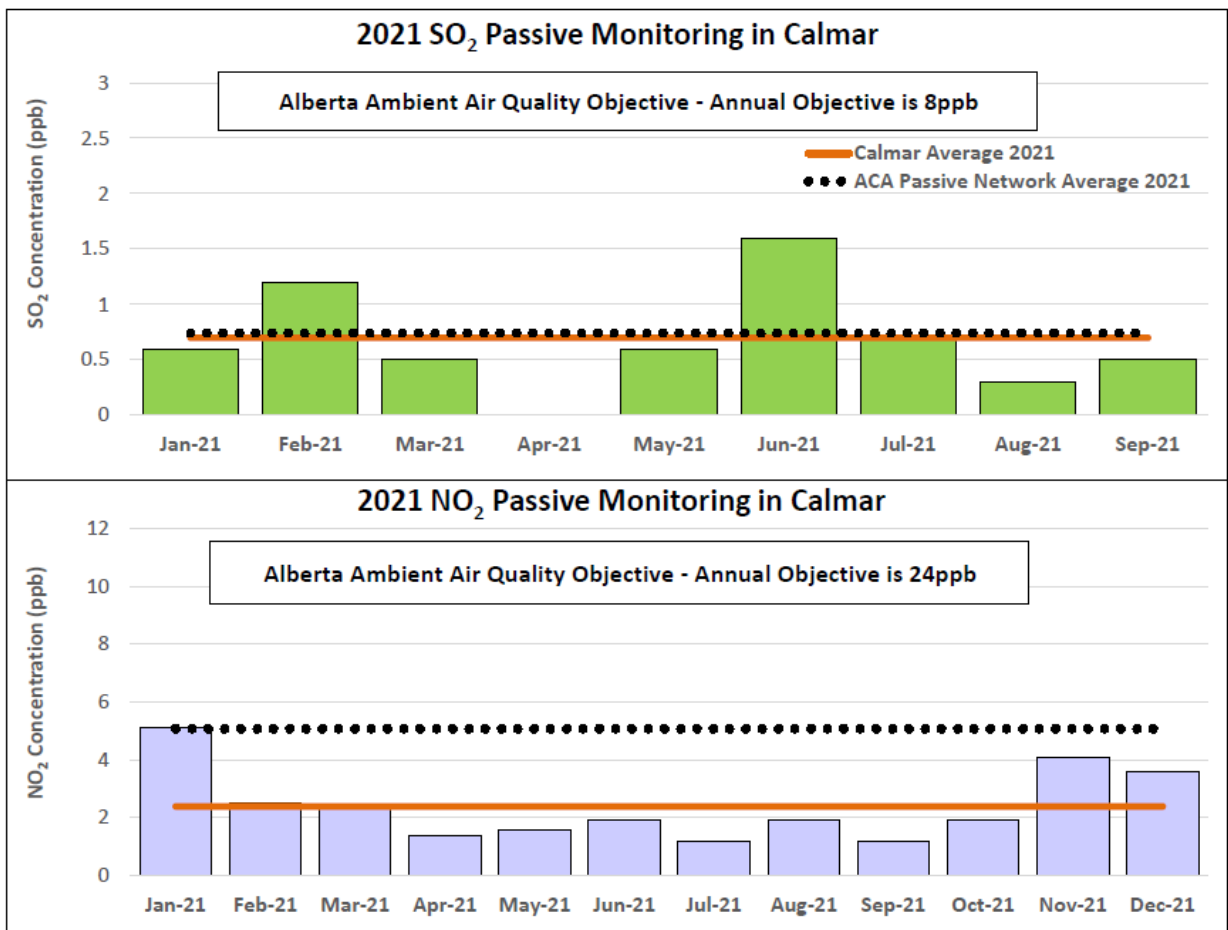
A handwritten signature in black ink, appearing to read 'Gary Redmond', written over a light blue circular background.

Gary Redmond
Executive Director





Calmar Air Monitoring Results – 2021





Alberta
Capital
Airshed

**CLEAN AIR
CHANGES
EVERYTHING.**

YOUR REGIONAL AIRSHED - BENEFITS OF MEMBERSHIP

Alberta Capital Airshed is
your regional Airshed within
the Greater Edmonton area.

- Science-based and data-driven air quality expertise
- Impartial and credible voice for monitoring, reporting, and educating about ambient (outdoor) air quality
- Responsive to community inquiries and supportive of citizen involvement

WHAT IS ALBERTA CAPITAL AIRSHED (ACA)?

- We are a member-focused, **multi-stakeholder organization** composed of government, industry, non-governmental organizations (NGOs) and representatives of the public.
- We are a not-for-profit organization that **monitors, collects and shares air quality information** and data with the public.
- We ensure **transparent and credible information** about local air quality is available to everyone in a timely manner through a neutral, science-based approach to air quality monitoring.
- We provide outreach and educational initiatives to **increase air quality awareness** and facilitate multi-stakeholder dialogue to address local issues.
- We are one of ten Airsheds in Alberta, who together serve as key partners with established regional networks for **responding to local and regional air matters**.
- We are **vital to Alberta's air quality management system**.

WORKING WITH OUR MEMBERS

Our primary responsibility as a multi-stakeholder Airshed is to monitor and report on air quality in our region. We play an important role in engaging with communities to increase understanding of air quality. **Our success depends on the engagement of all stakeholders.**

All ACA members are invited to have representation on our various committees, including our **Community Monitoring Committee, Communications Committee** and **Innovative Monitoring Committee**. Members can also choose to run for a seat for their respective sector on our **Board of Directors**, which is elected by our members.

INDUSTRY MEMBERS

Industry membership in the ACA is voluntary for all who share an interest in the quality of our air.

As an Airshed, the ACA operates and oversees community and regional monitoring, which is supported by all member sectors through their membership fees, and other funding sources.

Industry members pay membership fees based on their individual emissions, as per Alberta's emitters' pay principle. The annual ACA fee is \$2,500 per emitting company + \$2 tonne for emissions of NO_x, SO₂ and PM_{2.5}.

BENEFITS OF ACA MEMBERSHIP

- Support the social development of communities through engagement on the state of ambient air quality and the impacts of air pollution. Industries who choose to be members publicly demonstrate their commitment to the need for clean air.
- Liaise regularly with other stakeholders and sectors engaged in air quality management through the Board, committees and ACA events.

- Participate, support and influence ACA public events such as the Clean Air Forum, odour management workshops, and activities related to the annual Clean Air Day.
- Gain awareness of emerging technologies used to monitor and report on air quality as ACA is the leading Airshed organization in Alberta for testing and deploying innovative monitoring, including small sensors and citizen science initiatives.

Some larger industrial facilities may also be required to operate, or support, compliance air monitoring related to their approval through the Environmental Protection & Enhancement Act (EPEA). Where compliance monitoring requirements also supports ACA community and/or regional monitoring objectives, the ACA may choose to play a role in operating stations that are funded by the regulated industry members, in addition to their regular membership fees.

BENEFITS OF ACA OPERATING INDUSTRY COMPLIANCE MONITORING

- Public trust of the monitoring locations and data due to multi-stakeholder oversight.
- Transparency and objectivity in reporting to the public and regulator.
- Air quality objectives exceedances are reported for the ACA, versus a specific industry operator, until an investigation is completed.
- Leveraging of expertise and resources from Alberta's Airshed community.
- Economies of scale for monitoring costs.

Working closely with the community and other stakeholders through the Alberta Capital Airshed gives us an invaluable opportunity to maintain and grow our connection within the community on air quality concerns and play a role in local solutions.

Brent Korobanik, Lehigh Cement

Alberta Capital Airshed provides a forum for us to connect with other municipalities, governments, industry and local residents so that we all have the same information and can work toward ensuring the air we breathe is clean.

Jocelyn Thrasher-Haug,
Strathcona County

MUNICIPAL MEMBERS

Urban and rural municipalities participate in ACA voluntarily. Annual membership fees range from \$2,500 for towns and small cities to \$10,000 for Edmonton.

BENEFITS OF ACA MEMBERSHIP

- Support for effective public engagement on air quality and odour issues.
- Cost effective solutions for meeting environmental responsibilities.
- Access to air quality expertise, especially important for municipalities with limited resources.
- Consistent messaging to all residents in the region regarding air quality.
- An important connection between air quality and land use planning.
- Forum to work with other stakeholders and neighbouring municipalities on air quality issues.
- Another connection with regulatory and legislative bodies.

GOVERNMENT OF ALBERTA (GOA)

Alberta Environment & Parks and Alberta Health Services participate in ACA. Funding for ACA from the Government of Alberta comes in the form of grants that help cover operations and community outreach initiatives.

BENEFITS OF ACA MEMBERSHIP

- Demonstrated record of cost effectiveness.
- Attraction of volunteers and significant in-kind contributions.
- Ability to leverage government contributions with contributions from other sources.

Alberta Capital Airshed is working hard to bring air quality experts, health professionals and other stakeholders together so that we better understand the impact of air quality.

Dr. Raquel Feroe,
Retired Physician

NGO & PUBLIC MEMBERS

Local organizations involved in air quality management, monitoring or education as well as individual members of the public are encouraged to become members at a nominal cost.

Local knowledge and opinions are invaluable to ACA.

BENEFITS OF ACA MEMBERSHIP

- Forum to actively participate in discussions between other sectors.
- Opportunity to provide a voice for their interests and their community's interests.
- Equal sharing of information and views through a consensus decision-making process which creates a level playing field for all sectors.
- Engage in research and pilot projects with other members and post-secondary institutions.

DID YOU KNOW

- Air pollution is the 5th leading global cause of death (2019 Global Air Report, US Health Effects Institute).
- Odour complaints related to air quality are increasing in the ACA region.
- Proactive action is needed in the ACA region to prevent exceedances of PM_{2.5} concentrations according to Canadian Ambient Air Quality Standards.





**Having ongoing dialogue
through the Alberta
Capital Airshed helps us
stay engaged with local
air quality stakeholders.**

**Darcy Garchinski,
Alberta Health Services**

Become an ACA Member

Is air quality important to you?
Join ACA as a member today.

CONTACT US

capitalairshed.ca

info@capitalairshed.ca

587-520-7935

@yegairshed on Facebook and Twitter

Feb 22/22

To Calmar Town Council and Mayor :

We recieved your "tax notice" Feb 8/22. The first annoyance was that we had to do some investigating to find out what this bill was ^{all} about, Snow removal.

So this is how you treat your senior citizens?
No notice? No warning? No offer to help?
No respect!

We are paying this outrageous penalty because, indeed, this was one of the very rare occatrons where the snow on our sidewalk was not removed ~~at all~~ within 48 hrs.

A caring and compassionate and respectful Council would, at least, offer a 24 hr warning phone call that the walk needs clearing and offer assistance (at least for its seniors) - maybe a student employment program.

I can only characterize your behavior on this matter as predatory.

So, you're getting our money but you've also earned our distane, resentment and mistrust!

our address 5306 48 st
roll no. 0358

RECEIVED

FEB 24 2022

TOWN OF CALMAR - INT. *KB*

Sincerely,

Alan Watamanick

~~A~~
Rose Watamanick

Rose Watamanick

Town of Calmar
PO box 750
4901-50 Ave
Calmar, AB, T0C 0V0

Meeting Minutes

Community Services Master Plan Committee

Date: February 14th, 2022

Meeting #202201

In attendance:

Krista Gardner, Susan Parkinson, Byron King, Jamie Rathor, Taylor Thomas

Regrets:

Terry Balaban

1. Call to Order: 1:05 PM
2. Adoption of Agenda
3. Adoption of Minutes

Notes: Committee moved to approved CSMP Committee meeting minutes for November 15, 2021

4. Old Business:
 - 4.1. Request for proposal submission review

Notes: Update scoring sheet. Committee agreement to review and send to Taylor by February 23rd 9:00 Am for shortlist.

5. Next meeting date: February 24, 2022 @ 9:30 AM
 - 5.1. Agenda:
 - 5.1.1. New Member Introduction
 - 5.1.2. RFP Short List Determination

Notes: Committee agreed to invite new Member to February 24th meeting for inclusion in RFP review.

6. Adjournment

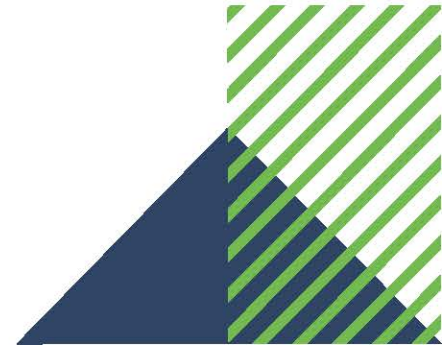
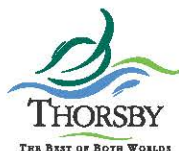
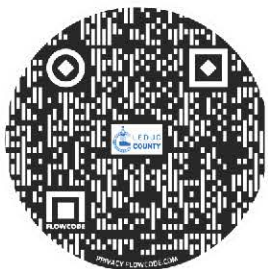
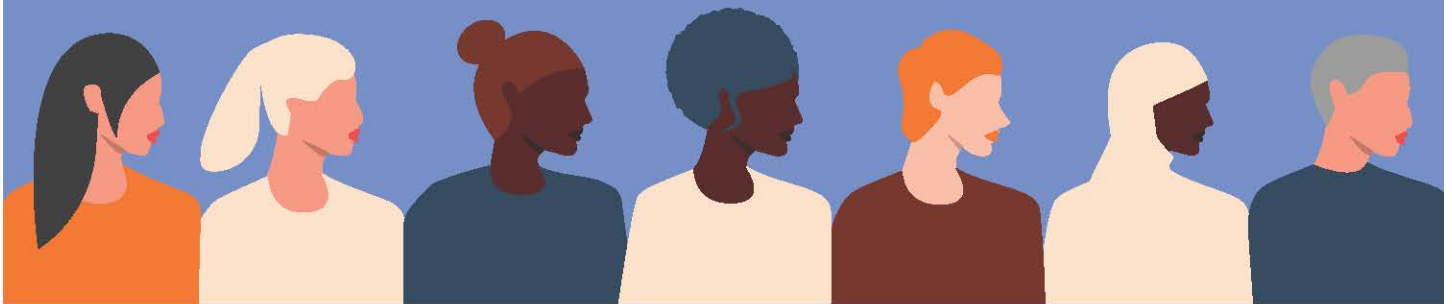


Living Library International Women's Day

Human beings are like books: they contain stories and wisdom far beyond their covers or outward appearances. In honour of International Women's Day, meet four speakers who have something to share about the unique challenges and achievements they have faced as women. Join us as we celebrate and amplify the voices of women in our community. All genders are welcome to attend.

- ▶ **Date:** Tuesday, March 8
- ▶ **Time:** 6:30 to 8:30 p.m.
- ▶ **Location:** online
- ▶ **Technology needed:** participants will require internet access by computer, laptop or smartphone.
- ▶ **Register:** please register by contacting Eugena at [780-955-6421](tel:780-955-6421) or eugena@leduc-county.com.

INTERNATIONAL WOMEN'S DAY



The Upside of Downsizing

Tips to right-size your home: women's mini pavilion

Do you look around your home and become overwhelmed by your STUFF? This workshop will cover ways to be proactive and start downsizing your possessions – or as we like to refer to it, right-sizing you life.

- ▶ **Date:** Saturday, March 12
- ▶ **Time:** 1 to 3 p.m.
- ▶ **Location:** Golden Pioneers Centre (New Sarepta Agriplex, north doors)
- ▶ **Spaces available:** 25
- ▶ **Register:** registration is required as space is limited. Please contact Lucille at **780-941-2382** or **lucille@leduc-county.com** to register.

FEATURING KAREN BODOANO



In October 2019, Karen became the first and only Certified Senior Move Manager in Western Canada. Drawing on her more than 29 years of storage/moving experience into the growing senior move management service, she is a passionate and eager pioneer in the Edmonton market.

Masks are mandatory and must be worn at all times; subject to change based on provincial restrictions in place at the date of the event.





**Do your friends naturally turn to you for support?
If so, this might be the program for you!**

The Community Helpers Program offers training and support to strengthen the natural abilities of young people in their helping role with their peers. Helpers will learn and develop a variety of skills including effective communication, self-care, coping with stress, knowing when to refer peers to professional support services, handling crisis situation and suicide awareness.

The program will also connect helpers to community and professional support services.

Free to attend! Open to youth grades 9-12!

Location: Virtual

Date: Friday March 11, 2022 from 12-4pm

Registration is required, email FRN@leduc.ca



Sorting through hoarding

online session

This half day workshop, held in partnership with Leduc County FCSS, City of Leduc FCSS, Calmar FCSS and Warburg FCSS, is packed with Hoarding 101 information. The facilitators offer a multi-disciplinary approach that addresses a variety of topics including stigma, trauma-informed intervention, practical hands-on decluttering strategies and much more. The workshop includes real life examples, pictures and a special video of a person with lived experience of hoarding.

- ▶ **Date:** Friday, March 18
- ▶ **Time:** 9 a.m. to noon
- ▶ **Location:** online via Zoom
- ▶ **Technology needed:** internet access by computer, tablet or smart phone
- ▶ **Register:** register by Friday, March 11. To register, contact:
 - ▶ Lucille (Leduc County) at **780-941-2382** or **Lucille@leduc-county.com**
 - ▶ Taylor (Calmar) at **780-985-3191** or **TThomas@calmar.ca**
 - ▶ Lucrecia (City of Leduc) at **780-980-7115** or **LMendoza@leduc.ca**
 - ▶ Tami (Village of Warburg) **780-848-2828** or **fcss@warburg.ca**

About the facilitators

Stacy Walker is a Certified Professional Organizer from Edmonton, Alberta, and is a co-founder of the Hoarding Disorder Foundation of Alberta. She specializes in the hoarding field and works primarily with people who struggle with extreme clutter and hoarding behaviours. She is dedicated to positively influencing community responses to hoarding cases by providing comprehensive educational programming and on-site support services. Stacy is an active contributing member to both the Professional Organizers in Canada and the Edmonton Hoarding Coalition.

Terri Bailey, M.A. Counselling, from Edmonton, Alberta, also co-founded the Hoarding Disorder Foundation of Alberta and has a private therapy practice with a specialty in the hoarding field. She educates professionals, co-facilitates hoarding groups, provides one-on-one counselling, and also works with family members who are concerned about a loved one who is hoarding. She is a member of the Edmonton Hoarding Coalition and is dedicated to facilitating a collaborative and compassionate community response.



It's Tax Time

Volunteer Income Tax Filing:

To schedule your Volunteer Income Tax Filing appointment please contact Calmar Community Services.

Call **780-985-3191** or complete the online registration form here: <https://www.surveymonkey.com/r/RFJW39X>

(We File - eligibility requirements apply)

Supported Self Filing:

To register for the Supported Self Filing Program please contact Eugena with Leduc County FCSS at **780-955-6421**

or email eugena@leduc-county.com.

(You File)

Available Dates: Schedule Now

March
8th

Volunteer Income Tax Filing:

For those in need, schedule now! **The Community Volunteer Income Tax Program(CVITP)**, where volunteers file tax returns for eligible people.

March
15th

Volunteer Income Tax Filing:

For those in need, schedule now! **The Community Volunteer Income Tax Program(CVITP)**, where volunteers file tax returns for eligible people.

April
13th

Supported Self Filing:

Gain the confidence and skills to prepare and file your 2021 income tax return, Register Now! Leduc County FCSS in collaboration with the Calmar Public Library & The Town of Calmar are offering scheduled Supported Self Filing.

April
6th

Supported Self Filing:

Gain the confidence and skills to prepare and file your 2021 income tax return, Register Now! Leduc County FCSS in collaboration with the Calmar Public Library & The Town of Calmar are offering scheduled Supported Self Filing.



CYBERWORLD WHAT HAPPENS WHEN YOUTH PRESS SEND?

MARCH 24, 2022 @ 6:00 PM

Call Calmar Community Services to Register now: 780.985.3191
Or register online [HERE](#).

WELCOME TO CYBERWORLD. THIS PRESENTATION IS NOT FOR THE FAINT AT HEART! IN FACT, WE ACTUALLY CONSIDER THIS PRESENTATION R RATED, SIMPLY DUE TO SOME OF THE CONTENT WITHIN IT. WE TALK ABOUT A LOT OF TOUGH STUFF INCLUDING ONLINE STREAMING, APPS, PORNOGRAPHY, GAMING, AND ALL THE OTHER STUFF THAT OUR CHILDREN AND YOUTH ARE NAVIGATING THESE DAYS. DEFINITELY TIME WELL SPENT, WE THINK!

MINUTES

Calmar Public Library

Jan27-2022/ Virtual - Meeting called to order by George Egler @7:02

George Egler- Chair	Patricia Hughes-Fuller – Vice- Chair	Cindy Miller – Secretary	Susan Parkinson- Library Director	
Kathy Miller	Edward Sharpe	Elke Hemming	Georgia Rehill	
Jaime McKeag- <i>absent</i>	Carey Benson- <i>absent</i>			

Town of Calmar Library provides free and equitable access to services which meet the changing needs of our community. We are a strong partner in our community providing programs and services that bring people together, foster creativity, and encourage lifelong learning.

Treaty Six Statement:

We would like to begin by acknowledging that we are on the traditional lands referred to as Treaty 6 Territory and that the Town of Calmar and all the people here are beneficiaries of this peace and friendship treaty

Edward Sharpe motioned and Elke Hemming 2nd to accept the agenda as presented
carried

Approval of Minutes

Georgia Rehill questioned why town rep was not in attendance of meeting for Nov accepted explanation that she was introduced during meeting

Elke Hemming motioned to approve minutes from Nov25 meeting and Kathy Miller - 2nd
carried

Standing Items

3.1-Town Report: no report

3.2-YRL Report: Jamie McKay (new Rep)

3.3- Budget: Susan Parkinson

* See attached

3.4- Director's Report including Circulation, Programs: Susan Parkinson

* See Attached Director report

Cindy Miller motioned & Edward Sharpe 2nd that Susan Parkinson-Library Director and George Eagler -Board Chair send a letter to town about the change of the format of Calmar Chronicle and suggest library be a pickup spot for paper copies -carried

3.5-Occupational Health and Safety (OHS): Susan Parkinson

* See Attached Directors' report

3.7-Covid-19

*See Attached Directors' report

*

Ongoing Business & New Business

4.1-Policy Review:

*None

4.2

Discussion about the need to redo our 3-year Plan of Service

*Plan to do survey

*Susan Parkinson- is looking either to YRL or PLSB to help format survey and plan moving forward

George Eagler motioned that we form a sub-committee to plan the "Plan of Service" Edward Sharpe 2nd -carried

* Volunteers to form subcommittee - George Eagler- Susan Parkinson – Edward Sharpe – Elke Hemming

4.3- Board Appointments

*George Eagler *Edward Sharpe * Patricia Hughes -Fuller terms all up and need to be reappointed by town council if they so desire – they all accepted

Cindy Miller motioned that Susan Parkinson write letter to town asking for reappointment of *George Eagler*Edward Sharpe*Patricia Hughes-Fuller to the library board – Georgia Rehill 2nd -carried

*Cindy Miller term is also up but she needs to apply directly to town council herself if she wishes to be reappointed as she has served 3 -3yr terms

4.4 – Correspondence:

*None

4.5- Review of annual report:

* Change of manager to director suggested in report and correction of address

*Cindy Miller made motion to accept Annual report as prepared by Susan Parkinson-Director 2nd by Edward Sharpe -carried

4.6 Update:

* Advertising for casual/on call person as 1 staff member resigned

*Looking into getting lock coded fobs for back door – (getting quote from town) changeover of personal warrants investigation of this option

4.7 Budget Status:

*Budget will be presented to town council by PowerPoint presentation Jan29/2022 in Zoom meeting

*Susan unable to attend do to prior personal commitment's

*Donna Anderson – acting CAO will present for library

Susan will send out presentation and link to all board members – Georgia Rehill *Edward Sharpe * Cindy Miller have expressed interest to attend

In -Camera

Next Meeting: Feb24/2022

Announcements:

Motion to adjourn made by Patricia Hughes-Fuller Elke Hemming 2nd by at 8:43passed

Vison Statement:

"Our Library is more than a reflection of the community: it is the best our community can be."

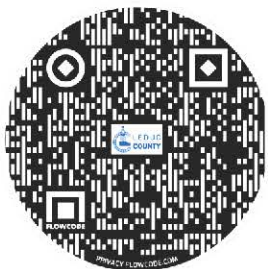
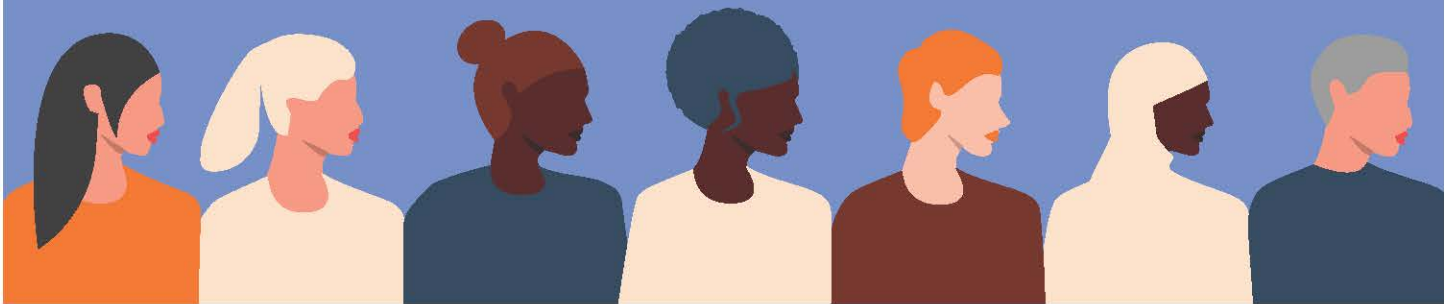


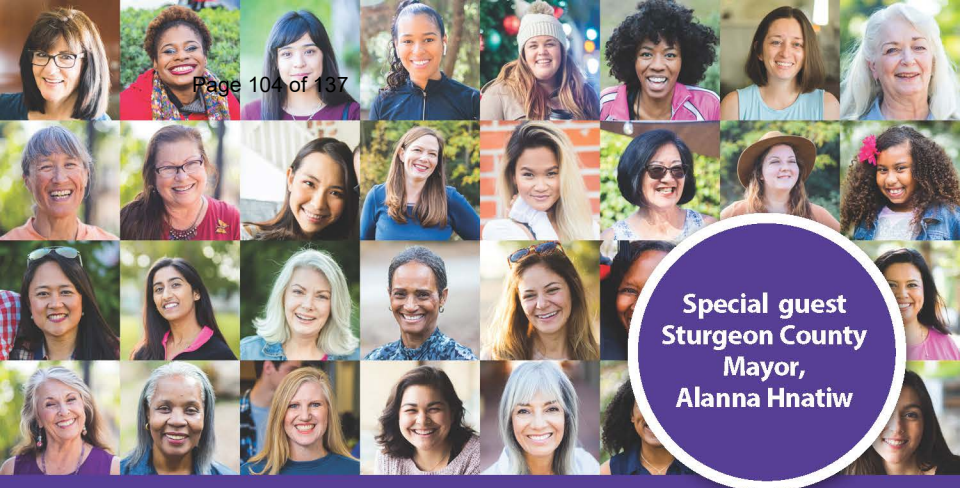
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INTERNATIONAL WOMEN'S DAY





Special guest
Sturgeon County
Mayor,
Alanna Hnatiw

International Women's Day Online Conference

Find your strength.

Monday, March 7 | 9:30 – 11:30 am
FREE | Women 16 +

This online event will have inspiring personal stories from four Alberta women about finding and pursuing their passions. Afterwards, we will have a group discussion where you can ask questions about finding your strength.

We will be joined by:

- Tara from Freedom Tree in Calgary
- Mary from Red House Salsa in St. Albert
- Wanda from Lions' Heart Wholeness in Legal
- Melody Chief, corporate chef with Lion's Heart Wholeness in Legal
- Alanna Hnatiw, Mayor of Sturgeon County



Register today!
sturgeoncounty.ca/programs

Use your smart phone's camera to read the QR code link to register.

Questions? Contact Nicole Sagen 780-939-8333



Family & Community Support Services Advisory Committee

Agenda

Council Chamber, Leduc County Centre, Nisku, AB
Wednesday, February 16, 2022

1. **Order – 5:00 p.m.**
2. **Introductions**
3. **Adoption of agenda**
4. **Adoption of previous minutes**
 - Regular meeting – June 16, 2021 ✓
5. **General business**
 - 5.1 Organizational meeting – election Dean Ohnysty
6. **Information items**
 - 6.1 Advisory orientation ✓ Dean Ohnysty
Carol Tabone
Sara Russell
 - 6.2 Christmas Elves program summary ✓ Sara Russell
 - 6.3 FCSS online programs and workshops update ✓ Sara Russell
 - 6.4 Income support services Dean Ohnysty
Sara Russell
7. **Reports**
 - 7.1 FRN Activity Report – November 2021 – January 2022 ✓ Carol Tabone
 - 7.2 FCSS Activity Report - November 2021 – January 2022 ✓ Dean Ohnysty
Sara Russell
8. **Adjournment**

✓ Attachment provided

Leduc County is dedicated to serving its citizens and will create an enhanced quality of life through effective leadership, committed partnerships and open, transparent communication.





Meeting minutes
FCSS Advisory Committee
Via Zoom
Wednesday, June 16, 2021

1. Order and roll call

The meeting was called to order at 5:00 p.m. on Wednesday, June 16, 2021 by Tina Smith (Warburg), as Chair with committee members Ray Scobie (Leduc County), Rick Smith (Leduc County), Krista Gardner (Calmar) and Cory Gilbert (Thorsby).

Absent from the meeting were Michele Mielnik (West) and Erin Williams (East).

Other attendees

- Dean Ohnysty, Director of Community Services
- Carol Tabone, Manager of Family Support Services
- Sara Russell, Manager of Community Support Services
- Corrie Richer, Administrative Assistant FCSS

2. Introductions

N/A

3. Agenda adoption

Motion Representative Cory Gilbert – that the Agenda for the Wednesday, June 16, 2021 FCSS Advisory Committee meeting be adopted as circulated.

Carried Unanimously

4. Adoption of previous minutes

Motion Representative Ray Scobie – that the minutes from the Wednesday, February 17, 2021 FCSS Advisory Committee Meeting be adopted as circulated.

Carried Unanimously

5. General business

5.1 Family Resource Network year-end report presentation

Carol reviewed the Family Resource Network (FRN) First Year Review PowerPoint presentation with the committee members.

- A link to a YouTube video message from the Minister of Children’s Services Rebecca Shultz was provided. Carol advised that the message includes provincial stats and states that over 20K families have been served.
- Some key points were discussed regarding Program (communication and awareness) and Partnership (working collaboratively) successes.
- The former Parent Link sites are now the new FRN sites, and have been cleaned and brightened up to create a new “coffee shop” atmosphere.

- Only 2% of referrals received by Leduc County FRN were referred to outside agencies.
- Programs running this summer will be individualize and spaced out.
- A review of what FRN has offered has confirmed that FRN is on track with the provincial requirements.
- Home Visitation and Family Support provides one on one support for families with children 0 – 18, including prenatal support. The support required by clients is often intensive.
- Who FRN supports was reviewed, with a comment that there is an increase in the age range of parents requiring support.
- A wordle was presented representing one family’s journey. Some key words were:
 - Family;
 - Support;
 - Disability;
 - Advocacy; and
 - ASQ (developmental screens).
- A few photos of events held by FRN were viewed.
- Goals for year two FRN programs were viewed.

Motion Representative Tina Smith – that the FCSS Advisory Committee receives as information.

Carried Unanimously

6. Information items

6.1. 2022 Budget and Business Plan recommendation

Dean spoke with the committee members providing information and details of the process of the FCSS 2022 budget and business plan. Dean advised that guidance for the 2022 Business Plan follows the Social Framework document that was approved in 2019.

Dean reviewed the projects and initiatives being considered for 2022 with the committee members:

- Reducing barriers to support – Accessibility
The primary focus will be with seniors. An in-depth plan will be developed identifying what and where the gaps are for residents.
- Fostering healthy individuals and families – Safe communities
Focus on increasing resident awareness and understanding of identifying risk within the community. Create a community approached (businesses, organizations and general public) action plan with respect to what to do when something is happening in the community.
- Social Advocacy – Increased awareness of social issues and services
The plan to host a social awareness event in this region for local businesses and agencies has been deferred to next spring. The event would have guest speakers and a trade show feel. By increasing community awareness of social issues and support services, we can help improve resident access to supports that are needed.
- Youth – Support ways for youth to be further engaged in their communities.
Increased supports for youth will be a priority in 2022, and will be led by FRN (Carol) and community leaders. Develop a plan to lessen the gap with youth and their community, which will encourage them to participate, grow and cultivate leadership within their community.



- **Budget**

The 2022 budget is currently being reviewed for considerations. There have been no impacts or changes in the budget. Dean will continue to monitor provincial funding, which is stable at the moment.

Motion Representative Tina Smith – that the FCSS Advisory Committee receives as information.

Carried Unanimously

7. Reports

7.1 FRN Activity Report – April to June 2021

Carol reviewed the FRN report with the committee members.

7.2 FCSS Activity Report – May to June 2021

Sara reviewed the FCSS report with the committee members.

Dean advised that the Town of Thorsby has hired a new FCSS Coordinator and that a meeting has been scheduled to introduce Leduc County FCSS management. Sara will be providing support to the new coordinator.

Discussion ensued.

Motion Representative Tina Smith – that the FCSS Advisory Committee receives reports 7.1 and 7.2 as information.

Carried Unanimously

8. Adjournment

Motion Representative Tina Smith – that the FCSS Advisory Committee meeting be adjourned at 5:54 p.m.

Carried Unanimously

Chairperson

Director of Community Services





Advisory Orientation Family and Community Support Services

February 2022

Family and Community Support Services

Service areas

Leadership and administration

- Leads partnership, strategic planning and key initiatives with regional partners and stakeholders.
- Provides strategic direction and leadership to the department.
- Aligns visioning with community needs and identified trends within the region.



Family and Community Support Services

Service areas

Family and Community Support Services (FCSS) Program

- \$474,000 grant provided by the Province of Alberta
- Provides a multi-municipal program to serve the residents of Leduc County, Calmar, Thorsby and Warburg.
- Guided by five principles that are fundamental to program success: prevention, volunteerism, community development, local autonomy and accountability.
- Develops locally driven, preventive social initiatives to enhance the well-being of individuals, families and communities.
- Provides **voluntary** support to adults, families, children, youth and seniors:
 - Information, referral and advocacy
 - Setting Goals and Building Skills
 - Subsidies
 - Workshops, Presentations, Groups & Events



Family and Community Support Services

Service areas

Family Resource Network

- \$690,000 grant received from the Province of Alberta
- Includes supports to Warburg, Thorsby, Calmar, Devon and Beaumont.
- Provides information, referrals, parenting workshops such as *Positive Discipline for Everyday Parenting*, *Circle of Security*, *Nobody's Perfect* and *Kids Have Stress Too*. Participation is open to all community members.
- Provides long term and short term in-home support for families identified at-risk prenatally until 18 years old. Providing information related to parenting and child development , caregiver capacity, social connections and referrals to other supports in the community.



Family and Community Support Services

Service areas

Bridges FASD (Fetal Alcohol Spectrum Disorder)

- \$234,000 grant provided through external funding
- Includes support to all communities in the Leduc region.
- Provides support to individuals who have been diagnosed or have strong indicators of FASD.
- Assists individuals to reduce the impacts associated with social determinants of health.
- Provides community education and awareness related to the prevention of FASD.



Contact and geographical coverage for programs and services

Leduc County FCSS – contacts and geographical coverage for programs and services

Dean Ohnysty
 Director of Community Services
 780-955-4535
Dean@leduc-county.com

Carol Tabone
 Manager, Family Support Services
 780-955-6423
CarolT@leduc-county.com

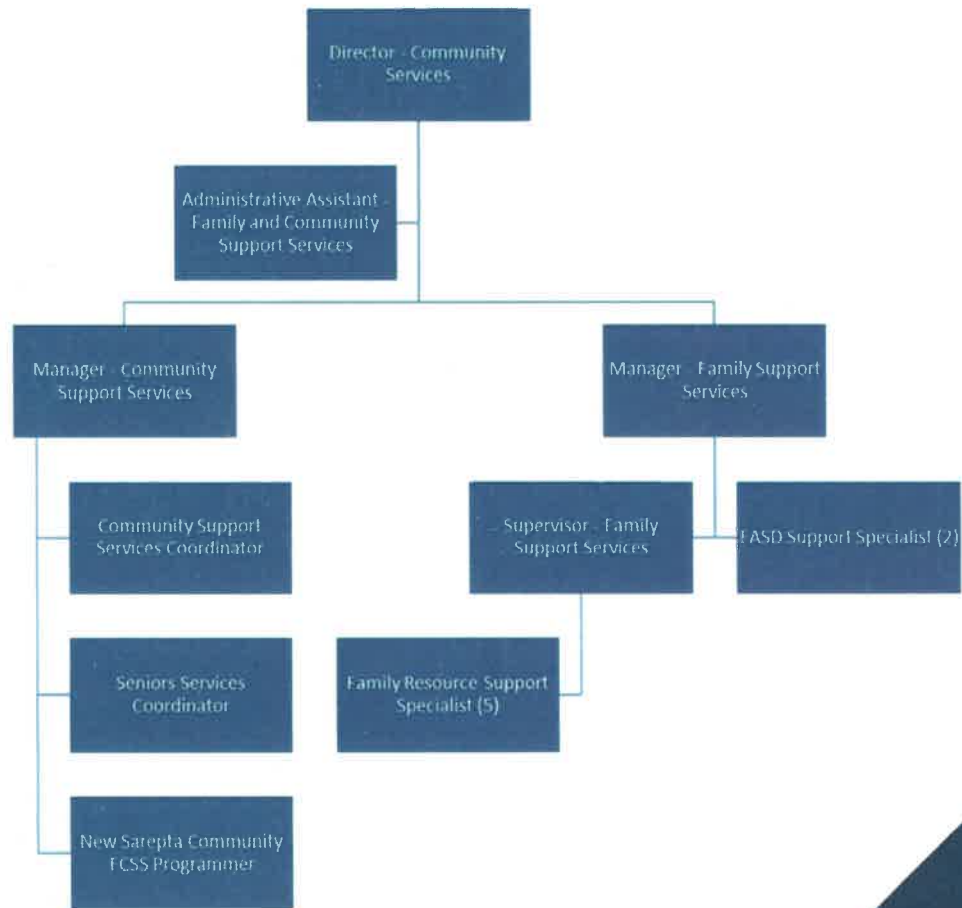
Sara Russell
 Manager, Community Support Services
 780-955-6424
Sara@leduc-county.com

Program	Manager	Contact	Location						
			Warburg	Thorsby	Calmar	Devon	Leduc	Beaumont	New Sarepta & rural area
FCSS Multi-municipal	Sara Russell	Sara Russell 780-955-6424 Sara@leduc-county.com	✓	✓	✓				✓
Bridges FASD	Carol Tabone	Carol Tabone 780-955-6423 CarolT@leduc-county.com	✓	✓	✓	✓	✓	✓	✓
Family Resource Network	Carol Tabone	Loretta Hannah 780-955-4599 Loretta@leduc-county.com	✓	✓	✓	✓		✓	✓



Family and Community Support Services

Meet the team



Social Framework

Value Statements

We believe that...

- Capacity building is vital to success in our communities and can be advanced through partnerships and volunteerism.
- Every resident will have access to and awareness of social programs and services and we will work to reduce barriers to support.
- Families will be provided with every opportunity to raise a healthy, active child in a quality community environment.
- Fostering healthy individuals and families will lead to enhanced well-being.
- Those living in poverty will have equal access to a healthy lifestyle through resources and supports in our communities.



Subsidies

Counselling Subsidy

A subsidy is available on a sliding fee scale for families and individuals who are not able to afford this service and who do not have access to benefits.

Housekeeping Subsidy

Subsidy is available to seniors and adults with disabilities to access affordable housekeeping services which support people to live in their own homes safely and reduce isolation.

Playschool Subsidy

Subsidy is available on a sliding fee scale for families to send their children to playschool.



Partnerships

FCSS relies on local agencies and volunteer organizations as partners in supporting residents. Organizations are also eligible to receive grant from through the Council grants program.

- Leduc and District Food Bank
- Victim Services
- The Hub
- St Vincent De Paul
- Rise up Society
- Drive happiness
- Christmas Elves volunteers
- Leduc Regional Housing Foundation



FCSS key initiatives

- Rural mental Health initiative (Ag producers, seniors)
- Reducing barriers to transportation and helping residents stay in their home as long as possible.
- Living libraries – shared stories from those with lived experience
- Social isolation – helping residents stay connected during the pandemic
- Community safety and crisis preparedness planning
- Social awareness – Improving business and resident knowledge of social issues.



Family Resource Network key initiatives

- Increased online programming and one on one supports.
- Increase access to supports offering drop in , Thorsby and Devon
- Program promotion and advertising
- Established hub locations in Thorsby and Devon.
- Expanded partnership programming with agencies, schools and libraries.
- Youth engagement and community building.
- A focus on Cultural inclusive programming and spaces.



2021 Statistics

FCSS

Year-to-date

- 981 participants attended 72 virtual and in-person events, workshops, and information sessions.
- 46 households have accessed over 1600 hours of subsidized housekeeping.
- 270 Counselling sessions were subsidized for:
 - 61 Singles
 - 5 Couples
 - 6 Group participants
 - 2 Families
- Over 200 tax returns were filed helping low income residents access more than \$625,000 in refunds and government subsidies.



2021 Statistics

Family Resource Network

- 122 online sessions have been offered to support groups and individuals totalling 1137 participants.
- 59 in person summer programs were held with over 600 parents and children participating.
- 224 family members in total attended Halloween, Christmas and Youth in person programs.
- Drop in support is now offered in Thorsby and Devon with 190 participants attending from September to December .
- 76 families have received 682 one on one support visits both virtually and in person.



2021 Statistics

Bridges FASD

- 34 individuals have been supported this year with over 868 one on one visits. Over 150 referrals to agencies have been made to access food, legal aid, housing and financial assistance.
- 6 presentation to over 300 people have been made to increase community awareness of FASD

Key Initiatives:

- Increase Community Awareness and education
- Prevention Conversation education facilitated to community youth



Photos

TYLER MacPhee
 IN UNIVERSITY, I HAD A LOT OF FREE TIME, AND I SPENT THAT TIME GETTING INTO DRUGS.
 I GRADUATED, AND STARTED WORKING AS AN ELECTRICAL ASSISTANT, SO I HAD MONEY TO BURN...
 MY "FRIENDS" AND I WOULD TAKE DRUGS BEFORE GOING TO RIVES...
 NO DRUGS ON "YOUR REASON"!
 THE DRUGS WERE ALREADY IN OUR SYSTEM!
 ON THAT FRIDAY, I INGESTED THESE DRUGS. IT WAS PAINFUL, HOT, AND I TOOK WAY TOO MUCH... IT JUST HIT ME SILENTLY.
 I WAS OVER HEATING!
 MY GIRLFRIEND CALLED THE AMBULANCE.
 WHEN I Woke UP, I HAD NO IDEA ABOUT THE SEVERITY OF MY INJURY.
 THE DOCTOR PUT ME INTO A MEDICALLY INDUCED COMA FOR 30 DAYS.
 THAT WAS IN 2012.
 I STAYED AT 3 DIFFERENT HOSPITALS.
 THE HOSPITAL EQUIPMENT IS TERRIBLE!
 BECAUSE MY INJURY, I HAD TO BE FIT TO MANY ENGINEERING REQUIREMENTS ONTO ONE PAGE.
 I HAD TO RELEARN HOW TO WALK & TALK.
 I HAD TO LEARN HOW TO DRIVE AGAIN.
 I DIDN'T REALLY ENJOY READING, BUT NOW THAT I CAN'T DO IT, IT'S SILENTLY WANTING TO DO.
 I LEARNED SOME THINGS TO HELP WITH MY ANXIETY.
 PEOPLE SEE ME AS DIFFERENT.
 IF ONLY THERE WAS A WAY TO TEST & REGULATE. THEY DO IT WITH ALCOHOL. WHY NOT WITH DRUGS?

JESSICA Farmer
 WE STARTED DYLAN'S HOPE FOUNDATION AFTER WE LOST DYLAN IN 2017.
 HE WAS SURROUNDED BY LOVE & ARMED BY A SMALL VILLAGE.
 HE WAS PRESCRIBED DISCOFOLIN FOR A KNEE INJURY AS A TEEN.
 HE WAS LIVING INTO COLLEGE WITH THE "CRAZY" DRUG!
 OUR FAMILY HAS NOT BEEN IMPACTED BY ADDICTION.
 HE WAS PRESCRIBED DISCOFOLIN FOR A KNEE INJURY AS A TEEN.
 HE WAS LIVING INTO COLLEGE WITH THE "CRAZY" DRUG!
 IN 2018, HE LOST HIS JOB. HE BECAME UNEMPLOYED. THE SMALL VILLAGES WERE GONE.
 IN A FEW OTHER PLACES, HE BECAME HOMELESS. HE HAD TO LIVE IN A CAR. HE WAS AFRAID.
 HE DECIDED TO TRY ONE LAST NIGHT BEFORE HE LOST IT.
 WE WERE TO GO UNEMPLOYED. BUT WE HAD A PLAN: WE'VE BEEN HELPING HIM MOVE AWAY ON JANUARY 1ST.
 HE DECIDED TO TRY ONE LAST NIGHT BEFORE HE LOST IT.
 WE WERE TO GO UNEMPLOYED. BUT WE HAD A PLAN: WE'VE BEEN HELPING HIM MOVE AWAY ON JANUARY 1ST.
 WE DECIDED TO LEARN SO WE COULD HELP OTHERS.
 WE ARE IN A TIME WHERE WE NEED OUR GOVERNMENT & OUR COMMUNITIES TO GIVE THEIR SUPPORT!
 WE'RE LOSING TOO MANY PEOPLE. IT'S A CRISIS THAT YOU LIVE WITH EVERY DAY.
 DYLAN'S HOPE FOUNDATION
 PLEASE NEED TO TALK ABOUT IT!
 THERE'S NO NEED TO BE AFRAID.

CHRISTINE Harris
 MY SON LINDSEY DIDN'T DIE OF AN OVERDOSE.
 LINDSEY STRUGGLED WITH THE LACK OF SERVICES.
 THERE WAS SHAME AND STIGMA, EVEN IN REACHING OUT FOR HELP.
 I TRY TO GIBBS PEOPLE'S HEARTS.
 ENLIGHTENMENT IS SUPPORTING PEOPLE WHERE THEY'RE AT.
 I'M SURE FOR THE "STRONG" LOVE!
 I DON'T WANT YOU TO BE AFRAID OF ME!
 IT WAS A NEW PROGRAM... THERE WAS NO STABILITY. THERE WERE THINGS THE STAFF WEREN'T TRAINED TO DO.
 HE BUILT GREAT CONNECTIONS WITH THE STAFF BY INSITE.
 I WAS SO SCARED HE'D END UP BACK ON THE STREET.
 HE SHOULD GO TO THE HOSPITAL. HE WAS INFECTED.
 WE HAVE TO LIFT PEOPLE UP!
 EVEN AMONGST YOUR PEOPLE WHO ARE SUPPOSED TO BE LOOKING AFTER YOU, LOVED ONES, THERE'S STIGMA.
 HE DIED AT HOME WITHOUT ANY DRUGS IN HIS SYSTEM.
 HE WAS "DRUG TESTING".
 AT THE HOSPITAL, HIS FEELINGS WERE DISCONTINUED.
 MY HEART BREAKS FOR PEOPLE WHO'S LOST ANYONE.
 THE BEST THING I CAN DO IS TELL LINDSEY'S STORY.
 PARENTS & CAREGIVERS ARE SHAMED INTO NOT SUPPORTING THEIR LOVED ONES.
 I'M SURE FOR THE "STRONG" LOVE!
 I DON'T WANT YOU TO BE AFRAID OF ME!
 IT WAS A NEW PROGRAM... THERE WAS NO STABILITY. THERE WERE THINGS THE STAFF WEREN'T TRAINED TO DO.
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 MY HEART BREAKS FOR PEOPLE WHO'S LOST ANYONE.
 THE BEST THING I CAN DO IS TELL LINDSEY'S STORY.

International Overdose Awareness Day Living Library Graphic Recordings

BRANDON McWilliams
 I'M A COMMUNITY SUPPORT WORKER.
 I WANTED TO DO SOMETHING TO HELP PEOPLE!
 SOCIETY HAS CREATED THIS STIGMA ABOUT PEOPLE WHO USE DRUGS.
 A MARK OF DISGRACE.
 IT'S NOT AN ADDICTION PROBLEM. IT'S A SOCIETY PROBLEM.
 OUR JOB IS TO TEACH EMPATHY & COMPASSION.
 IF SOMEONE FEELS THAT THEY'RE HEARD AND UNDERSTOOD, THEY'RE MORE LIKELY TO REACH OUT.
 LIFE IS SO FAST-PACED... WE NEED TO SLOW DOWN A LITTLE.
 DRUG USERS ARE PEOPLE, TOO.
 GETTING TO KNOW THE PERSON, NOT THE DRUG.
 WE HAVE TO STOP JUDGING THE BOOK BY ITS COVER.
 ADDICTION CAN BE HARD ON FAMILY MEMBERS.
 SUPPORTS FOR FAMILIES.
 OUTREACH
 PEOPLE FEEL ALONE... USE YOUR VOICE!
 HARM REDUCTION
 STRUCTURAL STIGMA: POLICIES & DECISIONS THAT CREATE STIGMA.
 THERE ARE MANY UNDERLYING ISSUES. THE TRAUMA GOES DEEP.
 THERE'S HELP IN ADJUSTING TO A LIFE WITHOUT DRUG DEPENDENCIES.
 EDUCATION
 DRUGS CAN BE AN ESCAPE FOR UNTREATED MENTAL HEALTH CHALLENGES.
 DRUGS CAN HAVE THERAPEUTIC USES!
 MENTAL HEALTH SUPPORT
 A COMMUNITY OF INDIVIDUALS COMING TOGETHER... THAT'S WHAT WE'RE DOING RIGHT.
 THERE'S A NEED FOR MORE!
 THERE'S HELP IN ADJUSTING TO A LIFE WITHOUT DRUG DEPENDENCIES.





Report to FCSS Advisory Committee

REPORT NAME

Christmas Elves Committee Summary 2021

REPORT

The New Sarepta Christmas Elves was once again a huge success with the generosity of our community and volunteers ensuring that 25 households were able to celebrate a merrier Christmas. Donations were very strong. It was a very successful campaign. While volunteer opportunities continue to be reduced due to COVID-19, there were still 19 volunteers who contributed to 96 volunteer hours.

The seven programs that serve the Leduc region continue to meet twice per year to share resources and ideas. While each program is independent and self-sufficient, the group works together to ensure all residents can access support to experience an enjoyable holiday season. In total, 55 Leduc County households accessed a Christmas hamper. Most communities saw a slight increase in referrals, with the exception of Beaumont/Nisku that saw a significant increase from the previous year and the Town of Thorsby that saw a significant decrease. All programs minimized the challenges created by the pandemic by following the previous year's safety protocols.

Regional Christmas Elves & Santa's Helpers Statistics 2021

Program	Rural Hampers	Urban Hampers	Total # of Hampers	# of Adults	# of Children	# of Teens	Total # of People Served
Beaumont/Nisku	10	80	90	168	125	67	360
Calmar	7	25	32	51	38	8	97
Devon	0	69	69	101	80		181
Leduc	0	208	208	287	340	114	741
New Sarepta	14	11	25	46	24	12	82
Thorsby	6	23	29	39	26	11	76
Warburg	7	12	19	36	15	3	54
Totals	44	359	403	639	863		1591

Submitted by: Sara Russell
Reviewed by: Dean Ohnysty
Date: February 1, 2022



Report to FCSS Advisory Committee

REPORT NAME

FCSS Online Presentations, Workshops, and Groups

REPORT

Over the last 18 months, the FCSS team has trialed a variety of online offerings that have led to a robust strategy for future programming. In 2021, we ran 61 virtual sessions with 587 participants.

Webinars

We have offered many online presentations, or webinars, facilitated by our staff or by other professionals. Webinars require a minimal time commitment and participation by attendees. We set a minimum registration of County residents, which contributes to a demonstration of need. We welcome registration from other communities because it can enhance our residents' experience. These sessions are always free for people to attend. Even if there is a fairly low registration, they are often still worth running when we are able to record them and make them available for anyone to view through our YouTube channel. Participants are not recorded and the recordings are ended before the Q & A period. The following sessions are recorded and available on Leduc County's YouTube channel:

- Impacts of vaping on youth
- Planning for the future: wills, personal directives and EPOAs
- Getting Comfortable with Risky Play
- Virtual event: Aloha Dancers YEG
- Funeral planning after someone has died
- Co-parenting for success: session one, two and three
- Family law podcast number one: child support
- Fraud Prevention
- Understanding housing options as we age
- Deciding whether to stay or move
- Selling your first home for the last time

As these webinars are recorded, we eliminate the need to use resources to repeat them. The content can be monitored and re-recorded if the material becomes outdated.

Workshops

We have offered several virtual workshops on a variety of topics that focus mainly on parenting, mental health and relationships. Workshops are more interactive and participatory than webinars. It is not appropriate to record these sessions. These sessions are often part of a series and require a longer time commitment.

Submitted by: Sara Russell

Reviewed by: Dean Ohnysty

Date: February 1, 2022



Report to FCSS Advisory Committee

Some sessions from 2021:

- Stress Strategies
- Supporting your Child through Grief, Loss &/or Parental Separation (workshop)
- Co-Parenting for Success
- Understanding and Healing the Roots of Anxiety
- Making Sense of Aggression
- Making Sense of Anxiety
- Making Sense of Discipline

For 2022 parenting workshops, lunch n' learns, and film screenings on a variety of topics will be offered.

Groups

One of the first sessions that we ran virtually was Grief Group and it was an overwhelming success. Generally, these interactive peer support groups that are led by a registered social worker and a registered psychologist had only been offered in person, but the pandemic allowed us to reimagine the sessions. In partnership with Karunia Counselling, we have now developed several 5 – 8 session groups on grief, anxiety and healthy boundaries.

Other communities showed interest in these types of sessions for their residents, but there is not currently opportunity for other communities to also run these sessions. We have signed cost share agreements with a couple other communities to give them space to register a few of their residents, while ensuring these sessions hit minimum targets and are available for our residents.

Living Libraries

These sessions typically highlight a social issue and people with lived experience share their personal stories. These sessions are best experienced live and they are very approachable as a virtual session. Questions and comments are encouraged but not required. Again, we set minimum resident registrations and then allow others to attend. As these sessions are not recorded, we have commissioned graphic artists to capture the session and provide us with artwork that we are now displaying on our website and in our office. We will use this art to promote awareness at future social issue events.

Recorded sessions and the Living Library Art Gallery can be viewed on our website here: leduc-county.com/community-family

By offering a variety of sessions on a variety of topics, we are able to meet the needs of more residents. While virtual sessions have been effective and an efficient use of resources, we are hopeful to offer in-person sessions in the future. This continuum of programs will only be enhanced by the opportunities to offer in-person sessions.

Submitted by: Sara Russell

Reviewed by: Dean Ohnysty

Date: February 1, 2022



FAMILY & COMMUNITY SUPPORT SERVICES

Activity Report

Reporting Period: November 2021- January 2022

Family Support Services – Regional Contracts

Family Resource Network

The Family Resource Network (FRN) provides supports and services under the Ministry of Children’s Services through the Family and Community Resiliency Division. Programs and supports offered through Leduc County’s FRN are available to all Albertans.

FRN programs focus on child development and well-being supports, caregiver capacity building supports and social connections supports.

Leduc County’s FRN facility locations and hours are as follows:

Devon: 5 Jasper Court in the Old Robina Baker School

- Open Mondays from 2 to 4 p.m. and 5 to 8 p.m.
- **61** family members have dropped in during this period in Devon to receive support, referrals and engage in activities.

Thorsby: 4908 48 St. in the modular building across from the Arctic Spas Recreation Complex

- Open Tuesdays from 2 to 8 p.m.
- Open Thursdays from 9 a.m. to 4 p.m.
- **69** family members have dropped in during this period in Thorsby to receive support, referrals and engage in activities.

Winter Program successes

Virtually:

- Circle of Security – Our Family Resource Support Specialist facilitated 6 sessions for families interested in building healthy attachments with their children.
- Navigating Motherhood - Was well attended, throughout the 5 sessions. A total of 33 family members attended.
- Changing Pathways – In partnership with the Leduc Regional Family Violence Prevention team, we facilitated 2 sessions for 19 individuals registered in Family Violence Prevention groups. The sessions facilitated, focused on healthy relationships. Many of the participants have children that have been impacted by family violence.

In January we switched the following in person programs to on line, and have not had any participation, we continue to adjust programs as necessary and continue to take ongoing registration.

- Youth Wellness club
- Dinner and date with dad
- Art for the Heart
- Create and Connect

In person:

- Calmar Gingerbread Family event - 33 family members came out to the Seniors' Centre to participate in a fun filled evening. A member of the Calmar Library team also attended and facilitated a Christmas craft.
- Warburg Gingerbread Family event – This event was attended by 52 family members: We hosted this program in partnership with Warburg FCSS and appreciate that the community hall was provided for free.
- Luminaire event - Rundles Mission in partnership with Parks and Recreation. Our FRN team members attended the event and provided some snow paint and glow game activities. Although the turnout was small with 20 participants, it was well planned, organized and provided a lot of outdoor experiences. We hope to be a part of this event again next year.

In addition to our facilitated programs, we also developed activity bags for the following community events. Each bag contained items for participants to create, as well as items to promote wellness and relationship. Promotional material was also included.

- 125 for Calmar Christmas in the Park
- 50 Parks and Recreation for participants attending the Polar Express movie
- 22 Warburg Colony for school aged children and youth

Home Visitation 0-18

In home support remains to be busy with new intake referrals coming in on a regular basis. The majority of referrals this period have come from Children's Services, Calmar, Devon and Beaumont FCSS.

We have supported 47 families with 165 in-home or virtual one-to-one connections. Visits focus on child development, building caregiver capacity, social connections and referrals.

Family success story

It began with a simple Facebook post about five years ago, by a single mom reaching out to the community for odd jobs that she could bring her young child to and still earn a few dollars to afford diapers and food. Fortunately, at that time I was working in the Family Connections Program, which supported first time parents and I reached out to her. I explained what programs were offered through FCSS and that there was support available to her. Without hesitation, this Mom accepted our supports. Facebook Buy and Sell is not the usual place we find our families, but we never stop looking and sometimes that means we are a little unconventional in our methods!

Upon first meeting the family, it became clear why this mom ended up in such a dire situation. She was not aware of the child benefits and childcare subsidy she was entitled to. Having previously been employed she was also entitled to EI, which she had not yet been receiving due to confusion with her application. The first several visits with this family were spent helping her navigate the red tape of the available funds and subsidies that often overwhelms new parents. Once those things were in place, mom was able to focus her energy towards her child and his development and return to work knowing he was in a reputable, subsidized daycare.

With the birth of her second child came new challenges for this family. Along with a diagnosis and the news that there would be lifelong medical and developmental supports needed for her child, came a whole new world of supports and funding to attempt to navigate. Overwhelmed with emotion and inundated with information from numerous doctors, specialists, support agencies, and countless hours spent at the Stollery and Glenrose hospitals, the family is now being supported to help make sense of it all.

Just the other day, Mom mentioned to her worker the post she made so many years ago and the situation that brought her to make it. We laugh about how I found her on the buy and sell, but to me it seems so fitting. So much has changed for her over the years, however that strong will to advocate for her children has never faltered and she continues to reach out and do whatever it takes to give her kids the very best.

Upcoming Programs

- School Readiness program in partnership with The City of Leduc FCSS and Black Gold Regional School Division
- Home Alone
- Time In
- Riding the Emotional Wave with your child
- Family Fun night
- Swaddled In Support – in partnership with The City of Leduc FCSS
- Circle of Security
- Minute to Win It

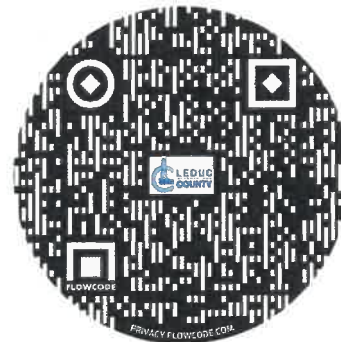
Link for upcoming Winter and Spring Programs:

<https://www.leduc-county.com/en/news/leduc-county-family-resource-network-winter-programs.aspx>

<https://www.leduc-county.com/en/news/leduc-county-family-resource-network-spring-programs.aspx>

A poster of the upcoming Spring Programs will be available soon.

Scan the QR code to see details



Bridges FASD

FASD stands for Fetal Alcohol Spectrum Disorder. It is a lifelong disability that affects the brain and body of people who were exposed to alcohol in the womb. Each person with FASD has both strengths and challenges and will need special supports to help them succeed with many different parts of their daily lives.

Challenges

In the Leduc County area including the City of Leduc, doctors are not currently accepting new patients and this is a challenge. Participants have been accessing walk in supports and have experienced t limitations in getting consistent medical support, including having documents for disability income completed by doctors as they do not have a history with the participant. We attend the appointments with the participant, and provide information when we can and advocate on their behalf. We also connect with the PCN to let them know that this is a barrier for participants, as they need to go to Edmonton or Drayton Valley for a family doctor. We provide transportation or gas cards to help reduce the barrier.

Visiting participants in small spaces can be a challenge due to COVID. We use PPE and also visit within the community when we can. For participants who do not have a verification of vaccine, some of the usual visit locations are not longer available to us, so we have connected with other resources such as the library to have visits.

Bridges success story

The journey of one of our program participants ...

Over the past few years we have been providing support to a single mom with 3 children living in a rural location. This mom has had 2 of the children in her care since their birth, and one of the children has been in her fathers care for several years since she was a toddler. When we became involved in supporting the family, mom had many strengths and wanted to build a secure life for herself and her children and also have involvement with her daughter that did not reside with her. She had some visitation, but the father was very controlling and abusive to the mom. She had a lot of anxiety dealing with him and often did not feel like she had the strength to deal with his difficult behavior. She also struggled with having a fear that somehow, if he could, he would have the others removed from her care and go to foster care (not his bio children) so she often gave into his demands to avoid conflict. She often stated that if she had support at the time he gained custody, she felt like things would have gone differently for her.

The father of the child has often called the police and Children's Services to make allegations about the mother, however when there has been an investigation, there were never any charges laid and the accusations were not founded. Even though the allegations were not founded against the mom, she has been very fearful of the police and Children's Services coming to the door. Our Bridges program has a very good relationship with Children's Services and worked towards developing a positive relationship with the mom and the investigators. Now they know her and her family, and also know that she is actively involved in our programs as she is also in our FRN program. We also connected with the RCMP in her area, and asked that we come to the office with her to work towards a comfort level for the mom and reduce some of the anxiety about them coming to the house. The RCMP were very open to this and explained to her that if they received a call that they have to investigate, but asked her how they could make the visit less stressful. Together it was decided that they would call ahead of time and let her know they were coming, and that they would let her know why. They also informed her that the calls that they had received were unfounded, however even if they were something that was founded, calls of that nature would not result in arrest at all. This supported some reduction in anxiety and the mom also explained some of her negative past experiences with police

when she resided in a group home when she was a youth. The RCMP shared reasons why they would use force, and also shared that they have not felt the need to do so with any interaction they have had with her.

Our FASD Support specialist worked with her on setting boundaries in terms of information she needed and didn't need to share with the father, and also supported her to document some of her experiences with him. Together they have reviewed the custody agreement several times, and supported her to understand her parenting rights even though she was not the primary parent. Little by little the mom started to request information about school and medical information etcetera, to support her child, and would indicate it was her right to know and reference the document when communicating with the father. Mom often shared with our team that once she starting "standing up for herself", that she anticipated the father would make things increasingly difficult. She then received a court order that he was requesting child support, and he was successful in receiving monthly support from the mom out of her AISH payment. At the same time, the father attempted to get the visits removed. With support from our program and a lawyer, this did not happen and she retained her visits. She did not want to ask for any more time as she was worried about repercussion.

During mom's involvement with our program, she has attended the majority of any programs that we have to offer, including a trauma recovery program that talks a lot about past trauma and abuse. She has received support and referrals, been connected to counselling and medical care, and has been continuing a path of gaining more independence such as getting her learners license with support from our team. She felt it was important to work towards her license, as she has been contemplating going back to court over this last year to have her visits extended and wants to offer that she can provide transportation. Recently we supported her with a referral to a local charity and she has been successful in obtaining funds for drivers training.

Mom is on a limited budget, pays child support and does not receive any child tax etcetera for the child, yet she always includes her in the same purchases such as birthdays, Christmas, school clothes etcetera. She also has clothing at her house for the daughter (including seasonal items), as the father removes the coats, boots and gloves at drop off and takes them home. She does not come with anything other than the outfit she is wearing. Despite these financial barriers, she has saved up to buy a vehicle from a family member and made payments until it was paid for. Due to limited support, she does not have someone to consistently practice driving with her and she has taken the road test twice, but has not passed. Her mentor is in the process of accessing a local funding source to advocate for driving lessons for the mom, and we are hopeful this will be an option.

At the start of the school year, the mom has decided that she was going to ask for increased visits and her support team worked with her to retain a lawyer, and also assisted her with appointments. Once the court proceedings started, the father then filed a cross application to gain sole custody and remove all visitation and parenting rights from the mom. The mom has been successfully parenting the other 2 children and our program has been involved with her on a weekly basis for several years. We wrote letters of support based on our involvement and also our observations, to be submitted to court on the mom's behalf.

The calls to the RCMP and Children's Services started again, and our team increased our contact with the mom to reduce stress and anxiety. Through the visits, we remind the mom about what power and control looks like in a relationship, and also encouraged her to use the strategies she had learned in groups to reduce anxiety. Mom's lawyer is also very supportive and positive. The case is now going to trial, however we are thrilled for the family and pleased with our program success, because the court granted an interim order for the mom to have an extended Christmas visit and the daughter stayed successfully for 10 days with her mom and siblings. The lawyer and mentor have shared with mom that this is a positive sign and everyone is looking forward to the outcome of this upcoming trial. The mom will also be requesting that it be mandatory for the child to receive counselling, as she is aware of the effects this has had on all of the children.

This has been a long and ongoing process and conversations that have transpired over years of support. We have always encouraged and supported mom to take action at a pace that she was comfortable with. At times, as a team we had to remind ourselves that we are giving information and support and it's not up to us to move any faster or assertively than the mom is ready for, but we view every step in this process as success.



FAMILY & COMMUNITY SUPPORT SERVICES

Activity Report

Reporting Period: November 2021 – January 2022

Administration

Council updates

Annual Council updates and presentation have been set for March. This will include statistical updates of services, key objectives for 2022. Presentation will be made to Warburg, Thorsby and Calmar Councils. Presentations will include an overview of social services, as there are so many new Council members.

Business plan

We have delayed the social awareness event planned with the Leduc Chamber of Commerce in March. All chamber luncheons are now virtual, so we will wait for in person activities. The event will focus on social awareness of mental health and promote all service agencies in the region.

Budget

Leduc County Council has approved the interim budget. The FCSS budget includes a minor increase to counselling supports and cost of living adjustments for staff. There was no increase identified by the provincial government, therefore all budget increases are Leduc County tax dollars.

FCSS

Subsidies & Financial Supports

2021 Counselling STATS

Number of Intakes:

Singles – 61

Couples – 5

Families – 2

Group Participants – 6

Households by Community of Residence:

Calmar – 12

Thorsby – 7

Warburg – 9

Leduc County – 46

A total of 74 intakes were completed in 2021. 81% of approved applications followed through with at least one session. A total of 270 sessions were subsidized. The average number of sessions is consistent with the previous year at 4.6 sessions used per person/household.

In 2021, the Housekeeping subsidy program supported 46 households to access over 1600 hours of affordable housekeeping services.

Households by Community of Residence:

Calmar – 6

Thorsby – 3

Warburg – 9

Leduc County – 28

Community Awareness

The New Sarepta Monthly Calendar was put back in circulation in November. It was mailed to over 700 mailboxes, emailed to the distribution group, posted on the New Sarepta Community Events page on Facebook and printed for pick up by seniors. Starting in December, the calendar is no longer being mailed out. Residents have been notified that they can receive the Calendar by email or pick up a hard copy at the Agriplex or Café. Many residents have already signed up to receive it by email.

A new magnet has been designed and produced as a community awareness tool. The County branded magnet has contact information for the multi-municipal FCSS offices.

Online Workshops

- | | | |
|---|-----------------|-----------------|
| • Making Sense of Discipline | 2 sessions | 22 participants |
| • Selling Your First Home for the Last Time | | 14 participants |
| • Frauds & Scams webinar | | 17 participants |
| • Living Library for International Men’s Day | | 20 participants |
| • Making Sense of Money Webinar | | 13 participants |
| • Cannabis Use in Older Adults—Exploring the Risks and Benefits | | 46 participants |
| • Blue Monday | | 23 participants |
| • Making Sense of Aggression | 1 of 4 sessions | 30 participants |

Some sessions are recorded to post on Leduc County’s YouTube Channel linked from the Leduc County website. Recorded sessions will be promoted and accessible to all.

In-Person Workshops

Paper Tigers Film Screening and Discussion 36 participants (school staff)

In 2021, we offered a total of 68 sessions (online or in-person) with 628 participants.

Success Stories:

Seniors session: *Selling Your First Home for the Last Time* feedback: “The session today answered some questions & provided a lot of information about selling our home. Jolyn walked us through the steps from explaining the market & how it's always changing, to the actual process of selling your home - what to expect & a timeline, to preparing for the actual sale - lots of heavy lifting here! Since attending this session, I think we will start by getting a comparative market analysis done by a realtor. Getting a knowledgeable agent will help cover all the bases & get the best dollar for our home.”

Client Success Story: “After your support and idea of looking into getting set up for credit counselling, I notice that we are now saving almost \$150 a month, and we can actually consider the idea of moving to a home closer to medical facilities we need because we will eventually have enough money to do so. Thank you for the help through these tough times.”

Client Success Story: “My partner and I first became involved with Leduc County FCSS when we were desperately searching for resources to help a complicated situation where my partner was being rejected by his child and had not been able to see his son. An exhausting court battle for parenting time and the stress of not knowing how to help the parent/child relationship led us to FCSS. Over the last 6 months we began meeting with our worker via online video. We explained our situation, and truly being able to talk about it was just helpful on its own. She provided us with the resources that would specifically help us. Our online sessions consisted of her mentoring and teaching us child

development and providing us with the tools/things we could do to specifically help repair the relationship between father and son. Further, she helped us with our taxes, and for a time we explored different counseling through cornerstone, Karunia counseling but felt the sessions with our worker and the videos/teachings she provided us were sufficient enough. She sent us recordings and we attended online videos of, making sense of anxiety, making sense of discipline, the alpha child, making sense of aggression and co-parenting. These videos were truly life changing. I cannot express how much of a blessing these sessions were for us over the last 6 months. They gave us hope and provided us with the knowledge to be better parents and do the best we possibly can in an unfortunate circumstance. I would go as far as saying that these sessions were truly a lifeline for us. I cannot thank Leduc County FCSS. We will continue to work with FCSS and are hopeful for what the future provides because of our worker."

Client Success Story: "My worker spent time with me on the phone, helping to organize a plan, let me delegate a few items to her when I was completely overwhelmed, and would have conference calls with myself, herself and my parents as the whole process began and then moved forward. I would not have handled the process anywhere as well as I did without my worker's support, gentle listening skills, and kind patience."

Christmas Elves hamper recipient feedback: "I just wanted to reach out and thank you from the very bottom of my heart. They delivered my hamper earlier today and it was so much more than I could've ever imagined. I can't express how much it means to my family and I. There was clearly a lot of love and care put into these hampers and it shows! I am blown away by how easy it was to access the help and how I never felt judged. I was not expecting all of this. I am speechless and am feeling so incredibly relieved and grateful that I don't have to worry about basic supplies for my household for the next little while. We are forever grateful. Merry Christmas! THANK YOU SO MUCH!"

Challenges

In supporting a senior with locating temporary shelter placement until we were able to locate permanent housing, we learned that every single shelter that accepts females is currently 100% full with waiting lists over a month. There is only one shelter that actually accepts seniors. This is primarily due to the environment not being appropriate for the elderly, as well as accessibility issues (most shelters have lots of stairs). SAGE Safe House has a waitlist of a few months, and will not under any circumstances accept seniors without Domestic Violence issues. The list of shelters contacted: Hope Mission, Lurana Shelter, Win House, Safe Place in Sherwood Park, Camrose Women's Shelter, Jessie's House in Morinville, Boyle Street, Canadian Mental Health Housing Program, and SAGE Safe House.

Client Supports Current Issues and Trends:

- Financial hardship;
- Housing and homelessness;
- Food security;
- Mental health support;
- Grief and loss;
- Co-parenting;
- Relationship dynamics;
- Legal system challenges;
- Loss of purpose\engagement: loss of volunteer opportunities;
- Seniors feeling isolated and disconnected and lonely;
- Pandemic fatigue.

Partnership Successes

The New Sarepta Library offered to hold Babysitting Courses for the community starting in 2022. They offered to take on the cost in hiring a facilitator, purchasing the material, organizing promotion and registration and hosting the session. New Sarepta FCSS has ran these courses for many years but we welcome the idea of passing on the task! Our facilitator was ready to retire and the Library was willing to take on the responsibility of finding a new one. We will support the Library to be successful in this new program. This is an excellent example of FCSS supporting community development.

February 22, 2022

Byron King
Recreation Coordinator
TOWN OF CALMAR
Post Office Box 750
Calmar, AB
T0C 0V0

Title: Celebrate Canada Funding Application

Dear Byron King:

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$680 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2022-2023 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may be in contact with you in the near future to review the terms and conditions related to this funding. As you may already know, the Government of Canada is committed to promoting workplaces free from harassment, abuse and discrimination. I would like to seize this opportunity to remind you of your responsibility to provide a work environment where harassment, abuse and discrimination are not tolerated.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,



David R. Burton
Regional Director General
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