

MUNICIPAL DISTRICT OF GREENVIEW NO. 16 COMMITTEE OF THE WHOLE MEETING AGENDA

Tuesday, July 15, 2025, 9:00 a.m. Grande Cache Public Service Building Grande Cache, AB

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1.	CALL TO ORDER		
2.	ADOPTION OF AGENDA		
3.	MINUTES		2 - 6
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	4.1	9:05 a.m. Delegation – Grande Prairie Youth Emergency Shelter Society	7 - 23
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MUNICIPAL DISTRICT OF GREENVIEW NO. 16 COMMITTEE OF THE WHOLE MINUTES

June 17, 2025, 9:00 a.m. Grovedale Public Service Building Grovedale, AB

Present: Ward 9, Reeve Tyler Olsen

Ward 8, Deputy Reeve Bill Smith
Ward 1, Councillor Winston Delorme
Ward 2, Councillor Ryan Ratzlaff
Ward 3, Councillor Sally Rosson
Ward 4, Councillor Dave Berry
Ward 5, Councillor Dale Smith
Ward 6, Councillor Tom Burton
Ward 7, Councillor Jennifer Scott
Ward 8, Councillor Christine Schlief
Ward 9, Councillor Marko Hackenberg

Staff: Chief Administrative Officer, Stacey Wabick

Director, Infrastructure and Engineering Roger Autio

Director, Planning and Economic Development Martino Verhaeghe

Director, Community Services Michelle Honeyman Acting Director, Corporate Services Peter Stoodley

Manager, Communications and Marketing Stacey Sevilla

Recording Secretary, Melissa Arsenault

1. CALL TO ORDER

Deputy Reeve Bill Smith called the meeting to order at 9:00 a.m.

2. ADOPTION OF AGENDA

MOTION: 25.061

Moved by: Councillor Tom Burton

That Council adopt the Agenda of the June 17, 2025 Meeting as presented.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

3. MINUTES

MOTION: 25.062

Moved by: Councillor Sally Rosson

That Council adopt the minutes of the May 20, 2025 Committee of the Whole Meeting as amended.

- 4.2 Add Mover
- Check closed session

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

4. DELEGATION

4.1 9:05 a.m. Delegation - Grovedale Community Club & Agricultural Society

MOTION: 25.063

Moved by: Councillor Ryan Ratzlaff

That Committee of the Whole accept the presentation from the Grovedale Community Club & Agricultural Society for information.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

4.2 9:25 a.m. Delegation – Ridgevalley Seniors Assistance Society

MOTION: 25.064

Moved by: Councillor Tom Burton

That Committee of the Whole accept the presentation from the Ridgevalley Seniors Assistance Society for information, as presented.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

4.3 9:45 a.m. Delegation – Valleyview & District Sun Valley Pioneers Association

MOTION: 25.065

Moved by: Councillor Dale Smith

That Committee of the Whole accept the presentation from the Valleyview & District Sun Valley Pioneers Association for information.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

5. NEW BUSINESS

5.1 Bids&Tenders Presentation

Deputy Reeve Bill Smith recessed the meeting at 10:08 a.m.

Deputy Reeve Bill Smith reconvened the meeting at 10:20 a.m.

MOTION: 25.066

Moved by: Councillor Winston Delorme

That Committee of the Whole accept the Bids&Tenders Presentation, for information.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

5.2 ARO Landfills – Nuisance Ground Presentation

MOTION: 25.067

Moved by: Councillor Tom Burton

That Committee of the Whole accept the presentation on ARO Landfills and Nuisance Ground, for information.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

5.3 Greenview Communications Strategy

MOTION: 25.068

Moved by: Councillor Dave Berry

That Committee of the Whole accept the Greenview Communications Strategy document draft, for information as presented.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

MOTION: 25.069

Moved by: Councillor Dave Berry

That Committee of the Whole direct Administration to bring the Communications Strategy document draft, with applicable changes or revisions, to a future Council meeting.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

5.4 Action List

MOTION: 25.070

Moved by: Councillor Sally Rosson

That Committee of the Whole accept the Action List for information, as presented.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

ADJOURNMENT

MOTION: 25.071

Moved by: Councillor Winston Delorme

That Council adjourn this Committee of the Whole Meeting at 11:44 a.m.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlief, Councillor Marko Hackenberg, and Councillor Dave Berry

CARRIED (11 to 0)

Recording Secretary	Chair



REQUEST FOR DECISION

SUBJECT: Delegation – Grande Prairie Youth Emergency Shelter Society

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: June 17, 2025 CAO: MANAGER: DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER:

STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the presentation from the Grande Prairie Youth Emergency Shelter Society for information.

BACKGROUND/PROPOSAL:

A representative from the Grande Prairie Emergency Shelter will update the Committee of the Whole on the programs and new services being provided in the new Sunrise House-Youth Emergency Shelter in Grande Prairie.

The Grande Prairie Youth Emergency Shelter Society is a not-for-profit organization that provides emergency shelter to youth ages 12-17 who have become or are at risk of homelessness.

BENEFITS OF THE RECOMMENDED ACTION:

 The benefit of accepting the recommended motion is that Committee of the Whole will have a deeper understanding of the programs and services offered at the Grande Prairie Emergency Shelter with the opportunity to ask questions.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT:

• PowerPoint Presentation

Grande Prairie Youth **Emergency Shelter** Society



WHAT WE DO



Sunrise House is the Youth Emergency Shelter

- We provide emergency shelter to youth ages 12-17 who find themselves needing a safe place to stay
- · We work with families, offering support, resources, and mediation
- We provide a safe and supportive environment, encouraging healthy decision making, and strengthening coping skills
- We provide housing options and skills for a brighter future.



OPEN 24/7

PURPOSE

To provide safe, temporary shelter for distress youth ages 12-17 and support services for youth up to age 24.



Everyone needs a safe place
Providing for basic human needs is essential
Youth should be given the opportunity to succeed in life
Everyone deserves to be treated with dignity and respect

We can make a difference

We all have the responsibility to the communityIn celebrating youth

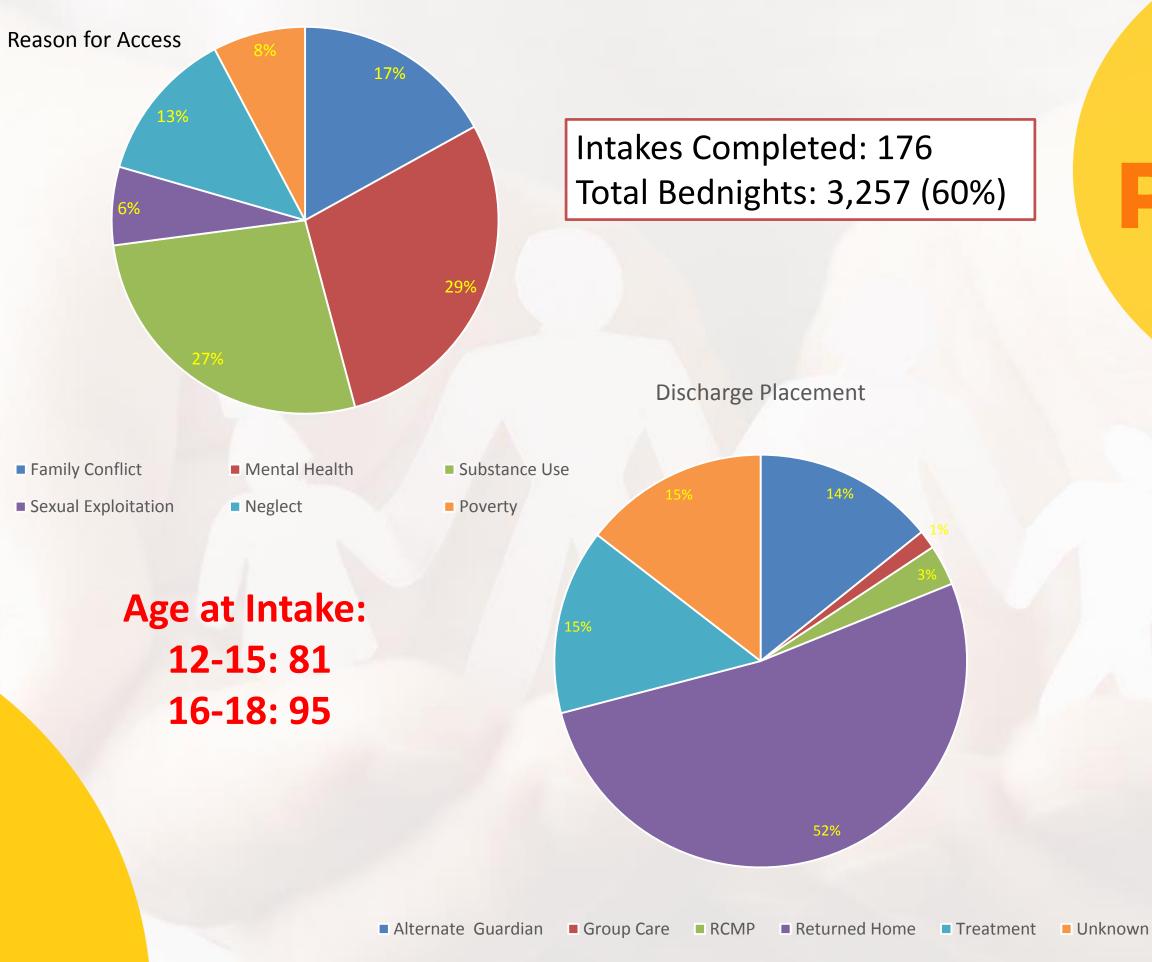


Shelter Program

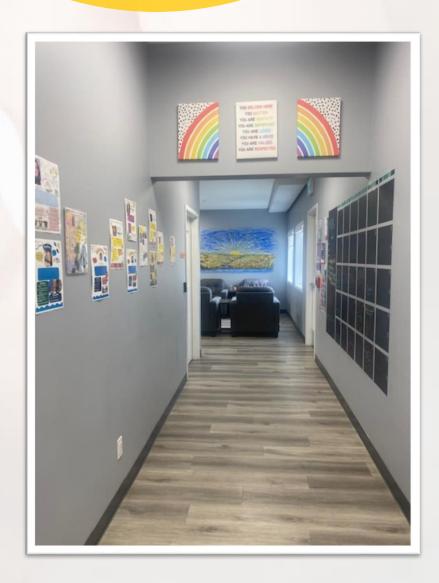
KickstandGP

Family & Natural Supports

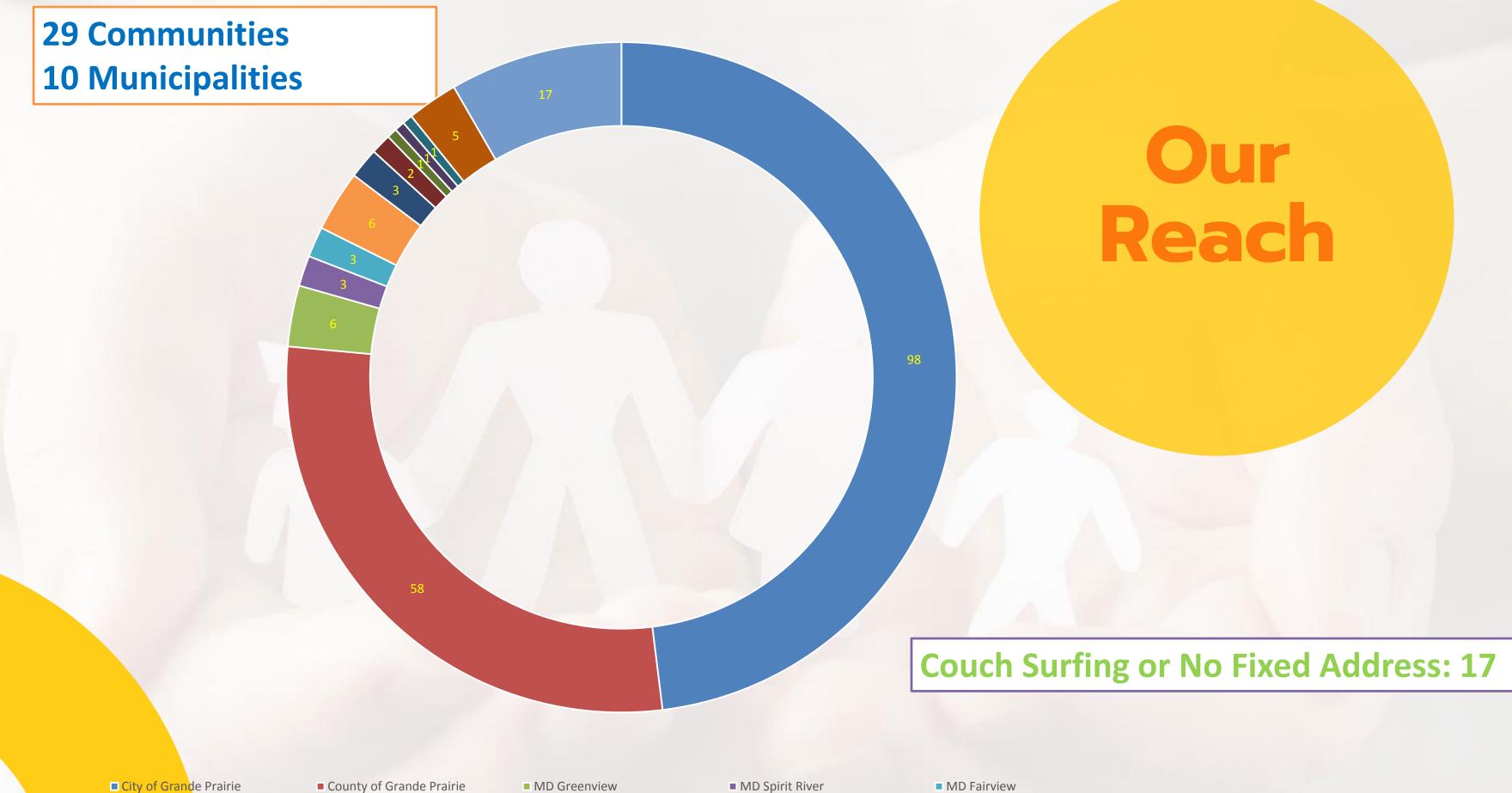
The Loft



SHELTER PROGRAM



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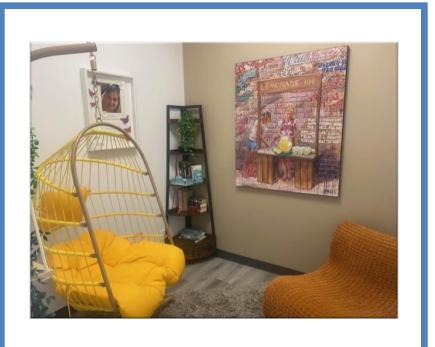
- Parkland County / Edmonton
- MD of Smoky River
- County of Grande Prairie
- Big Lakes County
- Outside Alberta

- MD Greenview
- Northern Sunrise County
- Birch Hills County
- Couch Surfing of No Fixed Address

- MD Fairview
- MD District of Opportunity













FAMILY & NATURAL SUPPORTS

Because we believe family and natural supports is the key to ending homelessness....

While Sunrise House has been providing family supports since 2012, in 2024 we took the next step by moving Family & Natural Supports as a program to a philosophy of our organization. We believe that family & natural supports is the key to ending child & youth homelessness and that this will directly impact adult homelessness.

In September 2024, we officially began this journey by first cross training our entire shelter team in the Family & Natural Supports framework. From there, the forming of our Champions Table - a combination of staff from all programs to build out the structure we will follow to ensure this important work starts the moment we receive a call for intake.



7/2

Youth supported

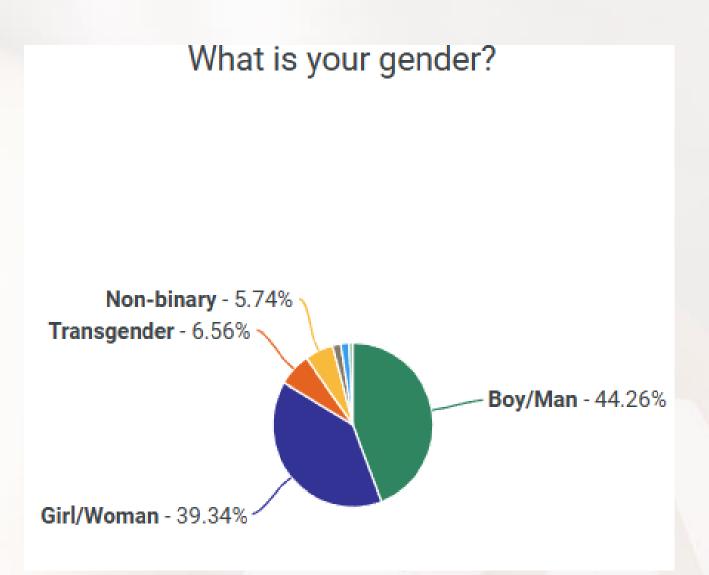
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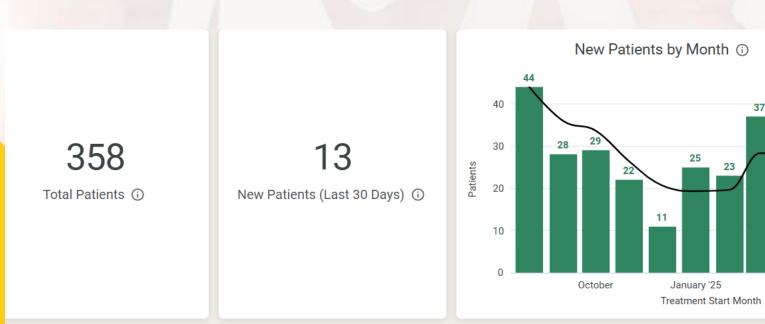
Families

90%

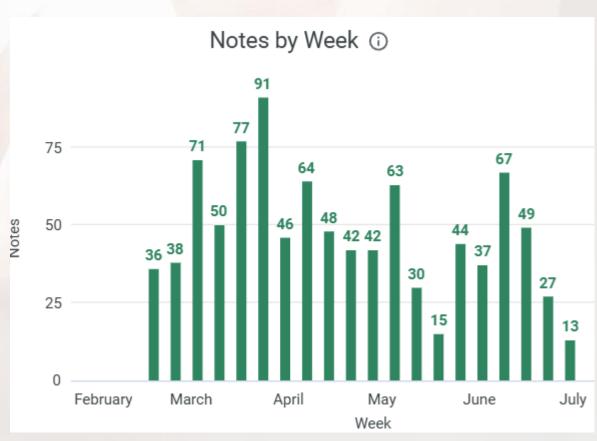
Reported improved family connection

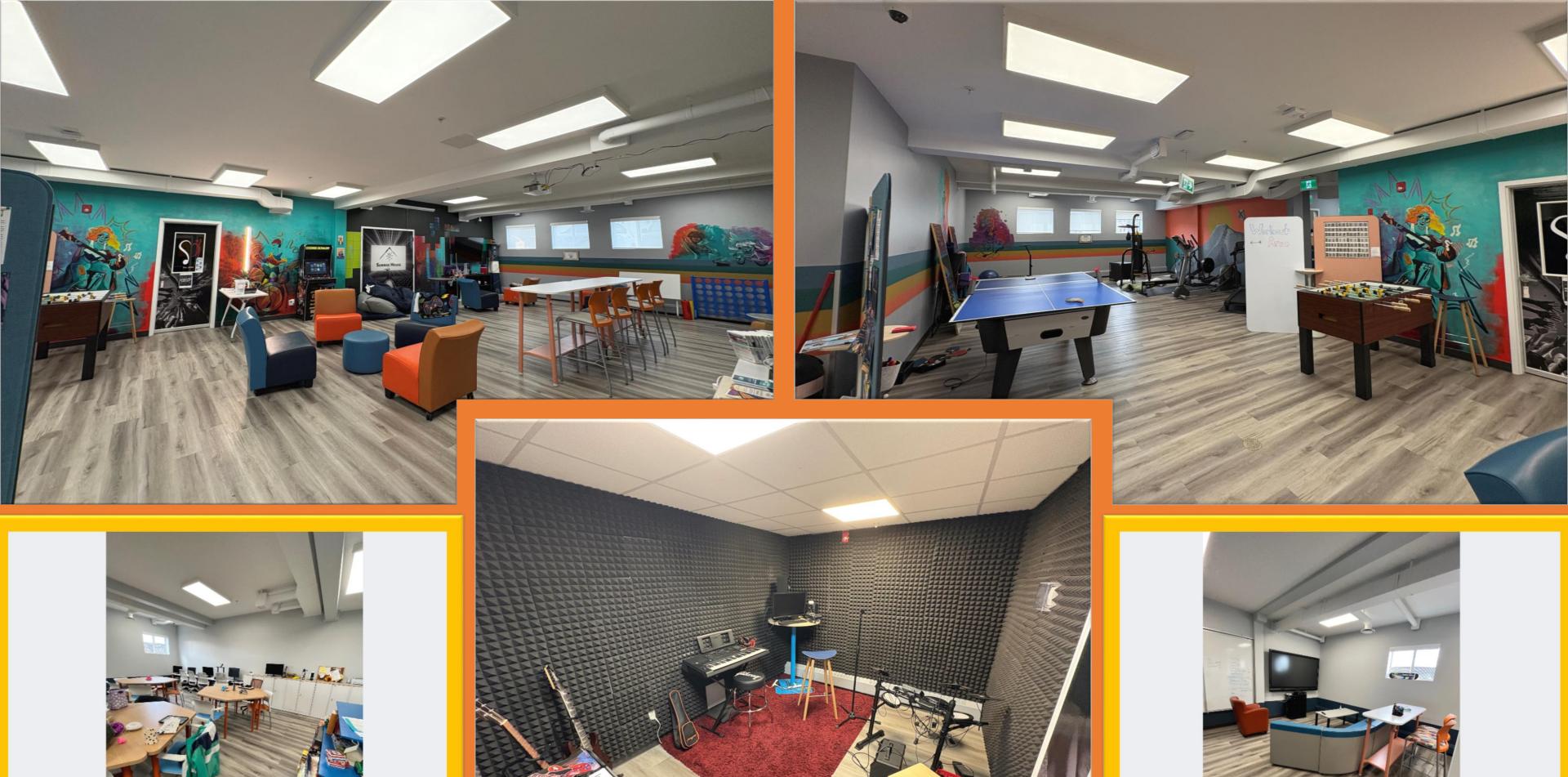
Family & Natural Supports 2024



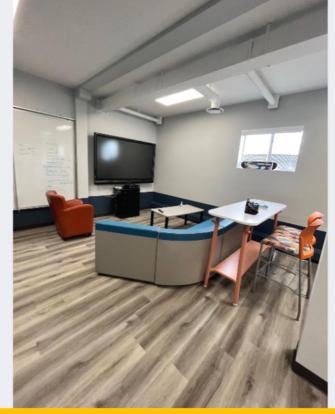


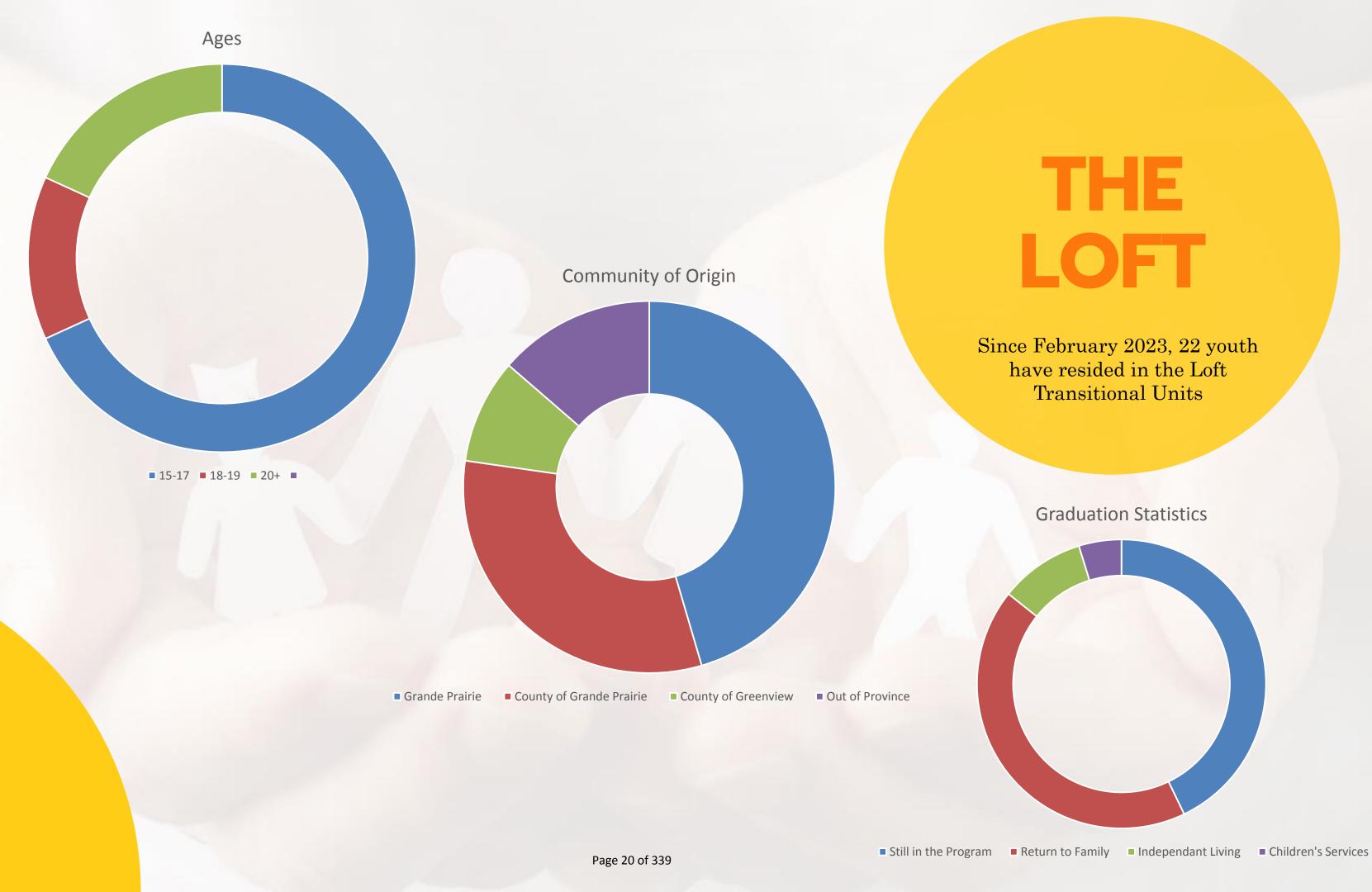














How it all comes together

"By failing to implement more effective strategies to address youth homelessness, we are undermining the human rights of these youth. If we really want better outcomes for young people, we must do better."

40.1% of youth were younger than 16 when they first experienced homelessness

- WITHOUT A HOME: THE NATIONAL YOUTH HOMELESSNESS SURVEY, 2019



REQUEST FOR DECISION

SUBJECT: Delegation – Passport to the Peaks

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: July 15, 2025 CAO: MANAGER: DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER:

STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the presentation from Passport to the Peaks for information.

BACKGROUND/PROPOSAL:

A representative from Passport to the Peaks will provide an overview of the organization and its operations.

The Passport to the Peaks Program encompasses 21 mountain peaks that surround the Hamlet of Grande Cache and is designed to encourage hikers of every skill level to achieve a summit. The mountains are broken down into bronze, silver and gold peaks, based on difficulty. Participants can take their picture with the cairn box at the top and stamp their passport at the Grande Cache Tourism & Interpretive Centre.

Council has awarded Passport to the Peaks a 2025 operating grant in the amount of \$10,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is Committee of the Whole will learn about the current Passport to the Peaks organization and operations, with the opportunity to ask questions.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information from Passport to the Peaks.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

Power Point Presentation

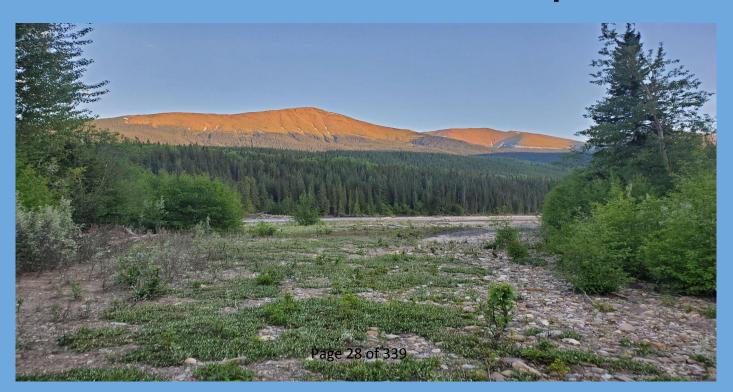
Passport to the Peaks



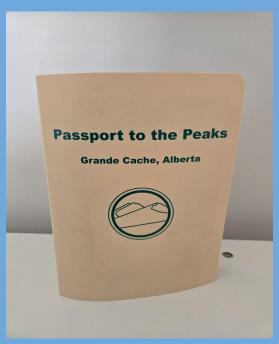
Who are we?

- Passport to the Peaks is a hiking club
- We are a registered not for profit society and were incorporated in 2021.
- Our board is comprised of 7 volunteer members.
- Our goal is promote hiking in the eastern slopes of the Rocky Mountains in our backyard and home-Grande Cache and the Willmore Wilderness Park.

The Program & What Makes it Unique



The Book



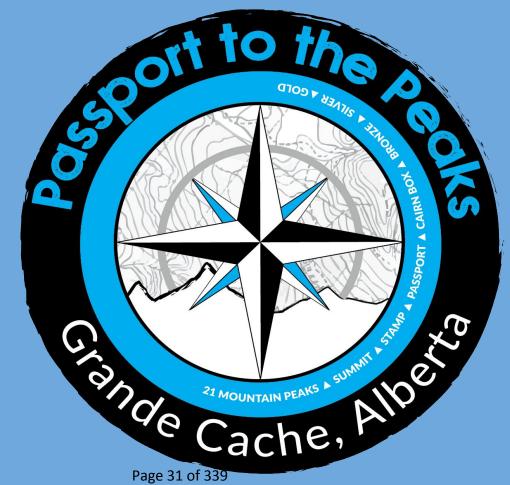


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The Peaks



Our New Logo



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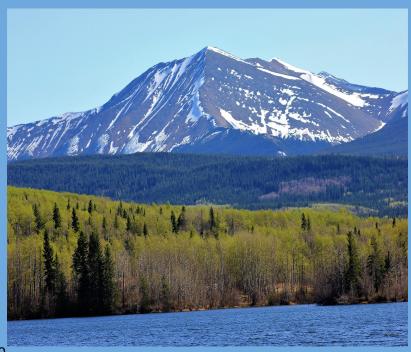
Accomplishments (Oct 26, 2024 to now)

- Logo updated
- Plaque updated
- Rack cards
- Merchandise
- Pop-up shops (2 offered)
- Book audit-3 years
- Copyrighting
- Instagram account
- AGM & quorum
- Applied for a grant for new books (153 left)
- Electronic registration link
- Presentation for Summitview School
- CBC interview and web article
- Y2Y blog article
- Wilderness Wave podcast



Goals

- Book reorder
- Book audit completed
- Society status updated
- Website
- SOP's created
- Board training documents
- Collecting and organizing our content
- Create a mission & vision
- Build and grow our club
- Networking opportunities for members
- Plaque changes
- Encourage members to volunteer
- To become sustainable



Questions

gcpassporttothepeaks@gmail.com





REQUEST FOR DECISION

SUBJECT: Delegation – Mountain Métis Community Association

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: July 15, 2025 CAO: MANAGER: DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER:

STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - Policy 8015, Community Impact Grants

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the presentation from the Mountain Métis Community Association regarding the Youth Connections Program grant request for information.

BACKGROUND/PROPOSAL:

A representative from the Mountain Métis Community Association (MMCA) Youth Connections Program will present an overview of the 2025 grant request.

The Youth Connections Program is operated under the MMCA and has a mission to improve the cultural, society, education, economic and personal advancement of local Grande Cache youth by providing programming for youth 6 to 17 years of age with access to after school programs, summer cultural camps and homework help, all free of charge.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Committee of the Whole accepting the recommended motion is that it will provide a greater understanding of the grant request.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Grant Application
- 2024 Quarterly Reports
- PowerPoint Presentation

Application: CIG-0000000080

Summary

ID: CIG-000000080

Last submitted: Apr 10 2025 03:53 PM (MDT)

Labels: Operating Grants

Grant Application Form

Completed - Mar 24 2025

Form for "Grant Application Form"

Please refer to the **Community Impact Grant Policy** and the **Greenview Support Recognition Policy** here.

Organization Information

Name of Organization	Mountain Metis Community Association
Mailing Address	Box 1468
Town/City	Grande Cache
Postal Code	TOE 0Y0
Province	Alberta
Contact Name	
Position of Contact Person	President
Email	
Phone Number	
Purpose of Organization	The Mountain Métis Community Association (previously the Mountain Métis Nation Association) serves historically connected descendants who previously resided in Jasper National Park in the 19th Century, as well as Métis Nation of Alberta card holders who currently reside in Grande Cache. Our mission is to enhance the cultural, social and economic well-being of its community. We believe that each member of the community is valued, therefore a significant amount of time and effort has been provided to develop and manage special programs and events that strengthen cultural continuity. Special regard is held towards Métis youth and Elders and in overcoming cultural barriers that limit the advancement of the people. The Association operates the 'Youth Connections' program, which is the purpose of this funding application. Established in 2000, the mission of Youth Connections is to "improve the cultural, society, education, economic and personal advancements of Grande Cache Youth." This program provides both Indigenous and non-Indigenous youth between the ages of 6-17 with access to after school programs, summer cultural camps, and homework help. Youth Connections offers free programs and services to all youth residing in Grande Cache and the surrounding

Cooperatives and Enterprises. A full-time Coordinator works to organize and run the program. A Youth Connections Mentor works part-time to assist the Coordinator for programming, and transportation. Programs are offered weekly for 1-4 hours, depending on the program or service, and weekend programming varies from 2-5 hours.

This is the act you are registered under.		
Please verify:		
Canadian Corporations Act (non-profit sector)		
Registration No.		
5125428432		
What type of Grant are you applying for?		
Operating Grant		
Total Amount Requested		
Do not use commas when entering amount		
\$ 93000		

Proposed Project

Operating Request: \$78,000 + Summer Camp: \$15,000

The Mountain Métis Cultural Association is deeply grateful for the MD of Greenview's continued support in funding the Youth Connections Program. This grant will directly cover the 2025 staff salary costs of the program and support our highly anticipated annual Summer Camp. Without Greenview's support, this invaluable program would not be able to continue fostering opportunities for youth in our community.

Youth Connections has provided essential cultural, educational, and recreational opportunities to Indigenous youth. The program has consistently demonstrated strong participation, with a significant percentage of attendees identifying as Indigenous. The program serves 60-100 unique youth annually, the majority of whom are Indigenous and reside in the Cooperatives and Enterprises located in the MD of Greenview or within the Hamlet of Grande Cache.

Program Impact & Key Statistics

Youth Connections is more than just a program - it's a lifeline for local youth, offering them a safe space to learn, grow, and connect with their community. With an 83% Indigenous participation rate in 2024, the program effectively fosters a sense of belonging and cultural pride.

Our Flagship programs from 2024:

- Susa Creek Afterschool Program (monthly attendance: 30, 100% Indigenous)
- Nutrition Program (average 83% Indigenous participation)
- •Summitview Middle School (Afterschool homework help)
- Cultural initiatives such as Cree Club (63%-83% Indigenous), Traditional Métis Jigging (86% Indigenous), and Ribbon Skirt Making (100% Indigenous)
- Skill development programs such as Class 7 License preparation (71% Indigenous), Horsemanship (23% Indigenous), and Spirit Seekers Youth Conference (88% Indigenous)

Beyond these ongoing programs, the Association hosts an annual graduation celebration, awarding Métis youth with bursaries and scholarships to support their future achievements.

2025 Summer Camp – A Celebration of Métis Culture & Outdoor Adventure

Each August, the Youth Connections Summer Camp offers 20 local youth an immersive four-day experience at Hide-A-Way Camp. Previously funded by Greenview FCSS, this year MMNA is seeking direct funding from the MD of Greenview Grant portal to ensure the continuation of this transformative event.

Camp Highlights:

· Métis Cultural Learning: Traditional jigging, fiddle lessons, and Indigenous herb gathering

Outdoor Adventures: Swimming, hiking, morning fitness, and survival games like "Prey Predator"

• Historical Education: Visits to Pierre Greys Lakes and the historic trading post

Every Child Matters Initiative: Youth-led projects honoring Indigenous history and reconciliation

Campfire Traditions: Round dances, storytelling, and nightly campfire games

The Youth Connections Program is not just about activities - it's about empowering youth with resilience, self-confidence, and cultural identity. Many of our participants face economic, geographic, and intergenerational challenges, making this program a critical support system in their lives.

Goals of the Youth Connections Program:

• Strengthen youth's sense of belonging and connection to their culture

• Provide leadership training, career skills, and academic support

• Inspire youth to pursue higher education and career opportunities

• Develop strong community ties and civic engagement

With ongoing support from MD of Greenview, MMNA can continue delivering life-changing programs that shape the future leaders of our community.

identity, academic success, and personal growth.
Have you previously applied for a grant from the MD of Greenview?
Yes
Was your previous grant application successful?
Yes
Year Grant Received
2024
Amount of Grant
Do not use commas when entering amount
\$ 47500
Grant Purpose
\$40,000 Operating + \$7,500 Summer Camp

The Youth Connections Program provides a vital safe space for local Grande Cache youth to engage in education,

cultural preservation, and wellness activities. With consistent participation and strong Indigenous engagement,

Have you provided the MD of Greenview with a final completion report for grant funds received?
Yes
Have very smalled for any at four to form a course of other than the MD of Conservious
Have you applied for grant funds from sources other than the MD of Greenview?
No
Have you performed any other fundraising projects?
No
If awarded, please list how you plan to recognize the MD of Greenview.
i.e. Social Media, Posters, Signs, Website
The MD of Greenview will continue to be recognized on our Social Media pages and our quarterly newsletter (print and digital).
Greenview Logo Permission Requirements
Please contact the Communications Department at communications@mdgreenview.ab.ca for all use of Greenview Logos as well as advertising, signs and imaging which require authorization by Greenview communications team.
FOIP Disclosure
Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33(a) and 39(1)(a)(b)(c) of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of the Community Impact Grant. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780,524,7600.

By signing and typing your name below the signature line below you are confirming you have provided the
required information for the grant application.
Please use your mouse to sign
Name:
Marissa Fearnside
Date
Date:
Mar 24 2025
2 . 2020

Upload past financial statements

Completed - Mar 21 2025

If you do not have a financial statement to upload, please complete the "Profit Loss Statement" and "Balance Sheet" form templates provided.

MMCA Financial statments

Filename: MMCA__Financial_statments.pdf Size: 646.6 kB

Budget for current year/current project

Completed - Mar 21 2025

2025 Annual Budget

Filename: 2025_Annual_Budget.xlsx Size: 17.3 kB

Any supporting documents, ie. Quotes, etc.

Completed - Mar 21 2025

2025 Summer Camp Budget

Filename: 2025_Summer_Camp_Budget.xlsx Size: 10.2 kB

Letter of Support (4)

Filename: Letter_of_Support_4.pdf Size: 484.3 kB

Mountain Metis Community Association Balance Sheet As at 2024-12-31

ASSET

Current Assets Cash to be deposited Cash Draws Petty Cash ATB (Youth Con 878) ATB (Hide Away 278) ATB (General 178) Servus MMCA GIC #1 ATB Building Bridges Foreign Currency Bank	0.00 0.00 1,936.11 89,151.68 8,718.85 135,308.33 4,911.39 21,000.00 39,700.98 0.00	
Total Cash Visa Receivable MasterCard Receivable American Express Receivable Other Credit Card Receivable Online Payment Receivable	0.00 0.00 0.00 0.00 0.00	300,727.34
Total Payment Receivables Investments Accounts Receivable Allowance for Doubtful Accounts Advances & Loans	2,000.00 0.00 0.00	0.00 0.00
Total Receivable Purchase Prepayments Uninvoiced Goods & Services Prepaid Expenses Total Current Assets	a	2,000.00 0.00 0.00 0.00 302,727.34
Inventory Assets Inventory A Inventory B Inventory C Total Inventory Assets		0.00 0.00 0.00 0.00
Capital Assets Leasehold Improvements Office Furniture & Equipment Accum. AmortFurn. & Equip.	180.00 0.00	0.00
Net - Furniture & Equipment Vehicle Accum. AmortVehicle	0.00 0.00	180.00
Net - Vehicle Building Accum. AmortBuilding	0.00	0.00
Net - Building Land Total Capital Assets	÷	0.00 0.00 180.00
Other Non-Current Assets Computer Software Goodwill Incorporation Cost Total Other Non-Current Assets		0.00 0.00 0.00 0.00
TOTAL ASSET		302,907.34

LIABILITY

Current Liabilities
Accounts Payable

3,659.88

Mountain Metis Community Association Balance Sheet As at 2024-12-31

Import Duty Clearing		0.00
Bank Loan - Current Portion		0.00
Bank Advances		0.00
Diane Mastercard	0.00	
MasterCard Payable Marissa Mastercard	-2,667.75	
Lisa Mastercard	1,091.16 0.00	
Total Credit Card Payables	0.00	1 570 50
Corporate Taxes payable		-1,576.59 0.00
Vacation payable		5.788.97
El Payable	414.49	0,100,01
CPP Payable	1,156.82	
Federal Income Tax Payable	1,322.43	
Total Receiver General		2,893.74
WCB Payable		0.00
User-Defined Expense 1 Payable		0.00
User-Defined Expense 2 Payable User-Defined Expense 3 Payable		0.00
User-Defined Expense 4 Payable		0.00
User-Defined Expense 5 Payable		0.00
Deduction 1 Payable		2,313.79
Deduction 2 Payable		0.00
Deduction 3 Payable		0.00
Deduction 4 Payable		0.00
Deduction 5 Payable	0.00	0.00
GST/HST Charged on Sales GST/HST Charged on Sales - R	0.00	
GST/HST Paid on Purchases	-10,377.88	
GST/HST Payroll Deductions	0.00	
GST/HST Adjustments	0.00	
ITC Adjustments	0.00	
GST/HST Owing (Refund)		-10,377.88
Prepaid Sales/Deposits		0.00
Goods Received - Not Invoiced		0.00
Total Current Liabilities		2,701.91
Long Term Liabilities		was an
Bank Loans		0.00
Mortgage Payable		0.00
Loans from Owners		0.00
Total Long Term Liabilities		0.00
TOTAL LIABILITY		2,701.91
EQUITY		
Owners Equity		
Owners Contribution		0.00
Owners Withdrawals		0.00
Retained Earnings - Previous Year Current Earnings		358,077.07 -57,871.64
Total Owners Equity		300,205.43
Total Owners Equity		
TOTAL EQUITY		300,205.43
LIABILITIES AND EQUITY		302,907.34

Mountain Metis Community Association Income Statement 2024-01-01 to 2024-12-31

R	E	V	E	N	U	Ε	

Sales Revenue		
Sales Inventory A		0.00
Sales Inventory B		0.00
Sales Inventory C		0.00
Telephone Donations		0.00
Door-to-door Donations		0.00
Operating Revenue		0.00
MMCA Youth		204,573.00
MMCA Hideaway		45,300.00
Building Bridges Grant		100,000.00
MMCA		657,222.79
Early Payment Sales Discounts		0.00
Net Sales		1,007,095.79
Not build		1,007,095.79
Other Revenue		
Freight Revenue		0.00
Gain/Loss when Invoiced: DO		0.00
Gain/Loss when Invoiced: DO		0.00
Interest Revenue		0.00
		230.17
Community Donation		-87,500.00
Miscellaneous Revenue		0.07
Total Other Revenue		-87,269.76
TOTAL REVENUE		919,826.03
EXPENSE		
Cost of Goods Sold		
Inventory A Cost		0.00
Inventory B Cost		0.00
Inventory C Cost		0.00
Inventory Variance		0.00
Item Assembly Costs		0.00
Adjustment Write-off		0.00
Transfer Costs		0.00
		0.00
Subcontracts Purchases	0.00	0.00
Purchase Returns	0.00	
Early Payment Purchase Discou	0.00	10 866
Net Purchases		0.00
Freight Expense		0.00
Total Cost of Goods Sold		0.00
Payroll Expenses		
Wages & Salaries		350,056.50
El Expense		7,847.85
CPP Expense		18,793.06
WCB Expense		2,420.81
User-Defined Expense 1 Expense		0.00
User-Defined Expense 2 Expense		0.00
User-Defined Expense 3 Expense		0.00
User-Defined Expense 4 Expense		0.00
User-Defined Expense 5 Expense		0.00
Employee Benefits		11,015.65
Total Payroll Expense		390,133.87
General & Administrative Expe		
Accounting & Legal		4,582.42
Professional fees		91,946.29
Advertising & Promotions		1,620.21
Bad Debts		-2,200.00
Dad Debis		-2,200.00

Mountain Metis Community Association Income Statement 2024-01-01 to 2024-12-31

Business Fees & Licenses	9,2	219.19
Cash Short/Over	Healte	0.00
Courier & Postage		358.59
Credit Card Charges	9.0	034.15
Currency Exchange & Rounding		0.00
Amortization Expense		0.00
Income Taxes		0.00
Insurance	30.4	180.00
Interest & Bank Charges		143.60
Office Supplies	23.5	18.76
Janitorial		060.75
Property Taxes	(in the state of	787.70
Motor Vehicle Expenses		01.18
Repairs and Maintenance HAWC		258.82
Travel Expense (KM)		70.24
Job Training		83.05
Miscellaneous Expenses	1	36.48
Fuel	7,4	62.81
Realized Exchange Gain/Loss		0.00
Rent	66,0	34.17
Snow Removal	1,2	90.00
Repair & Maintenance	1	21.76
Donation	1,7	00.00
Field Supplies	20,7	16.66
TCEI	2	96.39
Aquatics		0.00
Telephone/Internet	12,4	32.69
Hide A Way Camp	6,5	01.59
Youth Connection	15,5	37.40
Honorarium	103,0	47.00
Travel /Food/ Entertainment/Lod		53.53
Building Bridges		90.03
Building Expense	2	81.39
Mountain Metis Cultural Associat		0.00
Community Engagement		0.00
Travel & Ent:Non-Reimbursable		0.00
Utilities		96.95
Visa Commissions	0.00	
MasterCard Commissions	0.00	
American Express Commissions	0.00	
Other Credit Card Commissions	0.00	
Online Payment Fees	0.00	
Total Payment Processing Fees		0.00
Total General & Admin. Expen	587,5	63.80
TOTAL EXPENSE	977,6	97.67
NET INCOME	-57,8	71.64

Mountain Metis Community Association Supporter Aged Summary As at 2024-12-31

Name	Total	Current	31 to 60	61 to 90	91+
EPA Nature Strategy	2,000.00		2,000.00		
Total outstanding:	2,000.00	*	2,000.00	-	114

Mountain Metis Community Association Provider Aged Summary As at 2024-12-31

Name	Total	Current	31 to 60	61 to 90	91+
Chalet Foods Stores Ltd	100.00	100.00		-	
Clasik Hardware Inc	320.93	348.81		:*	-27.88
New Horizon Co-Operative Limited	2,927.98	2,927.98			-
Tara Zeller	30.00	=	<u>=</u>	*	30.00
Telus	280.97	280.97		-	-
Total outstanding:	3,659.88	3,657.76	=	-	2.12
		the same of the sa			

March 21, 2025

Youth Connections Mountain Metis Community Association 3300 Pine Plaza PO Box 1468 Grande Cache, Alberta TOE OYO

To whom it may concern:

Re: After-school programming

I am pleased to offer my full support for Mountain Metis Youth Connections program, which provides invaluable educational and recreational opportunities for students at Susa Creek School. As the principal, I have witnessed firsthand the positive impact this program has on the lives of our young people.

Youth Connections plays a critical role in fostering social development, and personal growth for students. The program offers a safe and structured environment where students engage in enriching extracurricular activities, and develop essential life skills. By providing mentorship, creative outlets, and a sense of community, this initiative significantly contributes to the overall well-being of our children.

Moreover, the program helps working families by ensuring their children have a supportive place to go after school, reducing concerns about supervision and safety. This resource strengthens our school community by promoting positive youth engagement and reducing risk factors associated with unstructured time.

I strongly encourage continued support and funding for Youth Connection program, as it is a vital asset to our students and their families. The program's dedication to character building, and community involvement is commendable, and I believe its benefits will have a lasting effect on the future of our youth.

Thank you for your time and consideration. I am happy to discuss my support further and provide any additional information as needed.

Respectfully,

Tresha Moorhouse Principal Susa Creek Tel: 780-827-3366 Northland School Division



MUNICIPAL DISTRICT OF GREENVIEW

ORGANIZATION: Mountain Metis Association – Youth Connections Program

MISSION STATEMENT: Improve the cultural, social, educational, economic, and personal advancements of Grande Cache Youth.

REPORT COMPLETED BY: Diane Vincent DATE COMPLETED: March 27, 2024

STATISTICS

of registered Indigenous Youth accessing programs & services: 62

Total # of unique participants for all activities in the reporting period: 83

(Unique participant is defined as individual youth. If a youth attended 4 activities, they would be counted as 1, not 4)

Total # of youth activities (programs) completed in the reporting period: 6

of activities that taught traditions of forefathers: 0

of partnerships in reporting period: 4

Name of Partner	Nature of Partnership	Description
Susa Creek School	Financial Programming Location	Youth Connections partnered with Susa Creek School to offer a variety of afterschool programs.
Summit View Middle School	Financial Programming Location	Youth Connections partnered up with Summitview Middle School to offer homework help, for an hour, after school.
Whispering Pines Lodge	Financial Programming Location	Youth Connections partnered up with Whispering Pines Lodge to provide programs for the youth and seniors.
Misfits Gym	Financial Programming Location	Youth Connections partnered with Misfits gym to improve health: Youth exercised consistently and benefited from muscle building and mental focus. Young people have access to various exercise machines, tools, and trainers that can help them optimize their workouts and achieve their goals.

Please describe successes during reporting period:

Our Programs that we continued to offer we've been having consistent numbers.

Many youths express how the program is helping them deal with their emotions by having a safe environment, YC has been getting a lot of positive feedback from parents. Youth Connections was so excited to be back in the schools now that it's spring break we look forward to being back in schools in April. In this quarter, our Youth Mentor began offering weekly homework help services to youth at Summitview Middle School.

Please describe challenges with program delivery during the reporting period: No Challenges with program delivery were expressed during this reporting period.

ADVERTISING

Describe how the programs were promoted to youth: All our programs are advertised using poster boards, social media, and as well as informing schools.

We have five community boards we post on around town, and we send out emails to school staff. Summit View Middle School has been generous enough to announce the homework help on their end-of-the-day announcements. We also use our social media platforms on Facebook.

We also make it a priority to make personal calls to registered youth and their families to let them know what kind of programs we have coming up.

Describe advertising used and provide costs for advertising: Advertising costs are broken down to include staff time to create the advertisement, graphic program monthly fee (canva), paper, ink, and in some cases travel to distribute posters.

PROFESSIONAL DEVELOPMENT

Describe professional development activities: We will revisit this next quarter.

Activity 1 – Homework help			Delivered: <mark>Yes</mark> or No		
Outcome: Successful					
If not delivered, please explain:					
Please list all activities: During this quarterly period, Youth Connections offered Homework help at Summitview Middle School for (1 hour) each Wednesday. We provided help with math, language arts, problem-solving, and social studies. Some youth attend the program to have a safe environment to complete homework					
Total # of individual youth. assisted	23	# of Metis youth assisted 3			
Outcome Measurement Tool us from youth and parents	ed : Number of	consistent p	articipants and feedb	oack on the service	
Measurement Tool results: The Youth enjoy having a safe place to do their homework after school.					
Additional information:					

Activity 2 Misfits Fitness			Delivered: <mark>Yes</mark> or No			
Outcome: Successful						
If not delivered, please explain:						
are each given so much time at ϵ	Please list all activities: This is a bi-weekly program in which Misfits creates different obstacle courses for the youth. They are each given so much time at each circuit and then switch to the next thing. The fitness instructor also shows the youth how to use the different pieces of equipment.					
Total # of individual youth that participated	6 # of Metis youth that participated 3			3		
Outcome Measurement Tool us from youth and parents	ed: Number of c	consistent pa	articipants and feedb	ack on the service		
Measurement Tool results:						
Additional information:						

Activity 3 Susa Creek Afterschool Program			Delivered: <mark>Yes</mark> or No		
Outcome: Successful					
If not delivered, please explain:					
Please list all activities and freq	uency of activit	ies:			
Every Tuesday or Thursday afternoon Youth Connections traveled to the Susa Creek school and engaged the students in after-school programs and homework support. We have provided a wide range of activities such as seasonal crafts, and cultural teachings.					
Total # of individual youth that participated	26	# of Metis	youth that ed	26	
Outcome Measurement Tool us Consistent participation rates	ed:				
Measurement Tool results: Youth expressed verbally how happy they were about our programming and warmly welcomed us in their classrooms. There were consistent numbers and participation rates for the activities hosted at Susa Creek School					
Additional information:					

Activity 4- St. Patrick's Day craft with WPL			Delivered: <mark>Yes</mark> or No	
Outcome: Successful				
If not delivered, please explain:				
Please list all activities: Youth Connections partnered up of for a St. Patrick's Day craft. Each pin yarn. This was a simple, yet fun	person was giver	n a cardboard	d shamrock that they	then had to wrap
Total # of individual youth that participated	6 # of Metis youth that participated		0	
Outcome Measurement Tool us	ed:			
Measurement Tool results:				
Additional information:				

Activity 5 Out-of-town youth trips		Delivered: <mark>Yes</mark> or No			
Outcome: N/A					
If not delivered, please explain:					
Please provide details of trips (v	were, institution	n name, con	ference title etc.)		
Youth were brought to Jasper to learn about the historical connection of community and culture. They also had the opportunity to learn about the Trans Mountain Expansion pipeline and how that connects to industry. The next day, both the youth and elders of the group went to the Skytram, which was a new and exciting experience for most of them. The group split up, with one of the Youth Coordinator taking some enthusiastic youths on a hike to the top, while the others took advantage of the tram. The kids were captivated by the breathtaking views and enjoyed the warm weather at the top of the mountain.					
Total # of individual youth that participated	10	# of Metis	s youth that red	10	
Outcome Measurement Tool use	ed: N/A				
Measurement Tool results: N/A					
Additional information:					

Activity 6 Scholarship, educational grants, application assistance	and bursary		Delivered: Yes or <mark>No</mark>	
Outcome: N/A				
If not delivered, please explain: No youth required assistance in this quarterly period as the age. group consisted of youth ages 15 and under.				
Please provide details: Youth and parents are made aware through phone calls and through the schools that Youth Connections provides bursary and scholarship application support.				
Total # of individual youth that participated	0	# of Metis youth that participated		0
Outcome Measurement Tool use	ed: N/A			
Measurement Tool results: N/A as this activity is ongoing and made available when youth need support				
Additional information: Our staff keeps an updated database of local scholarships and bursaries as well as a wide range of available scholarships and bursaries available to youth who need assistance in looking for funds to further their post-secondary education. We have had many successful youths in the past utilize this service and have had parents reach out for guidance as well.				

Activity 7 Mileage Reimbursement	Provided: Oursement Yes or No				
Outcome: Successful					
If not provided, please explain:					
Provide the amount of mileage reimbursed: Mileage is given each week to our staff who pick up and drop off youth living in town and in the Cooperatives and enterprises for programming purposes.					
Total # of individual youth that received reimbursement	30	# of Metis youth that received reimbursement		21	
Outcome Measurement Tool us	ed: Number of y	ouths utilizio	ng the transportation	n services	
Measurement Tool results: Youth were able to attend programming due to the availability of a transportation service. Also, our program numbers always see an increase when Youth Connections offers transportation services.					
Additional information: In this quarterly staff used 1, 968 kms.					

ADDITIONAL ACTIVITIES

Complete chart for each activity provided that is not listed in previous pages of the report.

Activity 8: Nutrition		Delivered: <mark>Yes</mark> or No			
•		, -	-		
36	# of Metis youth that 30 participated				
used: participation	n numbers a	nd youth survey			
Measurement Tool results: Feedback from parents and youth through our Facebook page and surveys handed out to each family every four months.					
Additional information: N/A					
	36 used: participation	36 # of Metis participat	Pealthy meals to 25 families in need. This program be and will run until the end of the school year in June. 36 # of Metis youth that participated used: participation numbers and youth survey		



YOUTH CONNECTION QUARTERLY REPORT Jan-Mar 2024

Mountain Métis Community Association PO Box 1468, Grande Cache, AB TOE 0Y0

Month of January, February, and March

Youth Connections was present at Susa Creek and Summitview Middle School in January, February, and March. Youth Connections traveled to Susa Creek school every Thursday afternoon and engaged students in after-school programs. We have provided various activities such as pottery, seasonal crafts, window catchers, and watercolor art.

Every Wednesday, Youth Connections offered Summitview Middle students Homework help. Our participation numbers for this program keep growing. Parents expressed how thankful they are for this service, and that youth have been finishing their homework on time.

Youth Connections also continues with its Nutrition program. This allowed Youth Connections to help families in the community who might need more support during the school year. We've been working with our local grocery store, New Horizon Co-op, and our local Chalet Food Stores Ltd to maximize the program funds by ordering groceries that are part of New Horizon Coop's and Chalet Foods' weekly sales. When the order arrives, Youth Connections packages the groceries every Monday and delivers them to registered youth in Grande Cache.

February

Winter Camp funded by Indigenous Advisory and Monitoring Committee, Youth Connections program has the unique opportunity to host winter camp, winter camp captured the diversity of the Mètis culture the youth programs provided the opportunity for jigging, a traditional Mètis Dance which was facilitated by Kyle Durocher from Edmonton are. We then introduced a traditional life skill local resident and guide Jonny Cezan taught kids about ice fishing. Fishing is considered an integral skill in the traditional lifestyle which community members still try to maintain. Jonny introduced youth to fishing techniques while describing the types of fish available in the area. Explaining the habitats of each fish, the youth were given equipment and set to the test of determining their fishing skills.

To end the weekend Robert and Vicky Wanyandie taught the youth about ribbon clothing which was brought to the community from Prairie Cree. Vicky explained to female youth her interpretation of the ribbon skirts and why she makes them. After her teachings, female youth were then taught how to sew their ribbon skirts.

Robert Wanyandie taught the males about ribbon shirts as an expression of Indigenous Culture: Ribbon shirts are traditional garments worn by Indigenous people for special occasions, ceremonies, and gatherings. After his teaching, male youth sewed ribbons on their shirts.

The youth were allowed to keep all the items they created to remind them of the teachings and the skills they were introduced to over the weekend.

Youth Connections partnered with Misfits Gym, During the fitness program youth would have a personal trainer. This is a bi-weekly program in which Misfits creates different circuits for the youth.



YOUTH CONNECTION QUARTERLY REPORT Jan-Mar 2024

Mountain Métis Community Association PO Box 1468, Grande Cache, AB TOE 0Y0

They are each given so much time at each circuit and then switch to the next thing. The fitness instructor also shows the youth how to use the different pieces of exercise machines, tools, and trainers that can help them optimize their workouts and achieve their goals.

March

Youth Connections partnered with Whispering Pines Seniors Lodge for a St. Patrick's Day craft. Youth and the seniors created yarn-wrapped shamrocks where Whispering Pines elders happily hung on their doorknobs. This was a great experience for youth working together with the elderly. Partnering with Whispering Pines Lodge does not only benefit the youth but as well as the elders.

Youth Connections did a Jasper Trip that was funded by Indigenous Advisory and Monitoring Committee. Youth Connections planned a trip with the environmental program to learn about the work involved with TMX. The departments shared the experience as the work directly impacted the Mountain Métis Community territory. The experience provided an opportunity for four generations of the community to develop a conversation about cumulative territorial impacts. The next day, both the youth and elders of the group went to the Skytram, which was a new and exciting experience for most of them. The group split up, with one of the Youth Coordinator taking some enthusiastic youths on a hike the mountain, while the others took advantage of the tram. The kids were captivated by the breathtaking views and enjoyed the warm weather at the top of the mountain.



MUNICIPAL DISTRICT OF GREENVIEW

ORGANIZATION: Mountain Metis Association – Youth Connections Program

MISSION STATEMENT: Improve the cultural, social, education, economic and personal advancements of Grande Cache Youth.

REPORT COMPLETED BY: Diane Vincent DATE COMPLETED: June 28, 2024

STATISTICS

of registered Indigenous Youth accessing programs & services:56

Total # of unique participants for all activities in reporting period: 85

(Unique participant is defined as individual youth. If a youth attended 4 activities, they would be counted as 1, not 4)

Total # of youth activities (programs) completed in reporting period: 7

of activities that taught traditions of forefathers: 2

of partnerships in reporting period: 2

Name of Partner	Nature of Partnership	Description
Misfits Fitness	Financial Programming Location	Youth Connections partnered with Misfits Gym to teach them proper form and techniques.
Summit View Middle School	Financial Programming Location	Youth Connections partnered up with Summit View Middle School to offer homework help, for an hour, after school.
Susa Creek After School Program.	Financial Programming Location	Youth Connections has partnered with the Susa Creek School to offer after-school programming and support.
Spirit Seekers Youth Conference	Financial Programming Location	Youth Connections had the opportunity to bring youth to the annual Spirit Seekers Conference.
Elk Ridge Quarter Horses	Financial Programming Location	Youth Connections partnered with Elk Ridge to provide youth with Horsemanship skills.

Please describe successes during reporting period:

The programs that we continued to offer we've been having consistent numbers.

Many youths express how the program is helping them deal with their emotions by having a safe environment, YC has been getting a lot of positive feedback from parents. Youth Connections was so excited to be back in the schools now that its summer break we look forward to be back in schools in September. In this quarter, our Youth Mentor began offering weekly homework help services to youth at Summit view Middle School.

Please describe challenges with program delivery during reporting period: No Challenges with program delivery were expressed during this reporting period.

ADVERTISING

Describe how the programs were promoted to youth: All our programs are advertised using poster boards, social media and as well as informing schools.

We have five community boards we post on around town, and we send out emails to school staff. Summit View Middle School has been generous enough to announce the homework help on their end-of-the-day announcements. We also use our social media platforms on Facebook.

We also make it a priority to make personal calls to registered youth and their families to let them know what kind of programs we have coming up.

Describe advertising used and provide costs for advertising: Advertising costs are broken down to include staff time to create the advertisement, graphic program monthly fee (canva), paper, ink and in some cases travel to distribute posters.

PROFESSIONAL DEVELOPMENT

Describe professional development activities:

ACTIVITIES

Activity 1 Homework Help/Tutorial Service	es		Delivered: <mark>Yes</mark> or No		
Outcome: Successful					
If not delivered, please explain:					
Name of schools and total number of hours spent in each school service was provided at: During this quarterly period, Youth Connections began offering Homework help at Summit View Middle School for (1 hour) each Wednesday. We provide help with math, language arts, problem-solving, and projects that are due, some youth just come visit with social support, someone to talk to.					
Total # of individual youth that participated	20 # of Metis youth that participated		6		
Outcome Measurement Tool us from youth and parents	ed : Number of o	consistent pa	rticipants and feedb	ack on the service	
Measurement Tool results:					
Parents expressed how thankful they are for this service, and that youth are finishing their homework on time.					
Additional information:					

i						
Activity 2			Delivered: <mark>Yes</mark> or No			
Susa Creek Afterschool Program			Tes OF INC			
Outcome: Successful						
If not delivered, please explain:						
Please list all activities and frequency of activities: Every Tuesday afternoon Youth Connections travels to the Susa Creek school and engages the students in after-school programs. We have provided a wide range of activities such as seasonal crafts and cultural activities.						
Total # of individual youth that participated	29	# of Metis participat	youth that ed	29		
Outcome Measurement Tool use Consistent participation rates	ed:					
Measurement Tool results:						
Additional information: The youth love seeing us each week, we are greeted with big hugs and lots of smiles.						

Activity 3 Out-of-town youth trips to attend career and post-secondary educational conferences		Delivered: <mark>Yes</mark> or No		
Outcome: Successful				
If not delivered, please explain:	We will revisit t	his activity v	vith them again next	quarter
Please provide details of trips (were, institutior	n name, con	ference title, etc.)	
Youth Connections took youth t engaged in several culturally bas	•			Prairie. Youth
Total # of individual youth that participated	8	# of Metis youth that participated		7
Outcome Measurement Tool us	ed: N/A			
Measurement Tool results:				
The youth were so grateful for t	his opportunity	and got to ta	ike home everything	they made.
Additional information:				

Activity 4 Scholarship, educational grants, and bursary application assistance			Delivered: Yes or <mark>No</mark>		
Outcome: N/A					
If not delivered, please explain: No youth required assistance in this quarterly period as the age group consisted of youth ages 15 and under.					
Please provide details: Youth and parents are made aware through phone calls and through the schools that Youth Connections provides bursary and scholarship application support.					
Total # of individual youth that participated	0	# of Metis youth that participated		0	
Outcome Measurement Tool used: N/A					
Measurement Tool results: N/A as this activity is ongoing and made available when youth need support					
Additional information: Our staff keep an updated database of local scholarships and bursaries as well as a wide range of available scholarships and bursaries available to youth who need assistance in looking for funds to further their post-secondary education. We have had many successful youths in the past utilize this service and have had parents reach out for guidance as well.					

Activity 5 Mileage Reimbursement		Provided: <mark>Yes</mark> or No			
Outcome: Successful					
If not provided, please explain:	If not provided, please explain:				
Provide the amount of mileage Mileage is given each week to o Cooperatives and enterprises fo	ur staff who picl		o off youth living in to	own and in the	
Total # of individual youth that received reimbursement	30	# of Metis youth that received reimbursement		21	
Outcome Measurement Tool used: Number of youths utilizing the transportation services					
Measurement Tool results: You transportation service. Also, our offers transportation services.			_		
Additional information: In this q	uarterly staff 3,6	576kms were	used.		

ADDITIONAL ACTIVITIES

Complete chart for each activity provided that is not listed in previous pages of the report.

Activity 6 Nutrition Program			Delivered: <mark>Yes</mark> or No		
Outcome: Successful					
Provide details: Our Nutrition program has been ongoing since September and will go on throughout the summer months. Each week Youth Connections picks up nutritional meals for families and deliver them to each home.					
Total # of individual youth that participated	25- Families	# of Indigenous youth that participated		29	
Outcome Measurement Tool used: Surveys					
Measurement Tool results: 100% of youth and families love our nutrition program.					
Additional information: Several parents have mentioned to us how much their children have benefited from our nutrition program and are very thankful that such a program is available weekly for their families.					

Activity 7 Fitness Program		Delivered: <mark>Yes</mark> or No			
Outcome: Successful					
Provide details: We provided the youth with a fitness program, partnering with the Misfits Gym. The youth learned about proper form and how to properly utilize the gym equipment.					
Total # of individual youth that participated	5	# of Indigenous youth that participated 2		2	
Outcome Measurement Tool us	ed: Surveys				
Measurement Tool results:. The youth loved learning about proper techniques and being active.					
Additional information:					

		Delivered: <mark>Yes</mark> or No			
Provide details: Youth Connections partnered with Elk Ridge to provide youth with horsemanship skills. Youth have learned how to lead, steer, and ride their horses. This has been an excellent program teaching youth many skills along with hand eye coordination and building confidence.					
13	_	3			
ed: Surveys					
Youth and parents continuously express their gratitude for this program.					
	de their horses. Toordination and 13	de their horses. This has bee coordination and building con 13 # of Indigo participate ed: Surveys	Yes or No The Elk Ridge to provide youth with horsemanship so the their horses. This has been an excellent program or dination and building confidence. 13 # of Indigenous youth that participated ed: Surveys		



Mountain Métis Community Association - Youth Connections

The Youth Connections programming for the second quarter, encompassing the months of April, May, and June, showcased a diverse range of educational and recreational activities.

In early April, our Misfits program concluded, emphasizing the significance of equipment operation safety and proficiency among youth participants.

April marked the commencement of our 12-week Horsemanship program in collaboration with Elk Ridge Ubar, conducted on Mondays, Tuesdays, and Wednesdays, catering to four students per session.

Throughout April, the Youth Coordinator and Mentor maintained consistent engagement at Susa Creek School, delivering tailored programming such as the creation of ribbon skirts, aligning with the cultural significance of the Missing and Murdered Indigenous Walk scheduled for May 3rd. Simultaneously, activities at Summitview School focused on academic support through dedicated homework assistance sessions every Wednesday.

Our ongoing Nutrition Program, serving 25 families in Grande Cache and four cooperatives, continued to provide vital support every Monday, commencing at the outset of the academic year in September 2023.

On May 24-25, Youth Connections orchestrated an excursion to Spirit Seekers in Grande Prairie, featuring an opening ceremony held on Friday, May 24th, commencing at 7:00 pm at the esteemed Douglas J. Cardinal Theatre at NWP. The evening unfolded with captivating displays of traditional dance, a noteworthy performance, an address by keynote speaker Theland Kicknosway, and an Annual Youth Role Model Awards presentation.

On Saturday, participants engaged in a series of four workshops and immersive cultural experiences tailored for eight Indigenous youth. The day offered a blend of enriching learning opportunities and recreational activities, followed by Round Dance. As an incentive for youth participating in 12 hours of Spirit Seekers Conference, we decided to take the youth bowling as to end a fabulous weekend of learning and meeting new people.

June will see the continuation of key initiatives including Horsemanship, programming at Susa Creek and Summitview Schools, and the Nutrition Program.

Additionally, from June 10th to 12th, a unique camp experience is planned at Hide Away for Susa Creek School students. This specialized camp integrates educational curriculum sessions from 9:00 AM to 2:24 PM, followed by evening programs facilitated by Youth Connections, concluding with a communal movie screening.

The Horsemanship program is slated to conclude on July 1st, 2nd, and 3rd, marking the culmination of the enriching 12-week journey for participating youth.

As the school year draws to a close, we look forward to resuming in-person classes in September.



MUNICIPAL DISTRICT OF GREENVIEW

ORGANIZATION: Mountain Metis Association – Youth Connections Program

MISSION STATEMENT: Improve the cultural, social, educational, economic, and personal advancements of Grande Cache Youth.

REPORT COMPLETED BY: Diane Vincent DATE COMPLETED: Sept 27, 2024

STATISTICS

of registered Indigenous Youth accessing programs & services: 60

Total # of unique participants for all activities in the reporting period: 81

(Unique participant is defined as individual youth. If a youth attended 4 activities, they would be counted as 1, not 4)

Total # of youth activities (programs) completed in the reporting period: 12

of activities that taught traditions of forefathers: 3

of partnerships in reporting period: 9

Name of Partner	Nature of Partnership	Description
Susa Creek School	Financial Programming Location	Youth Connections partnered with Susa Creek School to offer a variety of afterschool programs.
Summit View Middle School	Financial Programming Location	Youth Connections partnered up with Summitview Middle School to offer homework help, for an hour, after school.
B.E.S.T Program	Financial Programming Location	Youth Connections partnered with the B.E.S.T program to bring youth a cooking club.
Grande Cache Community Learning and Employment Resource Centre.	Financial Programming Location	Youth Connections partnered with CLERC & AWN to bring youth a class 7 Drivers program.
Mountain Metis Community Association – Environmental	Financial Programming Location	Youth Connections partnered with our Environmental program to allow youth to learn about their environment and the things in it.
Holistic Habits	Financial Programming Location	Youth Connections partnered with Holistic Habits during our annual summer camp to bring the youth a wellness program in which they made bath soaps and scents.
FCSS	Financial Programming Location	Youth Connections partnered with Alex from FCSS to provide a beading program to the youth during our annual summer camp.

True North Aid	<mark>Financial</mark> Programming Location	True North Aid Financial contributed to our annual summer camp and provided back-to-school backpacks with school supplies for Summitview, Sheldon Coats, and Grande Cache High School.
United Way Alberta Northwest	<mark>Financial</mark> Programming Location	United Way Alberta Northwest provided back-to-school backpacks filled with supplies for all students at Susa Creek School.

Please describe successes during the reporting period:

We've been having consistent numbers in the programs that we continue to offer.

Many youths express how the program is helping them deal with their emotions by having a safe environment, YC has been getting a lot of positive feedback from parents. Youth Connections was so excited to be back in the schools now that it's spring break we look forward to being back in schools in April. This quarter, our Youth Mentor began offering weekly homework help services to youth at Summitview Middle School.

Please describe challenges with program delivery during the reporting period: No Challenges were expressed during this reporting period.

ADVERTISING

Describe how the programs were promoted to youth: All our programs are advertised using poster boards, social media, and informing schools.

We have five community boards we post on around town, and we send out emails to school staff. Summit View Middle School has been generous enough to announce the homework help on their end-of-the-day announcements. We also use our social media platforms on Facebook.

We also make it a priority to make personal calls to registered youth and their families to let them know what kind of programs we have coming up.

Describe advertising used and provide costs for advertising: Advertising costs are broken down to include staff time to create the advertisement, graphic program monthly fee (canva), paper, ink, and in some cases travel to distribute posters.

PROFESSIONAL DEVELOPMENT

Describe professional development activities: We will revisit this next quarter.

ACTIVITIES

Activity 1 – Homework help			Delivered: Yes or <mark>No</mark>			
Outcome: Successful						
If not delivered, please explain: The program is set to resume th	If not delivered, please explain: The program is set to resume this month in conjunction with the start of the school year.					
Wednesday after school, provid	Please list all activities: The Yearly Youth Connections program offers Homework Help at the middle school every Wednesday after school, providing students with the support they need to complete assignments and enhance their understanding of the material.					
Total # of individual youth. assisted	0	# of Metis youth assisted 0				
Outcome Measurement Tool us from youth and parents	ed: Number of	consistent p	articipants and feedb	pack on the service		
Measurement Tool results:						
Additional information:						

Activity 2 - Class 7 License program

Delivered: Yes or No

Outcome: Successful

If not delivered, please explain:

Please list all activities:

Youth Connections partnered with the Grande Cache Community Learning and Employment Centre along with Aseniwuche Winewak Nation to bring youth a class 7 learners' program. This program was an in-depth study group that taught youth the proper rules of the road.

Total # of individual youth 14 that participated	# of Metis youth that participated	10
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Outcome Measurement Tool used:

Our days were filled with engaging activities designed to help everyone prepare for the Class 7 knowledge test. Here's a summary of our activities:

- Comprehensive content review
- Challenging pop quizzes
- Enjoyable word-matching activity
- Online Alberta Class 7 practice tests
- Competitive flashcard competition
- Group work
- An exciting 77-question Kahoot game encompassing all chapter areas

Measurement Tool results:

We had seven youths successfully pass their test. Parents were very grateful for this program.

Additional information:

In partnership with Youth Connections and Aseniwuche Winewak Nation, we supported teens in obtaining their Learner licenses. This program empowers young individuals with the skills and knowledge to become safe and responsible drivers.

We are incredibly proud of all the teens who participated and successfully passed their knowledge tests! Your hard work and dedication have paid off, opening doors for personal growth and greater community involvement.

Activity 3 Susa Creek Afterschool Program			Delivered: <mark>Yes</mark> or No		
Outcome: Successful					
If not delivered, please explain:					
Please list all activities and freq	uency of activit	ies:			
Every Tuesday afternoon Youth students in after-school progran activities such as seasonal crafts	ns and homewo	rk support. V			
Total # of individual youth that participated	30	# of Metis youth that participated 30			
Outcome Measurement Tool us Consistent participation rates	ed:				
Measurement Tool results: Youth expressed verbally how happy they were about our programming and warmly welcomed us in their classrooms. There were consistent numbers and participation rates for the activities hosted at Susa Creek School					
Additional information:					

Activity 4 - Cooking Club			Delivered: <mark>Yes</mark> or No				
Outcome: Successful							
If not delivered, please explain:							
-	Please list all activities: Youth Connections partnered with the B.E.S.T. program to provide young people with the opportunity to learn how to prepare healthy meals independently.						
Total # of individual youth that participated	21	# of Metis youth that 8 participated		8			
Outcome Measurement Tool us	ed:						
Measurement Tool results: The youth thoroughly enjoyed learning to cook and create their own meals, eagerly incorporating new recipes into their culinary repertoire.							
Additional information:							

Activity 5 Out-of-town youth trips			Delivered: Yes or <mark>No</mark>	
Outcome: N/A				
If not delivered, please explain:	We will explore t	his further	in our next quarterly	·.
Please provide details of trips (were, institution	name, conf	erence title etc.)	
Total # of individual youth		# of Metis youth that		
that participated		participat	ed	
Outcome Measurement Tool us	ed: N/A			
Measurement Tool results: N/A	4			
Additional information:				

Activity 6 Scholarship, educational grants, application assistance	and bursary		Delivered: Yes or <mark>No</mark>		
Outcome: N/A					
If not delivered, please explain: group consisted of youth ages 1	•	ed assistance	e in this quarterly per	riod as the age.	
Please provide details: Youth and parents are made aware through phone calls and through the schools that Youth Connections provides bursary and scholarship application support.					
Total # of individual youth that participated	0	# of Metis	s youth that ed	0	
Outcome Measurement Tool us	ed: N/A				
Measurement Tool results: N/A as this activity is ongoing and made available when youth need support					
Additional information: Our staff keeps an updated database of local scholarships and bursaries as well as a wide range of available scholarships and bursaries available to youth who need assistance in looking for funds to further their post-secondary education. We have had many successful youths in the past utilize this service and have had parents reach out for guidance as well.					

Activity 7 Mileage Reimbursement Provided: Yes or No						
Outcome: Successful						
If not provided, please explain:						
Provide the amount of mileage reimbursed: Mileage is given each week to our staff who pick up and drop off youth living in town and the Cooperatives and enterprises for programming purposes.						
Total # of individual youth that received reimbursement	30	# of Metis youth that received reimbursement				
Outcome Measurement Tool us	ed: Number of y	ouths utilizi	ng the transportation	n services		
Measurement Tool results: Youth were able to attend programming due to the availability of a transportation service. Also, our program numbers always see an increase when Youth Connections offers transportation services.						
Additional information: In this qu	uarterly staff use	ed 2,350 kms	5.			

ADDITIONAL ACTIVITIES

Complete chart for each activity provided that is not listed in previous pages of the report.

Activity 8: Nutrition			Delivered: <mark>Yes</mark> or No			
Outcome: Successful						
Provide details: Youth Connections provides healthy meals to 25 families in need. This program commenced at the beginning of the school year and will continue until June. Food is delivered directly to all participating families. The program concluded in July and is scheduled to resume in early October 2024.						
Total # of individual youth that participated	36	# of Metis youth that 30 participated				
Outcome Measurement Tool us	sed: participation	n numbers a	nd youth survey			
Measurement Tool results: Feedback from parents and youth through our Facebook page and surveys handed out to each family every four months.						
Additional information: We consistently receive positive feedback from families, particularly those in need, expressing how much our program has supported them throughout the school year.						

Activity 9: Environmental Program		Delivered: <mark>Yes</mark> or No		
Outcome: Successful				
Provide details: Youth Connections partnered with our Environmental team to create the Earth Watcher program. This program is to provide environmental training to youth. This will allow youth to receive mentorship and guidance in ecological dynamics in the Mountain Metis territory.				
Total # of individual youth that participated	6 # of Metis youth that participated		6	
Outcome Measurement Tool us	sed: participation	n numbers a	nd youth survey	
Measurement Tool results: Feedback from parents and youth through our Facebook page and surveys handed out to each family every four months.				
Additional information: N/A				

Delivered: **Activity 10: Summer Camp** Yes or No Outcome: Successful **Provide details:** Youth Connections hosted our annual summer camp for youth, featuring culturally enriched programs such as jigging, fiddling, beading, and learning about traditional plants. We welcomed facilitators who led additional programs, including the B.E.S.T. program and Holistic Habits. Participants also enjoyed a variety of outdoor activities, including sports, swimming, and hiking. Total # of individual youth 17 # of Metis youth that 13 that participated participated Outcome Measurement Tool used: participation numbers and youth survey and nightly journaling **Measurement Tool results: Additional information:** At the conclusion of camp, each participant received a fiddle, enabling them to practice the skills they acquired during the program. The youth expressed immense joy and appreciation for this generous gift from the Mountain Metis Community Association.

Activity 11: Traditional Metis Jigging			Delivered: <mark>Yes</mark> or No	
Outcome: Successful				
Provide details: Youth Connections put together a traditional Metis jigging program with instructor Savanah Hamelin. This program is over four classes. Youth started off by learning the basic steps, and each week learned a little more. In the end, they will perform for their parents.				
Total # of individual youth that participated	# of Metis youth that participated		13	
Outcome Measurement Tool us	ed: participation	n numbers a	nd youth survey	
Measurement Tool results: The Métis facilitator, Savanah, would hold a sharing circle with the youth after each session, providing them with an opportunity to reflect on their experiences and share their thoughts.				
Additional information: N/A				

Activity 12: TGIF Summer fun days		Delivered: <mark>Yes</mark> or No		
Outcome: Successful				
Provide details: Youth Connections partnered with the B.E.S.T program to do a TGIF summer fun days. This included fun activities such as an escape room, games, and art. Followed by this was a sponsored swim after each program.				
Total # of individual youth that participated	17	# of Metis youth that participated		2
Outcome Measurement Tool us	ed: participation	n numbers a	nd youth survey	•
Measurement Tool results:				
Additional information: N/A				



YOUTH CONNECTION QUARTERLY REPORT July, Aug, Sept 2024

Mountain Métis Community Association PO Box 1468, Grande Cache, AB TOE 0Y0

Youth Connections Report – July to September 2024

Program Overview

In July 2024, Youth Connections partnered with the Grande Cache Learning and Employment Centre and the Aseniwuche Winewak Nation to deliver a two-week Class 7 Learner Licence program. The initiative proved to be highly successful, with participants actively engaged in a variety of activities designed to prepare them for the Class 7 knowledge test. Key components of the program included:

- Comprehensive content review
- Challenging pop quizzes
- Enjoyable word-matching activities
- Online Alberta Class 7 practice tests
- Competitive flashcard competitions
- Collaborative group work
- An engaging Kahoot game featuring 77 questions covering all subject areas

Additionally, Youth Connections collaborated with BE.S.T. to offer a week-long program that included a Cooking Club on Mondays. In this club, youth learned to prepare healthy meals using new ingredients, such as chicken wraps and yogurt parfaits. The partnership also hosted a "Thank Goodness It's Friday" (TGIF) event, which featured activities such as an escape room challenge and arts and crafts.

Youth Connections also partnered with our Environmental Team to launch the Earth Watcher program. This initiative aims to provide comprehensive environmental training for youth, equipping them with mentorship and guidance on ecological dynamics specific to the Mountain Metis territory. Through this program, we aspire to empower the next generation of environmental stewards.

August Activities

In August, Youth Connections concluded our highly anticipated Annual Summer Camp at Hide-A-Way, featuring a range of enriching activities aimed at fostering personal development and community engagement. Highlights of the camp included:

- Sessions with traditional knowledge speakers
- Daily jigging and fiddling workshops
- Workshops on healthy relationships



YOUTH CONNECTION QUARTERLY REPORT July, Aug, Sept 2024

Mountain Métis Community Association PO Box 1468, Grande Cache, AB TOE 0Y0

Lanyard beading

- Making bath bombs, shower steamers, and oils using natural ingredients
- Creating authentically scented smudge sprays
- "Every Child Matters" rock painting
- Plant and animal track identification
- Evening swimming and movie nights

Additionally, in collaboration with True North Aid and United Way Alberta Northwest, Youth Connections supported Susa Creek School, Summitview School, Sheldon Coats, and Grande Cache High School by delivering backpacks filled with school supplies to each institution.

September Initiatives

As of September 2024, Youth Connections has resumed our weekly programs at Susa Creek School and Summitview School, providing homework assistance. We also introduced a weekend jigging program for all youth in Grande Cache, facilitated by Savanah Hamelin.



MUNICIPAL DISTRICT OF GREENVIEW

ORGANIZATION: Mountain Metis Association – Youth Connections Program

MISSION STATEMENT: Improve the cultural, social, educational, economic, and personal advancements of Grande Cache Youth.

REPORT COMPLETED BY: Diane Vincent

DATE COMPLETED

STATISTICS

of registered Indigenous Youth accessing programs & services: 85

Total # of unique participants for all activities in the reporting period: 117

(Unique participant is defined as individual youth. If a youth attended 4 activities, they would be counted as 1, not 4)

Total # of youth activities (programs) completed in the reporting period: 12

of activities that taught traditions of forefathers: 3

of partnerships in the reporting period: 11

Name of Partner	Nature of Partnership	Description
Susa Creek School	Financial Programming Location	Youth Connections partnered with Susa Creek School to offer various afterschool programs.
Summit View Middle School	Financial Programming Location	Youth Connections partnered up with Summitview Middle School to offer homework help, for an hour, after school.
Grande Cache Community High School, B.E.S.T, and Tawow	Financial Programming Location	Youth Connections partnered with multiple organizations at the GCCHS to offer a Cree culture club.
The MD of Greenview	Financial Programming Location	Youth Connections partnered with the MD of Greenview for the annual lighting of Rocky the Ram.
Grande Cache Tourism Centre, B.E.S.T, Grande Cache Community Library and Mountain Blooms	Financial Programming Location	Youth Connections partnered with multiple organizations to offer a Grinch tree workshop for youth at the Tourism Centre
James Miles	Financial Programming Location	Youth Connections partnered with James Miles to bring the community a haunted house and escape room.

Please describe successes during the reporting period:

Our Programs that we continued to offer have had consistent numbers.

Many youths express how the program is helping them deal with their emotions by having a safe environment, YC has been getting a lot of positive feedback from parents. Youth Connections was so excited to be back in the schools now that it's spring break we look forward to being back in schools in April. In this quarter, our Youth Mentor began offering weekly homework help services to youth at Summitview Middle School.

Please describe challenges with program delivery during the reporting period: No Challenges with program delivery were expressed during this reporting period.

ADVERTISING

Describe how the programs were promoted to youth: All our programs are advertised using poster boards, social media, and as well as informing schools.

We have five community boards we post on around town, and we send out emails to school staff. Summit View Middle School has been generous enough to announce the homework help on their end-of-the-day announcements. We also use our social media platforms on Facebook.

We also make it a priority to make personal calls to registered youth and their families to let them know what kind of programs we have coming up.

Describe advertising used and provide costs for advertising: Advertising costs are broken down to include staff time to create the advertisement, graphic program monthly fee (canva), paper, ink, and in some cases travel to distribute posters.

PROFESSIONAL DEVELOPMENT

Describe professional development activities: We will revisit this next quarter.

Activity 1 – Homework ho	elp		Delivered: <mark>Yes</mark> or No		
Outcome: Successful	Outcome: Successful				
If not delivered, please explain:					
Please list all activities: Youth Connections offers homework assistance at the middle school every Wednesday after school, providing support for students who may require help or need additional time to complete their assignments. The program is designed to assist students as needed, ensuring they have the resources and guidance to succeed.					
Total # of individual youth. assisted	11	# of Metis youth assisted 4		4	
Outcome Measurement Tool us from youth and parents	ed: Number of	consistent pa	articipants and feedb	ack on the service	
Measurement Tool results:					
Additional information: Will Continue in the New year					

Activity 2 – Cree Club		Delivered: <mark>Yes</mark> or No			
Outcome: Successful	Outcome: Successful				
If not delivered, please explain:					
Please list all activities: Cree Club is a program based on learning the Cree language. Using a handson, experiential approach, Cree Club aims to create an environment where language learning is not just about memorizing words but about experiencing the language in context through culturally based programming. This helps foster a meaningful connection to the Cree heritage.					
Total # of individual youth that participated	# of Metis youth that participated		25		
Outcome Measurement Tool us from youth and parents	sed: Number of o	consistent pa	orticipants and feedb	ack on the service	
Measurement Tool results: Smu	udge and then sh	naring a circle	e.		
Positive feedback from teachers	, partnerships, a	nd principal.			
Additional information:					

Activity 3	Delivered: Yes or No			
Susa Creek Afterschool Program			ies of No	
Outcome: Successful				
If not delivered, please explain:				
Please list all activities and freq	uency of activiti	es:		
Every Tuesday afternoon Youth Connections travels to the Susa Creek school and engages the students in after-school programs and homework support. We have provided a wide range of activities such as seasonal crafts, and cultural teachings.				
Total # of individual youth that participated	30 # of Metis youth that 30 participated		30	
Outcome Measurement Tool us Consistent participation rates	ed:			
Measurement Tool results: Youth expressed verbally how happy they were about our programming and warmly welcomed us in their classrooms. There were consistent numbers and participation rates for the activities hosted at Susa Creek School				
Additional information:				

Activity 4 – Haunted House/ Escape Room		Delivered: <mark>Yes</mark> or No		
Outcome: Successful				
If not delivered, please explain:				
Please list all activities: Youth Connections partnered with James Miles to bring the community a Haunted house and escape room. This allowed youth to play a drama role where they acted and became spooky characters.				
Total # of individual youth that participated	25 # of Metis youth that participated 8		8	
Outcome Measurement Tool us	ed:			
Measurement Tool results:				
The youth loved being a part of the haunted house and even had the opportunity to meet with CBC Edmonton.				
Additional information:				

Activity 5 Out-of-town youth trips		Delivered: Yes or <mark>No</mark>		
Outcome: N/A				
If not delivered, please explain:	Activity 5 will be revisited	next quarterly.		
Please provide details of trips (were, institution name, conference title etc.)				
Total # of individual youth that participated	# of Metis youth that participated			
Outcome Measurement Tool us	ed: N/A			
Measurement Tool results: N/A				
Additional information:				

Activity 6 Scholarship, educational grants, application assistance	Scholarship, educational grants, and bursary		Delivered: Yes or <mark>No</mark>	
Outcome: N/A				
If not delivered, please explain: I group consisted of youth ages 15	•	ed assistance	e in this quarterly per	riod as the age.
Please provide details: Youth and parents are made aware through phone calls and through the schools that Youth Connections provides bursary and scholarship application support.				_
Total # of individual youth that participated	0	# of Metis youth that participated		0
Outcome Measurement Tool use	ed: N/A			
Measurement Tool results: N/A as this activity is ongoing and made available when youth need support				
Additional information: Our staff keeps an updated database of local scholarships and bursaries as well as a wide range of available scholarships and bursaries available to youth who need assistance in looking for funds to further their post-secondary education. We have had many successful youths in the past utilize this service and have had parents reach out for guidance as well.				

Activity 7 Mileage Reimbursement		Provided: <mark>Yes</mark> or No		
Outcome: Successful				
If not provided, please explain:				
Provide the amount of mileage reimbursed: Mileage is given each week to our staff who pick up and drop off youth living in town and in the Cooperatives and enterprises for programming purposes.				
Total # of individual youth that received reimbursement	30 # of Metis y received re		s youth that reimbursement	21
Outcome Measurement Tool us	ed: Number of	youths utilizi	ng the transportation	n services
Measurement Tool results: Youth could attend programming due to the availability of a transportation service. Also, our program numbers always see an increase when Youth Connections offers transportation services.				
Additional information: In this q	uarterly staff uso	ed 2,329 kms	5.	

ADDITIONAL ACTIVITIES

Complete chart for each activity provided that is not listed in previous pages of the report.

Activity 8: Nutrition		Delivered: <mark>Yes</mark> or No		
Outcome: Successful				
Provide details: Youth Connections provides healthy meals to 25 families in need. This program began at the beginning of the school year and will run until the end of the school year in June. Food is delivered to all families.				
Total # of individual youth that participated	# of Metis youth that participated 30			30
Outcome Measurement Tool us	ed: participation	n numbers a	nd youth survey	
Measurement Tool results: Feedback from parents and youth through our Facebook page and surveys handed out to each family every four months.				
Additional information: N/A				

Activity 9: Grinch Trees			Delivered: <mark>Yes</mark> or No	
Outcome: Successful				
Provide details: Youth Connections partnered workshop. This was a hands-or beautiful.			-	- •
Total # of individual youth that participated	30	# of Metis youth that participated		9
Outcome Measurement Tool u	used: participation	n numbers a	nd youth survey	
Measurement Tool results:				
Additional information: This w Community Library, and Moun		with Cache T	ourism Centre, B	E.S.T, Grande Cache

Activity 10: Ugly Christmas sweaters			Delivered: <mark>Yes</mark> or No		
Outcome: Successful					
Provide details: Youth connections had its annual ugly sweaters by using a variety		-	ogram. Youth were a	ble to create their	
Total # of individual youth that participated	15	# of Metis youth that participated		5	
Outcome Measurement Tool us	ed: participation	n numbers a	nd youth survey		
Measurement Tool results:					
Additional information: N/A					

Activity 11: Light up of Rocky the ram			Delivered: <mark>Yes</mark> or No	
Outcome: Successful				
Provide details: Youth connections partnered where we supplied the comm			the annual light-	up of Rocky the Ram
Total # of individual youth that participated	N/A	# of Metis youth that participated		N/A
Outcome Measurement Tool	used:			•
Measurement Tool results: Feedback from community me	embers			
Additional information: N/A				

Activity 12: Pumpkin carving contest/ Movie			Delivered: <mark>Yes</mark> or No		
Outcome: Successful					
Provide details: Youth connections held their ann to choose their pumpkin and put		_	t where the youth ha	ad the opportunity	
Total # of individual youth that participated	10	# of Metis youth that participated		4	
Outcome Measurement Tool use	ed: sharing circle	e after movi	е		
Youth loved the creative freedon	n to carve and c	reate their c	wn pumpкins.		
Additional information: N/A					



YOUTH CONNECTION QUARTERLY REPORT OCT, NOV, DEC 2024

Mountain Métis Community Association PO Box 1468, Grande Cache, AB T0E 0Y0

Community Engagement Through Youth Programs and Cultural Celebrations

In a series of exciting community events, October Youth Connections collaborated with James Miles to create the highly successful Haunted House experience, *The Caretaker's Curse*. This spine-chilling attraction, complemented by the involvement of twenty youth volunteers who took on the roles of scary characters, was a standout community event. It not only provided a thrilling experience for participants but also garnered tremendous recognition within the community. The Haunted House event exemplified the creative spirit and active participation fostered by Youth Connections.

Continuing with its tradition of fostering creativity, Youth Connections hosted the Annual Pumpkin Carving Contest, a popular event where youth expressed their artistic flair by carving out their favorite scary movie characters. This event further emphasized the program's commitment to providing fun, engaging activities that allow the youth to showcase their talents and creativity.

Throughout the year, Youth Connections maintained a strong presence in the community, hosting various programs every Tuesday. These sessions, lasting an hour and a half, offered a space for consistent engagement and skill-building for the youth. The year was concluded with a Potluck and Christmas party, which not only celebrated the holiday season but also provided a warm opportunity for parents to connect with one another and participate in the community's vibrant culture. Looking ahead to the New Year, Youth Connections plans to continue supporting local students with Homework Help at Summitview School, Programs with Susa Creek School, and the Cree Club at the high school, further solidifying its role as a positive force in youth development.

The Buffalo Lake Métis Settlement also celebrated youth engagement in a significant way with the hosting of jigging lessons by Savanah Blyan-Hamelin, a traditional Métis dancer. Over four weekends, Savanah shared her expertise in Métis dance, introducing youth aged 6-17 to iconic group dances such as "The Reel of 4," "The Broom Dance," and "The Sash Dance." The lessons culminated in a talent show, where participants proudly showcased their newfound dance skills to their families and guardians, creating lasting memories and a deeper appreciation for Métis culture.

In addition to the jigging lessons, Youth Connections continued its tradition of celebrating the festive season through various creative holiday programs. One such event was the Annual Ugly Christmas Sweater Program, where youth designed their own unique and festive sweaters using a range of Christmas decorations. This event brought lighthearted fun and holiday cheer to the community, offering an avenue for youth to express their creativity while spreading joy.

Youth Connections also partnered with local organizations such as the Grande Cache Tourism Centre, B.E.S.T., the Grande Cache Community Library, and Mountain Blooms to host a Grinch Tree Workshop. This collaborative event, held at the Tourism Centre, allowed youth to craft their own Grinch-inspired holiday trees, adding an extra layer of creativity to the season's festivities.



YOUTH CONNECTION QUARTERLY REPORT OCT, NOV, DEC 2024

Mountain Métis Community Association PO Box 1468, Grande Cache, AB TOE 0Y0

Together, these events highlighted the importance of community engagement, creativity, and cultural expression. Youth Connections continues to play a pivotal role in fostering a supportive environment where young people can connect, learn, and celebrate, making a positive impact on the community as a whole. Through these programs, the community has come together in meaningful ways, celebrating the talents, traditions, and holiday spirit of its youth.

YOUTH CONNECTIONS

PROGRAMING PICTURES 2024-2025

Presented by:
The Mountain Metis Community Association
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SCHOOLS

- Sheldon Coates Elementary Snack Box
 Program
- Susa Creek School After School Programing
- Summitview Homework Help

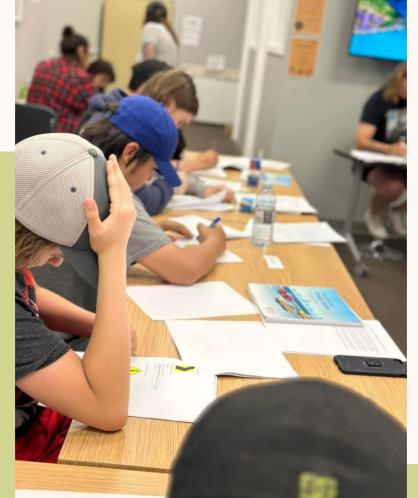
• GCCH- Cree Club







CLASS 7 DRIVERS COURSE











HAUNTED HOUSE





OTHER OCT DATES, . 18, 19, 24, 25, 26

ADDITIONAL DATES WILL BE ADDED AS NEEDED

1800 PINE PLAZA BASEMENT



LIGHT UP AT ROCKY THE RAM







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GRINGHITRIES









TRADITIONAL METIS JIGGING







Page 116 of 339

SUMMER CAMP











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THANK YOU!



REQUEST FOR DECISION

SUBJECT: **Delegation – Grande Prairie Public Library**

COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION **SUBMISSION TO:**

July 15, 2025 MEETING DATE: CAO: MANAGER: **DEPARTMENT: COMMUNITY SERVICES** DIR: MH PRESENTER: LL

STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the Grande Prairie Public Library presentation, for information.

BACKGROUND/PROPOSAL:

A representative from the Grande Prairie Public Library will be presenting their year in review, giving an update on how funding was utilized in 2024 and share some library success stories with Committee of the Whole members.

Greenview provides the Grande Prairie Public Library with an annual operating grant of approximately \$40,000.00 and is one of the primary funders of the library. The library offers over 1300 programs annually, most of which are offered to nearly 39,000 participants to enjoy for free.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Committee of the Whole will have a better understanding of the programs and operations of the Grande Prairie Public Library, and have an opportunity to ask questions.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

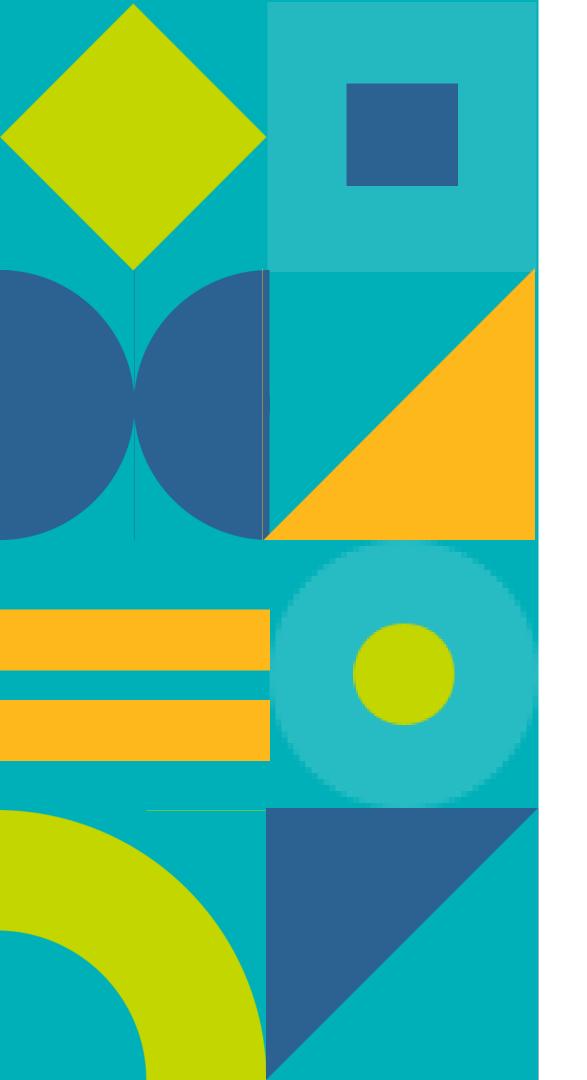
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- PowerPoint Presentation
- 2024 Year in Review





Year In Review 2024

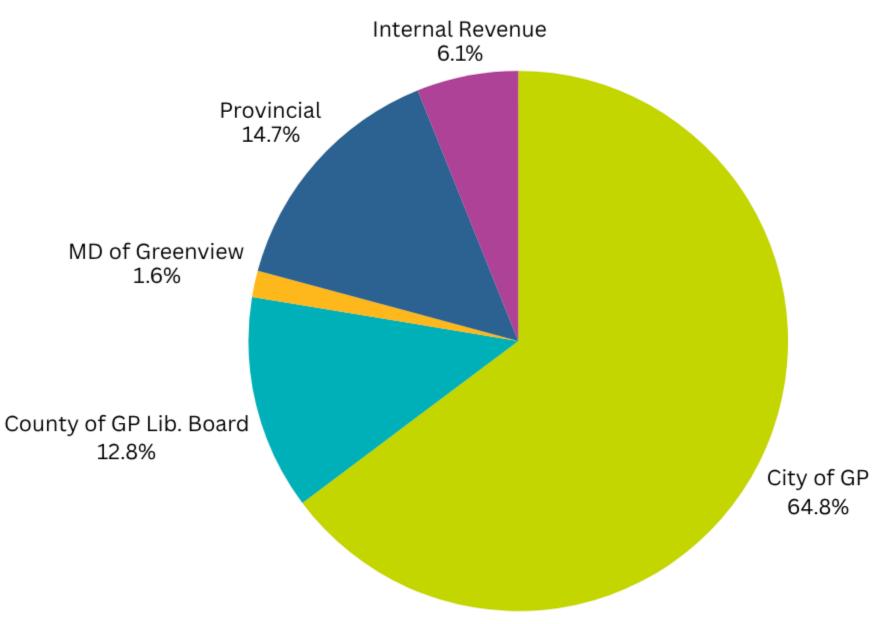
Presented to the MD of Greenview Committee of the Whole



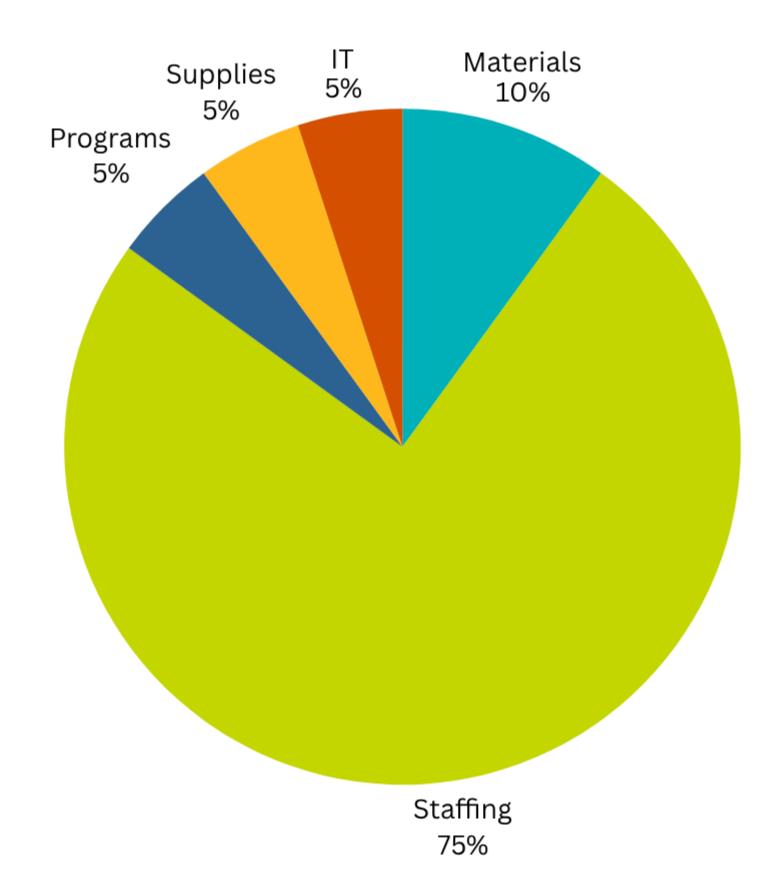
How GPPL Was Funded

2024

- Amount allocated by the MD of Greenview: \$40,000
 - (plus additional \$3,398 for materials paid to Peace Library System)
- The MD of Greenview is a primary funder of GPPL
- Other primary sources of funding include:
 - the City of Grande Prairie
 - the County of Grande Prairie
 - the Government of Alberta
 - internal revenue (donations, services, interest)







How Funding Was Utilized

- Staffing employed approximately 28 FTE positions
- Materials purchased over 10,000 items for the Library's collection, which contributed to an overall circulation of over half a million items
- Programs offered over 1300 mostly free programs to nearly 39,000 participants



Noteworthy Numbers

2024

- Increases in a number of key areas, including:
 - Number of in-person visitors up 6.3% (214,206)
 - Number of items circulated up 2% (504,481)
 - MD of Greenview residents checked out 2% (10,107) of GPPL's total circulated items
 - Number of active cardholders up 14% (12,216)
 - 2.5% of active cardholders from the MD of Greenview (283)
 - Number of reference questions up 9% (27,971)



GPPL's Noon Year's Eve Party





Team Transitions & Staff Development

 High staff turnover in 2023 led to several new full-time team members starting in 2024. Supporting onboarding, rebuilding team dynamics, and creating a strong, collaborative work environment became a major focus.

Safety and Security

 An increase in disruptive behaviour and a break-in highlighted the need for strong safety protocols. With support from City security, we're focused on ensuring staff are prepared and patrons feel safe.



GPPL Staff on Halloween 2024



Thank You!



Hailey McCullough
Director, GPPL
780.357.7474
hmccullough@gppl.ca



2024 Year in Review **64** staff superstars

51,087 staffing hours



28 FTE



23,590 cardholders

504,481 items were borrowed





214,206 in-person visitors

135,000 website visits





120,085 items in the collection Page 128 of 339



27,971 questions answered

35,544 computer sessions

90,522 WiFi sessions





1,348 programs offered

33,857 program participants



REQUEST FOR DECISION

SUBJECT: Delegation – Solar Projects

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: July 15, 2025 CAO: MANAGER: DEPARTMENT: CAO SERVICES DIR: PRESENTER:

STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the presentation regarding the support for development of solar projects for information.

BACKGROUND/PROPOSAL:

Due to recent public interest in the development of solar projects within the municipality, Council has received input from various community members.

At the May 20, 2025 Committee of the Whole Meeting, a group of ratepayers presented their concerns regarding potential impacts of solar developments.

Today, a second group of ratepayers—also directly affected by the proposed solar projects—is attending to share their support for solar development in the region.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Committee of the Whole will be better informed regarding benefits of having solar projects within Greenview, which can support more informed decision making in the future.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: As this is an information item, no alternatives have been considered.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

21.01.22

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Letter from Brian and Susan Gallivan
- Residents for Solar Farms prepared by Betty Price

PROS

- 1. Tax revenue for the MD of Greenview for many years to come. In the neighborhood of 100 million dollars. Many municipalities in southern Alberta are already collecting significant tax revenue from renewables. This number is increasing year over year.
- 2. Revenue for land owners from projects. A large portion of this would be spent locally.
- 3. Help keep energy rates from sky rocketing.
- 4. Sunlight, another energy source to harness and sell.
- 5. Utilize existing powerlines to input energy into the grid.
- 6. Many spinoff jobs. Building a project of this size will require contractors for many facets of construction.
- 7. Many dollars will be spent in our MD communities, Valleyview, Little Smoky and Fox Creek during the construction phase.
- 8. Permanent jobs to operate the facility will be an employment opportunity for locals or bring new people to the area who in turn will contribute to the local economy.

Consequences of not pursuing additional energy capacity. I believe it was Darcy Allen, energy and utilities policy specialist at the June 6, 2025, information session held at the Multiplex who stated, "we are going to need more electrical energy in the next few years or our rates are going to sky rocket." I believe this to be true. Natural gas prices have been low for years, if gas prices increase, power will increase. LNG shipments from the coast have now begun, which many believe will lead to higher gas prices. Shipping gas to the coast requires massive electricity. If the MD of Greenview is successful in discouraging this project, they will go to another municipality which will receive the benefits of the project. Importantly the tax revenue this project will generate for the MD of Greenview will be an important factor, if revenue from existing or anticipated revenue streams should diminish or not materialize.

The revenue for the MD will be generated with very little additional cost to the MD and compared to traditional energy, logging, and agriculture in terms of road and infrastructure maintenance.

Does the MD want to discourage 800-900 million dollars in investment, tax revenue, construction jobs/long-term jobs and doing their part in energy security? Many countries are increasing solar capacity as new technology and costs of solar energy have decreased. Most developed countries in the world are increasing solar generation at a rapid rate. According to Wikipedia, Canada is 27th on the list. This shows that solar energy is a viable option in conjunction with traditional energy sources.

The other thing to consider is that solar power will not cover the entire MD. The companies will not be allowed to overbuild grid capacity.

I believe the MD should take a neutral stance in this matter. Leave it to the Alberta Utility Commission (AUC) to decide. They are the ones with expertise in these matters.

The renewables will be the most highly regulated industry in the province. They will have the strictest reclamation requirements. The requirements for security for reclamation will be high.

The bottom line is landowners are free to say no to renewables. The opportunity for landowners to increase their revenue from their land should not be curtailed. The same could be said for revenue for the municipality.

A few years ago, forestry companies in this area were looking to sign long-term lease agreements at a similar length to the solar leases. I looked at signing such a lease; there was no concern about taking land out of agriculture production at that time.

I expect there will be many thousands of acres of bush/farmland still not in production in the MD when this solar project returns to agricultural production full time.

I am trying to take the high road here, but it is a little difficult. It is an emotional matter to me.

It is also a matter of principle, as it should be for all landowners when opposed groups want to tell us what we can and cannot do on our land. What comes next???

The many concerns voiced by those opposed, I believe, are more perceived than actual.

The old political saying, "Throw enough STUFF against the wall, and see what sticks" comes to mind. The opposed groups have not always taken the high road in terms of misleading information.

For example, people signing petitions who know nothing about the project, except for a few catch phrases. It does not take many people to put a negative spin on things. Since the beginning days of the project, there has been a negative campaign.

I have talked to many people who can see the benefits in the proposed project.

The MD council is about the only group I have lobbied to look at the positives of the project.

Thank you for your time

Brian and Susan Gallivan

Box 1257

Valleyview, Alberta

(780)524-8759

- 1. Taking land out of agricultural production. This is an interesting one. During the course of my lifetime, there was no agricultural land in the area of the proposed solar project, or anywhere in that area. It was bush land. In the ensuing years many individuals removed the trees and prepared the land for agricultural production. There are many thousands of acres of privately held land in the MD that have yet to put into production. I have a few hundred acres myself. There is also the potential to increase the agricultural land base in the MD substantially if ever deemed necessary. Most importantly, for the purposes of today's discussion, the project lands are to be used as power generation/ with a joint grazing option. Most importantly the land will be returned to the land owner as the land owner wishes. Agricultural land as we see it today. Bushland should we choose. I have stated, that I want my portion of the project land to be returned to agricultural land.
- 3 kilometers suggestion. There are multiple projects much closer than 3 kilometers to populated areas in Alberta.

Aesthetics are no worse than a lot of industrial projects. Much more organized.

Glare. I have driven by many solar projects that are very close to major highways with no issue.

Noise. Will be much less than living by an oil patch or highway.

- 3. Wildlife. Ungulate movement and grazing. These are always changing as it is. I was 25 yrs old when I saw my first elk. We already have bison, elk and deer farms fenced to prevent movement. Grizzlies. This is also changed. When I was a kid, they were still trapping them, where I live. Subsistence hunting is what I was raised on. Now hunting is more for sport, than necessity.
- 4. Cellular and Internet Connectivity. ?
- 5. Electromagnetic frequency, health concerns. ?
- 6. Property value decrease. Another interesting one. If, the concern is taking the land out of production, it should drive up commodity prices, in turn driving up the price of the other land.
- 7. Water Contamination. This is something for the company and regulatory boards to control. Water use will be minimal, compared to the 300,000 cubic meters per year that Trans Alta is allowed to draw from ground water for its small generating along the Little Smoky. Roughly enough to service 3000 households per year.
- 8. Noxious weeds. Company to control with grazing, mechanical and spraying. It would not serve the company's interest to have it turn into a weed patch.
- Land Classification. It meets current guidelines.

10. Lithium?

- 11. Sale of Development Company. Name change, reorganization, sale, contracts will still apply. Example, South Sturgeon Oil Field has changed hands many times. I won't list the companies ,16 times would be a close guess.
- 12. Fire: I am sure the company will do all they can to protect their investment.
- 13. Crime: It is already here. Company to provide security as well as MD having additional revenue to help service all the MD.
- 14. Construction Waste. What the MD. cannot or does not wish to accommodate, they will use a private industrial company.
- 15. Reclamation. It is my understanding that the company has to provide a substantial reclamation bond as dictated by the AUC.
- 16. Local Construction Resources. Not sure if the concern is the Company will be too busy. If so, it will provide opportunity for new companies.
- 17. Financial Viability of Solar Projects. One can only assume that a company that is investing this amount of money has a viable business plan. If they run into trouble as any other company, the assets will be sold and someone will carry on. I don't believe we should discourage development/progress because of fear of failure. That is not what this MD was built on.
- 18. Landowner Rights. From my point of view, I am more worried about my neighbors trampling on my rights than the solar company. It was six weeks from the time we sat with company reps until we signed VOLUNTARILY. From the project's first proposal, there were people against it. Why? Because it was new? The MD ran a survey. People opposed even though, they acknowledged knowing nothing about it. The opposed group ran a petition. People from town signed, people I do not believe lived in our area! Trying to influence government to tell us what we can do on our land. It is my belief that any company would rather do business in an area they are welcome. (MD of Greenview) than an area they area receiving opposition. Example, would the AI project be going to the Gateway Development, if they were not welcome? Not sure about AI, but will welcome the development and tax dollars.
- 19. Community Destruction. This is a stretch to think a company is not yet here, will lead to community destruction. I remember when there was no Little Smoky Road Community. There was no Little Smoky road. As with any community there has been constant change. I remember a time, when I knew virtually every family in the Little Smoky area. Almost every family south of Valleyview. I remember the Fox Creek kids coming to school in Valleyview. Little Smoky area was always a sparsely populated area. Most families trying to homestead but relying on jobs to get by. Mostly oilpatch, logging, road building and a variety of other jobs. This entire dynamic was important to the development of the Little Smoky Community. There

have been ebbs and flows as with any community. The solar project could provide new energy and vitality to the community if allowed.

PROS

Kraft Solar is proposing to invest as much as 800-900 million dollars in projects referred to as Little Smoky Solar. The spinoff business for the MD, Valleyview and surrounding areas will be massive.

Although hard to put an exact figure the MD of Greenview stands to collect 75-100 million in tax revenue during the 30-40 yr life span of the project. This will be revenue that will help the MD services and fund community projects. When the project is in place it will produce electricity with very little operation costs for the life of the project.

The company acknowledges it is not the steadiest form of generation of electricity, it can do it cheaper the current generation options. It does not see completely taking over electrical generation but keeping the overall average cost of electricity a lower rate.

Because of change in energy demands in regards to cooling requirement for building and computer, solar can go towards meeting these demands during the summer months especially.

Residents for Solar forms

Prepared by

Betty Price.

.All reference recerded

Topics

Community destruction Crime Distance from agidents Five Food 1. Vegetables 2 meat Health Concerns Interet / Cell Lithium Noise Noxious Weeds Waste Water Containment Wildlife

Property Value

Community destruction

Usually there is one would be queen bee in community.

I am personally family oriented.

My family is my first priority ---

FAMILY IS MY GOLD.

It is great people loves the

community

I cannot see how solar farms Would destroy a community, Unless people in charge feel

they are threaten

Crime

Crime will not stop until stricter laws are in place.

How to protect solar panels

1 Motion detecting lights. Solar lights (panels) and sunlight perfect partners.

- 2. Surveilance Cameras
- 3 Locking Fasteners
- 4 Alarm Systems
- 5 Linking Solar Panels Racks
- 6 Smart Fencing

* Green Lancer Feb 14, 2025 17ttps://www.greenlancer.com Distance of proposed projects from residents.

Health according to the World Health Oranization, there is no significant research that proves living near a solar farm is harmful due to EMF exposure

* gosolarfloridastate. org

Recommend to live away 500 Meter or . 3 miles, 1640 feet.

* go solarfloridastate org

Fire

Farmers have dealt with combine and baler fires for years. These fires has caused significant property and pose risk to people during that harvest season.

In the Us, around \$20 million in property losses are estimated annually not including cost of lost time and down crops.

* statistic for bale and combines fire

up to 11º10 of Fire globally occurs
each year are agricultural Fires
https://www.dafo-vehicle.com

Note

The residents against solar forms
showed a solar panel on a building
on fire * which is out of context*

Deca, 2019 Farmers reported that approximately 25% of respondents had experience a fire in their harvest

* https:// www.researchgate.net

Food vegetables

Absolutely crops can thrive under solar panels. In fact, the microelimate generated by the solar panels can create crops that are stronger, tastier and healthier that crops grown with a traditional form methods

* https: 11 8760 solar, com

Mutton and Vegetables are saleable

Solar sheep in action at Whispering

Cedars Ranch in Strathmore Alberta.

Sheep graze also around solar panels

In Untario -- The Lara Costa

Solar panels shade the sheep and

make them comfortable on a hot day.

While fences around solar farm Keeps

predators away

Regular Shepherds can make \$58,000
per year, but solar Shepherds can
expect 2 to 3 times as much

* the conversation. Com

Health Concerns

Solar panels produce extremely low frequency EMF radiation. considered harmless to humans. In fact you receive more EMT exposure from common house hold appliance like a microwave

* gosolarflorida State o org

I solar panels are so dangerous Why is there an interest hoars to purchase them for our homes. Solar farms don't emit harmful radication that poses health risk.

They produce extremely low electromagic fields (EMF) that is similar to house hold applicances

* https:// Sheptical Science. Com

Internet / cell phones connectivity Solar panels themselves do not directly interfere with Wi-Fi signals. operates on radio frequences (typically 2.4 GHz and 5 GHz I, while solar panels function by converting sunlight into direct current (DC) electricity.

https://geckosolarenergy.com

Cell Phones

Things that block cell signal

1. Weather

Phone's band width

Windows

4 Mirrors

Network traffic

6 Building Material 7 Power lines

8 Mountains, trees, ravines

* weboost, com

Lithium

Lithium batteries are popular.

Choice for solar system all over the world. Its prismatic form for ventiliation and benefits in solar system.

*https://werecylesolar.com

What happens to solar power when
batteries are full: The excess power
typical gets pushed or export to the
local electricity grid to power hearby
Station

* Solar, com

Flon Musk calls Lithium the new Oil.

Noise

Large solar forms -- solar panels
inverts solar energy to usable
electricity. Transformers do make
noise. However technological advances
reduces to 45 decibels. When
standing by the fence line 6 ounds
like a refrigerator humming.

* gosolarfloridastate. org

noxious weeds mitigation

We have them Now... may weed, thistle -- creeping and spear.

Sheep eat all vegetation - Known factmy family raised them for year when I was a child.

Also environmental friendly spray can be used.

* Reference of vegatation control by caresse Reed * new energy equity. com

1. Cover crops eg. fall rye, winter wheat

2. Agrivoltaics
Sheep grazing
integrating crop production

While creating habitats for pullinators and preventing soil erosion.

Waste

Solar panels are 90% recycleable by mass

Canadian Renewable Energy Association * https:// renewable association.ca

With proper care solar panels can

mainted. 85% of their capacity

after 25 years.

*https:// integratesun.com

Water containment

By eliminating the need - intensive cooling process, solar power helps to preserve water resources for other use.

* Green World Energy https://www.greenworldenergy.com Wildlife

Across from our home -- Little Smokey Rd 68160, there are 24 quarters of lease land. Not all farmland is to be fenced off, for solar panels. There are trees, ravines, and swampland available. There is government property west of our property by the river. My husband and I fed wildlife for years not volunteerly since 1988. They have destroyed bales and grain Perhaps you that are complaining should take over feeding.

Value of Property

According to a Dawrence Berkely
National Laboratory study.

homes within one mile or even couple
hundred feet away sold for the
same amount as homes further
away

Remember when the dump was

put in east of the little smokey

road - - - people was worried that

their properties value would becrease.

The biggest solar farm in
Alberta is near Camrose.

3300 acres by Traveler Solar Project
They have 1.3 million solar panels
that saves 472,000 tonnes of CO2
emission equaling to 100,000 cars

each year.

Gas engine ... people was opposed.

First commercial microwaver in 1947, patent 1945. People was worried cooking with it would cause cancer and Kill you. Restaurants had to post sign saying a microwave was on the premises.

In conclusion anything new - a few people are afraid and cannot see the good side. They must be educated and realize not everything new is a bad idea.



REQUEST FOR DECISION

SUBJECT: Green View Family and Community Support Services Overview

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: July 15, 2025 CAO: MANAGER:

DEPARTMENT: CAO SERVICES DIR: PRESENTER: MH/WU

STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the Green View Family and Community Support Services report for information, as presented.

BACKGROUND/PROPOSAL:

Green Views Family and Community Support Services (FCSS) department deliver a broad range of preventative social programs to residents across the municipality, the Town of Valleyview, and is utilized by some residents from Sturgeon Lake Cree Nation. In response to Council's request for clarity around service levels, Administration has compiled the following overview of FCSS operations, funding, and user data.

In 2024, Green View FCSS operated with an actual total budget of \$2,345,056. A complete breakdown of the budget is attached.

Revenue for the year totaled \$108,182, including \$54,000 through the Alberta Works contract for Community Resource Centre (CRC) programming and information/referral services. In addition:

- The Province of Alberta contributed \$404,583 through the FCSS program.
- The Town of Valleyview contributed \$150,000 to jointly support FCSS programming within the Valleyview region.

This means Greenview's net contribution to FCSS in 2024 was approximately \$1.79 million after accounting for all external revenues.

FCSS served a total of 13,835 users in 2024:

- Valleyview FCSS office supported 8,388 users, comprised of:
 - MD of Greenview residents: 1,479
 - Town of Valleyview residents: 4,690
 - Sturgeon Lake Cree Nation members: 2,093 (1648 of these were CRC users)
- Grande Cache FCSS supported an additional 5,447 users

21.01.22

Of the total 13,835 users:

- 10,139 accessed the Community Volunteer Income Tax Program (920 users) or CRC information and referral services (9,219 users).
- 581 users participated in school-based programs, delivered only at the request of schools.
- 516 users attended FCSS-hosted events such as the Volunteer Appreciation Dinner and A Night to Lead Change.
- The remaining 2,599 users accessed various additional services including parenting supports, seniors outreach, youth development, and home support services.

Based on the 2024 actual budget and total users, the average cost per FCSS user was approximately \$169.55.

In comparison, the 2025 budget for FCSS has increased to \$2,451,543, with user levels expected to remain similar. This increases the estimated cost per user to approximately \$177.23.

Additionally, revenue from the Alberta Works contract has recently increased from \$54,000 in 2024 to \$90,200 in 2025, offsetting some operating costs. This contract mandates that CRC services remain accessible to all Albertans, not just Greenview or Valleyview residents. The Town of Valleyview's contribution also returned to \$193,239, further supporting joint program delivery.

Oversight for Green View FCSS is provided by a dedicated FCSS Board, comprised of:

- 2 MD of Greenview Councillors
- 1 Town of Valleyview Councillor
- 4 members at large

The Board's annual governance budget is \$46,400. In addition to general oversight, the FCSS Board plays a critical strategic role and is responsible for:

- Identifying, reviewing, and endorsing the suite of over 40 eligible programs included in the 2024–2026 FCSS Business Plan.
- Ensuring alignment of all programming with the preventative mandate and five core outcomes defined under the FCSS Regulation.
- Recommending the annual FCSS budget to Council for approval.
- Reviewing community feedback and performance metrics to advise on service adjustments.
- Supporting outreach and awareness efforts to educate the public about FCSS services and access points.

While Council retains authority over the overall FCSS budget, it is the function of the Board to set program direction and priorities—provided they fall within the approved budget and align with the FCSS Regulation. This creates a collaborative but distinct governance model where Council funds the envelope, and the Board defines the content within it.

If it is Council's desire to consider altering the structure, scope, or delivery of specific programs, it is important to recognize that such decisions intersect with the statutory and operational role of the FCSS

Board. Any structural changes would require close coordination with the Board, and potentially a reevaluation of the Board's terms of reference, mandate, or governance relationship with Council.

In summary the governance relationship between Council and the FCSS Board works as follows:

FCSS Boards are established at the discretion of Council:

The FCSS Regulation does not require municipalities to establish a separate board. When formed, such boards are advisory in nature and function under the authority delegated by Council.

• Council retains jurisdiction over Board governance and structure:

Council has the authority to approve or amend the FCSS Board's:

- Terms of Reference
- Policy framework
- Reporting structure
- Membership composition
- Budget parameters

Council approves the annual FCSS budget:

While the Board recommends programs and develops the business plan, Council approves the total funding allocation. Program adjustments may be explored in alignment with the approved financial envelope.

Program delivery must remain within provincial legislative guidelines:

Regardless of governance structure, all FCSS programs must continue to meet the requirements of the FCSS Act and Regulation, including a focus on prevention and non-duplication of services.

Because the Green View FCSS model includes cost-sharing with the Town of Valleyview any significant structural changes should involve collaboration to maintain transparency and shared expectations.

The FCSS program is governed by a provincial cost-sharing model in which the Province is expected to fund 80% of program costs, and municipalities fund the remaining 20%. Using the 2024 provincial contribution of \$404,583 as the 80% reference point, the implied total program cost would be \$505,729, with Greenview's expected 20% contribution at \$101,146.

In reality, Greenview contributed more than \$1.79 million to FCSS in 2024—nearly 18 times the required municipal share—to maintain and expand services across a large and diverse region. This significant overcontribution reflects the realities of delivering social programming across one of Alberta's largest rural municipalities, which includes two distinct urban centres (Valleyview and Grande Cache), and numerous hamlets. The cost of staffing, travel, infrastructure, and outreach increases considerably when operating across such vast geography.

In addition, Green View FCSS delivers a broad and diverse spectrum of preventative programming that exceeds what is typically offered by most municipalities in Alberta. From youth development and school-based supports to seniors outreach and community wellness initiatives, Greenview has committed to a model that is both expansive and responsive to local needs.

A key example of this is Greenview's operation of the Community Resource Centre (CRC)—a service hub that provides employment support, information and referral services, access to forms and benefit programs, and general community navigation. There are municipalities, particularly those with large urban centres, where these types of services are not operated by the municipality. Instead, they are typically delivered by external agencies such as local Chambers of Commerce, Service Canada Centres, or independent nonprofits. In contrast, Greenview has chosen to fully fund and deliver the CRC in-house, ensuring consistent access to critical supports—especially in rural and remote areas where those external institutions do not exist.

By choosing to fully resource and deliver these programs internally, Greenview ensures that residents receive a consistent, municipally integrated level of service regardless of location, demographic, or economic status.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Committee of the Whole will gain a clear, data-driven understanding of the service levels currently being delivered through Green View's FCSS program, as well as the financial and operational realities associated with providing preventative social services across a large, geographically diverse municipality.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is the that while the number of users, programs, and per-user costs provide helpful benchmarks, they do not capture the true complexity or long-term benefits of FCSS programming. Preventative social services are inherently difficult to quantify in terms of financial return, and the value they provide—such as reduced crisis intervention, enhanced community resilience, or stronger family support—often manifests over years and cannot be fully reflected in a simple budget-to-user ratio.

ALTERNATIVES CONSIDERED:

1. Council has the alternative to look deeper into service levels and explore different operating models that could potentially meet their expected level of service for the municipality.

Motion: That Council direct Administration to provide alternative operating models for the purpose of future budget considerations.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

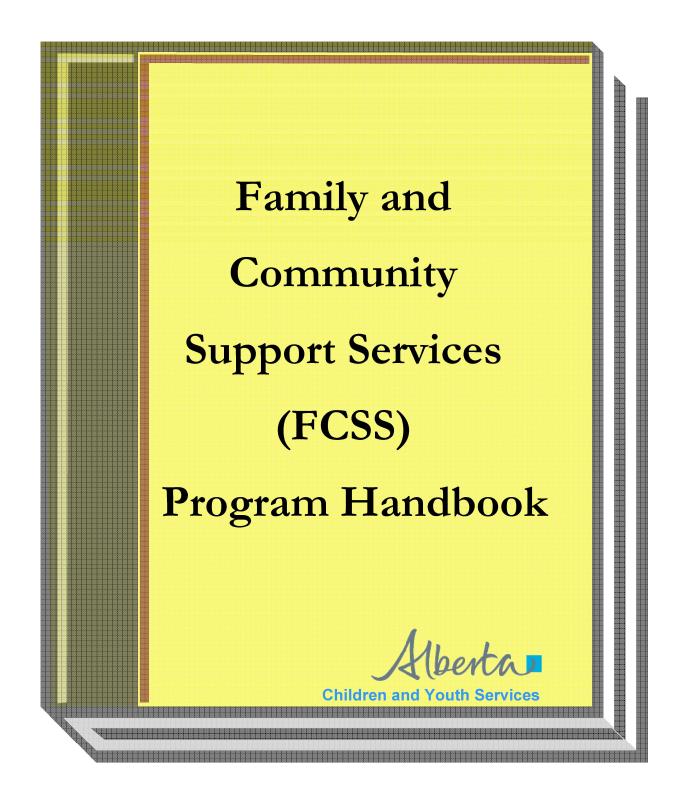
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- 2025 FCSS Approved Budget
- 2024 Programs Spreadsheet
- FCSS 2024-26 Business Plan
- FCSS Handbook
- FCSS Framework



Introduction

Since 1966, the Government of Alberta, together with participating municipalities and Métis Settlements, have jointly funded preventive social services for Albertans through the Family and Community Support Services (FCSS) Program. Designed to meet the preventive social programming needs of the local community, FCSS projects and services offer a range of support for people of all ages. Over the years, a number of changes have been made to the FCSS Program to ensure that it continues to meet the needs of the community.

The FCSS Program Handbook presents an outline of the FCSS Program, describing its Program plan, organization, allocation of funds and accountability processes. The Handbook is intended to assist staff, elected officials and board members in understanding the purpose of the FCSS Program, how FCSS funding is allocated and how it can be used. It will also provide a record of significant program policy decisions, including interpretations of the FCSS Regulation.

This Handbook will be updated as required.

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Program Plan

A. Vision

Alberta's diverse people building strong communities through positive, caring interaction and mutual respect.

B. Beliefs

A community's most valuable resources are its people. Investments made in developing and supporting people pay dividends in all areas of community life.

We can make valuable contributions to our communities and communities need the contributions of all of us.

Voluntarism is inherently valuable in that it allows us, as citizens, to contribute directly to our community, which in turn is linked to positive outcomes for individual volunteers.

Partnerships are fundamental to community building.

Municipalities and Métis Settlements can support individuals, families and communities by providing well-designed preventive social programs.

Each municipality and Métis Settlement has unique programming needs and is best able to determine what its own needs are.

C. Mission

Family and Community Support Services (FCSS) is a partnership between the Province, municipalities and Métis Settlements that develops locally driven preventive social initiatives to enhance the well-being of individuals, families, and communities.

D. Mandate

Provincially, the FCSS Program receives its mandate from the FCSS Act and Regulation pursuant to that Act. At the local level, a municipal or Métis Settlement Council chooses whether to establish a Program, and enters into an agreement with the Province to jointly fund the Program.



FCSS Program Options

The following is a list of programs and services that may be offered in a community through the FCSS Program. This list is intended as a guideline only. Assessing the needs of the community is the responsibility of the municipality or Métis Settlement.

- a. Services to assist communities to identify their social needs and develop responses to meet those needs, including:
 - i. raising public awareness around community issues,
 - ii. developing strategies for community advocacy,
 - iii. developing comprehensive social community plans and initiatives,
 - iv. environmental scans, service reviews, strategic planning, program planning, or
 - v. in-kind support to community-based groups (until they are able to sustain themselves) such as provision of office space, printing, photocopying, help with preparing proposals, etc.;
- b. Services to promote, encourage and support volunteer work in the community, including:
 - i. recruitment, training and placement services,
 - ii. resources to support volunteers,
 - iii. volunteer recognition, or
 - iv. co-ordination of volunteer services;
- c. Services to inform the public of available services, including:
 - i. information and referral services,
 - ii. community information directories,
 - iii. newcomer services, or
 - iv. inter-agency co-ordination;
- d. Services that promote the social development of children and their families, including:
 - i. parent-child development activities,
 - ii. early childhood development services for children aged 0-5 (excluding child care), or
 - iii. support services for young children aged 6-12 (excluding out-of-school care subsidies);
- e. Services that enrich and strengthen family life by developing skills so people can function more effectively within their own environment, including:
 - i. mentoring programs,
 - ii. parenting and family life education and development programs,
 - iii. programs for single adults and single parents,
 - iv. courses designed to enhance self-awareness and personal growth,
 - v. individual, family and group counselling services that are educational and not treatment oriented, or
 - vi. youth development and leadership services;

- f. Services that enhance the quality of life of the retired and semi-retired, including:
 - i. home support services,
 - ii. education and information services,
 - iii. co-ordination of senior services and programs, or
 - iv. self-help socialization activities.



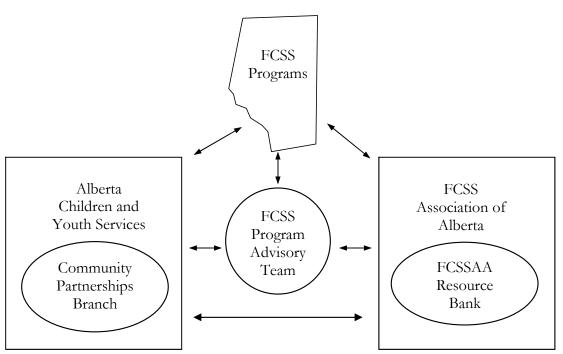
Organization

To better reflect the partnership nature of the FCSS Program, a more formal relationship is established between Children and Youth Services (CYS) and the Family and Community Support Services Association of Alberta (FCSSAA). The partnership team takes a joint approach toward improving the FCSS Program. This chapter describes that relationship.

A. Relational Chart

(courtesy of the FCSSAA)

How FCSS Bodies Relate



FCSS Programs have two primary sources of information, plus communication with all three bodies.

B. Program Advisory Team Mandate

1. Background

The FCSS Program is jointly funded by the Province and participating municipalities or Métis Settlements. The Minister of CYS is responsible for provincial policies that guide the Program.

Staff from the Ministry meet regularly with executive members of the FCSSAA to identify issues and suggest policy changes. This joint initiative of the Ministry and the Association is known as the FCSS Program Advisory Team (PAT).

2. Purpose

PAT is a vehicle for the Ministry and the FCSSAA to jointly consider program policies and processes and recommend improvements. PAT is not intended to duplicate or interfere with the relationship between the Province and individual municipalities/Métis Settlements as outlined in FCSS legislation.

Specific aspects of PAT's mandate include:

- Operating within the framework of the FCSS Act and Regulation, the budget as determined by CYS and the overall goal of the department business plan.
- Making recommendations for a three-year plan for FCSS, including the vision, mission, principles, goals and performance measures for the provincial Program.
- Providing a forum for the discussion of new Program directions.
- Reviewing progress made toward Program goals and reporting on performance measures.
- Assisting in the continued development of the FCSS Program Handbook.
- Recommending policies concerning administration of the Program, including:
 - Interpreting policy concerning types of services that are eligible or not eligible for FCSS funding. This typically does not involve decisions about individual projects; rather PAT considers classes or groupings of projects or services (e.g., reviewing the policy with respect to funding food banks).
 - Assisting in the evaluation of the effectiveness of the FCSS Regulation, FCSS funding allocation model and FCSS Program Review processes.

3. Membership

Ministry:

- Director of Community Partnerships
- Senior Manager responsible for FCSS
- FCSS Financial and Program Review Officers

FCSSAA:

- President
- Vice-President
- Secretary
- Treasurer

- Past President (one-year term)
- Executive Director
- Representation from FCSS Directors' Network
- Representation from Métis Settlements

4. Authority/Reporting Relationship

PAT represents a consultative relationship between the Ministry and the FCSSAA. Ministry staff is accountable to the Assistant Deputy Minister responsible for FCSS. Association representatives are accountable to the Association Board and member Programs.

C. Eligibility Review

Projects and services receiving FCSS funding is one subject the PAT discusses to clarify eligibility within the context of the broad Program mandate. For example, in 2008, the PAT reviewed the intent and outcomes of the School/Community Resource Officer Program, determined it was not a preventive social program and, therefore, not eligible for FCSS funding. The PAT does not approve (or disapprove) the delivery of specific programs or services at the local level because it is not comprehensively aware of local community needs and capacities, and does not interfere in local independence and decision-making. It is important to recognize that ultimately, it is the responsibility of a local municipal or Métis Settlement Council and/or FCSS Board to determine whether or not to fund a specific project or service based on legislated parameters.

D. Available Resources

A number of FCSS resources and publications are available on the CYS website at www.child.alberta.ca/home/821.cfm as well as the FCSSAA website at www.fcssaa.ab.ca.



April

April

April

Accountability

A. Administration Process

1. Municipal FCSS Administration Process

August RECEIVE from the Province forthcoming year FCSS funding allocation confirmation.

The municipality may either request the entire grant amount, or a portion thereof, based on the

municipal budget estimate.

October RECEIVE from the Province:

FCSS Funding Agreement (offer of funding) for the coming year.

HAVE AGREEMENT SIGNED BY MUNICIPAL AUTHORITY.

SEND signed agreement to CYS. Department processes payment.

January RECEIVE (municipal) first quarter payment of provincial funding for the new year.

January End of previous financial year:

- COMPILE information for Annual FCSS Program Report.
- ARRANGE for financial audits/review engagement reports/certificates of compliance (where applicable).

SEND reports to the Province (within 120 days after end of financial year).

Questions

(Province reviews)

x If reports require clarification

If reports complete

RECEIVE from the Province:

Provincial budget is set. Revised allocations and agreements forwarded, if required.

Reconciliation Statement of Revenue and Expenditures.

RECEIVE (municipal) second quarter payment of provincial funding.

July RECEIVE (municipal) third quarter payment of provincial funding.

October RECEIVE (municipal) fourth quarter payment of provincial funding.

December RECEIVE Annual FCSS Program Report from the Province.

2. Métis Settlement FCSS Administration Process

April RECEIVE from the Province:

• FCSS Funding Agreement (offer of funding) for the coming fiscal year.

HAVE AGREEMENT SIGNED BY MÉTIS SETTLEMENT AUTHORITY.

SEND signed agreement to CYS. Department processes payment.

April End of previous financial year:

- COMPILE information for Annual FCSS Program Report.
- ARRANGE for financial audits/review engagement reports/certificates of compliance (where applicable).

May RECEIVE first quarter payment of provincial funding for the new year.

RECEIVE from the Province:

Reconciliation Statement of Revenue and Expenditures.

July RECEIVE second quarter payment of provincial funding.

October RECEIVE third quarter payment of provincial funding.

January RECEIVE fourth quarter payment of provincial funding.

February RECEIVE Annual FCSS Program Report from the Province.

January

3. Provincial FCSS Administration Process

Forward forthcoming year FCSS funding allocations to municipalities and Métis August Settlements for grant confirmation and requests for provincial funding. October Forward FCSS Funding Agreements to municipalities for the coming year. December Forward Annual FCSS Program Reports to municipalities for financial reporting. January Disburse (municipal) first quarter payment of provincial funding to municipalities. February Forward Annual FCSS Program Reports to Métis Settlements for financial reporting. April Provincial budget adjustments to FCSS Funding Agreements, if required. Disburse (municipal) second quarter payment of provincial funding to municipalities. Forward FCSS Funding Agreements to Métis Settlements. May Receive and review prior year financial statements/certificates of compliance from municipalities. Forward FCSS Reconciliation Statements to municipalities. Disburse first quarter payment of provincial funding to Métis Settlements. July Disburse (municipal) third quarter payment of provincial funding to municipalities. Disburse second quarter payment of provincial funding to Métis Settlements. Receive and review prior year financial statements/certificates of compliance August from Métis Settlements. Forward FCSS Reconciliation Statements to Métis Settlements. October Disburse (municipal) fourth quarter payment of provincial funding to municipalities. Disburse third quarter payment of provincial funding to Métis Settlements.

Disburse fourth quarter payment of provincial funding to Métis Settlements.

B. FCSS Funding Agreement

1. Municipalities



Children and Youth Services

JANUARY 1 - DECEMBER 31, 20XX FAMILY AND COMMUNITY SUPPORT SERVICES FUNDING AGREEMENT

BETWEEN:

HER MAJESTY THE QUEEN in RIGHT OF ALBERTA

as represented by the Minister of Children and Youth Services

("the Minister")

AND

xxxxxxxxx, whose address is

xxxxxxxxx

xxxxxxxx, Alberta xxxxxx

("the Municipality")

The Minister and Municipality agree as follows:

- Subject to appropriation by the Legislature of Alberta, the Minister shall pay the Municipality the committed provincial contribution of \$XXX,XXX to establish, administer, and operate the program referred to in paragraph 2 of the Agreement.
- 2. The Municipality shall:
 - (a) provide for the establishment, administration, and operation of a FCSS Program ("the Program") in accordance with the FCSS Act and Regulation;
 - (b) use the total amount of \$XXX,XXX) including a required municipal contribution of at least \$XX,XXX to deliver the Program;
 - (c) repay any provincial funds unused when this Agreement ends;
 - (d) prepare and submit Program and financial information required under the Act, within 120 days of the end of the Municipality's fiscal year, or if the agreement with the Minister is terminated, within a period of time determined by the Minister;
 - (e) ensure that required program and financial information is collected, maintained, used, and disclosed in accordance with the provisions of the Freedom of Information and Protection of Privacy Act; and records identified as necessary under the Act must be kept for a period of five years, in accordance with the retention schedule under which the Ministry operates.
- 3. The Minister shall pay the Municipality an advance of one-fourth of the total payable under this Agreement in January, April, July, and October 20XX.
- 4. If a disagreement arises between the parties regarding the expenditure of funding under the Act, the decision of the Minister to resolve the disagreement shall be final and conclusive.

5.	(a)		the opinion of the Minister, a Municipality's program fails to meet the requirements of the nily and Community Support Services Regulation	
	or			
	(b) if the financial report of the Municipality			
		(i)	has not been submitted to the Minister within 120 days of the end of the Municipality's fiscal year,	
		(ii)	does not meet the requirements of the Family and Community Support Services Regulation, or	
		(iii)	shows that the Municipality has wrongfully used funds provided to it under the Act, the Minister may withhold amounts of funding under any new agreement or require the Municipality to repay the amounts of funding that in the opinion of the Minister are equivalent to the value of the program components not met or the funds wrongfully used.	
6.	con	nmun n the d	or more municipalities have entered into an agreement to provide joint family and ity support services programs, the Municipality represents that pursuant to the agreement other municipalities, it has the authority to agree to the terms of this Agreement on their	
7.	This Agreement commences on January 1, 20XX and ends on December 31, 20XX.			
8.	This Agreement may be terminated: (a) at any time by mutual agreement of the parties;(b) by either party for any reason by providing 6 months written notice to the other party.			
9.	9. If this Agreement is terminated for any reason, the Municipality's obligations under clauses 2(c), (d), and (e) and clauses 5(a) and (b) continue.			
The M	unici	pality	has signed this Agreement on the day of, 20XX.	
The M	iniste	er has	signed this Agreement on the day of, 20XX.	
Signatures (Affix municipal corporate seal if applicable):				
Minister of Children and Youth Services				
Municipality's duly authorized signing officer(s) (Mayor, Reeve as the case may be)				
Page 2 of 3				

JANUARY 1 - DECEMBER 31, 20XX				
FA		ORT SERVICES FUNDING AGREE Support Services Regulation)	MENT	
	(i animy and community	Support Services Regulation)		
itle of Program:	xxxxxxxxxxx	For t	he Period Ending	
Scope of Program:	Single Municipality	Dece	ember 31, 20XX	
	X Multiple Municipality			
	, comment manner, panny			
List all participating mu	nicipalities.			
TOWN OF XXXXXXX	X \$XX,XXX.0	0 VILLAGE OF XXXXXXXXX	\$XX,XXX.00	
TOWN OF XXXXXXX	X \$XX,XXX.0	0 VILLAGE OF XXXXXXXXX	\$XX,XXX.00	
XXXXXXXXXX COUN	ΓY \$XX,XXX.0	0 VILLAGE OF XXXXXXXXX	\$XX,XXX.00	
XXXXXXXXXX COUNT	ΓY \$XX,XXX.0	0 M.D. OF XXXXXXXXXX	\$XX,XXX.00	
	Calcul	ation of Funding:		
*****	/V	SXX,XXX	ф у у ууу	
@VV V\	· A	·////////	\$XX,XXX	
SXX,XX Committed P			Total Sum	
Committed F	rovincial Required Mu (\$0.25 per Comm	unicipal Contribution nitted Provincial \$1.00, 20% of the Total Sum)	Total Sum	

2. Métis Settlements



APRIL 1, 200X – MARCH 31, 200X FAMILY AND COMMUNITY SUPPORT SERVICES FUNDING AGREEMENT

BETWEEN:

HER MAJESTY THE QUEEN in RIGHT OF ALBERTA

as represented by the Minister of Children and Youth Services ("the Minister")

AND

XXXXXXXXX, whose address is XXXXXXXX XXXXXXXX, Alberta XXXXXX ("the Métis Settlement")

The Minister and Métis Settlement agree as follows:

- 1. The Minister shall pay the Métis Settlement the committed provincial contribution of \$XX,XXX to establish, administer, and operate the program referred to in paragraph 2 of the Agreement.
- 2. The Métis Settlement shall:
 - (a) provide for the establishment, administration, and operation of a Family and Community Support Services Program ("the Program") in accordance with the Family and Community Support Services Act and Regulation;
 - (b) use the total amount of \$XXX,XXX including a required municipal contribution of at least \$XX,XXX to deliver the Program;
 - (c) repay any provincial funds unused when this Agreement ends;
 - (d) prepare and submit Program and financial information required under the Act, within 120 days of the end of the Métis Settlement 's fiscal year, or if the agreement with the Minister is terminated, within a period of time determined by the Minister;
 - (e) ensure that required program and financial information is collected, maintained, used, and disclosed in accordance with the provisions of the Freedom of Information and Protection of Privacy Act; and records identified as necessary under the Act must be kept for a period of five years, in accordance with the retention schedule under which the Ministry operates.
- The Minister shall pay the Métis Settlement an advance of one-fourth of the total payable under this Agreement in April, July, and October, 20XX and January 20XX.
- If a disagreement arises between the parties regarding the expenditure of funding under the Act, the decision of the Minister to resolve the disagreement shall be final and conclusive.

Page 1 of 2

5.	(a)	If in the opinion of the Minister, a Settlement's program fails to meet the requirements of the Family and Community Support Services Regulation
		or
	(b)	if the financial report of the Métis Settlement
		 has not been submitted to the Minister within 120 days of the end of the Métis Settlement's fiscal year,
		(ii) does not meet the requirements of the Family and Community Support Services Regulation, or
		(iii) shows that the Métis Settlement has wrongfully used funds provided to it under the Act,
		the Minister may withhold amounts of funding under any new agreement or require the Métis Settlement to repay the amounts of funding that in the opinion of the Minister are equivalent to the value of the program components not met or the funds wrongfully used.
6.	This	Agreement commences on January 1, 20XX and ends on December 31, 20XX.
7.	This Agreement may be terminated: (a) at any time by mutual agreement of the parties; (b) by either party for any reason by providing 6 months written notice to the other party.	
8.		s Agreement is terminated for any reason, the Métis Settlement's obligations under clauses 2(c), and (e) and clauses 5(a) and (b) continue.
Tho	Mótic	Settlement has signed this Agreement on the day of, 20XX.
		ter has signed this Agreement on the day of, 20XX.
Sign	atures	s (Affix municipal corporate seal if applicable):
		Minister of Children and Youth Services
- -		
Métis S	ettlem	ent's duly authorized signing officer(s)
		Page 2 of 2
		r age 2 or 2

3. Terminating an FCSS Agreement

An FCSS Agreement may be terminated at any time by mutual agreement of both parties.

If a municipality wishes to terminate an Agreement between municipalities under Section 2(b) of the FCSS Act, and the effect of the termination would be to withdraw the authority for that municipality (i.e., local Unit Authority or lead municipality) to receive funding under the FCSS Regulation on behalf of another municipality, it shall provide the other municipality and the Minister of CYS with written notice six months prior to the termination date.

If a municipality participating in a multi-municipal Program that is **not** responsible for Program administration wishes to terminate an Agreement, it shall advise the local Unit Authority (lead municipality) of this decision. The local Unit Authority is then required to provide the Minister of CYS with written notice six months prior to the termination date. Refer to numbers eight and nine of the municipal FCSS Funding Agreement or number eight of the Métis Settlement FCSS Funding Agreement.

Municipalities or Métis Settlements operating individual Programs (i.e., not part of a multimunicipal agreement), wishing to terminate an Agreement are required to provide the Minister of CYS with written notice six months prior to the termination date.

C. Annual FCSS Program Report

1. Report Form

IILDREN AND YOUTH SERVICES					E	re 1
Family and Community	_				DAT yyyy / m	
Support Services (FCSS)						
he summary information you an ervices Act and Regulation. Th identify projects/services receiv bout the collection of this informa	his information will b ving FCSS funding, a	e used to determin and for other provin	e your munic cial program re	pality's FCSS gra porting purposes.	nt surplus/defici	t amount,
ame of FCSS Program: (Ent	ter the name of ye	our FCSS Progra	m below)			Words of
	THE REAL PROPERTY.					
ECTION 1 - Statement of Re	venues and Expe	enditures				
evenues						
Funding provided under the	Act (FCSS Funding	Agreement - No. 1)				(A)
Deferred provincial dollars fro	om 20XX (Reconcilia	ation Report)			The same	(A1
Funding provided under the	Act received from oti	her municipalities			\$	(B)
(amounts received from other	er FCSS Program as	reported on (B) of	Grant Transfer	s Form - provide d	letails)	
	Total Fur	nding provided u	inder the Act	(A + A1 + B = C	\$	(C)
Municipal contribution (Minim (including the 20% municipal)	num ¼ of the amoun	t on Line (C), Section CSS Programs rep	on 1) orted on D1 of	Grant Transfers Fo	orm)	(D)
Additional Funding received (amounts received from other	from other municipa er FCSS Program in	alities * excess of their 20%	% funding repo	ted on D2 of Gran	\$ nt Transfers Form	(D2
Other revenues						(E)
		Total R	evenues (C	+ D+ D2 + E = F) s	(F)
						
xpenditures						
Internal, directly funded servi		municipality under			9	(G)
the program including admin					9	(0)
Funds provided to service pre external to the municipality	oviders who are			\$	(H)	
Less surpluses retained/return who are external to the municipal to the mu		iders			(I)	
	g to service provid	ers who are exter	- nal to the mun	icinality (H - I = .		(J)
net rount unum	g to service provid				CA (E)	Olfan
			tai Expendii	ures (G+J=K	3	(K)
urplus (Deficit)				eficit) (F - K = L	· -	(L)
			(Deficit if ne	egative dollar value	9)	
RANT TRANSFERS FORM						
CSS Grant Received from C	ther FCSS Progr	ams				
lentify the name of the FCSS Pro	ogram forwarding the	FCSS grant and to	he amount of fu	ınding provided.		
Name of FCSS Program	Total Transfer (10	0%) 80% Provinci	ial Funding 2	0% Municipal Sha	re Addition	al Funding*
		(Prov. Funds u	nder the Act)			
E. M. Payer and September 1	HELITATED IN	10			THE PER	
		No.	0.0000		Che con la	
Total	\$	\$	(B)	\$	(D1) \$	(D2
					J	
Additional funding is funding rec	eived from other FC	SS Program in exce	ess of that Prog	gram's 20% require	ea contribution.	
						Continue

0	category and assign their percentage to each category. If there is not enough space provided in the categories below, please provide a separate attachment and	write "See Attachment"
	in the category. Identify externally funded projects/services with an asterisk(*). Ensure the total net amount of extern	
(5)	equals the amount on Line (J), Section 1.	
۸.	Children/Youth	
		hard to the sail
		Design Street
	Total Children/Youth Expenditures	\$ - (A)
3.	Families	
	Total Families Expenditures	\$ - (B)
Э.	Adults	
		Reflect to Trick to the
	Total Adults Expenditures	\$ - (C)

D.	CTION 2 - Projects/Services Report (continued) Seniors			
c#6				
		Total S	eniors Expenditures	\$ - (D)
Ξ.	Community Development			White Subtraction of
	Total	Community Develo	pment Expenditures	\$ - (E)
٠.	Grant Transfers to other FCSS Programs			
				EXPENSIVE RIN
		125		
	<u> </u>	T	otal Grant Transfers	\$ - (F)
3.	FCSS Management	Total FCSS Manag	ement Expenditures	(G)
	Total Expe		C + D + E + F + G = H) qual Line (K), Section 1)	\$ - (H)
SE	CTION 3 - Certificate of Compliance			EG LANGUAGUE A
	is is to certify that:	en d'en consent de la company		The state of
	To the best of my knowledge and belief, the projects/se requirements and conditions set out in the Family and expenditures and revenues relative to the Program have The 20% municipal contribution has been derived from	Community Support S e been included in this r	Services Act and Regula report.	mply with the ation; and all
	The 20% municipal contribution has been derived from	Date	Title municipality.	
0		yyyy/mm/dd	Signature of	Director or Designate
	Director or Designate (please PRINT)	7777711111100		
•		Date		Little Burger
۰	Director or Designate (please PRINT)		Signature of Chief Ad	ministrative Officer or Designa

2. Guideline

The FCSS Regulation requires all municipalities and Métis Settlements receiving provincial grants to submit **Annual FCSS Program Reports**. An Annual FCSS Program Report is forwarded each year from the Province to participating municipalities and Métis Settlements. *Note: In 2010, CYS introduced an Online System for submission of a number of documents, including the Annual FCSS Program Report. For further information, see Section E on page 4-21*. Submission of the report must be made within 120 days of the municipal calendar year-end (due to the Province on April 30 of following year) and within 120 days of the Métis Settlement fiscal year-end (due to the Province on July 29 of current year). The form is divided into three sections: Section 1 is the Statement of Revenue and Expenditures; Section 2 is the Projects/Services Report; and, Section 3 is the Certificate of Compliance.

The following is a guideline to assist in completing the form. Detailed information is also available in the FCSS Financial Report Guide which is posted on the CYS website at www.child.alberta.ca/home/821.cfm.

Name of FCSS Program - Identify the name of the local FCSS Program receiving funding from the Ministry for the delivery of preventive social services.

Section 1 Statement of Revenues and Expenditures

Revenues

Funding provided under the Act (FCSS Agreement – No. 1) is the total of the four quarterly FCSS provincial grant payments received within the reporting period, plus any calculated provincial surplus dollars from the prior reporting period. Refer to Line 1 of the FCSS Funding Agreement or Amending Agreement (if applicable) to confirm the correct figure to be included here.

Deferred provincial dollars from 20XX (Reconciliation Report) is the amount of unexpended dollars a municipality retained from the previous year as a result of a provincial FCSS grant increase. An Annual FCSS Program Report Addendum is forwarded from the Province together with the Annual FCSS Program Report. Local FCSS Programs deferring all or part of the increase are required to complete this Addendum. Refer to the prior year FCSS Reconciliation of Revenue and Expenditures Report provided by the Province to confirm correct figure to be included here.

Funding provided under the Act from other municipalities is the provincial (80 per cent) FCSS funding amount received from municipalities located outside its FCSS boundary (i.e., grant transfer). All grant transfer information, including the name of each municipality providing a grant and grant breakdown details, is to be reported on the Grant Transfers Form, located at the bottom of page one.

The *Municipal contribution* must be no less than 25 per cent of the provincial grant. This equates to an 80/20 ratio between the Province and the municipality/Métis Settlement. The contribution cannot include funds collected through fees charged to clients for services provided under the municipal program. The 20 per cent matching share must be allocated from the operating budget of the municipality/Métis Settlement.

If grant transfers are reported, combine matching 20 per cent contributions received from outside municipalities (as recorded on Line (D1) of the Grant Transfers Form), together with your Program's municipal share and report this amount on Line D. If no grant transfers are being reported, identify only your Program's municipal matching share.

Additional Funding received from other municipalities is the funding received from municipalities located outside its FCSS boundary from other FCSS Programs in excess of their 20 per cent matching share. The figure reported must correspond to the amount recorded on Line (D2) of the **Grant Transfer Form**, located at the bottom of page one.

Other revenues include the following examples:

Funds paid to the Program by other provincial, municipal, or federal departments for the reporting period.

Client fees or other third party fees received in the reporting period.

Proceeds from the disposal of assets and equipment.

Cash donations and proceeds from general fundraising activities to the Program, including United Way, etc.

Interest income from investments of current period funding and from other sources of income allocated to the Program.

All revenues received for the operation of an FCSS Program are to be reported when completing the Annual FCSS Program Report. However, there are circumstances wherein an FCSS Program may receive cash donations or generate revenues from fundraising activities intended to be spent on specific non-FCSS activities (i.e., outside legislated parameters). If a local FCSS Program is involved in community activities where no provincial (80 per cent) dollars are being used, do not report these expenditures and/or revenues on the Annual FCSS Program Report. Doing so may result in a false surplus calculation.

Expenditures

Internal, directly funded services provided by the municipality under the program including administration may only include costs identified in Section 3 of the FCSS Regulation (municipal costs) and shall not include costs identified in Section 4 (prohibited costs).

Funds provided to service providers who are external to the municipality is the total amount of all FCSS grants paid to external organizations during the reporting period.

Less surpluses retained/returned by service providers who are external to the municipality is the total amount of funding the externally funded organizations did not spend. The municipality must have a process in place to determine whether grants have been fully expended in accordance with the terms of agreement between the municipality and its funded organizations.

Externally funded organizations receiving operating grants from municipalities, regardless of their operating year, are required to submit calendar year-end (January 1 to December 31) financial statements for accountability/audit purposes.

Financial statements must correspond to projects as described on FCSS funding applications approved by municipal Councils and/or local FCSS Boards.

These statements, to be retained on file locally, support figures reported in Section 1 on Lines (H), (I) and (J) of the Annual FCSS Program Report. Calendar year statements are necessary to ensure the provincial FCSS reconciliation statement is calculated correctly.

If an externally funded organization closes or terminates its agreement with the municipality, a partial year financial statement for the period of time the organization was in receipt of funding is required.

Net total funding to service providers who are external to the municipality is the difference between the amount of funds advanced to external organizations and the amount of surpluses retained/returned by the organizations.

Surplus/(**Deficit**) is the difference between the total expenditures and the total revenues. If a surplus is identified, the amount will be prorated proportionately among revenue contributors (i.e., municipality, other revenue sources and the Province).

Section 2 <u>Projects/Services Report</u>

- List each project receiving funding and the amount expended. Total Program expenditures reported in Section 2, Box H must equal Section 1, Line K.
- The quality of reports produced within the provincial FCSS database is dependent on the accuracy and clarity of information provided on Annual FCSS Program Reports.
 Do not identify expenditure types (e.g., salaries, rent, utilities, etc.) as project names.
- Clearly identify each project receiving funding with an appropriate name. Consider the
 purpose, intent or outcome of the service when determining what a project name might
 be (e.g., "Seniors Outreach" versus "Seniors Fun Day"). Avoid grouping unrelated
 projects together.
- Separate activities with a similar purpose may be combined and reported under a common title (e.g., community events, public awareness/education, information/referral, and/or volunteer support).

- Externally funded projects/services must be identified with an asterisk (*). The appropriate project name should precede the name of the organization receiving funding (e.g., Outreach and Wellness Program (Seniors Drop-In Society)*).
- Expenditure totals for external projects reported in Section 2 must correspond to the figure reported in Section 1 on Line (J) (i.e., Net Total Funding to service providers who are external to the municipality).
- If a project fits within multiple categories, calculate and report the percentage that applies to each. For example, 75 per cent of a \$5,000 Family School Liaison expenditure could be reported within the Category A Children and Youth (\$3,750) and 25 per cent reported within Category B Families (\$1,250).
- Grant Transfers to other FCSS Programs (Category F) is used when municipalities elect to transfer all, or a potion of, their FCSS grants to neighbouring Programs located outside their boundaries for the delivery of services within their communities.
- FCSS Management (Category G) should only include expenses related to administration of the overall FCSS Program. Many FCSS Directors/Co-ordinators are also involved in direct program delivery. In these circumstances, the percentage of time and expenses involved in program delivery should be calculated and reported within appropriate categories (i.e., children/youth, families, adults, seniors or community development). "Facilitation and support" is an apt description for this type of service. Expenditures reported in this category must not include expenses, including salaries of municipal staff, for other municipal projects, work or service outside the FCSS mandate. Refer to Section 5(e) of the FCSS Regulation.
- Carefully consider appropriate category placement for each identified project.
 A number of reports produced by the Ministry are based on category information.

Section 3 <u>Certification of Compliance</u>

The FCSS Director (or designate) and the Chief Administrative Officer (or designate) both sign the Certification of Compliance attesting that all projects, services and expenditures comply with FCSS legislation; and that the 20 per cent municipal matching share is derived from the operating budget of the municipality or Métis Settlement.

FCSS Director is defined as the person directly responsible for the administration of an FCSS Program within a municipality or Métis Settlement.

CYS requires written confirmation from the municipality if Annual FCSS Program Report signing authority is delegated to anyone other than the local FCSS Director, Chief Administrative Officer and/or Mayor/Reeve (e.g., FCSS Board Chair).

3. Project Type Level I/II Coding

CYS receives frequent requests about the types of projects that are funded through FCSS and two levels of coding, Project Type Level I and II, have been established to assist in providing this information within the provincial FCSS database.

The groupings under Project Type Level I focus on the general type of service that is being provided (e.g., counselling or information and referral).

Project Type Level II is more specific than Level I and identifies projects by the common name of the activity or the context in which the service is being provided.

Level I and Level II coding is only required for **new** projects or services. Codes for projects or services reported in the previous year that receive funding again in the current year are saved and rolled over in the provincial FCSS database.

Ensure only one code for Level I and one code for Level II are assigned to each new project. A summary of prior year projects with their assigned codes is available from CYS upon request.

4. Level of Assurance

- a. If the provincial grant provided to the municipality/Métis Settlement is \$100,000 or less, the signed Annual FCSS Program Report is all the Province requires for reporting purposes.
- b. If the provincial grant provided to the municipality is more than \$100,000 but less than \$500,000, a Review Engagement Report (including supporting financial statements) specific to the FCSS Program, must accompany the signed Annual FCSS Program Report.
- c. If the provincial grant provided to the municipality is \$500,000 or more, audited financial statements specific to the FCSS Program must accompany the signed Annual FCSS Program Report.

Reporting requirements are identified in Section 6 of the FCSS Regulation. Definitions of "Review Engagement" and "Audit" are provided in the footnotes included on pages 22 and 23 of the FCSS Financial Report Guide posted on the Ministry's website at www.child.alberta.ca/home/images/familyandcommunitysupport/FCSS Financial Report Guide Aug 1 2006 Final1.pdf.

With respect to levels of assurance b) and c), the Review Engagement and the Audit require the issuance of a full report by a public accountant. The public accountant must be a member in good standing of the Institute of Chartered Accountants of Alberta, the Certified General Accountants' Association of Alberta, or the Society of Management Accountants of Alberta.

The Minister will allow a municipal employee to prepare a Review Engagement or Audit referred to in Section 6.1 and 6.2 of the FCSS Regulation providing that the following conditions are met:

- a. The employee has the proper professional designation.
- b. The employee's primary duty is performing audits.
- c. The employee is independent of the unit disbursing the FCSS grant funding.

5. Program Report Addendum Form

Family and Community Support Services (FCSS)	DATE yyyy / mm / dd
unicipalities will have an opportunity to defer any unexpended funding from thei beived in 20XX. Local FCSS Programs deferring all or a part of the increase impleting the 20XX Annual FCSS Program Report, this deferred unexpended for treement amount.	will be required to complete this addendum. V
ame of FCSS Program:	
20XX Surplus (From Line 'L' of the 20XX Annual FCSS Program Re	port)
20XX Surplus (From Line 'L' of the 20XX Annual FCSS Program Re 20XX Unexpended Funding from the \$XX million increase (provionly) received in 20XX to be deferred and reported in 20XX Annu Report.	ncial 80% dollars
20XX Unexpended Funding from the \$XX million increase (provionly) received in 20XX to be deferred and reported in 20XX Annu	ncial 80% dollars

If a municipal FCSS Program receives a funding increase (i.e., amending agreement) in the current financial year resulting in a surplus, the Program may choose to apply to defer all or part of the surplus to the maximum amount of the increase by completing the Annual FCSS Program Report Addendum.

Métis Settlements operate on the same fiscal year as the Province, April 1 to March 31, and therefore are not required to complete an Annual FCSS Program Report Addendum.

Local Unit Authority

D. Reconciliation Statement

Family and Community Support Services Reconciliation of Revenue and Expenditures

	20XX CA	LENDAR YEAF
REVENUES		Surplus Cost Share Factor
Funding provided under the Act (FCSS Funding Agreement - No. 1)	(a)	
Funding provided by other FCSS Programs under the Act	(b)	
Total funding provided under the Act [(a) + (b)]		(c)
Municipal contribution or 1/4 of Provincial Funding, whichever is less		(d)
Additional Funding received from other municipalities		(d2)
Other Revenues		(e)
TOTAL REVENUES $[(c) + (d) + (d1) + (e)]$		(f)
EXPENDITURES		•
Internal, directly funded services provided by the municipality under the program including administration		(g)
Funds provided to service providers who are external to the municipality	(h)	•
Less surpluses retained/returned by service providers who are external to the municipality	(i)	
Net Total Funding to service providers who are external to the municipality $[(h) - (i)]$		(j)
TOTAL EXPENDITURES [(g) + (j)]		(k)
SURPLUS/DEFICIT [(f) – (k)]		
Share of funding surplus by Municipality		
Share of funding surplus by other sources of revenue		
Share of funding surplus by the Province		
Share of funding surplus deferred by Municipality		
Revised share of funding surplus by Province		

Reconciliation Statement

The provincial reconciliation statement reflects the Statement of Revenue and Expenditures as identified in Section 1 of the Annual FCSS Program Report. Any surpluses incurred by the local FCSS Program will be prorated in proportion to the amount provided by the Province, the municipality/Métis Settlement (to a minimum of 25 per cent of the provincial contribution) and other sources of revenue.

E. Electronic Processing of FCSS Documents

In 2010, CYS introduced an Online System to enable municipalities and Métis Settlements to submit a number of documents electronically through a secure web browser interface to the Internet. These documents include FCSS Funding Requests, FCSS Funding Agreements, FCSS Funding Agreement Amendments and Annual FCSS Program Reports. Funding Requests, Funding Agreements and Amending Agreements are forwarded from the Ministry through this System to Chief Administrative Officers/Administrators and Annual FCSS Program Reports are forwarded to local FCSS Directors.

Following are some of the benefits to using this System:

- Permanent File of Submissions Ability to check the status of submitted documents. Documents may be printed at any time and prior year records may be reviewed.
- Receive Electronic Notices An immediate e-mail from the System will provide notification once the Minister or Minister Designate of CYS has approved submitted documents. The System will also provide notification of errors or omissions.
- High Reliability No concerns about having documents lost/delayed in the mail.
- Less Cost Signing on to the System is free; no need to spend money for postage or couriers.

Passwords and IDs for specific roles must be established before municipalities and Métis Settlements may access the System. The URL address for the FCSS Online System is https://www.acs.gov.ab.ca/fcss/fcss.nsf. Detailed information is available in procedural manuals posted on the Ministry's website at www.child.alberta.ca/home/821.cfm. There are separate manuals for municipalities and Métis Settlements.

For password/ID related questions, send an e-mail message to FCSS.Admin@gov.ab.ca.

F. Program Review Process

Provincial staff conduct FCSS Program Reviews throughout the Province, with approximately 12 municipalities/Métis Settlements visited each year. The purpose of these reviews is to provide ongoing program and administrative advice, support and information to participating municipalities and Métis Settlements and to ensure local Programs are operating within the legislated parameters of FCSS.

G. Performance Measurements

1. Performance Measures (Provincial)

One function of performance measurement is to assist FCSS partners to determine whether the Program is achieving its mission provincially, and whether municipalities and Métis Settlements are fulfilling the intentions of the FCSS Act and the Regulation. The mission and local responsibilities are restated on the following page for reference purposes.

Mission:

FCSS is a **partnership** between the Province, municipalities and Métis Settlements that develops locally-driven **preventive social initiatives** to **enhance the well-being** of individuals, families and communities.

Responsibilities of municipalities (reference Section 2 of the FCSS Regulation):

The following are activities that FCSS communities must perform in order to achieve outcomes:

- promote and facilitate the development of stronger communities;
- promote public participation in planning, delivering and governing the program and services provided under the program;
- promote and facilitate the involvement of **volunteers**;
- promote efficient and effective use of resources;
- promote and facilitate co-operation and co-ordination with allied service agencies operating within the municipality.

FCSS Program outcomes relate to the following statements identified in Section 2.1(1)(b) of the FCSS Regulation. Local FCSS Programs should be developed to assist communities to:

- help people to develop independence, strengthen coping skills and become more resistant to crisis;
- help people to develop an awareness of social needs;
- help people to develop interpersonal and group skills which enhance constructive relationships among people;
- help people and communities to assume responsibility for decisions and actions which affect them;
- provide supports that help sustain people as active participants in the community.

Provincial performance measures will address each of the highlighted concepts from the mission and the responsibilities.

2. Reporting on Provincial Performance Measures

The Government of Alberta and the FCSSAA have identified the need for performance measures to articulate the effectiveness of FCSS projects and services in meeting preventive social service needs, identify gaps in existing services and provide opportunities to learn and improve.

A framework for the FCSS Outcome Measures Initiative is being developed which will help local FCSS Programs link their own unique outcome statements to one or more of the broad strategic directions identified in the FCSS Regulation. This work will help to identify effective performance measures.

3. FCSS Outcome Measures Initiative

The FCSS Program is included in the Ministry's Business Plan with goals, targets, performance measures and outcomes for province-wide program delivery. The measures used are strong indicators of the commitment of local FCSS staff and volunteers to reduce the need for crisis intervention in communities by providing support to children, youth and families at the earliest opportunity.

In 2000, an environmental scan identified that FCSS Programs did not have the capacity to monitor outcomes of program delivery. In 2001, the FCSSAA piloted a "program logic model" with seven FCSS Programs and the Making a Difference (MAD) Outcome Evaluation System was initiated. The intent of the MAD initiative was to provide an opportunity for FCSS Programs to learn the practice of identifying outcomes of their services; and learn how to use the information for continuous improvement and guiding best practices.

Involvement in the Initiative was encouraged but not required and over the years, the use and understanding of outcome measurement by local FCSS Programs continued to grow. Several provincial annual reports were produced.

Based on findings from the 2007 FCSS Program Review and feedback from local FCSS Directors, a number of gaps and needs were identified in order to continue to build capacity and increase the number of local FCSS Programs implementing outcome measures. In March 2009, a Provincial FCSS Outcome Measures Steering Committee was established to oversee, build capacity and encourage the use of outcome measurement by all FCSS Programs.

The initiative was renamed the FCSS Outcome Measures (FOM) Initiative and the Steering Committee identified some initial priorities to support local FCSS Programs in developing and implementing FOM. Identified priorities included training specific to FCSS Programs delivered by FCSS staff trained in basic outcome measures, clear and consistent language, ongoing communication, the development of outcome measures tools and templates and a peer mentoring system.

In 2010, an FCSS Outcome Measures Training curriculum was developed and piloted by FCSS staff. Local FCSS Program staff have been recruited to work as FCSS Outcome Measures Trainers and are available to provide training and support to FCSS Programs.

Work on FOM will continue to address priorities and will include the development of a provincial framework for FOM. Questions regarding this initiative and the use of outcome measures should be directed to Joyce Mellott, Senior Manager, FCSS Unit, CYS, toll-free by first dialing 310-0000, then 780-415-6285, or by e-mail at Joyce.Mellott@gov.ab.ca.



Allocation of Funds

A. Funding Allocation Model

In April 1998, (then) Family and Social Services began to implement a new model for the allocation of provincial funding to municipalities and Métis Settlements participating in the FCSS Program. The model is based on the population of each participating municipality or Métis Settlement, with a median income level adjustment for each community. The Province uses the model to calculate the FCSS grant available to each municipality or Métis Settlement for the upcoming year.

1. History of Model Development

In April 1996, the administration of the FCSS Program was returned to (then) Family and Social Services from Municipal Affairs. A steering committee was established to conduct a review of the FCSS Program. The committee included representation from the Alberta Urban Municipalities Association, Alberta Association of Municipal Districts and Counties, the FCSS Association of Alberta, Métis Settlements General Council, Inter-City Forum on Social Policy and Family and Social Services. To assist the steering committee, a design team was also created to deal with the detail and analysis of FCSS issues. The design team included department and municipal FCSS officials.

One task was to review the method of allocating provincial funding to participating municipalities and Métis Settlements. The committee considered many different models and determined the approach best able to address some of the funding inequities without introducing too much complexity to the system.

2. Changes to the FCSS Funding Model

As a result of recommendations stemming from the 2006 FCSS Program Review, qualifying municipalities and Métis Settlements received one-time supplemental funding in February 2008 to bring all FCSS Programs to a funding level equal to the cumulative percentage increase of the provincial FCSS budget between the fiscal years 2002/2003 and 2007/2008 of 16 per cent. This increase became part of each local FCSS Program's base budget in April 2008.

In order to maintain the funding level and address the cost of doing business, a two per cent increase to the FCSS grant budget was included in the funding model calculation.

This means that municipalities and Métis Settlements receive either a two per cent increase from the prior year funding, thereby eliminating the need for grandfathering (a process that allows a local FCSS Program to retain its current level of funding), or an amount based on the funding allocation formula (i.e., population/median income), whichever is higher.

Note: This assumes that CYS receives an annual increase to its provincial FCSS Program grant allocation budget.

3. Funding Calculation

The model sets out the following steps to determine the amount of provincial FCSS funding available to a participating municipality or Métis Settlement:

Step One: Identify the current population of the municipality or Métis

Settlement. The population figure used by the model is the one provided by the municipality or Métis Settlement to Municipal Affairs. Because these figures are updated annually each October, funding is based on the previous year's population (e.g., 2010 funding is based on 2009

population figures).

Step Two: Determine the median income of the municipality or Métis

Settlement. The model uses the individual median income as reported by Statistics Canada and is based on Tax Filer data. Because Statistics Canada collects and reports this data based on postal codes, the data is organized to correspond as closely as possible with municipal and Métis

Settlement boundaries.

Step Three: Determine the income index for the municipality or Métis

Settlement. The income index is derived by dividing the municipality's or Métis Settlement's median income by the average median income of all

participating municipalities and Métis Settlements.

Step Four: Determine the adjusted population of a municipality or Métis

Settlement. The formula is as follows: Adjusted Population for Calculation of FCSS Funding = Population *plus* [(1 *minus* Income Index)

multiplied by Weighting Factor* multiplied by Population)].

*See note on page 5-5 related to weighting factor.

Step Five: Determine the percentage of available FCSS funding that will go to

the municipality or Métis Settlement. The formula is as follows:

Percentage of Available FCSS Funding = Adjusted Population (per above) divided by the total Adjusted Population of all participating municipalities

and Métis Settlements multiplied by 100.

Step Six:

Determine the amount of funding available for distribution under the model. The entire FCSS grant budget is not distributed according to the funding formula. With the incorporation of the two per cent increase in the calculation, a portion of the budget is used.

For example, in 2008/2009, \$72.4 million was budgeted for grants to municipalities and Métis Settlements. Approximately \$70.9 million was distributed under the model and \$1.5 million was the result of the two per cent calculation. In future years, these figures will change based on current population and median income or because of changes to the overall provincial FCSS grant budget.

Step Seven:

Determine the provincial FCSS grant for the municipality or Métis Settlement. To do this, the percentage share of available funding (per step five) is *multiplied* by the funding available for distribution under the model (per step six).

Step Eight:

Calculate the two per cent increase from prior year funding allocations to municipalities and Métis Settlements. To address the cost of doing business and eliminate grandfathering, a two per cent increase is applied to prior year funding for all participating municipalities and Métis Settlements. This calculation is done independent of the funding formula. The results of both calculations determine the amount of funding received by the municipalities and Métis Settlements. Municipalities and Métis Settlements receive the greater amount of both calculations.

An example of the calculation is provided on the following page.

4. Example

Step One	Population of a municipality	10,000
Step Two	Median Income	15,000
Step Three	Median Income Average	16,646
	Income Index	.901
Step Four	Overall Income Index	1.00
	Less: Income Index of municipality	.901
	Difference	.099
	Multiply by weighting factor	.25
		.02475
	Multiply by actual population of municipality	10,000
		247.5
	Plus: Actual population of municipality	10,000
	Adjusted population for calculation	10,247
Step Five	Divided by Total Adjusted Population of all participating municipalities	2,486,893
	Percentage of Adjusted Population of municipality	0.41204%
Step Six	Multiply by Grant for Distribution	\$34,200,000
Step Seven	Eligible Funding Amount	\$140,917.76
Step Eight	Calculate the two per cent increase from prior year's funding and apply whichever is the greater of the two calculations.	

5. Additional Notes

Median Income

The median is the middle number in a group of numbers. Where a median income is given as \$20,000, it means that exactly one-half of the reported incomes are greater than or equal to \$20,000, and the other one-half are less than or equal to that amount. The model uses individual median income produced by Statistics Canada, based on Tax Filer data. This data is updated annually, but is always two years behind. For example, in the Fall of 2009 when preparing the 2010 FCSS grants, income data from the 2007 tax year was used.

The provincial **median income average** is the sum total of median income of all participating municipalities and Métis Settlement, divided by the total number of participating municipalities and Métis Settlements.

Weighting Factor

The weighting factor is a mathematical constant that determines the influence of median income in the funding allocation model. The higher the weighting factor, the greater the influence of the median income. In the FCSS funding model, a weighting factor of .25 is used. This is a relatively low weighting, meaning that the population of the municipality or Métis Settlement plays a more significant role in determining its funding than does the median income. The sample calculation from the previous page demonstrates the use of the weighting factor.

Provincial Funding Increases for FCSS

The funding allocation model was developed to create more equity in the way funds are distributed to municipalities and Métis Settlements. In 2000, the Province and the FCSSAA undertook a review of the FCSS Funding Allocation Model. The result of the review indicated that the model was essentially sound and supported by participating municipalities and Métis Settlements, but required "full funding" to operate effectively. In 2002, the (then) Children's Services Ministry provided the FCSS Program with an additional \$15 million.

Since the 1997/1998 fiscal year, the Province has increased the annual FCSS budget by \$43.8 million. In 2008/2009, the majority of the FCSS communities received increases in their FCSS grants; however, despite considerable increases in funding, there were still a number of municipalities requiring grandfathering at their current levels, thus, the minimum increase of two per cent was introduced.

The following table shows the amount of provincial FCSS funding available to municipalities and Métis Settlements since 1997/1998:

1997/1998 Provincial FCSS Grant Budget	\$31.1 million
1998/1999 Provincial FCSS Grant Budget	\$36.1 million
1999/2000 Provincial FCSS Grant Budget	\$36.6 million
2000/2001 Provincial FCSS Grant Budget	\$37.6 million
2001/2002 Provincial FCSS Grant Budget	\$42.3 million
2002/2003 Provincial FCSS Grant Budget	\$57.3 million
2003/2004 Provincial FCSS Grant Budget	\$58.6 million
2004/2005 Provincial FCSS Grant Budget	\$61.1 million
2005/2006 Provincial FCSS Grant Budget	\$62.5 million
2006/2007 Provincial FCSS Grant Budget	\$64.5 million
2007/2008 Provincial FCSS Grant Budget	\$67.5 million
2008/2009 Provincial FCSS Grant Budget	\$72.0 million
2009/2010 Provincial FCSS Grant Budget	\$74.8 million
2010/2011 Provincial FCSS Grant Budget	\$74.8 million

B. Program Policies and Interpretations

1. What is FCSS?

FCSS is a unique 80/20 funding partnership between the Government of Alberta and participating municipalities or Métis settlements. Provincially, the FCSS Program receives its mandate from the FCSS Act and Regulation. The Act describes **what** the Province and municipality/Metis Settlement can do to provide preventive social services. The Regulation describes **how** services may be provided.

The Regulation sets out the service requirements that a municipality or Métis Settlement must meet to be eligible for funding. At the local level, a municipality or Métis Settlement Council chooses whether to establish a Program, and enters into an agreement with the Province to jointly fund FCSS activities. **Under FCSS, communities design and deliver social programs that are preventive in nature to promote and enhance well-being among individuals, families and communities.** The programs depend on community resources, often involving volunteers in management and delivery.

The FCSS philosophy is based on a belief that self-help contributes to a sense of integrity, self-worth and independence. The programs developed are intended to help individuals within their communities to adopt healthy lifestyles, thereby improving the quality of life and building the capacity to prevent and/or deal with crisis situations should they arise.

One of the key principles of the FCSS Program is local responsibility for priority-setting and resource allocation. Within the parameters of the FCSS Act and Regulation, each municipality or Métis Settlement determines how much of the available grant allocation it will access from the Province and how this funding should be allocated to best meet the needs of their community. Part of this decision-making process will be to ensure that the required 20 per cent matching share is available and that its source is the operating budget of the municipality/Métis Settlement. Final authority and responsibility for how local FCSS Programs will be administered and delivered rests with municipal/Métis Settlement Councils.

Eligible projects, services and expenditures must adhere to legislated requirements and it is recommended that the FCSS Act and Regulation be reviewed and referenced regularly. By collaborating and partnering, local FCSS Programs assist with such program goals as helping communities "assume responsibility for decisions and actions which affect them" and helping to "sustain people as active participants in the community." Promoting local partnerships and co-operation is not only essential to achieve objectives, it is philosophically sound.

FCSS, Prevention and Community Development

According to the FCSS Regulation, participating municipalities and Métis Settlements are obligated by legislation to "promote, encourage and facilitate the development of stronger communities." FCSS, by its legislated nature, is necessarily involved in community development.

Communities can be strengthened in at least two ways:

- 1. **By supporting individuals** Communities are groups of people. In providing services for individuals and families to improve their well-being and build their capacity to prevent and/or deal with crisis situations, communities as a whole are strengthened. FCSS supports individuals and families by offering programs (i.e., direct service delivery), or by funding community organizations to provide the services (i.e., external granting).
- 2. **By serving the whole community** Communities are also strengthened through community-wide initiatives that intentionally involve citizen participation and provide the opportunity for community members to assume responsibility for decisions and actions which affect them. FCSS serves the whole community by initiating and/or supporting community needs assessments, community planning processes, and developing and implementing projects to address community-wide needs. The provision of community-wide services such as community directories, information and referral services and volunteer centres are examples of FCSS involvement in community development.

Levels of Prevention

There are three levels of prevention: primary, secondary and tertiary. FCSS Programs focus on primary prevention (community development) and secondary prevention (community-based services). There has long been discussion about community development versus provision of community-based services for meeting needs and making change happen – and which is most appropriate for an FCSS Program's focus.

Each community needs to decide for itself what its core philosophy and approach will be. Many FCSS Programs are a combination of community development and community-based services. Elements of both approaches can be present in any project or community planning process.

Whether an FCSS Program wants to provide services or facilitate others to provide services, the role of FCSS is to ensure community involvement and input to make change happen. Using either a community development approach, a community-based services approach, or a combination of both, preventive social services provided by FCSS Programs will be:

- oriented to the future not the past;
- focussed on a group in the community or section of the community, rather than the individual;
- innovative and locally determined;
- carried out in co-operation with other organizations; and/or
- designed to encourage self help, volunteerism, and capacity building so people can help themselves.

FCSS Programs can often be seen doing community development by:

- encouraging groups of people to identify and work toward resolving community issues;
- publicizing issues that affect the quality of life of people in the community;
- adapting to changing conditions; and/or
- helping people to identify their needs, define their goals and determine how to make those goals reality.

Working with Child and Family Services Authorities

CYS offers a range of services and programs for children and families through 10 Child and Family Services Authorities (CFSAs) serving all regions of the Province. Local FCSS Programs and CFSAs work together to build strong, effective partnerships at the community level and collaborate on funding initiatives that meet the FCSS criteria.

CFSAs are responsible for services related to child intervention, child protection, foster care, adoptions, children with special needs, prevention of family violence and day care support services. Services may also include the delivery and co-ordination of a variety of other services developed through partnerships and protocols with community agencies, other regional authorities and government departments.

In 1999, CYS and the FCSSAA partnered to develop a series of "Working Together" papers. *Working Together with Child and Family Services Authorities* and numerous other publications are posted on the CYS website at www.child.alberta.ca/home/821.cfm. These papers are also available through the FCSSAA Resource Bank.

Further information about local CFSA offices can be found on the Ministry's website at www.child.alberta.ca/home/local offices.cfm.

2. Eligible/Non-Eligible Projects

Section 2 of the FCSS Regulation (Alberta Regulation 218/94) provides direction for program funding. It states that:

In providing for the establishment, administration and operation of a program, a municipality **must do all** of the following:

Activities

- (1) promote and facilitate the development of stronger communities;
- (2) promote public participation in planning, delivery and governing the program and services provided under the program;
- (3) promote and facilitate the involvement of volunteers;
- (4) promote efficient and effective use of resources;
- (5) promote and facilitate co-operation and co-ordination with allied service agencies operating within the municipality.

Section 2.1(1) states that:

Services provided under a program must

Outcomes

- (a) be of preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity, and
- (b) **do one or more** of the following:
 - (i) help people to develop independence, strengthen coping skills and become more resistant to crisis;
 - (ii) help people to develop an awareness of social needs;
 - (iii) help people to develop interpersonal and group skills which enhance constructive relationships among people;
 - (iv) help people and communities to assume responsibility for decisions and actions which affect them;
 - (v) provide supports that help sustain people as active participants in the community.

Section 2.1(2) states that:

Services provided under a program must not

Activities

- (a) provide primarily for the recreation needs or leisure time pursuits of individuals.
- (b) offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family,
- (c) be primarily rehabilitative in nature, or
- (d) duplicate services that are ordinarily provided by a government or government agency.

Section 4 of the FCSS Regulation states that:

Prohibited Costs

Expenditures of the program shall **not** include

- (a) the purchase of land or buildings,
- (b) the construction or renovation of a building,
- (c) the purchase of motor vehicles,
- (d) any costs required to sustain an organization that do not relate to direct service delivery under the program,
- (e) municipal property taxes and levies, or
- (f) any payments to a member of a board or committee referred to in Section 3(b) or (j), other than reimbursement for expenses referred to in Section 3(l).

3. FCSS Program Advice Inventory Listing

The FCSS Program Advice Inventory Listing, developed by CYS and the FCSSAA, follows the principles and guidelines of the FCSS Act and Regulation and is intended to assist local FCSS Programs clarify the eligibility of a number of projects, services and/or expenditures.

The Listing is another "for FCSS by FCSS" resource designed to assist in decision-making and program delivery in the community. The information is a collection of responses from CYS and the FCSSAA to questions from local FCSS Program Directors and Board members regarding funding eligibility. Many of the items included in the Listing were reviewed by the FCSS Program Advisory Team.

This Listing is updated periodically by CYS. Please note that the Listing is not exhaustive and interpretations provided are subject to change. Final funding decisions remain the responsibility of each participating municipality or Métis Settlement.

A table of contents is provided to assist with locating specific projects/services. This Listing is provided as a section within the FCSS Program Handbook and is also available as a stand-alone document. Copies are available on the Ministry's website at www.child.alberta.ca/home/821.cfm or by contacting the FCSSAA.

Determining Eligibility

A key consideration when determining the eligibility of a project or service is to identify its **intent or purpose.** For purposes of FCSS Program delivery, preventive social services are defined as "enhancing the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity." Projects, services and initiatives that support, educate, build awareness, develop leadership skills, strengthen family life and promote volunteerism are eligible preventive social services. Refer to pages 2-1 and 2-2 for a list of programs and services that may be offered.

For example, Boys and Girls Clubs include recreational components; however, the intent of the Clubs' programming is not recreation; rather, it is to encourage and empower children and youth to develop healthy lifestyles, leadership skills, life skills and a sense of social responsibility. These are "social programs that are preventive in nature" with positive social outcomes provided through various activities. Therefore, FCSS may provide funding to Boys and Girls Clubs.

Identifying the **type of prevention** also helps to determine its fit for funding. Crime prevention and safety or injury prevention programs (first aid courses, child car seat awareness, bicycle safety, swim programs, etc.) provide valuable services to community residents; however, they do not meet FCSS criteria in that they are not "social programs that are preventive in nature."

When deciding whether to fund particular projects or services, local municipal or Métis Settlement Councils, or FCSS Boards, are tasked with prioritizing **the level of community need the project or service will address** in relation to other needs in the area, and the degree to which it is determined the project or service will meet those needs (thereby providing a basis of prevention of future needs in the community), as well as the availability of other potential funding sources.

Section 2.1(2) and Section 4 of the FCSS Regulation identify ineligible services and prohibited costs. **Crisis intervention and rehabilitation services are not eligible to receive funding. Capital expenses,** including funding to build, renovate, maintain or operate a facility where FCSS programs and services are offered, **are not eligible** for FCSS funding.

Section 2.1(2)(d) of the FCSS Regulation states that "services provided under a program must not duplicate services that are ordinarily provided by a government or government agency." This does not mean that local FCSS Programs cannot jointly fund initiatives with government, providing FCSS Regulation criteria are met. The intent is to ensure local FCSS Programs do not start-up projects or services that are already mandated under other government jurisdictions. Many government departments/agencies find it necessary to reduce or eliminate funding of programs or services within their jurisdictions.

FCSS funding should not be used to enhance or restore these services.

Visit the Government of Alberta website at www.gov.ab.ca to learn more about the various provincial ministries and to identify where potential grants may be available (click on the "Government" tab and go to the appropriate Ministry website link). A summary of mandates and responsibilities for all government ministries is available at www.alberta.ca/home/ministries.cfm.

Funding requests may include both **eligible and non-eligible components.** Components of a service that has preventive social outcomes may be funded by FCSS, with another funding partner covering the components related to the non-eligible costs. For example, the aspect of community kitchens/community gardens that focus on developing independence, strengthening coping skills, building relationships and support networks, is eligible for FCSS funding, while the components that focus on menu planning, nutrition, budget planning, learning shopping and/or gardening skills, is not eligible for FCSS funding.

If a project or service is determined to be ineligible for FCSS funding, (e.g., food bank, thrift shop, nutrition program, literacy program, school-based programs, special transportation services, etc.) funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

In many cases, determining eligibility is not straightforward. However, if there is a social need in the community, projects and services that are preventive in nature and have identified positive social outcomes will generally be eligible for FCSS funding.

Eligibility Assessment Tool

The *Eligibility Assessment Tool* is a four-stage test or guide to assist local FCSS Programs in determining if a project or funding request fits the FCSS eligibility criteria:

1. Is the project or service preventive? Does it enhance the social well-being of families and individuals? Does it have preventive social outcomes?

(The answer should be "yes.")

- 2. Does the project or service:
 - help people develop independence, strengthen coping skills?
 - help people develop an awareness of social needs?
 - help people to develop interpersonal and group skills?
 - help people and communities to assume responsibility OR
 - provide supports that help sustain people as active members of the community?

(The answer should be "yes" to at least one of these questions.)

- 3. Is the project or service:
 - primarily a recreation, leisure, entertainment or sporting activity or event?
 - offering direct assistance, including money, food, clothing or shelter, to sustain an individual or family?
 - primarily rehabilitative, therapeutic or crisis management?
 - a duplication of services provided by any level of government?
 - a capital expenditure such as the purchase, construction or renovation of a building or facility?

(The answer must be "no" to all of these questions.)

4. Do the proposed expenditures of the project comply with Sections 3 and 4 of the FCSS Regulation?

(The answer should be "yes.")

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Items	Advice/Comments	Eligible	Ineligible*
ABC Headstart	See "Preschool Programs." Intent determines eligibility.		
Adult Tutoring	Projects/services that focus primarily on adult literacy competency are the responsibility of Advanced Education and Technology and community adult learning councils.		✓
Babysitting Courses	Encourages teens and pre-teens to develop life skills and/or social responsibility.	✓	
Bicycle Safety Program	See "Safety Programs."		✓
Block Parent Program	See "Safety Programs."		✓
Books for Babies	See "Literacy Programs." Intent determines eligibility.		
Building Blocks	See "Literacy Programs." Intent determines eligibility.		
Capital Expenses	Capital expenditures are not eligible. Examples include, but are not limited to, the following: purchase of land; purchase, construction or renovation of a facility; purchase of motor vehicles; construction of or equipping playgrounds, water parks, swimming pools, etc.		✓
	Purchase of office equipment, furnishings and supplies essential to the operation of local FCSS Programs and their funded organizations (for projects/services with preventive social outcomes) is eligible.	✓	
Child Car Seat Safety Program	See "Safety Programs."		✓
Child Care/Day Care (ages 0 to 5)	Child care/day care services for children ages 0 to 5 that are licensed under provincial child care legislation to provide basic daily care and subsidies are not eligible. Local Child and Family Services Authorities oversee the delivery of these services. For further information, visit www.child.alberta.ca/childcare and/or www.child.alberta.ca/home/local_offices.cfm .		✓
Child Find	See "Safety Programs."		✓

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Christmas Hampers	The <u>primary</u> focus is providing for basic needs. Assistance to sustain an individual or family, including money, food, clothing or shelter, is not eligible. Refer to Section 2.1(2)(b) of the FCSS Regulation.		✓
Citizens on Patrol	See "Justice-based Programs."		✓
Clothing Depots/ Thrift Shops	The <u>primary</u> focus is providing for basic needs. Assistance to sustain an individual or family, including money, food, clothing or shelter, is not eligible. Refer to Section 2.1(2)(b) of the FCSS Regulation.		✓
Collective Kitchens/ Community Kitchens/ Community Gardens	 Intent of program determines eligibility: focus is on developing independence, strengthening coping skills, building relationships and support networks; 	✓	
	focus is on menu planning, nutrition, budget planning, learning shopping and/or gardening skills.		✓
Community Development Activities	Community development is an integral component of FCSS. Eligible activities include, but are not limited to, the following: information and referral services; developing directories designed to inform the public of available resources; interagency co-ordination; increasing public awareness about community issues; developing strategies for community advocacy; developing comprehensive social community plans and initiatives; environmental scans; service reviews; needs assessments; strategic planning; program planning; and, in-kind support to community-based groups (until self-sustaining), such as in-kind office space, printing, photocopying, assistance with proposals, etc.	✓	
Community Policing	See "Justice-based Programs."		✓
Community/School Resource Officers	Community/School Resource Officers that focus on an enhanced level of policing fall under the mandate of Solicitor General and Public Security. Refer to section 2.1(2)(d) of the FCSS Regulation. See "Justice-based Programs."		√

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Community Signs	Purpose/intent determines eligibility: • signs that provide information on community activities and events and are accessible to an entire community (e.g., bulletin board located in a central square) are eligible. Collaboration with other stakeholders should occur where possible to share costs.	✓	
	signs that welcome residents/visitors to a community that include a listing of available businesses and organizations are not eligible.		✓
Conference/Event Attendance	Purpose/intent determines eligibility: • conference/events designed to encourage the development of healthy lifestyles, leadership skills and/or social responsibility are eligible.	✓	
	recognition conferences/events that do not meet FCSS criteria or that have an entertainment/ recreational focus or receive funding from another government source are not eligible.		✓
Counselling	Purpose/intent determines eligibility: • short-term counselling and referral services (e.g., individual, family and group counselling, bereavement counselling, support groups and referral services) are eligible.	✓	
	crisis, treatment or long-term counselling is not eligible.		✓
Crime Prevention Programs/Activities including, but not limited to, the following: Citizens on Patrol, Community/School Resource Officers, Community Policing, Neighbourhood Watch and Waterways Watch	See "Justice-based Programs."		✓
Crisis/Distress Lines	 Intent of program determines eligibility: information/referral and/or volunteer training/development expenses are eligible. 	✓	
	core operating costs (salaries, rent, utilities, etc.) for crisis intervention/treatment services are not eligible.		✓

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Day Care	See "Child Care/Day Care (ages 0 to 5)."		✓
Disaster Services/Social Services Programming	Municipal Affairs is responsible for maintaining emergency management systems that enables communities to prepare for, respond to and recover from major emergencies and disasters. Municipal governments also have a responsibility in this area.		✓
Dispute/Conflict Resolution	See "Justice-based Programs."		✓
Drug Awareness Resistance Education (DARE)	DARE is a program developed by the RCMP; the Alberta Alcohol and Drug Abuse Commission (AADAC), part of Health Services, also administers and funds information, prevention and treatment services to assist Albertans with alcohol, drug and gambling problems.		✓
"Dry Grad" Celebrations	Graduation parties are designed to provide a safe entertainment/recreation activity to celebrate a significant school accomplishment. Intent does not meet the FCSS definition of prevention in that the main objective does not avert social breakdown.		✓
Donations to Community Groups/Organizations	Section 4(d) of the FCSS Regulation states the following: "Expenditures of the program shall not include any costs required to sustain an organization that do not relate to direct service delivery under the program."		√
Emergency Shelters, including, but not limited to, the following: Sexual Assault Centres, Short-term Emergency Housing, Women's Shelters and Youth Emergency Shelters	Emergency shelters are crisis intervention/rehabilitative services with a primary focus of providing for basic needs (e.g., during emergency/disaster situations). Assistance to sustain an individual or family, including money, food, clothing or shelter, is not eligible. Refer to Section 2.1(2)(b) of the FCSS Regulation. Public education/awareness (i.e., promotion and information of the service) is eligible.	√	✓
Employment Programs/ Employment Training Programs	Employment programs are the responsibility of Employment and Immigration and the Department of Human Resources and Skills Development (Government of Canada).		✓
Family Literacy Tote Bag Program	See "Literacy Programs." Intent determines eligibility.		

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Family School Liaison	Provides students and their families an opportunity to discuss and address concerns about home and/or school in a counselling setting. This program is not mandated under any government department and does not duplicate an existing service.	√	
Family Violence Prevention	Includes eligible and ineligible components:public awareness/education; volunteer development.	✓	
	• core operating costs (salaries, rent, utilities, etc.) for crisis intervention or rehabilitation services.		✓
Fetal Alcohol Spectrum Disorder (FASD)	Includes eligible and ineligible components:public awareness/education; volunteer development.	√	
	• assessment or support to individuals diagnosed with FASD.		✓
	For further information, visit, www.child.alberta.ca/home/594.cfm		
Fire Safety Program	See "Safety Programs."		✓
First Aid Courses	See "Safety Programs."		✓
Food Banks	See "Nutrition Programs."		✓
Healthy Families/Home Visitation Programs	Healthy Families, or Home Visitation Programs, are designed to support families in providing a nurturing, stimulating and safe environment for young children ages 0 to 6. Core funding is provided by Children and Youth Services and allocated through regional Child and Family Services Authorities.		~
	Local FCSS Programs may support Healthy Families/Home Visitation Programs by providing services in-kind or additional dollars to enhance services.	√	
Help Lines	Intent of program determines eligibility: • information/referral; volunteer training/ development.	√	
	• core operating costs (salaries, rent, utilities, etc.) for crisis intervention services.		✓

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Home Alone Program	 Intent of program determines eligibility: if provided as a component of a youth program, and the focus is on encouraging teens and preteens to develop life skills and/or social responsibility, it is eligible. 	✓	
	if provided as a stand alone school-based project and the focus is primarily safety, security and/or injury prevention (i.e., main intent does not avert social breakdown), it is not eligible.		✓
Home Care	Home care is a medical service funded by Health and Wellness. Alberta Health Services is responsible for the planning and delivery of numerous health supports and services including acute care; emergency services; home care; long-term care; public health; and rehabilitation services. Individuals assessed with medical conditions requiring home care services (including homemaking and care-giving practices, assistance with meal preparation and bathing) are not eligible.		✓
Home Support	Home support services that are designed to assist seniors to remain in their homes longer and to encourage their participation as active community members are eligible. Eligible costs include, but are not limited to, housekeeping services and yard maintenance. Services may be provided directly, contracted with not-for-profit agencies or private contractors, or in partnership with Alberta Health Services. Services provided must be non-medical (i.e., not required as a result of medical procedures, treatments or assessments). Home support services may not be provided for short-term urgent or emergency situations. See	√	✓
	"Emergency Shelters."		
Honorariums	Includes fees and daily allowances paid to FCSS board members or board members of organizations receiving FCSS funding. Refer to Section 4(f) of the FCSS Regulation.		✓

If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Housing Projects	Eligible components include community engagement and/or facilitation processes such as raising public awareness about affordable housing issues, needs identification, advocacy, development of affordable housing or homelessness plans/initiatives, and the development of comprehensive community plans. FCSS may also provide administrative support to community-based affordable housing groups (until they are self-sustaining), such as in-kind office space, printing, photocopying, assistance with proposals, etc.	✓	
	Capital expenses, including building costs or costs associated with administration of specific housing projects and financial subsidies are not eligible.		✓
Jump Start	See "Literacy Programs." Intent determines eligibility.		
Justice-based Programs, including, but not limited to, the following: Citizens on Patrol, Community Policing, Community/School Resource Officers, Dispute/Conflict Resolution, Neighbourhood Watch, Waterways Watch and Youth Justice Committees	Justice-based programs/initiatives including crime prevention activities are mandated under other government departments (e.g., Solicitor General and Public Security and Justice and Attorney General) and are not eligible for funding. For further information regarding responsibilities and mandates of Government of Alberta ministries, visit http://alberta.ca/home/government.cfm . In 2003, the Ministry and the FCSSAA partnered to develop a "Working Together" paper related to FCSS working with different aspects of the justice system. This paper, along with numerous other publications, is posted on the Children and Youth Services website at www.child.alberta.ca/home/821.cfm . It is also available through the FCSSAA.		✓
Lifeline/Apello/ Medical Alert	 Intent of program determines eligibility: focus is on providing supports that help sustain people as active participants in the community. focus is <u>primarily</u> safety, security and/or injury prevention (i.e., main intent does not avert <u>social</u> breakdown). 	✓	✓
Literacy for Life	See "Literacy Programs." Intent determines eligibility.		

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Literacy Programs, including, but not limited to, the following: Books for Babies, Building Blocks, Family Literacy Tote Bag Program, Jump Start and Literacy for Life	 Intent of program determines eligibility: developing or promoting parent/child relationships and/or increasing parenting skills is eligible. improving literacy skills is a responsibility of Education and is not eligible. 	√	√
Management/ Administrative Expenses	Management and administrative expenditures representing support for FCSS programming (as reported on Annual FCSS Program Reports) are eligible. Municipal costs that are <u>not</u> part of an FCSS Program are ineligible. Refer to Section 5(e) of the FCSS Regulation.	✓	√
Meals on Wheels	 Includes eligible and ineligible components: support components including volunteer training, public awareness and/or purchase of containers. core operating costs (salaries, rent, utilities, 	~	√
Mediation Services	purchase of food, etc.). Intent of program determines eligibility: • family conflict mediation services is eligible. • justice-based medication services, including neighbourhood conflict resolution is not eligible.	✓	√
Neighbourhood Watch	See "Justice-based Programs."		✓
Nursery School Programs	See "Preschool Programs."		✓
Nutrition Programs including, but not limited to, the following: Food Banks, School Breakfast and/or Lunch Programs	Assistance to sustain an individual or family, including money, food, clothing or shelter, is not eligible. Refer to Section 2.1(2)(b) of the FCSS Regulation.		✓
Out of Pocket Expenses	Includes FCSS board members and volunteers participating in FCSS-funded activities.	✓	

If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Out-of-School Care	Children and Youth Services became directly involved in out-of-school care with the announcement of the <i>Creating Child Care Choices</i> plan on May 9, 2008. The Alberta Child Care Accreditation Funding Program provides funding for licensed out-of-school care programs to become accredited and for the recruitment and retention of trained, qualified staff. For additional information, visit www.child.alberta.ca/childcare .		
	Out-of-school care subsidies are provided through regional Child and Family Services Authorities and are not eligible for funding. For further information, visit www.child.alberta.ca/home/1148.cfm or contact the local CFSA.		✓
	Administration/operating costs for out-of- school care programs are eligible.	✓	
Palliative Care Assistance	Intent does not meet the FCSS definition of prevention in that the main objective does not avert social breakdown. Palliative care is the responsibility of Alberta Health Services (Health and Wellness).		✓
Parent Link Centres	Core funding for Parent Link Centres (PLCs) is provided by Children and Youth Services and is allocated through regional Child and Family Services Authorities. For additional information, visit www.child.alberta.ca/home/902.cfm .		✓
	Local FCSS Programs may support PLCs by providing services in-kind or additional dollars to enhance services.	✓	
Prevent Alcohol and Risk- Related Trauma in Youth (PARTY) Program	The PARTY Program, delivered by the RCMP, Victim Services, Emergency Medical Services and a program facilitator, targets Grade 9 students and provides education to recognize risk, make informed choices and consider the consequences of their decision and behaviours related to safe driving.		
	This program does not meet the definition of FCSS prevention in that the <u>primary</u> focus is safety and injury prevention. The main intent does not avert <u>social</u> breakdown.		✓

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Playground Equipment	Capital purchases, including playground equipment, are not eligible. Services must not provide primarily for the recreational needs or leisure time pursuits of individuals. Refer to Section 2.1(2)(a) of the FCSS Regulation.		√
Playschool Programs	See "Preschool Programs." Intent determines eligibility.		
Preschool Programs including, but not limited to, the following: ABC Headstart, Nursery School Programs and Playschool Programs	 Intent of program determines eligibility: focus is on social development of preschool-aged children. focus is on education preparation to begin school. 	✓	✓
Quest	Lions-Quest Canada has developed a number of programs to promote positive life skills and conflict resolution skills for students from kindergarten to Grade 12. These programs are taught by trained teachers in classroom settings and are designed to fit within various provincial curricula in language arts, health and personal life skills and social studies. School-based programs are the responsibility of Alberta Education.		√
Recreation/Leisure/ Entertainment/Sports	Services must not provide primarily for the recreational needs or leisure time pursuits of individuals. Activities, events, equipment, uniforms, etc. for recreation, leisure, entertainment, or sporting activities are not eligible for funding.		√
Roots of Empathy	Roots of Empathy is a program delivered in the classroom to reduce levels of aggression and violence among school-aged children while raising social/emotional competence and increasing empathy. This program is not mandated under any other government department and does not duplicate an existing service.	✓	
Safe and Caring Schools	Core services are not eligible. Alberta Education is responsible for this initiative. The <i>Alberta School Act</i> was amended in June 1999 to include a section on safe and caring schools.		✓

If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Safety Programs including, but not limited to, the following: Bicycle Safety, Block Parent Program, Child Car Seat Safety, Child Find, First Aid Courses, Swim/Water/ Boating Safety	These programs do not meet the definition of FCSS prevention in that their <u>primary</u> focus is safety, security and/or injury prevention. The main intent does not avert <u>social</u> breakdown.		√
Santa's Anonymous	Program does not meet the definition of FCSS prevention in that the main intent does not avert social breakdown.		√
School Breakfast/Lunch Programs	See "Nutrition Programs."		✓
School Resource Officers	See "Community/School Resource Officers" and "Justice-based Programs."		✓
Search/Rescue Programs	Program does not meet the definition of FCSS prevention in that the main intent does not avert social breakdown. Ground search and rescue is the responsibility of local police forces, supported by volunteer ground search and rescue groups and/or government or private sector aircraft. Municipal Affairs is responsible for maintaining an emergency management system, including a "Search and Rescue Operations Plan."		1
Seniors Residences/ Lodges	Seniors residences/lodges provide safe home like environments and health care to support seniors when their level of independence decreases and they are no longer able to remain in their own homes and actively participate in the community. Seniors residences/lodges do not meet the definition of FCSS prevention in that the main intent of the residences does not avert social breakdown. Assistance to sustain an individual or family, including money, food, clothing or shelter, is not eligible. Refer to Section 2.1(2)(b) of the FCSS Regulation.		√
Sexual Assault Centres	See "Emergency Shelters."		✓
Short-term Emergency Housing	See "Emergency Shelters."		✓

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Sports-Related Activities	See "Recreation/Leisure/Entertainment/ Sports."		✓
Subsidies	Section 2.1(2)(b) of the FCSS Regulation states the following: "Services provided under a program must not offer direct assistance, including money , food, clothing or shelter, to sustain an individual or family."		~
Suicide Prevention	 Intent of program determines eligibility: community development components (public information, awareness, education, referral services, volunteer training) that support the prevention of suicide are eligible. 	√	
	• core operating costs (salaries, rent, utilities, etc.) for crisis intervention/treatment services, including suicide intervention training and suicide prevention crisis lines are not eligible.		✓
Summer Fun/ Playground Programs	Intent of program determines eligibility: social development of children is eligible.	✓	
	recreational/entertainment activities are not eligible.		✓
Swim/Water/Boating Safety Programs	See "Safety Programs."		✓
Transportation Services	Local FCSS Programs may fund services that are in support of core programming, such as transporting individuals to and/or from an FCSS event or activity. Eligible components include fuel costs, minor maintenance expenses, lease costs and driver expenses.	√	
	Core operating costs of a transportation service are not eligible in that the intent does not meet the FCSS definition of prevention (i.e., main objective does not avert social breakdown). Ineligible costs also include expenses that are part of a regularly scheduled service; subsidy costs; health-related travel (e.g., transporting individuals to and/or from medical appointments); leisure/entertainment/recreation-related travel including shopping trips; vocation-related travel; capital costs (e.g., vehicle purchases, and major operating expenses including vehicle repair and purchase of vehicle parts).		✓

^{*} If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

Items	Advice/Comments	Eligible	Ineligible*
Transportation Services (continued)	Under revised program guidelines of the Municipal Affairs Sustainability Initiative, capital project and conditional operating funding is available to municipalities to assist with specialized transportation services. For further information, visit www.municipalaffairs.alberta.ca/wp_municipal_sust_ainability_initiative.cfm .		
	Where it appears that local FCSS resources are being allocated to ineligible transportation services, Ministry staff will request expenditure clarification.		
Victim Services	See "Justice-based Programs."		✓
Volunteer Development	Services designed to promote, facilitate and support volunteer work in the community including, but not limited to, recruitment, training, placement services and recognition.	√	
Waterways Watch	See "Justice-based Programs."		✓
Women's Shelters	See "Emergency Shelters."		✓
Youth Conferences/Camps	Intent of conference determines eligibility: • conferences designed to encourage youth to develop healthy lifestyles, leadership/life skills and/or social responsibility are eligible.	✓	
	 youth recognition events that do not meet FCSS criteria or are primarily recreational and/or sports-focused are not eligible. youth camps that are primarily recreational, nature and/or wilderness survival are not eligible. 		✓
Youth Emergency Shelters	See "Emergency Shelters."		✓
Youth Justice Committees	See "Justice-based Programs."		✓

If a project or service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness (i.e., promotion and information, and volunteer training/development). Core expenses (e.g., rent, salaries, travel, telephone, utilities, etc.) would not be eligible for funding.

4. Local Surplus Policy

All surpluses from the provincial FCSS grant to an FCSS Program are deducted from the provincial grant allocation in the following year (i.e., the total provincial grant provided to a municipality or Métis Settlement will consist of the annual provincial allocation, minus any surplus amount identified in the prior year reconciliation statement).

Since 2002, municipalities may carry over any committed but unexpended provincial funding in an amount equal to, or less than the funding increase received in the current financial year. This deferred funding requires a matching 20 per cent municipal contribution and must be expended and reported in the next or following municipal financial year.

This deferred funding policy does not apply to Métis Settlements because they operate on the same fiscal year as the Province (April 1 to March 31) whereas municipalities operate on a calendar year (January 1 to December 31).

5. 20 per cent Matching Share

Section 5(b) and 5(b.1) of the FCSS Regulation requires that a municipality or Métis Settlement receiving funds from the Minister must provide, as a matching share, no less than 20 per cent of the total budget and that these funds must be allocated from the operating budget of the municipality or Métis Settlement. Refer to these sections of the Regulation located on page 9-1 of the FCSS Program Handbook for details. To correctly calculate the required 20 per cent share for a participating municipality or Métis Settlement, divide the provincial (80 per cent) funding by four (or 25 per cent).

All provincial legislation now includes expiry dates, or sunset clauses, to ensure updating on a regular basis. The last review of the FCSS Regulation was in November 2002. A Working Group of rural and urban FCSS Program representatives and provincial staff determined that major revisions to the Regulation were not necessary; however, minor adjustments were recommended. One approved revision was an amendment to section 5(c) of the FCSS Regulation to ensure that a municipality's 20 per cent matching share, in whole or in part, does <u>not</u> include contributions from agencies or funds collected through fees charged to clients for services. Previously, there had been instances where external organizations/agencies, or municipalities located outside a local FCSS Program's boundaries, offered to contribute a 20 per cent share in return for receiving funding for particular projects/services. The amended Regulation came into effect on June 24, 2003.

Participating municipalities/Métis Settlements are required to report the following revenues on the Annual FCSS Program Report: "Funding provided under the Act" (80 per cent); "Municipal contribution" (20 per cent); and "Other revenues." To accurately reflect the fiscal transactions of a municipality/Métis Settlement, any donation received from an outside organization/agency or individual must be shown as "other revenues." These donations should not be included or identified as part of the 20 per cent municipal contribution.



Consultation

Consultation is a cornerstone of the FCSS Program. The last redesign of the Program (1996-1997) was undertaken through extensive consultation with individual programs, municipalities and other FCSS stakeholders.

Children and Youth Services has ongoing consultative relationships with local FCSS Programs, the FCSSAA and participating municipalities and Métis Settlements. The FCSS Program Advisory Team provides support by managing consultative processes to resolve program and administrative issues to help clarify FCSS policy and practice as required.

The FCSSAA and the FCSS Directors' Network jointly sponsor the FCSS Forum, which facilitates discussion on a wide range of FCSS topics, general social services and government issues. The Forum can be accessed at www.fcss.ab.ca. For further information or assistance, contact the current Forum Manager, David Beale, at bdfcss@town.bonnyville.ab.ca or 780-826-2120.

Local FCSS Programs are encouraged to discuss areas of concern and/or interest with provincial FCSS staff, the FCSSAA or members of the FCSS Program Advisory Team at any time. For more information about the FCSS Program, please visit the Children and Youth Services website at www.child.alberta.ca (click on Programs and Services/Family and Community Support Services) or the FCSSAA website at www.fcssaa.ab.ca.



History of FCSS

July 1, 1966 The Preventive Social Services Act is passed. Features of the Act included 80/20 cost

sharing of projects identified by the community, pre-approval of projects by the Minister, an emphasis on the voluntary sector and 80 per cent payments to the

municipality after the municipality had expended its funds.

1979 A review of the Preventive Social Services (PSS) Program is announced by the

Minister of Social Services and Community Health. The result shows that the overwhelming majority of municipal groups support the continuation of a

variation of the PSS Program.

June 2, 1981 The Family and Community Support Services (FCSS) Act is passed. Features of the

new legislation included the retention of the 80/20 cost sharing concept, removal of the right of prior approval by the Province and implementation of advance

funding on a per capita basis.

October 26, 1990 The Minister of Family and Social Services announces the establishment of the

Ministerial Advisory Panel to conduct a comprehensive review of the

FCSS Program.

November 1, 1991 The Final Report of the FCSS Ministerial Review Panel is presented to the

Minister of Family and Social Services.

August 10, 1993 The Minister of Family and Social Services formally responds to the report of the

FCSS Ministerial Review Panel accepting 36 of the 45 identified

recommendations. The remaining nine recommendations are placed under review

pending further consultation.

April 1, 1994 The Government of Alberta transfers the FCSS Program to Municipal Affairs and

offers municipalities and Métis Settlements the opportunity to receive funding

unconditionally.

April 1, 1996 Family and Social Services reassume responsibility for administering FCSS after

the Province and municipalities decide that unconditional funding is not the best approach for this Program. A steering committee comprised of municipal and

provincial representatives is formed to re-examine the FCSS Program.

May 1997 Amendments to the Conditional Agreement Regulation are enacted streamlining

administration of the Program and making it necessary for the 20 per cent

municipal share to be derived from municipal revenues.

February 25, 1999 The first meeting of the FCSS Program Advisory Team (PAT) is held. PAT is a

joint management committee comprised of the Executive of the FCSS

Association of Alberta and Ministry staff. PAT was established in response to one of the recommendations following the 1998 provincial FCSS Program redesign and meet to identify issues, set priorities, and recommend improvements to the

FCSS Program.

May 25, 1999 The provincial government announces a new organizational structure.

FCSS becomes part of the newly created Children's Services Ministry.

June 1999 A proposal was accepted by the Ministry to support an FCSS Association of

Alberta office and Resource Bank in Edmonton.

November 22, 1999 The Ministry of Children's Services receives final approval from the Government

Reorganization Secretariat on the new structure. FCSS is included in the Community Support Branch under the Accountability and Program

Services Division.

February 2000 A proposal is submitted to the Ministry of Children's Services to develop and

implement a framework for continuous improvement and performance measures for FCSS. It will become known as the "FCSS Making a Difference (MAD)

Outcome Evaluation Project."

October 4, 2000 The Town of Bruderheim is selected as the first FCSS Program Review location in

response to one of the recommendations following the 1998 provincial FCSS Program redesign. FCSS Program Reviews are conducted throughout the province each year by Ministry staff and are intended to provide ongoing support to local FCSS Programs as well as ensure the legislated requirements of the

Program are being met.

November 2000 The FCSS Funding Allocation Model Review Working Group completes a

comprehensive consultation review process to determine the effectiveness of the funding model in meeting the needs of municipalities, Métis Settlements and FCSS Programs. The final report titled "Finding the Balance" confirms support

for the fundamental basis of the allocation model and made several

recommendations for improvements.

April 1, 2002 The provincial FCSS budget receives an additional \$15 million based on the

Funding Allocation Model review recommendations completed in the year 2000.

The 2002/2003 provincial FCSS budget totals \$57.3 million.

May 1, 2002 The Ministry of Children's Services launches a new website, including information

about the FCSS Program. The original website address, www.child.ab.ca later

changes to www.child.alberta.ca.

November 2002 A review of the Conditional Agreement Regulation is initiated. A Working Group

of rural and urban FCSS Program representatives and provincial staff, determine that major revisions to the Regulation are not necessary; however, minor adjustments are recommended. Title of Conditional Agreement Regulation is

changed to FCSS Regulation.

April 1, 2003 The Ministry of Children's Services reduces the number of Child and Family

Services Authorities (CFSAs) from 18 to 10.

The 2003 – 2006 Children's Services Business Plan includes a \$2 million

Community Partnership Enhancement Fund (CPEF) annual budget allocation to enhance and encourage local FCSS Programs and CFSAs to partner and work

together in support of children, youth and families.

May 1, 2003 The Ministry of Children's Services undergoes a departmental realignment to

support the implementation of the Alberta Response Model, the current model for service delivery. FCSS is included in the Community Project Support Branch

under the Community Strategies Division.

June 24, 2003 The FCSS Regulation (AR 218/94) replaces the Conditional

Agreement Regulation.

April 2005 The Minister of Children's Services requests a review of the FCSS Program to

look at the Program mandate and the co-ordination of services between FCSS,

CFSAs and other community-based preventive social service resources.

Mr. George Rogers, MLA for Leduc-Beaumont-Devon, is appointed to lead the

FCSS Review.

May 22, 2007 The Ministry releases the FCSS Program Review Report. The review results in

16 recommendations, 15 of which are accepted by government.

Recommendation No. 8 pertains to transportation and school-age child care issues and is placed under review pending further consultation. The FCSS Program Review Report and government's response is posted on the Ministry's website at

www.child.alberta.ca/home/821.cfm.

Fall 2007 The Ministry provides a \$1 million grant to the FCSS Association of Alberta to

establish an education bursary for FCSS Programs and Parent Link Centres (PLCs). The Bursary will support the professional development of leaders and aspiring leaders of senior FCSS and PLC staff. It is intended to increase management capacity within FCSS and PLCs through formal education and training as well as support and encourage succession planning in FCSS Programs

and PLCs.

January 2008 Recommendation 11 of the FCSS Program Review Report calls for the establishment

of a working group of small rural FCSS Programs to explore challenges, identify effective practices and provide suggested solutions to issues raised. The Rural Issues Working Group meets in June and August of 2007. One recommended short-term solution is to bring all FCSS Programs to a funding level equivalent to the percentage of the provincial FCSS budget increase between the fiscal years 2002/03 and 2007/08 (i.e., 16 per cent). This recommendation is approved by the

Ministry and implemented in January 2008.

March 12, 2008 Children's Services is renamed Children and Youth Services to better reflect the

work of the Ministry. FCSS is included in the Community Partnerships Branch

under the Community Strategies and Support Division.

May 9, 2008

Children and Youth Services becomes directly involved in out-of-school care with the announcement of the *Creating Child Care Choices* plan. With the Ministry now funding out-of-school care subsidies, approximately \$11 million is freed up for local FCSS Programs to reinvest in other priorities.

March 2009

A provincial Steering Committee is re-established to oversee the FCSS Outcome Measures Initiative (formerly called the Making a Difference or MAD Initiative) and encourage the use of outcome measurement as an important part of program evaluation by all FCSS Programs. Outcome statements included in Program Logic Models continue to be directly linked to specific service requirements identified in the FCSS Regulation. A number of priorities are identified including: the development of an FCSS training curriculum; FCSS trainers to provide support and guidance to FCSS Programs; and, providing ongoing communication and clear provincial direction to ensure all FCSS Programs understand the value of collecting outcome measures, what is required and why.

March 31, 2009 April 14, 2010 The Community Partnership Enhancement Fund (CPEF) is discontinued.

The Assistant Deputy Minister of the Community Strategies and Support Division, Children and Youth Services, approves a wording change to section 5 of the FCSS Regulation. The revised wording (i.e., section 5(c)(i)) reads as follows: "A municipality that receives funds from the Minister for a program shall not apply as a part of its matching share contributions made towards the program by agencies or by other municipalities, except where the other municipality's contribution is made pursuant to an agreement under section 2(b) of the Family and Community Support Services Act." Note: The FCSS Regulation is required to be reviewed and updated by June 30, 2013. The above mentioned revision will be included in this update.

8

FCSS Act

FAMILY AND COMMUNITY SUPPORT SERVICES ACT

Chapter F-3

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- 1 Definitions
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- 3 Agreements
- 4 Advances to municipalities
- **5** Examination of books and records
- 6 Audited financial statements
- 7 Regulations

HER MAJESTY, by and with the advice and consent of the Legislative Assembly of Alberta, enacts as follows:

Definitions

- 1 In this Act,
- (a) "Minister" means the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for this Act;
- (b) "municipality" means
 - (i) a city, town, village, municipal district or Metis Settlement,
 - (ii) in respect of an improvement district, the Minister responsible for the *Municipal Government Act*,
 - (iii) in respect of a special area, the Minister responsible for the Special Areas Act,
 - (iv) a school board, a hospital board or a regional health authority under the *Regional Health Authorities Act* in respect of a national park of Canada, or
 - (v) the Government of Canada in respect of an Indian reserve;
- (c) "program" means a FCSS program determined in accordance with section 7(a).

 1981 cF-1.1 s1;1986 cD-13.5 s12;1989 cD-21.5 s14;1992 c21 s14;

 1994 cR-9.07 s25(12);1995 c24 s99(39);1998 c22 s11

Powers of municipalities

- 2 A municipality may
- (a) provide for the establishment, administration and operation of a FCSS program within the municipality, and
- (b) enter into agreements with other municipalities to provide for the establishment, administration and operation of joint FCSS programs.

1981 cF-1.1 s2

Agreements

- **3(1)** Subject to subsection (4), the Minister may enter into agreements with municipalities for the establishment, administration and operation of programs.
- (2) Where 2 or more municipalities have entered into an agreement under section 2(b), the Minister may enter into an agreement with one municipality acting on behalf of the other municipality or municipalities for the establishment, administration and operation of a program.
- (3) Where, pursuant to an agreement mentioned in subsection (1) or (2), a municipality provides for the establishment, administration and operation of a program in a manner that is satisfactory to the Minister, the Minister may pay the municipality an amount not exceeding 80% of the costs of the program.
- (4) The Minister may only enter into an agreement with the Government of Canada in respect of an Indian reserve on the request of the Council of the Indian band.

1981 cF-1.1 s3

Advances to municipalities

4 Where a municipality provides for the establishment, administration and operation of a program pursuant to an agreement made under section 3(1) or (2), the Minister may make advance payments to the municipality in respect of the cost of the program, and those advance payments shall be deducted from any money that is to be paid pursuant to section 3.

1981 cF-1.1 s4

Examination of books and records

5 Where a municipality provides for the establishment, administration and operation of a program pursuant to an agreement made under section 3(1) or (2), the Minister may, after consultation with the municipality, direct any person to examine the books, records and other documents of the municipality that relate to the program, and for that purpose the books, records and other documents may be removed temporarily to make copies.

1981 cF-1.1 s5

Audited financial statements

- **6(1)** A municipality receiving a payment under section 3 shall prepare and submit to the Minister an audited financial statement in respect of the program and any other information that the Minister may require when so directed by the Minister.
- (2) Where the audited financial statement shows that there are unexpended funds from the payments made by the Minister under section 3 or 4, the Minister may
- (a) apply the unexpended funds to any payment made by the Minister pursuant to a further agreement with the municipality under section 3 respecting a program, or
- (b) require the municipality to refund the unexpended funds to the Minister.

1981 cF-1.1 s6

Regulations

- 7 The Lieutenant Governor in Council may make regulations
- (a) respecting the determination of what constitutes a program under this Act;
- (b) respecting the determination of the costs of the establishment, administration and operation of a program under section 3 and the manner of calculating those costs;
- (c) respecting payments to be made under sections 3 and 4;
- (d) respecting the establishment, administration and operation of programs by municipalities;
- (e) governing agreements made under this Act;
- (f) prescribing qualifications for and standards and methods of work to be maintained by municipal FCSS workers;
- (g) prescribing any conditions that must be met before a payment under section 3 or 4 can be made;
- (h) prescribing the manner and method of payments to municipalities under this Act;
- (i) respecting the audited financial statements required by section 6.

1981 cF-1.1 s7



FCSS Regulation (Consolidated up to 199/2003)

ALBERTA REGULATION 218/94

Family and Community Support Services Act

FAMILY AND COMMUNITY SUPPORT SERVICES REGULATION

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Program

Definitions

- **1** In this Regulation,
 - (a) "Act" means the Family and Community Support Services Act;
 - (b) "program" means an arrangement for the delivery of family and community support services that are of a preventive nature in accordance with an agreement entered into pursuant to section 3 of the Act.

AR 218/94 s1:102/97:199/2003

Responsibilities of municipality

- **2** In providing for the establishment, administration and operation of a program, a municipality must do all of the following:
 - (a) promote and facilitate the development of stronger communities;
 - (b) promote public participation in planning, delivering and governing the program and services provided under the program;
 - (c) promote and facilitate the involvement of volunteers;
 - (d) promote efficient and effective use of resources;
 - (e) promote and facilitate co-operation and co-ordination with allied service agencies operating within the municipality.

AR 218/94 s2;102/97;199/2003

Service requirements

- **2.1(1)** Services provided under a program must
 - (a) be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity, and
 - (b) do one or more of the following:
 - help people to develop independence, strengthen coping skills and become more resistant to crisis;
 - (ii) help people to develop an awareness of social needs;
 - (iii) help people to develop interpersonal and group skills which enhance constructive relationships among people;
 - (iv) help people and communities to assume responsibility for decisions and actions which affect them;
 - (v) provide supports that help sustain people as active participants in the community.
- (2) Services provided under a program must not
 - (a) provide primarily for the recreational needs or leisure time pursuits of individuals,
 - (b) offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family,
 - (c) be primarily rehabilitative in nature, or
 - (d) duplicate services that are ordinarily provided by a government or government agency.

 AR 102/97 s2;199/2003

Financial Matters

Municipal costs

- 3 Municipal costs of a program may only include
 - (a) general administration and management of the municipal program,
 - (b) operation of a board or committee for the municipal program,
 - (c) planning and research regarding the overall program,
 - (d) general consulting by the municipality to services within the program,
 - (e) general consulting by the municipality to the community with regard to the program,
 - (f) monitoring and evaluation of program services in the municipality,
 - (g) evaluating program service delivery effectiveness,
 - (h) advertising and promoting the program services in the community,
 - (i) managing a specific service delivery mechanism,
 - (j) operating a board or committee for the delivery of the service,
 - (k) providing training for staff and volunteers for this service,
 - (l) reimbursing volunteers for incidental expenses necessarily incurred in providing volunteer services to the program but not including loss of wages, and
 - (m) employment of staff to deliver family and community service.

AR 218/94 s3;199/2003

Prohibited costs

- **4** Expenditures of the program shall not include
 - (a) the purchase of land or buildings,
 - (b) the construction or renovation of a building,
 - (c) the purchase of motor vehicles,
 - (d) any costs required to sustain an organization that do not relate to direct service delivery under the program,
 - (e) municipal property taxes and levies, or
 - (f) any payments to a member of a board or committee referred to in section 3(b) or (j), other than reimbursement for expenses referred to in section 3(l).

AR 218/94 s4;199/2003

Use of money

- **5** A municipality that receives funds from the Minister for a program shall
 - (a) give priority to funding services under the program that are delivered by volunteer non-profit organizations,
 - (b) expend no less than 20% of the total budget in the program as a matching share of the total municipal funding and funding by the Minister as provided in the program agreement,

- (b.1) allocate from the operating budget of the municipality the 20% matching share referred to in clause (b),
- (c) not apply contributions from agencies towards the program, or funds collected through fees charged to clients for services provided under the program, as a part of its matching share,
- (d) repealed AR 102/97 s3,
- (e) not use payments made by the Minister under this Act to secure reimbursement for municipal costs not a part of the program, and
- (f) not use payments made by the Minister under this Act for any operating costs for the program not equally charged to its other municipal projects, work or service.

AR 218/94 s5;102/97;199/2003

Payment of \$100 000 or less

- **6** The audited financial statement required under section 6 of the Act from a municipality that receives a payment under section 3 of the Act in the amount of \$100 000 or less
 - (a) must set out the revenues and expenditures shown in the Schedule, and
 - (b) must contain the municipality's certification
 - (i) that the services provided under the program meet the conditions set out in section 2.1 of this Regulation,
 - (ii) that the expenditures set out in the financial report include only costs that are eligible under section 3 of this Regulation and do not include expenditures listed in section 4 of this Regulation,
 - (iii) that the funds provided for services under the program were expended for those services, except for the amount reported as surplus,
 - (iv) that the municipality's contribution is not less than 20% of the total budget as provided for in section 5(b) of this Regulation,
 - (v) that the 20% matching share has been allocated in accordance with section 5(b.1) of this Regulation, and
 - (vi) that any funds collected through fees charged to clients for services provided under the program have not been included as part of the municipality's contribution as provided for in section 5(c) of this Regulation.

AR 218/94 s6;102/97

Payment of more than \$100 000 and less than \$500 000

- **6.1** The audited financial statement required under section 6 of the Act from a municipality that receives a payment under section 3 of the Act in the amount of more than \$100 000 but less than \$500 000 must contain
 - (a) the information referred to in section 6(a) and (b), and
 - (b) a review engagement report relating to the revenues and expenditures shown in the Schedule, prepared in accordance with the standards of the Canadian Institute of Chartered Accountants for review engagement reports.

AR 102/97 s4

Payment of \$500 000 or

- **6.2** The audited financial statement required under section 6 of the Act from a municipality that receives a payment under section 3 of the Act in the amount of \$500 000 or more must contain
 - (a) the information referred to in section 6(a) and (b), and

(b) an auditor's report relating to the revenues and expenditures shown in the Schedule, prepared in accordance with the standards of the Canadian Institute of Chartered Accountants for auditors' reports.

AR 102/97 s4

Auditor

- **6.3(1)** The financial statements referred to in sections 6.1 and 6.2 may be prepared by an employee of the municipality but must be reviewed or audited, as the case may be, by an auditor who is not an employee of the municipality.
- (2) The auditor referred to in subsection (1) may be the same person who audits the general financial statements of the municipality.
- (3) Notwithstanding subsection (1), financial statements referred to in sections 6.1 and 6.2 may be reviewed or audited, as the case may be, by an employee of the municipality if the employee satisfies the conditions set by the Minister.

AR 102/97 s4

Agreements

Agreements

7 An agreement referred to in section 3 of the Act shall be in a form satisfactory to the Minister.

AR 218/94 s7;199/2003

Formal payments

- **8**(1) Subject to section 3(3) of the Act, payment may be paid in accordance with the amount set out in the agreement.
- (2) Advance payments to cover costs of the program may be made in accordance with the terms of the agreement.

Municipal signing officer

9 When a municipality as defined in section 1(b)(i) of the Act enters into an agreement the municipality shall sign the agreement, on a resolution by the municipal council authorizing the agreement.

Section 2(b) agreements

- **10(1)** Where a municipality enters into an agreement with another municipality under section 2(b) of the Act, the agreement must specify which municipality is authorized, on behalf of the other municipality, to enter into an agreement with the Minister.
- (2) If a municipality wishes to terminate an agreement between municipalities under section 2(b) of the Act, and the effect of the termination would be to withdraw the authority for a municipality to receive funding under this Regulation on behalf of another municipality, it shall provide the other municipality and the Minister with written notice 6 months prior to the termination date.

Agreement terms

- 11 It is a term of an agreement between the Minister and municipality that
 - (a) if in the opinion of the Minister a municipality's program fails to meet the requirements of section 2 or 2.1, or
 - (b) if the audited financial statement of a municipality
 - (i) has not been submitted to the Minister within 120 days of the end of the municipality's fiscal year,
 - (ii) does not meet the requirements prescribed in section 6, 6.1 or 6.2, as the case may be, or
 - (iii) shows that the municipality has wrongfully used funds provided to it under the Act,

the Minister may withhold amounts of funding under any new agreement or require the municipality to repay the amounts of funding that in the opinion of the Minister are equivalent to the value of the program components not met or the funds wrongfully used.

AR 218/94 s11;102/97

Repeal

12 The Family and Community Support Services Regulation (Alta. Reg. 237/81) is repealed on April 1, 1995.

AR 218/94 s12;319/94

Expiry

Expiry

13 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be re-passed in its present or an amended form following a review, this Regulation expires on June 30, 2013.

AR 102/97 s6;41/2002;199/2003

SCHEDULE

Revenues and Expenditures

Revenues

Funding provided under the Act Municipal contribution Other revenues

Total Revenues

Expenditures

Internal, directly funded services provided by the municipality under the

program including administration

Funds provided to service providers who are external to the

municipality

Less surpluses retained/returned by service providers who are external

to the municipality

Net total funding to service providers who are external to the municipality

Total Expenditures

Surplus (Deficit)

AR 218/94 Sched.;102/97;199/2003

537 - FCSS Revenue

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
5200-Sales of Goods & Services	46,590	50,050	38,000	50,000	12,000	50,000	50,000	1
5299-Other Services	51,750	54,000	54,000	54,000	-	54,000	54,000	
5304-Lease Revenue	16,692	10,692	10,182	10,692	510	10,692	10,692	
Total 3 - User Fees and Sale of Goods & Services	115,032	114,742	102,182	114,692	12,510	114,692	114,692	
5809-Other Revenue	9,188	77,217	6,000	45,880	39,880	16,500	10,000	2
Total 7 - Other Revenue	9,188	77,217	6,000	45,880	39,880	16,500	10,000	
Total	124,220	191,959	108,182	160,572	52,390	131,192	124,692	

Notes

- 1 Increased in Home Support revenue based on increased clients.
- 2 Increased funding for Transportation and Family Violence programs.

552 - Conditional Grants - FCSS

			2024	2025			
	2023	2024	Approved	Approved	Budget	2026	2027
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast Notes
5706-Grant from Provincial Government	402,901	404,583	404,583	404,583	-	404,583	404,583
Total 2 - Government Transfers (Grants)	402,901	404,583	404,583	404,583	-	404,583	404,583
Total	402,901	404,583	404,583	404,583	-	404,583	404,583

<u>Notes</u>

554 - Shared Funding Revenue

			2024	2025			
	2023	2024	Approved	Approved	Budget	2026	2027
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast Notes
5709-Shared Funding	193,239	150,000	193,239	193,239	-	193,239	193,239
Total 2 - Government Transfers (Grants)	193,239	150,000	193,239	193,239	-	193,239	193,239
Total	193,239	150,000	193,239	193,239	-	193,239	193,239

<u>Notes</u>

720,333 740,342 700,004 730,334 32,330 723,014 722,314	Total - FCSS Revenue 720,3	359 746,542	706,004	758,394	52,390	729,014	722,514
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360 - FCSS Administration

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
6001-Salaries	1,367,256	1,422,791	1,580,939	1,631,369	50,430	1,651,627	1,662,497	
6004-Employer Contributions	329,038	379,428	350,702	362,626	11,924	368,502	371,654	
Total 01 - Remunerations and Benefits	1,696,294	1,802,219	1,931,641	1,993,995	62,354	2,020,129	2,034,151	1
6032-Freight & Courier Services	106	-	-	200	200	200	200	
6041-Auditing & Accounting Services		4,703	4,500	4,800	300	4,900	5,000	
Total 03 - Contracted & Professional Services	106	4,703	4,500	5,000	500	5,100	5,200	
6158-FCSS - Homelessness Prevention Prog	7,836	1,870	6,000	7,500	1,500	7,500		
Total 06 - Materials and Supplies	7,836	1,870	6,000	7,500	1,500	7,500	-	
6011-Accommodation & Subsistence	2,945	7,347	6,000	6,000	-	6,000	6,000	
6012-Travel	6,844	9,033	10,000	10,000	-	10,000	10,000	
6015-Memberships Seminars Conferences	3,178	3,780	6,000	6,000	-	6,000	6,000	
Total 10 - Travel, Training & Development	12,968	20,160	22,000	22,000	-	22,000	22,000	
6036-Mobile Communication Services	2,519	2,864	2,700	2,700	-	2,700	2,700	
Total 12 - Communications	2,519	2,864	2,700	2,700	-	2,700	2,700	
Total	1,719,723	1,831,816	1,966,841	2,031,195	64,354	2,057,429	2,064,051	

Notes

1 - Increase due to annual merit grid increases and 2.5% market increase.

361 - FCSS Board

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
6003-Honorariums	21,185	20,725	25,215	25,600	385	25,600	25,600	
6004-Employer Contributions	1,056	1,468	2,000	1,800	(200)	1,800	1,800	
Total 01 - Remunerations and Benefits	22,241	22,193	27,215	27,400	185	27,400	27,400	
6011-Accommodation & Subsistence	9,278	4,237	5,000	7,500	2,500	7,500	7,500	
6012-Travel	5,184	4,730	7,000	7,000	-	7,000	7,000	
6015-Memberships Seminars Conferences	3,070	1,135	4,500	4,500	-	4,500	4,500	
Total 10 - Travel, Training & Development	17,533	10,102	16,500	19,000	2,500	19,000	19,000	
Total	39,773	32,295	43,715	46,400	2,685	46,400	46,400	

Notes

362 - FCSS Programs

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	No
6040-Professional Services	10,721	5,956	18,000	13,000	(5,000)	13,000	13,000	
Total 03 - Contracted & Professional Services	10,721	5,956	18,000	13,000	(5,000)	13,000	13,000	
6201-Community Activity Fee Funding	5,033	6,427	7,000	6,000	(1,000)	6,000	6,000	
Total 05 - Grants and Contributions	5,033	6,427	7,000	6,000	(1,000)	6,000	6,000	
6109-General & Operating Supplies	17,331	24,992	24,000	22,000	(2,000)	22,000	22,000	
Total 06 - Materials and Supplies	17,331	24,992	24,000	22,000	(2,000)	22,000	22,000	
6143-Building Rental	350	2,490	1,000	700	(300)	700	700	
Total 08 - Rental & Leases	350	2,490	1,000	700	(300)	700	700	
6011-Accommodation & Subsistence	1,902	990	2,000	1,600	(400)	1,600	1,600	
6012-Travel	2,151	2,669	2,000	1,800	(200)	1,800	1,800	
6013-Training & Education	2,427	667	2,000	1,200	(800)	1,200	1,200	
Total 10 - Travel, Training & Development	6,481	4,325	6,000	4,600	(1,400)	4,600	4,600	
Total	39,915	44,190	56,000	46,300	(9,700)	46,300	46,300	

Notes

1 - See Community Grants & Partnerships summary for additional details.

363 - Community Resource Centre

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
6076-Repair/Maintenance of Motor Vehicles	2,563	832	1,500	1,500	-	1,500	1,500	
Total 03 - Contracted & Professional Services	2,563	832	1,500	1,500	-	1,500	1,500	
6105-Fuels & Oils	1,872	1,686	2,500	2,000	(500)	2,000	2,000	
6109-General & Operating Supplies	16,197	13,630	18,000	17,000	(1,000)	17,000	17,000	
Total 06 - Materials and Supplies	18,069	15,316	20,500	19,000	(1,500)	19,000	19,000	
6121-Power Supply Service	7,574	8,126	7,000	8,700	1,700	8,700	8,700	
6122-Natural Gas Service	1,396	1,576	1,400	2,300	900	2,300	2,300	
6129-Local Utilities - Water/Sewer/Garbage	967	867	1,000	1,000	-	1,000	1,000	
Total 07 - Utilities	9,937	10,569	9,400	12,000	2,600	12,000	12,000	
6143-Building Rental	11,704	10,566	11,000	46,848	35,848	46,848	46,848	1
Total 08 - Rental & Leases	11,704	10,566	11,000	46,848	35,848	46,848	46,848	
6011-Accommodation & Subsistence	633	565	1,600	1,000	(600)	1,000	1,000	
6012-Travel	-	-	600	600	-	600	600	
6013-Training & Education	189	704	1,400	1,000	(400)	1,000	1,000	
Total 10 - Travel, Training & Development	822	1,269	3,600	2,600	(1,000)	2,600	2,600	
6033-Telecommunication Services	952	1,045	7,000	-	(7,000)	-		
Total 12 - Communications	952	1,045	7,000	-	(7,000)	-	-	
Total	44,047	39,597	53,000	81,948	28,948	81,948	81,948	

<u>Notes</u>

1 - Increase in the Grande Cache FCSS office space.

364 - Home Support

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
6104-PPE & First Aid Supplies	368	815	1,600	1,000	(600)	1,000	1,000	
6109-General & Operating Supplies	-	266	-	-	-	-	-	
Total 06 - Materials and Supplies	368	1,082	1,600	1,000	(600)	1,000	1,000	
6011-Accommodation & Subsistence	378	1,010	3,500	2,500	(1,000)	2,500	2,500	
6012-Travel	122,961	120,875	106,000	131,000	25,000	131,000	131,000	1
6013-Training & Education	2,424	1,805	3,500	2,500	(1,000)	2,500	2,500	
Total 10 - Travel, Training & Development	125,763	123,691	113,000	136,000	23,000	136,000	136,000	
6036-Mobile Communication Services	4,991	5,178	5,300	5,300	-	5,300	5,300	
Total 12 - Communications	4,991	5,178	5,300	5,300		5,300	5,300	
Total	131,122	129,951	119,900	142,300	22,400	142,300	142,300	

Notes

1 - Updated based on prior/current year actuals.

365 - Liaison Worker Program

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
6202-Grants to Organizations	45,000	45,000	45,000	45,000	-	45,000	45,000	1
Total 05 - Grants and Contributions	45,000	45,000	45,000	45,000	-	45,000	45,000	
Total	45,000	45,000	45,000	45,000	-	45,000	45,000	

Notes

1 - See Community Grants & Partnerships summary for additional details.

366 - Grants to Individual Organizations

		2024	2025				
2023	2024	Approved	Approved	Budget	2026	2027	
Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
64,000	51,950	57,000	55,000	(2,000)	55,000	55,000	1
64,000	51,950	57,000	55,000	(2,000)	55,000	55,000	
64,000	51,950	57,000	55,000	(2,000)	55,000	55,000	
	Actual 64,000 64,000	Actual Actual 64,000 51,950 64,000 51,950	2023 2024 Approved Actual Actual Budget 64,000 51,950 57,000 64,000 51,950 57,000	2023 2024 Approved Budget Approved Budget 64,000 51,950 57,000 55,000 64,000 51,950 57,000 55,000	2023 2024 Approved Budget Approved Budget Budget (Inc/Dec) 64,000 51,950 57,000 55,000 (2,000) 64,000 51,950 57,000 55,000 (2,000)	2023 2024 Approved Budget Approved Pudget Budget (Inc/Dec) Forecast 64,000 51,950 57,000 55,000 (2,000) 55,000 64,000 51,950 57,000 55,000 (2,000) 55,000	2023 2024 Approved Budget Budget Budget Budget (Inc/Dec) Forecast Forecast Forecast Forecast 64,000 51,950 57,000 55,000 (2,000) 55,000 55,000 64,000 51,950 57,000 55,000 (2,000) 55,000 55,000

Notes

 $\label{eq:community} \textbf{1} - \textbf{See Community Grants \& Partnerships summary for additional details}.$

368 - Outreach Coordinator Program

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
6011-Accommodation & Subsistence	917	300	800	700	(100)	700	700	
6012-Travel	-	-	500	500	-	500	500	
6013-Training & Education	1,375	(319)	500	500	-	500	500	
Total 10 - Travel, Training & Development	2,292	(19)	1,800	1,700	(100)	1,700	1,700	
Total	2,292	(19)	1,800	1,700	(100)	1,700	1,700	

Notes

369 - Support Coordinator Program

			2024	2025				
	2023	2024	Approved	Approved	Budget	2026	2027	
Sub-Department	Actual	Actual	Budget	Budget	(Inc/Dec)	Forecast	Forecast	Notes
6011-Accommodation & Subsistence	1,296	-	800	700	(100)	700	700	
6012-Travel	587	-	500	500	-	500	500	
6013-Training & Education	649	99	500	500	-	500	500	
Total 10 - Travel, Training & Development	2,532	99	1,800	1,700	(100)	1,700	1,700	
Total	2,532	99	1,800	1,700	(100)	1,700	1,700	

Notes

Total Family & Community Community Commisses	2.000.402	2 4 7 4 0 7 0	2 245 056	2 454 542	100 107	2 477 777	2 404 200
Total - Family & Community Support Services	2,088,403	2,174,879	2,345,056	2,451,543	106,487	2,4//,///	2,484,399

2024	Individua.	seved facilies	jued Patriers	ridgam volum	geer's Johnsteer	NOO'S MOO'G GERVIEW	Tour of riseu	şten	ROY	Comments from Participants & Percentage of Change (Found in PSRs)
										HIGHLIGHTED ROWS ARE SCHOOL PROGRAMS
Home Support	79					53	26	0	79	100% of clients stated that as a result of contact with Green View FCSS and their Home Support worker, they know more4 about how access the community resources they need
Seniors Support and Referral	589					299	209	81	589	100% of seniors reported that as a result of the Support and Referral program, they knew more about how to access the community resources they needed.
Older Adult Information Day	31					7	24	0	31	100% of participants stated that as a result of Older Adult Information Day, they know more about how to take action toward improvi their lives.
Balance	81					24	57	0	81	100% of participants reported that the Balance program has contributed to their ability to remain in their homes.
CVITP	638						367	271	638	The statistics for MD of Greenview are found in the Grande Cache section of this document. The entirety of the MD of Greenview (wit GC & Coop), Town of Valleyview and SLCN total 920.
CVITP Volunteers	-			1	10				1	1 volunteer in Valleyview.
CRC Information and Referral	5843					874	3321	1648	5843	100% of clients reported that as a result of Green View FCSS Information and Referral Services program, they knew more about how to access the community resources they need.
Body Talk	100					57	25	18	100	95% of youth reported that they know more about body changes during puberty.
Girls Circle	-								0	
Hands are Not For Hitting	-								0	
I Can Handle Anger	20					20			20	90% of youth reported that since participating in I Can Handle Anger, they know more ways to cool down and control their anger.
Mind-Up!	38					6	17	15	38	85% of youth reported that they can control their temper.
Home Alone	100					48	23	29	100	90% of youth reported that after taking Home Alone they feel confident to stay home alone.
Interagency	18								18	
School Liaison Workers	2		2						2	
Grants to Individual Organizations	5								5	4
Gay Straight Alliance	10					3	6	1	10	100% of youth reported that they felt safe when at GSA.
Why Try?	-								0	4
Baby Book Bags	43					13	30		43	
SKILLS	10					10			10	100% of youth stated that since taking SKILLS, they understand the potential consequences of being sexually involved with another.
Boys Council	-								0	4
Empathy	-								0	94% of participants responded that they feel recognized for their volunteer contributions.
Valleyview Volunteer Appreciation Event	225					65	160		225	
A Night to Lead Change	100								100	90% of participants reported that as a result of attending of A Night to Lead Change, they have more knowledge about domestic violence.
Purple Lights	194			<u> </u>			164	30	194	
RSE	261						261		261	85% of youth reported that they know what a healthy relationship looks like.
2024 Total-VV Area	8387	0	2	1	10	1479	4690	2093	8388	
		387 Juas Sewed	Patriet	Toggar John	est is	gget Hours Harnet	of at Capper title of the	s m.Poticieer	, irem	Artifat's Comment's

									100% of participants stated that as a result of Green View FCSS Information and Referral program, they know more about how to access
CRC Information & Referral	3376				2297	804	275	3376	the community resources they need.
Babysitting course	19				17	2		19	100% of participants stated that as a result of the Babysitting Course, they make good decisions when babysitting.
Books For Babies		47	1		47			47	
Boys Council								0	1
Commissioners for Oaths	214				197	17		214	1
Community Activity Fee Funding Program	68				45	23		68	100% of participating individuals stated that they now know some healthy strategies to handle stress. Of the 68 unique individuals, 40 were single passes (adult, youth, seniors and children), and 8 were family passes. The total number of people using family passes is 28.
Creative Grief and Loss	16				16			16	1
CVITP	282				157	60	65	282	90% of participants stated that they plan ahead.
Eating For Your Well Being	0				0	0	0	0	1 ' ' '
Empathy Program					-			0	1
Gay Straight Alliance								0	1
Girls Council								0	1
Hands Are Not for Hitting	5					5		5	100% of students reported that they get along better with others as a result of Hands Are Not For Hitting. Teachers reported less aggressive behaviour during and after the program was offered.
Home Alone	28				18	10		28	100% of youth stated that as a result of Home Alone Program they make better decisions when home alone.
U Connect	38				30	8		38	100% of participants experienced positive change, stating "The home support program has contributed to my ability to remain in my home." "The home support workers have really helped me a lot with my daily needs and things I can't do. I love that they come in and they're so willing to
Home Support	1							-	help me with things since I can't use my right arm."
Hope Exists in Lots of Places	3 10				3	40		3	400% of worth annual distriction and an allies of the section of a line.
I Can Handle Anger					20	10		10	100% of youth reported that they are good at telling others about their feelings.
Interagency	30				20	10		30	4
Just in case FILE Workshop	8				8			8	100% of participants reported that as a result of Just in Case Workshop, they feel better about their ability to plan ahead.
Kids Conference	39		1	15 :	19 37	2		39	100% of youth reported that they are better at making friends because of Kids Conference.
Kids Have Stress Too	11					11		11	100% of youth reported after Kids Have Stress Too, that they are better at solving problems.
Life Skills								0	
Miyo Wichihitowin (Good Relations)	33				25	8		33	100% of participants reported that, as a result of the Miyo Wichihitowin program, they know more about Indigenous Culture. A family in the community shared that they found out they are part Metis, and were so happy to hear that FCSS is offering traditional dance teachhings, because they want their kids to learn as they had no knowledge of Indigenous culture.
A Night to Lead Change	100				100			100	85% of participants stated that as a result of attending "A Night to Lead Change", they have more knowledge about domestic violence. "I loved the speaker's energy, and how she handled the topic."
Older Adult Information day	19				19			19	100& of participants stated that as a result of Older Adult Information Day, they were more confident that they can overcome life's challenges.
Outreach Coordinator	728				728			728	
Purple Light Nights	129				129			129	100% of people spoken to stated that they were more aware of and use of programs and services available in the community, due to the Purple Light Nights Campaign.
RSE	130				130			130	100% of participants reported that they know what a healthy relationship looks like, as a result of the RSE program.
Volunteer Appreciation Dinner	91				91			91	100% of participants stated that the Volunteer Appreciation Event has helped them to feel a sense of belonging in their community.
Wheels for Meals	16				16			16	1
WiseGuyz	7				7			7	100% of participants reported that, as a result of WiseGuyz, their approach to relationships has changed.
2024 Total GC	5400	47	2	15 1	19	5447		5447	1

5447

Total Combined Valleyview & Grande				
Cache Users 2024	13835		16	29

Family and Community Support Services Accountability Framework



FCSS Accountability Framework | Seniors, Community and Social Services
© 2022 Government of Alberta | December 6, 2022 | ISBN 978-1-4601-5576-9

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Introduction to the Accountability Framework

The Government of Alberta's Strategic Plan includes a commitment to ensuring Alberta's government is responsive, accessible and will pursue opportunities for reform to enable the delivery of cost-effective, sustainable, and client-centred services¹. The Ministry of Seniors, Community and Social Services (Ministry) is committed to ensuring services are innovative, delivered in a fiscally responsible manner, and meet targeted outcomes that support Albertans². Accountability is central to these commitments and is fundamental to good government. Accountability creates an environment that:

- provides risk management appropriate to the desired outcomes;
- promotes continuous improvement and builds capacity to achieve better performance;
- provides public assurance that money is being spent appropriately and value is being obtained; and
- ensures compliance and due process for equitable and fair treatment of individuals and organizations.

As a steward of public resources, the Government of Alberta is responsible for ensuring accountability within the provincial Family and Community Support Services (FCSS) Grant Program.

The FCSS Accountability Framework

The FCSS Accountability Framework (Framework) builds on the strengths and the rich history of local FCSS programs that deliver services in communities across Alberta. The Framework reflects the collaboration between local FCSS programs, municipal associations, and the Government of Alberta who came together to develop the Framework with the intention of providing guidance for both the Ministry and local FCSS programs in designing and delivering preventive social services that fit Albertans' needs now and into the future.

The Framework will provide clarity about how FCSS supports are having an impact in the lives of Albertans. In this context, the Framework serves as a guide to both local FCSS programs and to the Ministry that administers the provincial FCSS Grant Program. Key elements of the Framework are:

- a common definition of prevention to guide both local FCSS programs as well as the provincial FCSS Grant Program;
- direction on provincial prevention priorities and strategies to help guide the work of local FCSS programs;
- a clear governance structure with roles and responsibilities for both the Government of Alberta and participating municipalities and Metis Settlements; and
- an outcomes model and key performance measures to demonstrate the impact and value of FCSS within communities as well as the collective impact to Albertans.

FCSS Accountability Framework governance

The Government of Alberta provides direction, guidance and oversight for the provincial FCSS Grant Program including identifying provincial prevention priorities and funding allocation. The Government also ensures appropriate reporting and key performance measurement practices are in place to demonstrate accountability to Albertans for the grant funding. Participating municipalities and Metis Settlements are responsible for identifying local social priorities and needs that align with FCSS legislation, the Framework, and associated policies. They are also responsible for designing, delivering or funding services in their community. The Government of Alberta, participating municipalities and Metis Settlements, and other FCSS stakeholders work collaboratively to ensure the successful administration and management of the provincial FCSS Grant Program.

To ensure ongoing engagement and partnership and to strengthen the collaborative nature of the FCSS Grant Program, a permanent Steering Committee will be established. The Steering Committee will be co-chaired by a representative of the Family and Community Support Services Association of Alberta (FCSSAA) and a senior leader from the Ministry responsible for the FCSS Grant Program. The Steering Committee will include membership from relevant Government of Alberta departments as well as representatives from local FCSS programs, with consideration given to programs that serve different geographic areas and have different community needs (e.g.; children and youth, seniors, families). Representatives from Alberta Municipalities, the Rural Municipalities of Alberta and the Metis Settlements General Council will also participate on the Steering Committee. The Steering Committee will meet regularly. At meetings, stakeholders will discuss the FCCS Grant Program, identify issues and suggest program or policy changes. The Steering Committee is not meant to replace other venues for ongoing collaboration and coordination between local FCSS programs, FCSS stakeholders and the Ministry, such as the Directors' Network meetings, and the annual FCSSAA conference.

The Family and Community Support Services Program

The provincial FCSS Grant Program is a partnership between the Government of Alberta and participating municipalities and Metis Settlements to design and deliver local preventive social services to improve the well-being of individuals, families and communities. Since its inception in 1966, the provincial FCSS Grant Program has become widely recognized across communities in Alberta as a cornerstone program providing local preventive social supports.

The FCSS program is made of up two key components: 1) provincial grant funding, and 2) the local contribution, both in financial resources and the time, talent and skills at the community level to deliver preventive social services. All municipalities and Metis Settlements are welcome to participate in the program. The grant program is based on an 80/20 funding partnership. The Government of Alberta contributes 80% of the funding for this program, while participating municipalities and Metis Settlements are required to match the remaining 20%. Many communities also contribute funding beyond their required contribution or seek additional funding from other sources to enhance their program offerings.

At the local level, a municipality or Metis Settlement council chooses whether to establish a program, and enters into an agreement with the province to jointly fund local programs. The participating municipality or Metis Settlement determines how FCSS funding is allocated based on local needs and provincial prevention priorities within the FCSS mandate. The types of programing offered in each community are reflective of the needs and circumstances of those communities. The provincial FCSS Grant Program is intentionally flexible to allow local FCSS programs to use a variety of preventive approaches in responding to social issues and building resilience. FCSS services enhance strengths, skills and abilities, build individual or community safeguards, and address protective and risk factors.

There is also flexibility within the provincial FCSS Grant Program to allow for a variety of delivery models at the community level. Some local FCSS programs deliver services themselves or fund other organizations to deliver services in their community, while others partner together to form multi-municipality programs that serve a broader geographic area. Local FCSS programs maximize and leverage community partnerships and connections, developing strong relationships within communities to address local social needs. Local FCSS programs also often work in partnership with other community organizations such as school boards, senior serving organizations, health services, and police services. Local FCSS programs also harness the power of civil society through a significant degree of volunteer involvement.

Programs offered through FCSS serve all ages and demographics and reach rural and remote communities. Typically, more than 300 municipalities and Metis Settlements provide FCSS services to Albertans through local FCSS programs each year. Programs serve over one million Albertans annually with almost all of the province's population having access to FCSS services where they live.

FCSS mandate and authority

The provincial FCSS Grant Program receives its mandate from the *Family and Community Support Services Act* (FCSS Act) and the Family and Community Support Services Regulation (FCSS Regulation). The FCSS Act is the legal framework under which FCSS operates. The FCSS Regulation sets out the responsibilities and service requirements that a municipality or Metis Settlement must meet to be eligible for funding. The Act and Regulation also provide an overview of the reporting requirements for local FCSS programs, including annual financial audit requirements as well as broad requirements that local FCSS programs need to fulfil. Further direction to local FCSS programs can be found in Grant Program documents that are not part of the Framework (see Government of Alberta resources section).

The FCSS Regulation is clear about the types of services a local FCSS program can and cannot provide. It states that all services provided under a local FCSS program must "be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity" [Section 2.1 (1)(a)].

The FCSS Regulation provides further direction that services provided under a local program must do one or more of the following [Section 2.1(1)(b)]:

- help people to develop independence, strengthen coping skills and become more resistant to crisis;
- help people to develop an awareness of social needs (e.g.; community needs assessments);
- help people to develop interpersonal and group skills which enhance constructive relationships among people;
- help people and communities to assume responsibility for decisions and actions which affect them; and
- provide supports that help sustain people as active participants in the community.

The FCSS Regulation also provides direction on the types of local programs and services that would typically be ineligible for FCSS funding. Types of activities that are not eligible for funding include those that provide primarily for recreational needs or leisure time pursuits; direct assistance (e.g.; money, food, clothing or shelter); those that are primarily rehabilitative in nature; and services ordinarily provided by a government or government agency. The FCSS Regulation allows for direct assistance including money, food, clothing or shelter during a public health emergency under the *Public Health Act* or under extenuating circumstances, as determined by the Minister.

Roles and responsibilities within the FCSS Program

Prevention is a shared responsibility. Governments working on their own cannot solve social problems. Social change requires coordination and collaboration between government, civil society, and engaged Albertans. Alongside and supported by government, Albertans, communities and civil society organizations are instrumental in identifying and developing solutions to social problems and are critical to the functioning of the FCSS program.

While the program relies on support from civil society organizations and volunteers, the Government of Alberta and participating municipalities and Metis Settlements are the key partners in the provincial FCSS Grant Program. Each have unique responsibilities to ensure the successful delivery of prevention programming in communities. The FCSS Act and Regulation outline *legislated* responsibilities for the Government of Alberta and participating municipalities and Metis Settlements, while the following table provides further direction on key roles and responsibilities.

	Municipalities and Metis Settlements	Government of Alberta
Roles	 Set local priorities that align with identified community needs and provincial prevention priorities. Support individuals, families and communities across the lifespan through preventive social programs and services (primary and secondary prevention). Leverage local community capacity in design, delivery and coordination of preventive services. 	 Assess provincial-level social needs and set provincial prevention priorities. Provide guidance on provincial prevention priorities to support local FCSS programs in addressing local community needs. Collaborate and engage with FCSS stakeholders to strengthen community preventive services across the province.
Responsibilities	 Establish, administer and operate local FCSS programs. Design and deliver preventive social programs. Evaluate, monitor, and report. 	 Establish program mandate (FCSS Act and Regulation), provincial program budget, policy documents and direction. Establish funding allocation and agreements. Provide provincial oversight and guidance, including monitoring program effectiveness and achievement of outcomes.

Risk Management

Risk is the uncertainty around future events and their potential to affect the achievement of objectives and outcomes. Risk management looks to improve decision-making under uncertainty to maximize the benefits and minimize the costs. The FCSS Act, FCSS Regulation and funding agreements are the key tools used to mitigate and manage risk for the provincial FCSS Grant Program. Along with the Framework, these documents provide direction to participating municipalities and Metis Settlements about provincial priority setting based on key social issues, program requirements (including responsibilities of municipalities and Metis Settlements), service requirements, prohibited and allowable costs, reporting requirements, and payment schedules. Other supporting processes, documents, and components of the provincial FCSS Grant Program that help mitigate risk include annual financial and outcome reporting, local FCSS program reviews, policy documents, and program guides.

FCSS and prevention

The provision of social services is broad and complex, involving a wide range of funders, administrators and stakeholders across governments, non-profit organizations and communities. Numerous provincial ministries, including Seniors, Community and Social Services, play a critical role in ensuring key services are delivered to support the mental, physical, emotional, spiritual, cultural, and social well-being of Albertans.

The FCSS Regulation states that all services provided by a local FCSS program must be of a preventive nature but there is no definition of prevention in the FCSS Act or Regulation. A common definition of prevention is important to guide both local FCSS programs as well as the provincial FCSS Grant Program.

Since FCSS was introduced in 1966, the core principle behind the program is to prevent social issues from worsening to the point of needing intervention requiring immediate, direct supports such as food, shelter or other supports to deal with an existing or imminent crisis. The working definition for both local FCSS programming and the provincial FCSS Grant Program includes taking a proactive approach and viewing prevention as a process rather than an event or an occurrence.

With this in mind, for the purposes of both local programs and the provincial FCSS Grant Program, prevention is defined as:

A proactive process that strengthens the protective factors of individuals, families, and communities to promote well-being, reduce vulnerabilities, enhance quality of life, and empowers them to meet the challenges of life.

FCSS and the prevention continuum

Prevention in the context of FCSS focuses on enhancing protective factors to improve well-being and prevent problems before they occur or at an early stage before they require crisis supports, which typically are part of tertiary prevention services. Thinking of prevention along a continuum, this means services and supports offered through local FCSS programs must focus on primary and secondary prevention. The provincial FCSS Grant Program's place on the prevention continuum is shown below:

FCSS services	Primary Prevention	 Address root causes of social issues with focus on the general population or a specific population. Promote protective factors in the physical and social environment (including social relationships). Can include awareness programs, enhancing connections among community organizations and promoting community volunteerism. 		
	Secondary Prevention	 Address issues at an early stage for specific groups or atrisk populations. Strengthen the capacity of individuals and communities to prevent or reduce risk factors and build resilience. Can include connecting those in need with appropriate resources and skill development. 		
Additional services permitted only during a public health emergency or extenuating circumstance, as determined by Minister	Tertiary Prevention	 Address immediate needs with intent to prevent long-to impacts. Support individuals or groups already affected by social issues by providing direct services. Can include direct assistance such as food and shelter 		

During a public health emergency as declared under the *Public Health Act* or under extenuating circumstances, the FCSS Regulation does allow local FCSS programs to offer direct assistance such as money, food, clothing, or shelter to sustain an individual or family (i.e. tertiary prevention).

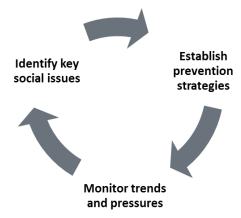
While enhancing protective factors can help individuals, families and communities better respond to life's challenges, and may prevent a range of social issues, the Government of Alberta is committed to ensuring its programs and services, including the provincial FCSS Grant Program, are responsive, evidence-informed, and meet targeted outcomes that support Albertans. As such, the Government of Alberta has developed provincial prevention priorities for the FCSS Grant Program.

Provincial prevention priorities

Healthy and resilient families and communities are the building blocks of a strong Alberta. The Government of Alberta and local FCSS programs partner together to address key social issues that affect Albertans. This is done by tackling the root causes of social issues through preventive work to reduce risk factors and build resilience. Some examples of root causes are poverty, lack of education or employment, adverse childhood experiences, social isolation, and mental health challenges. This partnership between the Government of Alberts and local FCSS programs is key to ensuring Albertans thrive and can take on life's challenges when they arise.

To collaboratively address social issues affecting Albertans, the Government of Alberta will communicate what is taking place on a wider provincial scale to define provincial social priorities for prevention. The Government of Alberta will also provide direction to local FCSS programs so they can incorporate the provincial prevention priorities into local programming. Local FCSS programs will then use this information in the design and delivery of preventive social services in their communities.

To assess broad, provincial-level social needs, and provide direction to local FCSS programs, the Government of Alberta will use the following process:



Identify key social issues to inform provincial prevention priorities

In advance of new grant agreement cycles, the Government of Alberta will assess provincial-level social needs and set provincial prevention priorities. Key sources of information to guide decision-making may include:

- trends and pressures, including gaps in service within and across the Government of Alberta as identified by the Ministry;
- data and information from Ministry and cross-ministry partners, FCSS stakeholders, and other trusted sources of evidence and research (e.g. Statistics Canada); and
- input from FCSS stakeholders (sources include regional FCSS meetings, annual conferences, the FCSSAA, Steering Committee representation, municipalities and Metis Settlements).

Establish provincial prevention strategies

Based on the available information and input, the Government of Alberta will develop areas of focus for local FCSS programs to concentrate on the design and delivery of services in their community. The strategies will be:

- connected to the key social issues identified;
- within the scope of primary and secondary prevention; and
- · developed in partnership with FCSS stakeholders.

The Government of Alberta will communicate provincial prevention priorities and strategies to local FCSS programs in advance of grant agreement cycles, to allow local FCSS programs time to plan. This will also include updating the Framework and other key resources as needed.

Ongoing monitoring of trends and pressures

The Government of Alberta will monitor trends and pressures that affect the key social issues in Alberta and will engage with cross-ministry and FCSS stakeholders to support local programs in addressing emerging needs. The FCSS Steering Committee will play a collaborative role in identifying trends and emerging needs to help inform provincial prevention priorities. Ongoing monitoring will also help to ensure priorities continue to address current social needs and remain relevant and meaningful for the Government of Alberta and local FCSS programs.

Current provincial prevention priorities for FCSS

Key social issues affecting Albertans

Albertans have demonstrated great resilience in the face of economic and social challenges, which were exacerbated by the COVID-19 pandemic. These challenges continue to pose hardships for many individuals, families, and communities. Based on the sources of information described above, the Government of Alberta has identified the following key social issues affecting Albertans. These social issues are the basis for provincial prevention priorities, and should be considered when local FCSS programs are planning their community programing.

Homelessness and housing insecurity – Increased rates of homelessness have been associated with unaffordability of quality housing and high levels of substance abuse and family violence. Recent estimates suggest that more than 235,000 people in Canada experience homelessness every year³. In Alberta, at least 11.4% of Alberta households are unable to afford the housing they need⁴.

Mental health and addictions – Mental health issues affect many Canadians. A recent survey found one in three Canadians were struggling with their mental health⁵ and one in five Canadians will experience a mental health problem or addiction in any given year⁶. In Alberta, use of opioids and deaths from drug poisonings have been increasing at alarming rates. In 2021, the highest number of opioid deaths were recorded in a year, with 1,610 individuals dying from an unintentional opioid overdose, 38% higher than in 2020 (1,167) and 158% higher than in 2019 (625)⁷.

Employment – Alberta's unemployment rate remains somewhat higher compared to other provinces. While trending downwards, in March 2022, Alberta's unemployment rate was 6.5%, compared to the national unemployment rate of 5.3%. In 2020, the Income Support program supported an average of 52,397 cases per month in Alberta. Of the total numbers of average annual Income Support caseloads, 31,364 were clients who were "expected to work" and 21,033 cases represent Albertans with "barriers to full employment"9.

Family and sexual violence across the lifespan – In a nation-wide web panel survey, 10% of women said they were very or extremely concerned about experiencing domestic violence¹⁰. In 2019, Alberta had the sixth highest rate of police-reported family violence compared to other provinces¹¹ and the fourth highest rate of police-reported sexual assault¹².

Aging well in community – Alignment of health, housing, and community based services can create safe and supportive environments for Albertans to age well in the community. It is estimated that 22% of people in long term care could be avoided with the right community based supports in place¹³. Approaches to integrate healthcare and community-based supports are essential to enable Albertans to age in their homes and communities and lower their risk of seeking hospitalization and/or long-term care.

While these social issues have affected many Albertans, it is important to note that certain population groups experience higher levels of vulnerability and/or discrimination. They often bear the most significant burden and experience the most adverse impacts. These groups may include children and youth, women, seniors, BIPOC individuals, 2SLGBTQQIA+ individuals, Albertans with low-income, persons with disabilities, and people with lived experiences of trauma.

Establish provincial prevention strategies

When considering social issues within their communities and the impact on individuals and families with higher levels of vulnerability, local FCSS programs, alongside other social programs, play an important role in prevention. The definition of prevention for the FCSS program explains that prevention is a *proactive* rather than reactive process. Services and supports designed and delivered by local FCSS programs are the link between provincial priorities and community based action at the primary and secondary levels of prevention.

Primary prevention focuses on the general population or on broad subsets of the population who may be at higher risk, with the intent of promoting protective factors in the physical or social environment. Some examples include activities to support public education and awareness campaigns such as family violence prevention month, increasing community connectedness and partnerships, or promoting and supporting volunteerism.

Secondary prevention focuses on specific groups or at-risk populations to address issues at an early stage. This may include the groups identified above as having higher levels of vulnerability. Some examples are creating opportunities for social inclusion, skill development courses such as building healthy relationships, or connecting those in need with appropriate resources.

Enhancing protective factors through primary and secondary prevention helps to build healthier and more resilient communities. Communities that are more resilient are better able to prevent or mitigate impacts of broader social issues as well as deal with times of crisis. For example, building social cohesion, which includes the elements of active engagement in the community, a sense of belonging, and inclusion, contributes to improved mental and physical health and enhanced resilience and well-being. In a more cohesive community, people will feel supported and have access to the social supports they need.

Prevention strategies for the provincial FCSS Grant Program focus on enhancing protective factors for individuals, families and communities. Local FCSS programs can apply these strategies in a way that meets the unique needs of their local community. Through primary and secondary prevention approaches, local FCSS programs will use the following strategies to help address and prevent the provincial prevention priorities outlined above:

- 1. Promote and encourage active engagement in the community;
- 2. Foster a sense of belonging;
- 3. Promote social inclusion;
- 4. Develop and maintain healthy relationships;
- 5. Enhance access to social supports; and
- 6. Develop and strengthen skills that build resilience.

The services delivered or funded through local FCSS programs will align with one or more of the prevention strategies to help prevent or mitigate the impact of the key social issues and to build stronger and more resilient communities now and for the future. Some examples of types of services and supports that align with the above strategies include:

- assisting communities to identify their social needs and develop responses to meet those needs;
- promoting, encouraging and supporting volunteer work in the community;
- developing the skills of individuals and families for greater resiliency such as mentoring programs;
- supporting the social development of children and their families;
- supporting seniors to remain connected to their communities and providing home supports; and
- providing information and supporting access to available social supports in the community.

Ongoing monitoring of data and trends

Local FCSS programs will measure and report on their progress related to these strategies to demonstrate the effect of their efforts in their community. The Government of Alberta will continue to monitor data and trends related to social issues in Alberta on an ongoing basis.

The Government of Alberta will work with FCSS stakeholders to ensure priorities continue to address current social needs and remain relevant and meaningful for local FCSS programs. This includes listening to feedback through both the FCSS Steering Committee and directly from municipalities and Metis Settlements about the trends and issues they are experiencing in their communities.

Outcomes and measurement

Seniors, Community and Social Services uses an outcome-based framework to guide the use of the data collected by the Ministry. This enables the provision of better services, supports evidence-informed decisions, creates internal efficiencies, and helps the Ministry better understand the real impact of programs and services. Defining program objectives and corresponding outcomes and setting key performance measures (KPMs) are important parts of accountability for the provincial FCSS Grant Program. Program inputs and outputs along with program objectives, outcomes, and KPMs tie the foundational pieces of the FCSS program together, demonstrate the impact the program is having in communities and across the province, and tell the story of the FCSS program.

FCSS program objectives, logic model, and outcomes model

Program objectives

The Framework outlines five overarching objectives for the provincial FCSS Grant Program. These program objectives align with, and create a link between, the definition of prevention, provincial prevention priorities and strategies. They also create the starting point for the development of program outcomes and KPMs:

- 1. FCSS programming increases the protective factors of individuals, families and communities related to provincial prevention priorities;
- 2. FCSS programming strategically connects Albertans to address provincial prevention priorities;
- 3. FCSS programming reflects community demographics and needs;
- 4. FCSS programming is accessible, appropriate and designed to serve Albertans across their lifespan; and
- 5. FCSS programming fosters connectivity in participating communities.

Logic model

A logic model is a visual representation of the theory underlying a program. It shows how the provincial FCSS Grant Program is supposed to work, including intended outcomes and connection to the Ministry's outcomes. The FCSS Accountability Framework Logic Model (Appendix) depicts the local program's inputs, activities, outputs and outcomes. The provincial FCSS Grant Program's objectives and outcomes align with the Ministry-level outcomes of inclusion, participation and stability, as shown in the Logic Model. The FCSS Accountability Framework Logic Model illustrates how local FCSS programs contribute to ministry's achievements in these outcome areas.

FCSS Outcomes Model

The FCSS Outcomes Model below shows the immediate, intermediate and long-term outcomes to be achieved within the five program objectives as a result of the Ministry's partnership, support and funding. The Outcomes Model gives a more in depth look at the outcomes included in the Logic Model and their connection to the five program objectives.

At the immediate level, changes in knowledge, skills, ability or capacity should be realized as a result of program activities. If the immediate outcomes are achieved, at the intermediate level, changes in behaviour and activities should be realized. If the intermediate outcomes are achieved, the program should be able to influence change in the desired long-term outcomes to support Albertans across their lifespan.

Please see the FCSS Accountability Framework Logic Model for the full illustration of the intended progression of program outcomes. Some program objectives also share common outcomes. Additional detail on this is available in the FCSS Accountability Framework Logic Model.

FCSS Outcomes Model

Intermediate **Immediate** Long-term **Program Objectives Outcomes** Outcomes **Outcomes** Albertans are aware of **FCSS** programming FCSS programming in Albertans develop skills to enhances the protective factors of their communities build resilience individuals, families Albertans have protective and communities Albertans participate Albertans apply skills factors in place that related to provincial in FCSS programming to build their resilience enhance their resilience prevention priorities in their communities FCSS programming contributes to improvement in **FCSS** programming Local FCSS programs Local FCSS programs are community-level social strategically connects strategically connect aware of services and indicators Albertans to address Albertans to services and supports in their supports that meet their provincial prevention communities priorities needs Local demographics and **FCSS** programming needs are addressed by Local FCSS programs reflects community the FCSS program design, deliver and/or fund demographics and Local FCSS programs are programs that align with needs aware of their their demographics and demographics and needs needs FCSS programming is accessible to the populations being served FCSS programming is accessible, FCSS programming is appropriate and Local FCSS programs Local FCSS programs appropriate for the designed to serve design, deliver and/or fund understand evidencepopulations being served Albertans across their programs that align with informed promising lifespan practices to support evidence-informed Albertans' access promising practices Local FCSS programs leverage formal and informal relationships with and between community groups, organizations, Local FCSS programs are volunteers and other aware of existing and **FCSS** programming communities Albertans are supported by potential connections to fosters connectivity in social networks within their community groups, participating Local FCSS programs communities organizations, volunteers communities create formal and informal and other communities relationships with and between community groups, organizations,

volunteers and other communities

Key performance measures

Key performance measures (KPMs) are measureable indicators that demonstrate progress towards intended outcomes. For the provincial FCSS Grant Program, they are important tools to help the Government of Alberta and key stakeholders understand if the program is addressing priorities and meeting program objectives. They also help to show how the work of local FCSS programs in the community fits into the provincial FCSS Grant Program as a whole.

The Government of Alberta will collect data from local FCSS programs and other sources to generate KPMs related to the priority areas and outcomes in the FCSS Outcomes Model. The KPMs are quantitative in nature (represented in numbers) and provide important information on the extent to which program activities occur, outputs are produced, and outcomes are achieved. In addition to the KPMs, additional *qualitative* data (descriptive information) may be collected from local FCSS programs and other sources to contextualize the KPMs and provide a more comprehensive understanding of the provincial FCSS Grant Program's performance. Every year, the Government of Alberta will compile data on KPMs in an annual report that will be shared with FCSS stakeholders.

Program objective	Key performance measures	Data source	Data compiled by:
FCSS programming enhances the protective factors of individuals,	Number of times Albertans participated in local FCSS programming	Local FCSS programs Annual Reports (Annual Reports)	Government of Alberta (GoA)
families and communities related to provincial prevention priorities	Percentage of participants who reported positive change on measures associated with prevention strategies after participating in local FCSS programming. Current prevention strategies for the provincial FCSS Grant Program include:	Annual Reports	
	 promote and encourage active engagement in the community; foster a sense of belonging; promote social inclusion; develop and maintain healthy relationships; enhance access to social supports; and develop and strengthen skills that build resilience. 		
	Note: This is not a single measure, but a set of measures in the Provincially Reported Outcome Measures List		
	Provincial-level indicators related to provincial prevention priorities.	Publicly available data sources/databases (e.g. Statistics Canada)	
FCSS programming	Number of referral services provided by local FCSS programs	Annual Reports	GoA
strategically connects Albertans to address provincial prevention priorities	Note: This measure is intended to help local FCSS programs capture and report on the scope of information and referral services provided by their local program. As many local FCSS programs do not provide these services, this measure will not be mandatory in associated FCSS reporting.		

Program objective	Key performance measures	Data source	Data compiled by:
FCSS programming reflects community demographics and needs	Number and percentage of local FCSS programs that have completed a community needs assessment to inform their services	Annual Reports	GoA
	Note: The community needs assessment refers to any type of assessment, initiative, and data collection activity undertaken by local FCSS programs to better understand their community demographics and needs, and inform their programs and services.		
	Number of programs funded through local FCSS programs [by delivery type (direct or indirect), population group, and priority and strategy]		
	Amount and percentage of funding used by local FCSS programs [by delivery type (direct or indirect), population group, and priority and strategy]		
FCSS programming is accessible, appropriate and designed to serve	Percentage of FCSS participants who expressed satisfaction with FCSS programs/services	Annual Reports	GoA
Albertans across their lifespan	Percentage of FCSS participants who report that FCSS programs/services were easy to access		
FCSS programming fosters connectivity in participating communities	Number of community partnerships local FCSS programs have with other local FCSS programs, agencies, and/or organizations	Annual Reports	GoA
	Number of volunteers who supported local FCSS programs		
	Number of volunteer hours reported by local FCSS programs		
	Total economic contribution of volunteers (in dollars)		

Monitoring, evaluation and continuous improvement

Activities to ensure provincial FCSS Grant Program accountability and the availability of evidence to inform decision-making include KPMs, monitoring of measures, reporting of evidence, and evaluation. These activities help both the Ministry and local FCSS programs to better track their performance and maximize the value of their programming.

Monitoring performance and progress

Local FCSS programs track, monitor and review their programs and services throughout the grant cycle. At minimum, this is completed as part of routine reporting to the Government of Alberta. All reports submitted by local FCSS programs are reviewed and the information is used for KPMs, evaluation, program accountability, ongoing improvement and outcomes reporting. Annual reporting requirements for local FCSS programs include financial reporting, program reporting, and outcome reporting.

The Government of Alberta and local FCSS programs may also choose to undertake additional activities such as:

- using community, provincial or federal census data to inform FCSS program accountability activities;
- establishing dashboards and other performance monitoring mechanisms;
- setting meetings or routine check-in points to review data and information;
- comparing performance results against expectations to identify areas for improvement or future work; and/or
- creating processes to link performance metrics to ongoing program design, delivery and decision-making.

Evaluation

Evaluation is a process to systematically collect and analyze information. It is an integral practice for any organization. Evaluation provides information for learning, improvement, accountability and transparency. Local FCSS programs are expected to evaluate their services and supports to help build strong and responsive local FCSS programs. Evaluations should draw upon data collected through the KPMs and link to the provincial FCSS Grant Program logic model and FCSS Outcomes Model. Through evaluation, additional data collection and/or analysis may provide robust information about the FCSS program at either the local or provincial level. The Ministry will periodically conduct evaluations of the provincial FCSS Grant Program. Evaluation activities for the provincial FCSS Grant Program include:

- Local FCSS programs submit routine grant reporting to the Ministry in alignment with the KPM framework and FCSS grant agreement.
 - The Ministry reviews and approves annual reports to ensure local FCSS programs are using their dollars effectively, efficiently, and for eligible programs and services in their community, and to track the provincial FCSS Grant Program's progress on achieving outcomes. As part of this, the Ministry will consolidate data from annual reports and share findings back with participating municipalities and Metis Settlements and stakeholders, Government of Alberta partners, and the public.
- The Government of Alberta conducts annual, on-site program reviews with local FCSS programs throughout Alberta to ensure compliance with FCSS regulations. Local FCSS programs participate in these reviews, as required.
- To meet provincial accountability requirements and best practices, the provincial FCSS Grant Program will undertake periodic evaluations in alignment with the FCSS evaluation strategy for the 2022-2032 regulation period¹. Local FCSS programs will participate in periodic ministry-led reviews of the provincial FCSS Grant Program as necessary.

Continuous improvement

With a functioning performance management system, comprised of KPMs, measuring, monitoring, reporting and evaluation, local FCSS programs and the Government of Alberta will have the information they need to operate and drive improvement. Using data and information to identify areas for improvement and inform changes at the local and provincial level ensures programs remain relevant, accountable and are achieving their desired outcomes for the Albertans they serve.

¹ The FCSS Regulation expires on June 30, 2032. The FCSS evaluation strategy will help inform the regulation review that occurs prior to expiry, to help identify updates or improvements to the regulation.

Government of Alberta resources

A number of resources are available to local FCSS programs and their stakeholders to support the operation and delivery of FCSS programs in their community. These documents will be updated from time to time.

Family and Community Support Services Program on Alberta.ca

The FCSS webpage on Alberta.ca has additional resources to assist staff, elected officials, and local FCSS program board members understand the purpose of the provincial FCSS Grant Program, how provincial FCSS funding is allocated, and how it can be used. It will also provide a record of program policies, including interpretations of the FCSS Regulation.

Measures Bank

The FCSS Measures Bank provides a list of specific measures that local FCSS programs can use in their program evaluations to monitor their progress on achieving outcomes. The Measures Bank also includes information and tools related to data collection, including the design and delivery of participant surveys.

Knowledge Bank

The online Knowledge Bank houses documents and resources related to the provincial FCSS Grant Program, including those mentioned above. The Knowledge Bank also includes resources and guides to support local FCSS program staff with annual reporting and the online reporting system.

NOTE: Additional resources and support for local FCSS programs are available through the FCSSAA.

Glossary

Accessible: Programs and services are available to Albertans through a variety of mediums and are simple to navigate.

Appropriate: Programs and services are flexible, adaptable, individualized and available when needed.

BIPOC: The acronym stands for "Black, Indigenous and People of Color".

Civil society: Civil society includes non-profit and voluntary organizations, registered charities, informal groups or movements pursuing shared interests or values, and private-sector organizations and individuals pursuing social good.

Evidence-informed practice: An ongoing process that incorporates client values/perspectives, staff expertise and research to inform decisions.

2SLGBTQQIA+: The acronym stands for "Two-spirit, lesbian, gay, bisexual, transgender, queer, questioning, intersex and asexual, and all other sexual orientations and genders".

Prevention: A proactive process that strengthens the protective factors of individuals, families, and communities to promote well-being, reduce vulnerabilities, enhance quality of life, and empowers them to meet the challenges of life.

Primary prevention: Primary prevention focuses on the general population or on subsets of the population who may be at higher risk, with the intent of promoting protective factors in the physical or social environment.

Promising practices: A program, service or strategy that shows potential for developing into a best practice.

Protective factors: Factors that prevent or mitigate the effects of exposure to risk factors and stressful life events.

Risk factor: Any attribute, characteristic or exposure of an individual that increases the likelihood of negative outcomes.

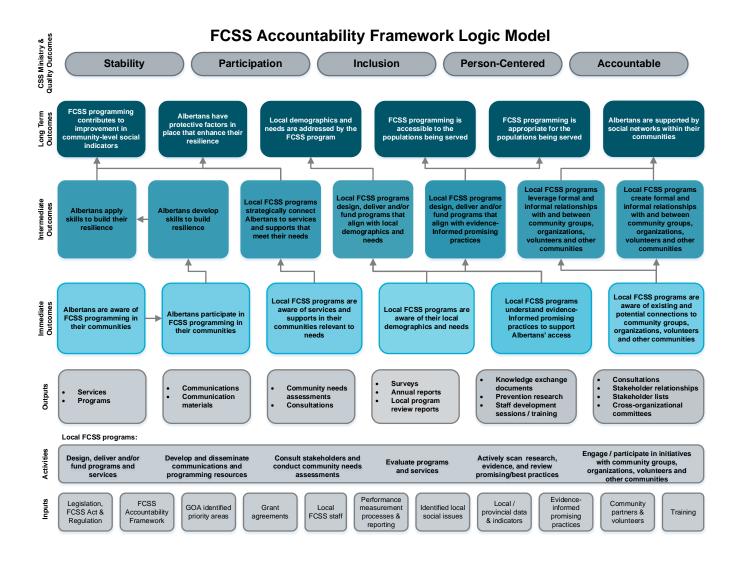
Risk management: Risk is the uncertainty around future events and their potential to affect the achievement of objectives and outcomes. Risk management looks to improve decision-making under uncertainty to maximize the benefits and minimize the costs.

Secondary prevention: Secondary prevention focuses on specific groups or at-risk populations to address issues at an early stage.

Social inclusion: The act of making all groups of people within a society feel valued and included.

Tertiary prevention: Tertiary prevention focuses on addressing immediate needs with the intent to prevent long-term impacts.

Appendix



¹Government of Alberta. Strategic Plan 2022-2025. Accessed March 29, 2022: https://open.alberta.ca/dataset/6d0f1358-beb5-4bb7-8da1-a350a138039c/resource/0b805749-36ac-4c68-8504-a6daba63e8c7/download/budget-2022-goa-strategic-plan-2022-25.pdf

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GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES BUSINESS PLAN 2024-2026

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https://www.facebook.com/#!/GreenViewFCSS

www.mdgreenview.ab.ca

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ACKNOWLEDGEMENTS

Green View FCSS would like to acknowledge those that provided assistance and support in the planning and implementation of our business planning:

- Host Greenview
- Facilitation provided by Lisa Hannaford, FCSS Manager

STATEMENT OF APPROVAL AND ACCOUNTABILITY

The business plan for the years commencing January 2024 to December 2026 was prepared under the direction of the Board of Green View Family and Community Support Services. Board members present were Roxanne Perron; Tammy Day; Gwen Villebrun; Christine Schlief; Sally Rosson; Kristine Gavin and Samantha Steinke. The Board and Staff are committed to achieving the planned results laid out in this plan.

Date of Board Meeting: January 17, 2024

VISION

Building strong communities through positive, caring interaction and mutual respect.

MISSION

Family and Community Support Services is a joint partnership between the Province of Alberta, the MD of Greenview and the Town of Valleyview, that develops locally driven preventative social initiatives to enhance the wellbeing of individuals, families and communities.

We do this through:

- Providing preventative programs for all age groups
- Helping individuals develop independence, coping skills and become more resistant to crisis
- Building interpersonal and group skills
- Providing support that helps sustain individuals as active participants in their communities
- Increasing the community's ability to overcome difficulty and change

VALUES

Green View Family and Community Support Services supports the following beliefs:

- A community's most valuable resources are its people. Investments made in developing and supporting people pay dividends in all areas of community life.
- We can make valuable contributions to our communities and communities need the contributions
 of all of us.
- Volunteerism is inherently valuable in that it allows us, as citizens, to contribute directly to our community, which in turn is linked to positive outcomes for individual volunteers.
- Partnerships are fundamental to community building.
- Municipalities can support individuals, families, and communities by providing well-designed preventive social programs.
- Each municipality has unique programming needs and is best able to determine what its own needs are.

GREEN VIEW FCSS PROFILE

History:

The Green View FCSS Board held their first meeting on April 16, 1997. Since that time the programs, services, number of staff and people served have significantly increased. The department moved into its current location in July 2012.

Access:

Green View FCSS is open Monday to Friday from 8:00 am - 4:30 pm. The office is closed for lunch from 12:00 pm -1:00 pm, and on statutory holidays.

https://www.facebook.com/#!/GreenViewFCSS

Governance:

Green View FCSS is governed by a board consisting of:

- 1 member of Council from the Town of Valleyview
- 2 members of Council from the MD of Greenview
- 4 Community Members at Large

Human Resources:

Green View FCSS has staff year-round with 10 full time staff and 12 permanent part time staff. Volunteers also play a role in various programs.

The Green View FCSS Manager (Director) is Lisa Hannaford, who continues to make everyone feel welcome at FCSS.

Clientele / Community:

The programs and services are offered to all the Town of Valleyview residents and those residing in the Greenview which include Valleyview, Ridgevalley, DeBolt; Little Smoky; New Fish Creek; Sunset House; Crooked Creek; Grovedale, Grande Cache and surrounding Cooperatives and Enterprises. The total population served is approximately 11,400.00.

Partnerships:

 FCSS is a unique 80/20 funding partnership between the Government of Alberta and participating municipalities or Métis Settlements. Provincially, the FCSS Program receives its mandate from the FCSS Act and Regulation. The Act describes what the Province and municipality/Metis Settlement can do to provide preventive social services. The Regulation describes how services may be provided.

The Regulation sets out the service requirements that a municipality or Métis Settlement must meet to be eligible for funding. At the local level, a municipality or Métis Settlement Council chooses whether to establish a Program and enters into an agreement with the Province to jointly fund FCSS activities. Under FCSS, communities design and deliver social programs that are preventive in nature to promote and enhance well-being among individuals, families, and communities. The programs depend on community resources, and where appropriate involve volunteers in delivery.

The FCSS philosophy is based on a belief that self-help contributes to a sense of integrity, self-worth, and independence. The programs developed are intended to help individuals within their communities to adopt healthy lifestyles, thereby improving the quality of life and building the capacity to prevent and/or deal with crisis situations should they arise.

Contractual service agreements are held with Alberta Works.

Green View FCSS also has valuable partnerships and provides information and referral to:

Alberta Council of Women's Shelters

- Alberta Health Services
- Aseniwuche Winewak Nation (AWN)
- Child and Family Services
- Emergency Social Services Network of Alberta (ESSNA)
- Family Resource Network
- Grande Cache and Area Food Bank
- Grande Cache Community Learning and Employment Resource Center
- Grande Yellowhead Public School Division
- Healthy Aging Alberta
- Heart River Housing
- Hinton Friendship Centre
- Holy Family Catholic School Division
- MITTA Drug and Alcohol Counselling
- Mountain Metis Association
- Northlands School Division
- Northern Gateway Public School Division
- Northern Lakes College
- Odyssey House
- PACE (Providing Assistance, Counselling, and Education)
- Peace Wapiti Public School Division
- Red Willow Lodge
- Resource Centre for Suicide Prevention
- Rural Development Network
- RCMP
- Seniors Outreach
- Service Canada
- Sturgeon Lake Cree Nation
- Town of Valleyview
- Town of Valleyview Library
- Valleyview Community Adult & Family Learning
- Valleyview Food Bank
- Valleyview Men's Shed
- Valleyview Walking With Families
- Whispering Pines Lodge

PROGRAMMING

Green View FCSS offers programs and services to people of all ages through use of six (6) key prevention strategies.

- Promote and encourage active engagement in the community
- Foster a sense of belonging
- Promote social inclusion (the act of making all groups of people within a society feel valued and included)
- Develop and maintain healthy relationships
- Enhance access to social supports
- Develop and strengthen skills that build resilience

Programming and services contribute to positive outcomes in relation to five (5) Provincial Prevention Priorities.

- 1. Homelessness and housing insecurity
- 2. Mental health and addictions
- 3. Employment
- 4. Family and sexual violence across the lifespan
- 5. Aging well in community

*In brackets following the program name the Provincial Prevention Priority (PPP) number(s) the program contributes to is/are listed.

- **Babysitting Courses** (PPP 2 & 3): Green View FCSS partners with service providers who deliver a one-day babysitting course, approx. three times per year for children 11 and older.
- **Balance** (PPP 2 & 5): A restorative yoga program for seniors, people with disabilities/disease and post-surgery recovery. This program increases strength and flexibility for fall prevention.
- **Body Talk** (PPP 2 & 4): For students in Grade 5 & 6. Participants learn how to communicate effectively within boundaries and sustain healthy relationships. This program addresses anatomy, puberty, hygiene, and menstruation.
- Career and Employment Resource Services (PPP 1 & 3): Available at the Valleyview location. Residents can access the local job board, career and employment computers for job searching and resume building, internet access for printing government forms and completion of online employment insurance applications.
- Caregiver Workshops (PPP 1, 2 & 5): A variety of workshops give caregivers the tools to manage the unique demands and challenges they face in the care giving role. This can be done individually or in a group setting.
- Commissioner for Oaths (PPP 3): Services provided free of charge.
- **Community Activity Fee Funding** (PPP 2): For those in addictions recovery, healing after a traumatic experience, or experiencing physical or mental health challenges, this program

provides access to the Grande Cache Recreation Centre public swimming, public skating, and fitness center.

- Community Support Worker (PPP 2 & 4): Available to residents in Valleyview and area. Partners collaborate to provide an Outreach Worker from Odyssey House to support clients in the transition from situations of domestic violence to regain independence.
- Community Volunteer Income Tax Program (PPP 1 & 5): Volunteers provide this free service to seniors and low-income individuals.
- **Counselling Services** (PPP 2): Green View FCSS offers short term one-on-one mental health appointments with a registered psychologist or professional therapist.
- **Emergency Social Services**: In times of a disaster, Green View FCSS provides services such as food; housing; and personal services.
- The Empathy Program (PPP 2 & 4): This program uses stories and connections to build empathy in children aged 3-5.
- FCSS Baby Book Bags (PPP 2 & 4): FCSS and the Health Unit partner on this project which has been created to encourage and increase the practice of reading to young children. FCSS provides an educational package for new families to promote bonding and interaction with parents and the child.
- **Gay Straight Alliance** (PPP 2 & 4): This participant led group provides a safe space for 2SLGBTQQIA+ youth aged 12-18 to gather, learn and support one another.
- **Green View FCSS Grants** (*PPP 1, 2, 4 & 5*): The FCSS Board is committed to supporting preventive social programs that positively impact the ratepayers of Greenview and the Town of Valleyview.
- **Grief and Loss** (PPP 1, 2, 4, & 5): A certified facilitator works with clients during their grief journey providing insights and tools to assist in healing.
- **Hands are Not for Hitting** (PPP 4): For kindergarten and grade 1 students. Students will learn how to properly use their bodies when they are experiencing difficult emotions.
- HEART (PPP 4 & 5): Health, Education, and Action in Relationships Team. Stakeholders may
 include the RCMP, Victims Assistance for Valleyview and Sturgeon Lake Cree Nation, Child
 Services and Green View FCSS.
- **Home Alone** (PPP 2 & 4): For youth 8 10 years of age. Focusing on safety in the home and preparing your child to be left alone for short periods of time. This program also offers students information on navigating the online world and skills on how to be a good cyber citizen.
- Home Support (PPP 2 & 5): This program provides light housekeeping, meal preparation, and transportation to access essential needs for adults experiencing disruptions to their normal household routines. Adults with disruptions due to physical limitations, mental well-being, pre/post operative care or pre/post-natal care may qualify for assistance. Currently 130 individuals throughout the Greenview access the program with up to 12 Home Support Workers providing service.

- I Can Handle Anger (PPP 2 & 4): 6-week program for students in grade 1 and 2. This is an ageappropriate anger management program where students learn different ways to handle anger and other difficult emotions.
- Information, Referral, and Forms Assistance (PPP 1, 2, 3, 4 & 5): We provide referrals that match your need and will assist with completion of forms or applications such as Assured Income for the Severely Handicapped (AISH), Income Support and Seniors Benefits.
- Inter-Agency Meetings (PPP 1, 2, 3, 4 & 5): Green View FCSS hosts inter-agency meetings in Valleyview (first Tuesday of every month) and in Grande Cache (last Tuesday of every month). Attendees include organizations such as Alberta Health Services, Education, Mental Health, Victims Assistance, Adult Learning, RCMP and Children's Services etc.
- Interpersonal Relationship Skills (PPP 2 & 4): these small group settings are requested by teachers or school Principals to address and support conflicts, issues, or co-operation strategies in the schools.
- **Just In Case Workshop** (PPP 5): This is a hands on workshop to start preparing the documents and information you will need when you or a family member has a sudden death or emergency.
- **Kids Conference** (PPP 2): Hosted in Grande Cache for children and youth aged 5-12. A dynamic 2.5-day conference offers participants session choices from three streams of learning: life skills, creativity, and physical well-being.
- Meadows to Mountains Homelessness Prevention Project (PPP 1, 2, 3 & 5): This project provides crucial supports for individuals and families within Greenview to prevent homelessness. Clients are provided on-going support to navigate systems, access life skills development, and are shown how they are pivotal to their success in stabilizing their living situation. The project is funded through a partnership between Green View FCSS and the Alberta Rural Development Network.
- **Mind-Up** (PPP 2 & 4): A program that uses mindfulness to teach emotional self-regulation in students.
- **Miyo Wichihitowin** (Good Relations) (PPP 2 & 4) Available in Grande Cache for children and youth aged 5-18. Students learn about local Indigenous culture, traditional practices, and have opportunities to connect with Elders and local Indigenous role models. Activities are open to all youth to bridge the gap between cultures.
- Mother Daughter Circle (PPP 2 & 4): The purpose of this program is to promote a healthy sustainable bond between mothers and daughters aged 11-14 during the transitional years from girlhood to young womanhood
- Older Adult Information Day (PPP 2, 4 & 5): This annual event focuses on programs and services available to the senior and older adult population. Event specifics vary as to need and interest, and a variety of guest speakers provide presentations.
- Relationship and Sexual Education (PPP 2 & 4): The Centre for Sexuality's RSE program provides curriculum for grade 4 10 students that was created in partnership with the Public

Health Agency of Canada. Youth learn about sexual and reproductive health, healthy and respectful relationships, and violence and consent skills.

- **School Presentations** (PPP 2 &4): Funding may be provided to schools within Greenview to host guest speakers. Topics may include themes such as bullying; digital citizenship; racism etc.
- **Seniors Supports** (PPP 1, 2, 4 & 5): Individuals are provided support in filling out forms, gaining access to federal and provincial supports, advocacy etc.
- **Volunteer Appreciation** (PPP 5): Green View FCSS organizes events to recognize volunteerism in the community.
- **Welcome Baskets** (PPP 2): The intent of this program is to ensure all newcomers to Greenview are aware of FCSS and other Greenview programs, as well as other community services and businesses in the area.
- Wheels for Meals (PPP 5): Green View FCSS delivers meals to residents in the Hamlet of Grande Cache. This program is in partnership with the local seniors' lodge, who prepares and coordinates meals, while FCSS staff carry out the delivery.
- Why Try (PPP 2 & 4): A ten-week program designed for students in grades 4-12. This program assists children who are frustrated, confused, or angry with life's pressures and challenges. The program stresses to youth that although making good decisions can be difficult, doing so results in more opportunity, freedom, and self-respect.
- WiseGuyz (PPP 2 & 4): For male identified youth, this program promotes mental health, healthy
 relationships and prevent adolescent dating violence. The program provides a space for
 participants to discuss and explore the impacts of harmful gender stereotypes and builds
 essential relationship skills.

2024 - 2026 CORE AREAS OF BUSINESS

The following pages contain the business planning components. The Business Plan is reviewed annually and may be modified to adapt to emergent situational changes or to take advantage of innovation or new opportunities and strategic alliances. Detailed action plans and short-term emergent strategies at the operational level are the purview of the FCSS Manager, with approval from the Board, and are by necessity adaptive. These are, therefore, not included in this document.

	CORE AREA OF BUSINESS #1	PROGRAM DEVELOPMENT	
1	DESCRIPTION	Programs are implemented and developed depending on community need and issues presented. The provincial association believes in and supports local autonomy.	
2	GOAL	Programs help communities to be attractive, resilient, and adaptive. Quality of life in the community is improved through FCSS programs and services. There is less reliance on intervention and enforcement programs (RCMP, Child and Family Services, etc.) because of our prevention programs.	
	STRATEGIES	TARGETS	MEASURES
3	Older Adult Programs	All senior and older adults are aware of programs they may qualify for.	Residents are knowledgeable about programs and services for older adults.
4	Family Programs	Families, single parents-supported through partnerships with Family Resource Networks	Families have a change in skills, behavior knowledge, values, or attitude.
5	Youth Programs	Youth aged 3-18	Youth have a change in skills, behavior, attitude, or knowledge.



	CORE AREA OF BUSINESS #2	ADVOCACY	
1	DESCRIPTION	Advocacy is important to give a voice to seniors, low-income individuals, the unemployed; youth; people with developmental disabilities; minority groups etc.	
2	GOAL	We have a strong voice at the provincial table. Councils support FCSS. MLA's understand our communities.	
	STRATEGIES	TARGETS	MEASURES
3	Relationship with Funders	To ensure the relationship with current funders meets reciprocal expectations, and service provision maintains realistic outcomes.	We have contracts in place which are proving expected outcomes.
4	FCSSAA Board	To have regular updates to provincial happenings, as well as a representative who can take items to the provincial table.	A representative from the North West region is present.
5	MLA	To ensure local and regional politicians are knowledgeable about programs and services.	MLA is invited to visit the CRC, meetings and overview of services has increased awareness.



	CORE AREA OF BUSINESS #3	COMMUNITY DEVELOPMENT / ENGAGEMENT	
1	DESCRIPTION	Community engagement refers to the process by which organizations and individuals build relationships for the purpose of applying a collective vision for the benefit of a community. Our communities are caring communities. We want to involve as many people as we can in the delivery of programs and services. We want to raise awareness around community issues.	
2	GOAL	The Community is aware of our programs and services.	
	STRATEGIES	TARGETS	MEASURES
3	Volunteers	FCSS increases its trained volunteer base. These volunteers actively contribute to specific programs, are also on call for ESS service.	FCSS acknowledges and recognizes volunteers in an annual appreciation dinner. We have growing numbers of attendees every year.
4	In-service	Teachers and Parent Councils, Interagency	Parents and teachers and other service providers are aware of FCSS services

5	Awareness campaigns	Community	Community gains knowledge about social issues, resources, and supports. Examples: Poverty Simulation, A Night to Lead Change. Purple Light Nights, Red Silhouette, Human Trafficking
6	Community Collaboration	Community groups, social service providers, local volunteer groups.	Number of campaigns, events, and programs delivered with partnerships. Examples: VTRA training, MHFA, customized workshops.

	CORE AREA OF BUSINESS #4	MEASUREM	MENT/OUTCOMES
1	DESCRIPTION	Outcomes are the benefits or changes for individuals, families, communities, or populations during or after participating in program or project activities. These changes must be measured to prove that desired outcomes are reached, and then reported to the province.	
2	GOAL	We are able to effectively meet all our mandated measurement requirements.	
	STRATEGIES	TARGETS	MEASURES
3	Tracking and reporting outcomes	All staff are trained in outcomes measures and are familiar with reporting expectations.	Through surveys, interviews and pre/post tests, people have a change in at least one of the following: knowledge; attitude; skills; behavior; or status.



	CORE AREA OF BUSINESS #5	CONTRACT MANAGEMENT	
1	DESCRIPTION	We currently have a service contract with Alberta Works, providing employment related services and information out of the CRC	
2	GOAL	We are able to meet the outcomes of our contract. Contracted programs are sustainable, effective, and efficient.	
	STRATEGIES	TARGETS	MEASURES
3	Alberta Works Career and Employment Storefront Services	This service contract provides residents access to income support; employment resources; a job board and employment computers.	Measure of success include statistical reports indicating the high volume of people utilizing the employment center.



	CORE AREA OF BUSINESS #6	ADMIN	NISTRATION
1	DESCRIPTION	Administration oversees all staffing supervision, duties, and training; program management; contract management; reporting to the province and meeting all provincial expectations; reporting to the FCSS Board; budgetary items; and relations with partners.	
2	GOAL	Contracts and agreements are clear, current, and relevant. We are able to effectively work within our budgets. We are effectively able to meet the public's needs for social prevention.	
	STRATEGIES	TARGETS	MEASURES
3	Budgets	Administration is able to effectively manage the annual budget.	The annual budget is effectively managed.

Agreements Agreements and service provided meet outcomes and proves expected results.

Agreements and service provisions meet expected results; service agreements and contracts are renewed and or extended.



	CORE AREA OF BUSINESS #7	HUMAN RESOURCES	
1	DESCRIPTION	There are 10 full time employees; 12 part time employees; and approximately 5 volunteers.	
2	GOAL	We have adequate numbers of staff to meet our operational needs.	
	STRATEGIES	TARGETS	MEASURES
3	Volunteer Recruitment	Volunteers are recruited to suit their needs and interests. This varies from program to program, and season to season.	When we have a position requiring volunteers, it is filled.

4

4	Training and Development	Staff are trained in all areas of need.	Fully trained staff.
5	Human Resources Management	All employees are working effectively and efficiently within their job description. Succession plans are in place, and cross training is provided.	Full and part time staff are well managed and trained.
6	Staff Acquisition	Adequate staff for current programming.	All positions are staffed.



	CORE AREA OF BUSINESS #8	BOARD DEVELOPMENT		
1	DESCRIPTION	The Board shall be concerned with community issues that enhance, strengthen, and stabilize family and community life. The Board shall be concerned with the growth and development of a broad range of programs to help prevent family or community social breakdown, and to help prevent the development of personal or family crises that may require major intervention or rehabilitative measures to correct.		
2	GOAL	The Board is effective and engaged.		
3	Policy Development	The board remains active in their provincial and local meetings and contributes to policy development and recommendations.	Board Members attend at least 10 meetings per year, attend the fall FCSSAA conference, as well as the spring regional conference. Board members will be active	

			in Volunteer Appreciation events.
4	Program Approval	The board has reviewed and approved all programs.	Completed
5	Business Planning	The board has a completed Business Plan.	Completed Plan
6	Leadership Development (Revised Board Orientation Manual)	The board has an effective and efficient orientation program for new board members.	Completed Orientation Manual



Goals, Strategies & Timelines

A. Goal: To provide services that enhance the well-being of individuals, families, and community through prevention.

1. Strategy: Develop programs and services to promote positive development for children and youth.

Programs may be implemented in the Valleyview, Ridgevalley, Grovedale, and Grande Cache schools or in community settings for the youth between six (3) to eighteen (18) years of age. All programs may be provided upon the request of the individual school requirements in consultation with the principal.

Time Frame	Action	Status as of July 2025	
2 – 3 times per year	Deliver Babysitting Courses	Delivered GC afterschool Jul 2024 and 2025	
School year	Deliver Body Talk Delivered at Harry Gray and Penson in 2024 and 2025 And Susa Creek in 2025		
School year (6 – 10 week program)	Deliver Interpersonal Relationship Skills	Delivered OAP & Harry Gray in 2025 Delivered Summitview and GC High School 2025	
Annually	Deliver the Empathy Program	Delivered at Rural Roots in VV 2024 and 2025 GC in 2025	
Weekly	Facilitate Gay Straight Alliance	Available at Summitview Middle School 2023/24/25 Currently running in VV 2024, 2025	
School year (4 week program)	Deliver Hands Are Not For Hitting	Was not requested in 2024, did run at St. Stephens in spring 2025	

Annually	Deliver Home Alone program	Delivered Susa Creek School May 2024 & out of school Jul 2024 and 2025 after school Delivered in Penson, St. Stephens and Harry Gray- June 2024 and 2025
School year (6 week program)	Deliver I Can Handle Anger program	Delivered Susa Creek School Jun 2024 and 2025 Delivered in Ridgevalley and OAP 2024 -OAP 2025 complete
Annually	Deliver Kids Conference	Delivered Mar 2024 and 2025
July and August	Life Skills/Summer Day Camps –	Delivered Jul 2024 in GC-recommend to discontinue-covered by recreation, any youth programming could fall under Interpersonal relationship skills
School year (4-6 week program)	Deliver MindUP program	Delivered at OAP and St. Stephens- Spring 2024 and 2025 Grande Cache- Susa Creek 2025
Ongoing	Deliver Miyo Wichihitowin program – offered in GC only	Delivered Summitview gr.5 Mar 2024, Grande Cache Community High School all grades Jun 2024 out of school Jul & Aug 2024- and all schools in GC in 2025
School year (4-6 week program)	Deliver Relationship &	Delivered Summitview Middle School gr. 7 & 8 Mar 2024

	Sexual Education program	Delivered St. Stephens, Penson and Hillside May 2024 and	
		2025	
School year (10 week program)	Deliver SKILLS program	Delivered at Penson in April 2024- now changed to RSE	
School year (5 week program)	Deliver Kids Have Stress too	too Delivered Susa Creek School Jan 2024 and 2025	
School year (7 week program)	Deliver Why Try program	Delivered at Harry Gray 2024-2025	
School year (22 week program)	chool year (22 week program) Deliver WiseGuyz program Delivered Grande Cache Community High School 2		
		and Hillside High School 2024/25	

2. Strategy: Develop programs and services to enhance the lives of individuals and families within the community.

Enhance the lives of adults and families to promote economic, mental, and physical wellbeing. Programs may be available annually and are based upon the needs and requests of clients.

Time Frame	Action	Status as of July 2025	
Spring and fall sessions	Coordinate Balance restorative yoga program Only available in VV and	Sessions completed in June 2024/June 2025 in DeBolt and VV	
Annually	DeBolt Coordinate A Night to Lead Change	Completed in November 2023 and 2024 Valleyview, Grande Cache in 2024, scheduled for October 2025 in VV	
Annually	Community Activity Fee Funding program (formally Aboriginal Community Activity Fee Assistance Program)	Ongoing – Approx. 30 active clients	
Annually	Deliver Community Volunteer Income Tax program	Ongoing – 864 returns filed in 2024 Ongoing in 2025	
Annually	Eating for Your Wellbeing	Discontinued in 2024- now Accessible through Alberta Health Services	
Annually	Deliver Employment Supports	Ongoing	
Annually	Coordinate FCSS Baby Book Bags	Ongoing – approx. 110 annually provided to the Health Unit	
Annually	Coordinate access to Income Supports	Ongoing	
Annually	Deliver Meadows to Mountains Homelessness Prevention Project	Ongoing – grant expires March 2026	

Annually (6 week program)	Deliver Mother Daughter	Available upon request-
	Circle program	
Annually	Deliver Older Adult	GC – June 2024, June 2025
	Information Day	VV – 2024, 2025

3. Strategy: Develop programs and services to enhance the lives of adults and seniors within the community. Enhance the lives of adults and seniors to promote economic, mental, and physical wellbeing. These programs may be delivered annually as part of the ongoing operations.

Time Frame	Action	Status as of July 2025
Annually	Contracted Counselling	Ongoing
	Services (H.E.L.P.)	
Annually	Deliver individual support with	Ongoing
	forms and subsidy	
	applications	
Annually	Deliver the Home Support	Ongoing
	program	
Annually	Deliver Just In Case File	Completed in 2024, 2025 in GC, Grovedale and DeBolt, & VV
	workshop	
Annually	Deliver the Wheels for Meals	Ongoing
	program within the Hamlet of	
	Grande Cache and Town of	
	VV	

B. Goal: Promote and provide services with various stakeholders for the benefit of residents within the community.

1. Strategy: Explore partnerships with various stakeholders to meet residents' needs.

Partnerships are vital in the community so as the residents' needs may be addressed in cooperation with various stakeholders. The stakeholders may be consulted on an annual basis to review possible partnership opportunities.

Time Frame	Organization Name	Status
Reviewed annually	Alberta Health Services Partnership	Ongoing
Reviewed annually	Alberta Health Services – Mental Health Therapist	Ongoing
Reviewed annually	Alberta Works Contract – Employment Services	Ongoing
Reviewed annually	Canada Public Health Agency	Ongoing
Reviewed annually	Centre for Sexuality	Ongoing
Reviewed annually	Child and Family Services	Ongoing
Reviewed annually	ESSNA – Emergency Social Services Network of Alberta	Ongoing
Reviewed annually	Evergreens Foundation (Whispering Pines Lodge)	Ongoing
Reviewed annually	Family Resource Network	Ongoing
Reviewed annually	Grande Cache Food Bank	Ongoing
Reviewed annually	Grande Yellowhead Public School Division	Ongoing
Reviewed annually	Healthy Aging Alberta	Ongoing
Reviewed annually	Holy Family Catholic School Division	Ongoing
Reviewed annually	Mountain Metis Association	Ongoing
Reviewed annually	Northern Gateway School Division	Ongoing
Reviewed annually	Northern Lakes College	Ongoing
Reviewed annually	Northlands School Division	Ongoing
Reviewed annually	Odyssey House – Outreach worker services	Ongoing
Reviewed annually	PACE	Ongoing
Reviewed annually	Peace Wapiti School Division	Ongoing
Reviewed annually	Red Willow Lodge	Ongoing
Reviewed annually	Royal Canadian Legion	Ongoing
Reviewed annually	Rural Development Network	Ongoing
Reviewed annually	RCMP	Ongoing
Reviewed annually	Seniors Outreach	Ongoing
Reviewed annually	Service Canada Outreach	Ongoing
Reviewed annually	Sturgeon Lake Cree Nation	Ongoing
Reviewed annually	Suicide Prevention Resource Center	Ongoing
Reviewed annually	Town of Valleyview	Ongoing
Reviewed annually	Town of Valleyview Library	Ongoing
Reviewed annually	Valleyview Men's Shed	Ongoing

2. Strategy: Explore opportunities that may enhance resident access to services within the community.

Create a relationship with all relevant stakeholders so programs and services may be coordinated to meet the community's needs.

Time Frame	Action	Status
Annually Sep – Jun	Host monthly interagency meetings	Ongoing
Annually – twice a month	Provide an Odyssey House support worker	Ongoing
Annually	Deliver the Welcome Basket program	Ongoing
Annually	Host Service Canada Outreach Clinics in the CRC	Ongoing
Annually	Coordinate the Community Information Board	Ongoing
Annually	Deliver Information Referral services	Ongoing
Annually	Provide Community Training sessions	Ongoing
Annually – weekly	Coordinate Mental Health out of the CRC	Ongoing
Annually – grant dependent	Host HEART Domestic Violence Conference	
Annually	A Night to Lead Change	Ongoing
Annually	Daily Thoughts banners	Ongoing
Annually	Did You Know Campaign (social media posts)	Ongoing

C. Goal: Provide opportunities whereby residents are actively engaged within the community.

1. Strategy: Promote resident participation and engagement within the community.

Community engagement and connection contributes to improved social wellbeing. Residents are encouraged to assist in various deliverable opportunities.

Time Frame	Action	Status
Annually in November	Deliver the Red Silhouette program/Purple Lights/Human Trafficking	Ongoing
Annually	Host Volunteer Appreciation events	Ongoing
Annually	Provide residents with volunteer opportunities to assist with various deliverable programs	Ongoing

D. Goal: Provide service excellence to residents within the community.

1. Strategy: Develop actions that enhance Green View FCSS service deliverable excellence.

Time Frame	Action	Status
Annually	Review the Green View FCSS Business plan	Spring 2024/Fall 2025
Annually	Provide measurable outcomes where applicable for programs and services	Ongoing
Annually	Ensure that staff has access to effective training opportunities	Ongoing
Annually	The Green View FCSS Manager will draft and present the annual budget to Council	Fall 2024/Fall 2025
Annually	Staff performance appraisals will be administered to all staff	Fall 2024/Fall 2025

JOINT FAMILY AND COMMUNITY SUPPORT SERVICES AGREEMENT

BETWEEN:

THE TOWN OF VALLEYVIEW, a body corporate, having its office in

the Town of Valleyview, in the Province of Alberta,

(hereinafter called the "Town")

OF THE FIRST PART

And

THE MUNICIPAL DITRICT OF GREENVIEW, a body corporate, having its office in the Town of Valleyview, in the Province of Alberta, (hereinafter called the "M.D.")

OF THE SECOND PART

THIS AGREEMENT made in duplicate this 17 day of July, 2019

WHEREAS Section 2 of the Family and Community Support Services Act states "a municipality may enter into an agreement with other municipalities to provide for the establishment, administration and operation of joint family and community support services and programs"; and

WHEREAS the Town and the M.D. (hereinafter called the "municipalities") have agreed to enter into an agreement for the provision of joint family and community support services;

THEREFORE, THIS AGREEMENT WITNESSES:

1. ASSUMPTION OF AUTHORITY

The M.D. shall be the unit authority for the operation and administration of approved programs on behalf of the municipalities. The Board will act in an advisory capacity to each respective Council.

2. JOINT F.C.S.S. BOARD

There is hereby established a **Joint Family and Community Support Services Board** (hereinafter called the "Board"), who will provide for the payment of approved expenses to Board members for attendance at meetings and other approved functions.

- 2.1 The Board shall consist of seven members:
 - 2.1.1 Two elected members from the M.D. and one elected member for the Town, appointed by resolution of their respective Council.
 - 2.1.2 For members at large; one from the Town and three from the M.D., appointed by resolution of their respective Council.
 - 2.1.3 All Board members must be residents of their respective municipality.
- 2.2 Each elected member of the Board shall remain as a member of the Board until any of the following occurs:
 - 2.2.1 The elected member resigns from the Board;
 - 2.2.2 The elected member ceases, for any reason, to be a member of their respective Council;
 - 2.2.3 The Council which the elected member is part of passes a resolution to revoke the appointment or passes a resolution to appoint a different Council member instead of the member in question, to the board.

- 2.3 No person who is an employee of the Town or the M.D. shall be appointed to the Board.
- 2.4 The respective Councils may remove a member at large from the Board by resolution stating the reason for removal, at any time, for just cause.
- 2.5 In the event of a vacancy from a member at large occurring on the Board, the respective Council shall appoint a replacement within two months of the occurrence, and the person appointed to fill such a vacancy shall hold office for the remainder of the term of the position vacated.
- 2.6 Any member of the Board who is absent from three (3) consecutive regularly scheduled meetings without prior authorization by resolution of the Board shall forfeit his/her seat on the Board and such forfeiture shall constitute a vacancy.
- 2.7 The members of the Board shall hold office at the pleasure of the M.D. and Town, and any member may resign at any time by submitting a written resignation to their respective Council.

3. TERM OF OFFICE

3.1 Each member appointed from the public at large shall be appointed at the pleasure of the respective Councils of the Town and M.D. for a term of one year, and may be re-appointed upon the expiry of the term at the pleasure of the Councils.

4. CHAIR AND VICE-CHAIR

- 4.1 The Board shall elect a Chair and Vice-Chair at the Organizational Meeting each year.
- 4.2 The Chair shall preside at the meetings of the Board, and in their absence, the Vice-Chair shall preside.
- 4.3 In the absence of both the Chair and Vice-Chair, one of the other members of Board shall be elected to preside.

5. QUORUM AND MEETINGS

- 5.1 A quorum of the Board shall be a majority of members.
- 5.2 The Board shall meet at such intervals as are necessary to consider and decide on programs, grants and initiatives filed with it in accordance with the Family and Community Support Services Act.
- 5.3 The Board shall follow policies of the M.D. for the conduct of its meetings and its business.

- 5.4 All meetings of the Board shall be open to the public. Any closed sessions shall be by resolution of the Board, and the meeting shall be re-opened at the completion of the closed session.
- 5.5 The Board shall hold an Organization meeting annually, which shall take place at the first regular meeting after the Organization Meetings of the respective municipalities.
- 5.6 Special meetings may be called on three (3) clear days written notice by the Chair or at the request of any five (5) members of the Board.
- 5.7 The Board shall keep a minute book of all regular and special meetings of the business transacted at all meetings.
- 5.8 The M.D. shall provide a Recording Secretary.
- 5.9 All Board members shall receive copies of all minutes and pertinent correspondence at least one week prior to the next meeting.
- 5.10 When the minutes are adopted, each municipality shall receive copies as signed by both the Chair and FCSS Manager.
- 5.11 The Chair of the meeting shall vote on all resolutions, and in the event of a tie vote the motion shall be lost.
- 5.12 At the discretion of the Chair, when special circumstances arise, and an in-person meeting cannot be arranged, the Board may vote electronically.
- 5.13 If a conflict of interest is identified, the Board member will recuse themselves from discussions and decisions related to the conflict of interest.

6. POWERS, DUTIES AND RESPONSIBILITIES

- 6.1 The Board may provide recommendations on policy prior to submission to Council.
- 6.2 The Board shall be concerned with community issues that enhance, strengthen, and stabilize the family and community life. The Board shall be concerned with the growth and development of a broad range of programs to help prevent family or community social breakdown, and to help prevent the development of personal or family crises that may require major intervention or rehabilitative measures to correct.
- 6.3 For the establishment, administration and operation of programs, the Board must:

- 6.3.1 Promote, encourage and facilitate the involvement of volunteers.
- 6.3.2 Promote efficient and effective use of resources.
- 6.3.3 Encourage and facilitate cooperation and coordination with allied service agencies operating with the municipalities.
- 6.3.4 Promote programs and services.
- 6.4 Services provided under a program must:
 - a) Be of a preventative nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity, and
 - b) Do one or more of the following:
 - (i) Help people to develop an independence, strengthen coping skills and become more resistant to crisis:
 - (ii) Help people to develop an awareness of social needs;
 - (iii) Help people to develop interpersonal and group skills which enhance constructive relationships among people;
 - (iv) Help people and communities to assume responsibility for decisions and actions which affect them;
 - (v) Provide support that helps sustain people as active participants in the community.
- 6.5 The Board may hear and consider presentations arranged by appointment by any individual, organization or delegation arising there with respect to Family and Community Support Service matters.
- 6.6 Prior to October 31st of each year, the Board shall recommend to the municipalities an annual budget of estimated Family and Community Support Services revenues and expenditures for the next following year, as required under the terms of this Agreement.
- 6.7 Neither the Board nor any member thereof shall have the prior to pledge the credit of the municipalities or enter into contracts for any matters whatsoever on behalf of the municipalities.
- 6.8 The Chair or Vice-Chair shall make representations on behalf of the Board to the municipalities as required. Upon the Chair or Vice-Chair being unavailable, another member of the Board may be designated to make such representation.

7. FINANCING

- 7.1 No provision shall be made in the operating budget for either an operating deficit or surplus.
- 7.2 The Town of Valleyview shall contribute a total of \$193,239.63 per annum.
- 7.3 The MD contribution will be reviewed annually.
- 7.4 In addition, the Board shall receive a grant from the provincial government in accordance with provincial F.C.S.S.A.A. guidelines.
- 7.5 At year-end, any surplus or deficit will be transferred into the FCSS Reserve held with the MD of Greenview.
- 7.6 Should a program require additional funds, the Board shall make a presentation to the MD Council requesting use of the FCSS reserve.

8. GENERAL

8.1 This Agreement shall inure to the benefit of and be binding upon Parties hereto, their successors and assigns, until revoked by either party giving thirty (30) days notice unto the other at:

The Town of Valleyview P.O. Box 270 Valleyview, Alberta T0H 3N0

The Municipal District of Greenview No. 16 P.O. Box 1079 Valleyview, Alberta T0H 3N0

- 8.2 A participating municipality proposing to withdraw from the program must give at least twelve (12) months written notice of its intent to do so to the Board and the Councils of the participating municipalities.
- 8.3 Upon dissolution of the Board, the Participating Municipalities shall be responsible for their portion of any deficit/surplus that may have occurred and shall be entitled to their portion of the remaining assets.
- 8.4 This agreement may be amended by mutual consent of the Participating Municipalities in writing.
- 8.5 This agreement shall be deemed to have come into effect on January 1, 2019, and shall remain in effect until otherwise terminated.

8.6 Upon signing, this agreement supersedes and nullifies any previous agreement.

IN WITNESS WEHREOF the parties hereto have affixed their corporate seals attested under the hands of their proper officers, in that behalf, on the day and year first above written:

TOWN OF VALLEYVIEW

Joa

Mayor

MUNCIPAL DISTRICT OF GREENVIEW NO. 16

Chief Administrative Officer

MUNICIPAL DISTRICT OF GREENVIEW No. 16
RECEIVED

JUL 2 2 2019

VALLEYVIEW



BOX 270 VALLEYVIEW, ALBERTA

TOH 3NO

PHONE: (780) 524-5150

FAX:

(780) 524-2727

July 18, 2019

Municipal District of Greenview No.16 Box 1079 Valleyview, AB TOH 3N0

Attention: Denise Thompson, CAO

MUNICIPAL DISTRICT OF GREENVIEW No. 16 RECEIVED

JUL 2 2 2019

VALLEYVIEW

Re: Joint Family and Community Support Services Agreement

Town Council approved the new Family and Community Services Agreement at their Regular Meeting on July 15th.

Please find enclosed your endorsed copy of the Agreement. Attached also is a note that Mayor Lymburner wanted me to pass along on the Agreement.

Thank you.

Sincerely,

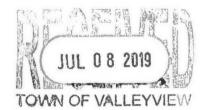
Shari Taylor Interim CAO



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

July 3, 2019

Town of Valleyview Box 270 Valleyview, AB TOH 3NO



Attention: Shari Taylor, Acting Chief Administrative Officer

RE: Joint Family and Community Support Services Agreement

Greenview Council has recently approved the revised Joint Family and Community Support Services Agreement that was approved in principal at the Town of Valleyview April 17th Council Meeting.

Please endorse the two originals, return one to Greenview and retain one for your records. Should you have any questions or concerns, please contact the undersigned.

Sincerely,

Lisa Hannaford

Manager, Family and Community Support Services

LH/tm

Enclosure(s): Joint Family and Community Support Services Agreement (two copies)

cc: FOIP/Records Management

THIS IS AN AGREEMENT BETWEEN THE MD & THE TOWN AND SHOULD NOT BE HANDLED THRU FCSS. THANKS VERN



REQUEST FOR DECISION

SUBJECT: Public Weed Reporting Application

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION MEETING DATE: July 15, 2025 CAO: MANAGER: SK DEPARTMENT: AGRICULTURE DIR: MH PRESENTER: SK

STRATEGIC PLAN: Economy LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) - Weed Control Act, SA 2008, c W-5.1

Council Bylaw/Policy (cite) - Policy 6303: Weed Control, Policy 6302: Roadside Vegetation Management

RECOMMENDED ACTION:

MOTION: That the Committee of the Whole accept the report on Weed Inspection and Control Processes for information, as presented.

BACKGROUND/PROPOSAL:

Administration has prepared a report to update the Committee of the Whole on the proposed Public Weed Reporting Application.

The Public Weed Reporting Application was created as an enhancement to the department's current offerings to the public, allowing concerned citizens to report infestations with geographic reference within Greenview in a seamless manner. The reports automatically appear on the weed inspection maps, for prompt assessment by crews, with a reply feature for supervisors to let the interested party know the results of their report in real time.

Identification of the species will be handled internally, with photos being required for investigation to be launched. Reports that are identified as a regulated species will be added to the current managed infestation caseload should they not already be recorded. Reports that are not regulated will be replied to with information for others to access regarding the species. This was by design, as it allows education of the public without the expectation of identification abilities.

The application features a "like" or "dislike" button for each report's response. With this metric, we will have feedback from concerned members of the public on the department's response to their report in a non-confrontational manner.

While the department will always accept and respond to reports via phone calls, the "Report a Problem" program and other forms of notification, this application was created to provide an additional option for concerned members of the public.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is that Committee of the Whole will be updated on the features of the proposed Public Weed Reporting Application.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request further information regarding the proposed application at a later date.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Involve

PUBLIC PARTICIPATION GOAL

Involve - To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

PROMISE TO THE PUBLIC

Involve - We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

FOLLOW UP ACTIONS:

There are no follow-up actions regarding the recommended motion.

ATTACHMENT(S):

Public Weed Reporting Application Presentation

An enhancement to detection and response



Current Reporting Methods

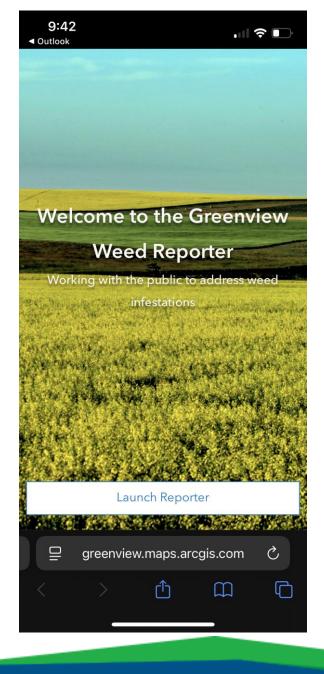
- Calling Greenview
 - Pro- Contact is well known
 - Con- Not used frequently
- Report-a-Problem
 - Pro- Available digitally
 - Con- Doesn't provide geographic locations



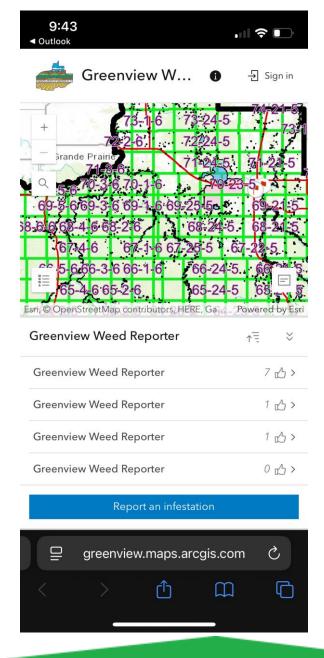
Proposed Enhancement

- Greenview Public Weed Reporter
 - Integrated with weed inspection maps, providing prompt attention and response to the report
 - Provides geographic data with the report
 - Reporting is anonymous, which may increase use

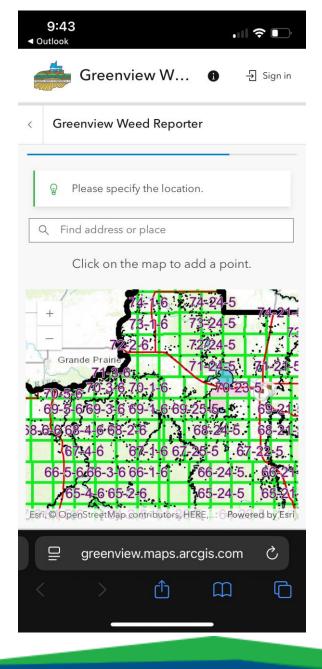




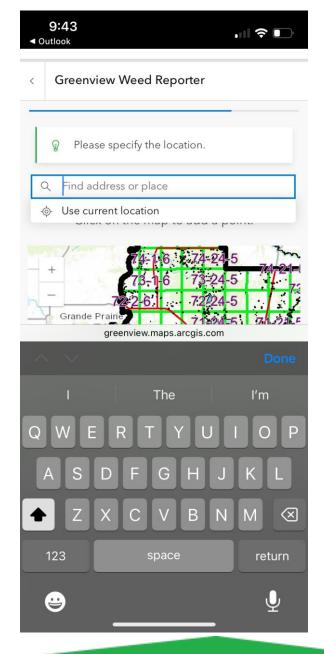




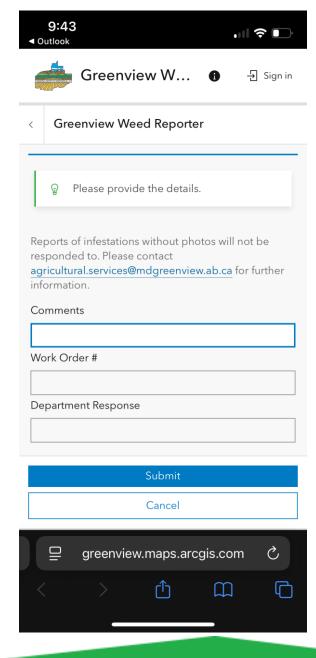




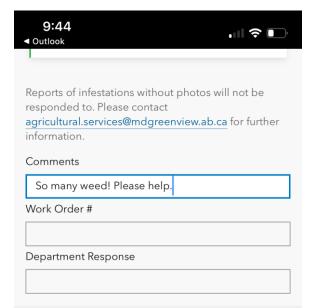


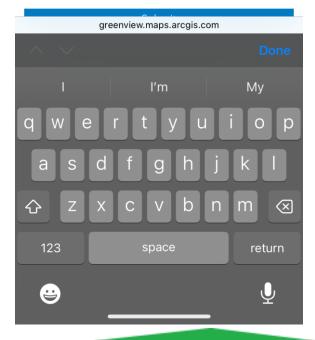




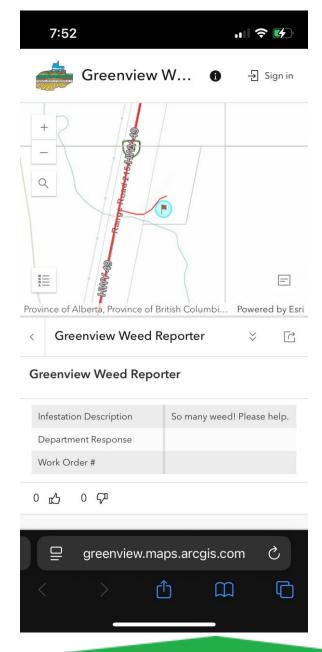




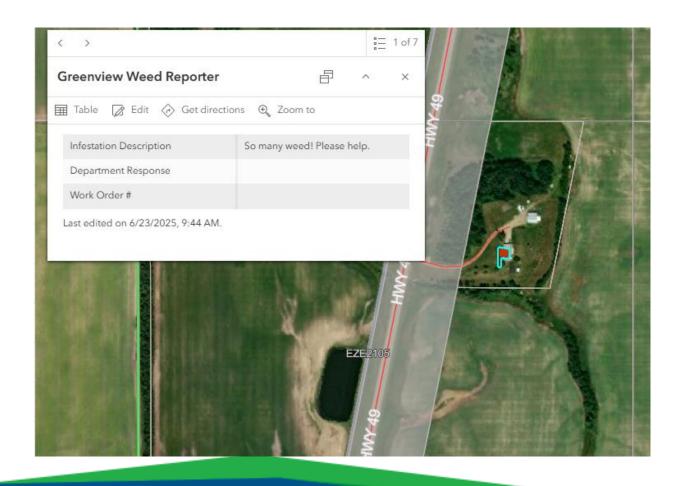




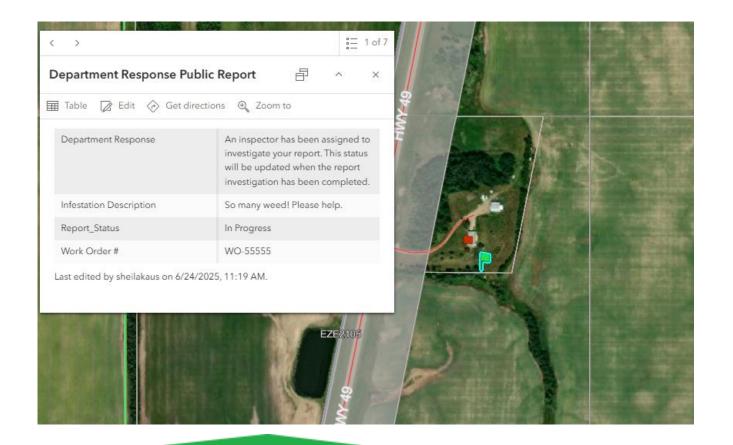




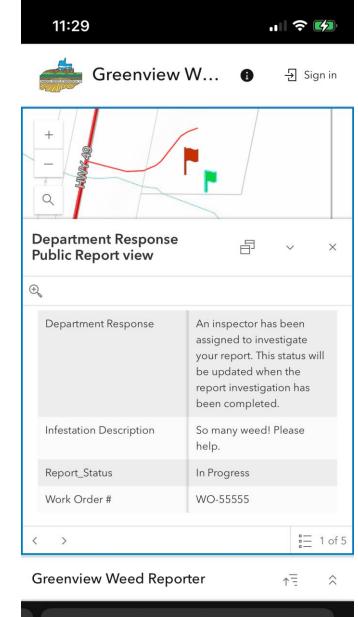






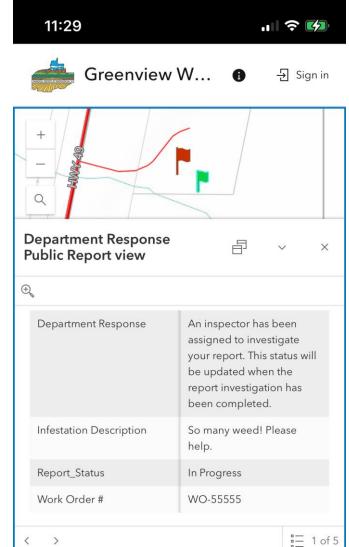






greenview.maps.arcgis.com





greenview.maps.arcgis.com

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Greenview Weed Reporter





REQUEST FOR DECISION

SUBJECT: Software Project Update

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: July 15, 2025 CAO: MANAGER:

DEPARTMENT: CORPORATE SERVICES DIR: EK PRESENTER: DB

STRATEGIC PLAN: Economy LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole receive the Software Project Update as information.

BACKGROUND/PROPOSAL:

In 2022, Greenview embarked on a critical Financial Software refresh project to deploy a new Asset Management tool with advanced capabilities (Citywide), rewrite the Chart of Accounts, replace the aging Diamond software with a new Enterprise Resource Planning system with modules to support several departments across Greenview (TownSuite), re-implement Questica as the budgeting tool to reflect changes brought by the related projects and to better use the capabilities of the software itself. Each project is a significant undertaking on its own, with various dependencies across each initiative in the transformation. The Finance team committed to a minimally disruptive, consultative, and deliberate approach recognizing the risk of these substantial, though necessary, changes to benefit Greenview. The budget for this series of projects was \$1,365,000.00.

STATUS

Work on the Asset Management tool was completed over 2022 and 2023 and was highly consultative including mapping workflows and work profiles for each department followed by a department-by-department phased roll out wrapping up mid-2024. This implementation has significantly increased Greenview's ability to track and manage assets thus far and will continue to expand as data is constantly added and the other projects reach completion and integration. Ultimately enabling a better understanding and planning of future maintenance and replacement costs to manage critical expenditures.

The Chart of Accounts work began in 2023 with the goal to build a standardized and flexible chart with meaningful categories to generate and monitor key metrics across all departments. This required working with department leaders to understand their needs to shape the requirements for Greenview. All tools within this project are reliant on the updated Chart. It is expected to be used for the 2026 budgeting process.

21.01.22

The reimplementation of Questica brings an updated cloud-based version of the existing budgeting and financial planning tool for Greenview. Additionally, with the new Chart of Accounts, new Asset Management tool and Financial software, updates are required to the reporting structure. Upgrading the current system minimizes cost and amount of change for Greenview while adding value through better use of the tool and is highly compatible with the new financial system. The Questica reimplementation is expected to be used for the 2026 budgeting process.

The replacement of the Diamond software began in the first half of 2023 moving to TownSuite, a flexible tool focused solely on municipal operations. Work to this point has included an initial assessment by the vendor to understand Greenview's current processes, needs, mapping and validating Greenview's data for the new system. The implementation work is ongoing and at the end of the first quarter 2025, reached a critical milestone with the Greenview Corporate Services team training and testing module by module, as they are ready. Extensive testing and validation are required for a project of this size covering so many different finance areas (journal entries, accounts payable, receivable, billing, banking, reporting). While testing is ongoing, it is going well so far and the finance module in TownSuite is expected to be live before the end of the year.

Following the financial implementation of TownSuite, the additional modules will be implemented. This includes the Employee Portal and Payroll module, and a collection of Community Services software made up of the Customer Portal (an online portal for Ratepayers) and Point of Sale modules, the Service Request module (also referred to as 3-1-1), and the Recreation and Events module. This additional work will begin after finance is live as it is dependent on final financial configurations however, the TownSuite team has been working in the background to the extent they can.

Once TownSuite Financial is live, Citywide will begin using the new Chart of Accounts, integration work between TownSuite and Citywide will be completed. The goal is to have seamless data transfer between the two systems to better manage asset values, capital spending, and reporting.

This is a transformational undertaking for Greenview and the project is progressing very well with 2025 being a critical year of progress.

A further update will be provided at the conclusion.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm the Committee of the Whole update on the Software Project update.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

There are no alternatives, as this is for information purposes only.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

PowerPoint Presentation – Software Project Update – COTW July 2025

Financial Software Project 2022-2024

CS22001

As at June 20, 2025



The Project Approach

- Begin with urgency allow for:
 - Consultation across the MD
 - Minimal disruption to the day-to-day functions
 - Thorough testing
 - Managing costs by not rushing to push through new technology ahead of a deadline or allowing the technology to go stale
 - Manage the volume of change occurring at one time



The Project Reality

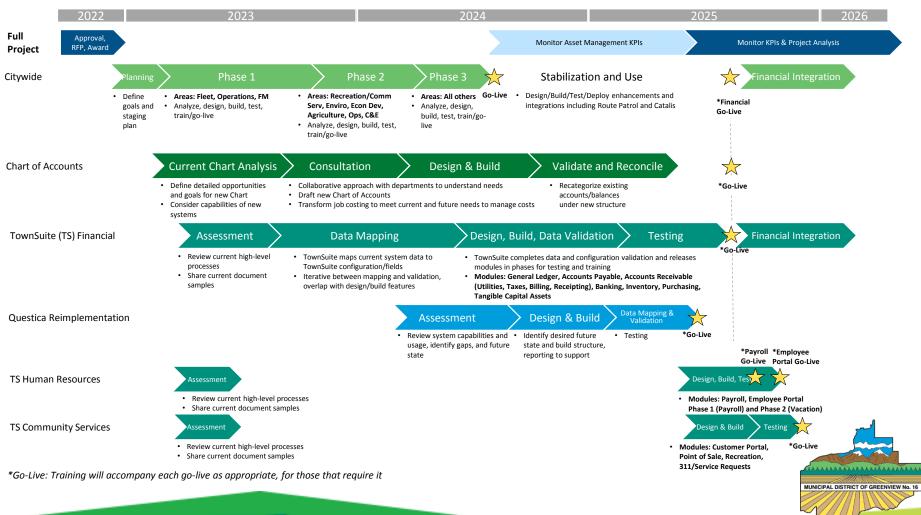
Actually 7 major implementation projects

- 1. Asset Management tool -> Citywide
- 2. Chart of Accounts Rewrite
- 3. Financial System (ERP) -> TownSuite (TS)
- 4. Budgeting tool -> Questica
- 5. Human Resources tool -> TS
- 6. Community Services tools ->TS
- 7. System integrations and automations



Software Project Overview

Timing and duration of phasing is approximate/representative though not to scale



Status – Asset Management

Software Tool: Citywide

Planning 2022

 Define goals and plan for Future State

Design and Build 2023

- •Capture workflows and work profiles by Department
- Configure tool

Core Implementation

2023 - mid-2024

Phased rollout by Department Financial data and Integration Begin 2025 with the go-live for TownSuite

Finance



Status – Chart of Accounts

Analyze Current Chart

2023

- •Identify opportunities for change
- •Recognize capabilities of new systems

Consultation

2023-2024

• Collaborative discussions with departments to understand needs

Design and Build 2024

- Draft new Chart
- Draft new job costing structure

Validate and Reconcile

2024-2025

 Recategorize existing accounts/balances to new structure

Implementation 2025

Expected to be used for 2026
Budgeting and for Day 1 in TownSuite



Status – Budgeting Tool

Software Tool: Questica

Assessment

2024

- Identify gaps and opportunities
- Develop Future State

Design & Build

2024 - 2025

 Configure tool and develop reports to support Future State Implementation

2025

Expected to be used for 2026
Budgeting



Status – Financial System

Software Tool: TownSuite

Assessment

2023

Vendor gather highlevel processes **Data Mapping**

2023 - 2024

•Iterative between Vendor data analysis and validation Design, Build, Validation

2024 - 2025

- Vendor completes configuration and validation
- Modules released to Greenview for testing when configuration completed

Testing

2025

 Greenview team tests by module: General Ledger, Accounts Payable, Accounts Receivable, Taxes, Utilities, Banking Implementation (Go-Live) Expected 2025

THEN... Financial Integration with Citywide



Status – HR, Community Services

Software Tool: TownSuite

Begin after TownSuite Financial go-live

Employee Portal Payroll Vacation Requests

Community Services

Service Requests (311)

Recreation and Events



Project Finances

Budget \$1,365,000

Spend-to-date \$1,093,697 at end of April 2025



Accomplishments

- Asset Management
 - 5,000 tracked and managed assets to more than 50,000 (and growing)
 - 20,000 work orders since late 2023 when the first department began using Citywide



The Goals and Looking Ahead

- Continued growth of asset visibility
- More efficient processes and reporting
- Actionable reporting
- Flexibility needed to support growth
- Meet the self-service expectations of the Community using the Customer Portal
- Consolidation of software and leveraging Cloud technology to reduce overall technology management burden

Agenda Item	Status	Description	Meeting Type	Meeting Date	Comments
Application APPR24-18	Incomplete	Council deferred approach application APPR24-18 to a future council meeting at which time more information can be brought forward	Regular Council Meeting	7/23/2024	
GIG Committee Meeting Motion	In Progress	That Council direct Administration to pursue information required for carbon sequestration solutions for the purpose of providing clarity to potential Greenview Industrial Gateway developers who may require such a service, with all related incurred costs to be fully recovered through the future sale of Greenview Industrial Gateway land.	Regular Council Meeting	9/24/2024	
Ward 4	In Progress	That Council direct Administration to develop a Topsoil or Fill Material Directive that establishes protocol for sourcing topsoil and fill for projects within Greenview Boundaries in a manner that places the use of Greenview topsoil and fill as a priority before sourcing elsewhere as well as a best practice for Greenview ratepayers.	Regular Council Meeting	10/8/2024	draft Admin Policy drafted; bringing to April PRC for Council input prior to finalize; bringing back to May PRC; finalizing document for CAO approval.
Muskeg River Water Pattern	In Progress	That Council direct Administration to work with Muskeg Seepee Coop to engage Alberta Environment and ;Parks for the purpose of pursuing solutions to issues at Muskeg Seepee Co-op due to the change in the flow of Muskeg River and potential threats it poses to the Community and report back to Council.	Regular Council Meeting	10/8/2024	

CLOSED SESSION	In Progress	That Council direct Administration to investigate the potential of establishing a reserve specific to ensuring the long term sustainability of Greenview.	Regular Council Meeting	11/12/2024	1. Reserve Policy will require a re-write.
Infrastructure Construction Requests	In Progress	That Council direct Administration to develop a new/revised policy that will assist in addressing all construction requests for existing roadways, and bring the same to the Policy Review Committee for review and discussion.	Regular Council Meeting	12/10/2024	Policies 4001 and 4002 combined recommended for approval at June PRC coming for Council approval July 22/25.
Structures within Non- licensed Undeveloped Road Allowance	In Progress	That Council direct Administration to update all applicable policies, to accommodate the licensing and accessing of structures when the ratepayer does not own both sides of the undeveloped road allowance and bring the same to the Policy Review Committee for review and discussion.	Regular Council Meeting	12/10/2024	Policy 4023 reviewed/updated, being converted to Policy 6008 - Road Allowance Licensing; was deferred June 10, 2025 to July 9th PRC
Sunset House Well Information	In Progress	That Council direct Administration to continue to operate the Sunset House Waterpoint in a manner that maintains the status quo with respect to current user volume limitations and usage in hopes that the water well output will support that usage. Further, that Administration report annually to Council outlining water well output and health, volume used and number of well users. If the water well fails to maintain health and volume, Administration report to Council as soon as reasonably practicable.	Regular Council Meeting	1/28/2025	waiting for Jan 2026 for annual report

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Offer to Purchase 415 Eaton Falls Crescent removing Repurchase Conditions	In Progress	That Council authorize Administration to finalize the negotiated sale of 415 Eaton Falls Crescent, with conditions related to the repurchase of the lot at 100% of purchase value and building timeframes extended to 5 years for completion, maintaining the price at Market Value.	Regular Council Meeting	2/25/2025	Purchaser declined to respond. Agreement for purchase has been extended to alternate buyer with conditions. Sale for 415 Eaton Falls to close on Aug 31, 2025
Notice of Motion Grovedale Indoor Ag. Complex	In Progress	That Council direct Administration to investigate the old lagoon site in Grovedale (SE 4-70-6 W6) 8822255 lot 5 for the purpose of determining its potential for expansion and therefore use by the Grovedale Ag. Society as an indoor ag complex and outdoor event area, as well as other potential Ag. Society financial needs.	Regular Council Meeting	2/25/2025	landE compiling documentation of what was filled/existing ground; waiting for final reclamation certificate (expected late fall). Offer to purchase from neighboring landowner. Amendment of central living area will be required in the GASP if repurposed for indoor ag complex.

Governance Sessions for Public Boards and Committees	In Progress	That Council direct Administration to organize and host information sessions to help members of the various boards better understand correct parliamentary process, conduct and recording of minutes for board meetings and make the sessions available to Greenview boards as well as Town of Valleyview and Fox Creek boards.	Regular Council Meeting	3/11/2025	
Crown Land Acquisition - PLS 180042	In Progress	That Council direct Administration to seek quotations on the costs and timelines associated with developing a Commercial and Light Industrial Park Minor Area Structure Plan within NE 35-68-6 W6 (152.7 acres; 61.8 hectares) and NW 36-68-6 W6 (156.6 acres; 63.4 hectares) and applicable development studies which may include Wetland Assessment, Preliminary Stormwater, Transportation Impact Assessment, Heritage Resources, and Servicing Feasibility Study.	Regular Council Meeting	3/25/2025	planning manager has initiate quotations on pricing for area structure plan and associated studies
Crown Land Acquisition - PLS 180042	In Progress	That Council direct Administration to prepare a 2026 Planning Administration Budget item based on the quotations obtained relating to developing a Commercial and Light Industrial Park Minor Area Structure Plan within NE 35-68-6 W6 and NW 36-68-6 W6.	Regular Council Meeting	3/25/2025	preparing a budget item for 2026

Grande Cache Airport Closure History, Liability and Future Use	In Progress	That Council defer motion 25.209 to a future Council Meeting. That Council directs Administration to take no action at this time with regards to the existing month-to-month hangar leases located at the closed Grande Cache Airport Terminal area.	Regular Council Meeting	4/22/2025	anticipate report to come back to Council in July. Meeting with lease holders July 14th
Sponsorship Request - Adventure Immersion Lab Society	In Progress	That Council approve sponsorship in the amount of \$1,575.00 to the Adventure Immersion Lab Society for hosting the Raid the Rockies event in Grande Cache, Alberta from July 5-8th, 2025, with funds to come from the 2025 Community Services Sponsorships and Donations budget.	Regular Council Meeting	5/13/2025	Payment will be made via GL Transfer with Rec Services
Economic Recovery and Resiliency - 10:00 a.m.	Incomplete	That Council accept the presentation from Economic Developers Alberta regarding their regional economic recovery initiative, and further request that EDA return to present their final report and recommended strategies to Council upon completion of their assessment.	Regular Council Meeting	5/13/2025	

Ward 8	In Progress	That Council direct Administration to investigate TWP RD 692 (Pinto Creek Road) designation beyond the Iroquis Creek to RR 91 within the settlement are regarding ownership and future maintenance possibilities.	Regular Council Meeting	5/27/2025	Preparing costs re: maintenance winter and summer with Op's, tracking down who currently owns the road, reaching out to landowners to obtain 5m of ROW. North is Crown, south is titled and the potential costs associated.
2025 Tax Recovery Auction	In Progress	That Council set the reserve bid terms and conditions that apply to the public sale of land as per attached advertisement.	Regular Council Meeting	6/10/2025	
2025 Tax Recovery Auction	In Progress	That Council set the Tax Recovery Public Auction date for Thursday, September 11, 2025, at 9:00 A.M. Mountain Standard Time, to be held in Council Chambers of the Valleyview Administration building, located at 4806 - 36 Avenue, for the sale of the following properties:	Regular Council Meeting	6/10/2025	
Reassignment and Revision of Policy 4023 to 6008 Road Allowance Licensing	In Progress	That Council defer revisions to Policy 4023 creating Policy 6008 - Road Allowance Licensing to Policy Review Committee.	Regular Council Meeting	6/10/2025	Going to July 9th PRC
The Peace Library System Master Agreement	In Progress	That Council defer The Peace Library System Master Agreement until financial documentation has been provided.	Regular Council Meeting	6/10/2025	Going to Council July 22, 2025

On-Farm Sale of Dairy Products	In Progress	That Council direct Administration to prepare a resolution for Rural Municipalities of Alberta (RMA) and Federation of Canadian Municipalities (FCM) to request the organizations to advocate for changes to the Government of Canada Food and Drug Act and Regulations to make provisions for the onfarm sale of dairy products.	Regular Council Meeting	6/10/2025	
2025 Disposal of Surplus Assets to Auction	In Progress	That Council authorize Administration to list and ;sell all items as identified ;on the 2025 Surplus Disposal list at the next Alberta North Auction as amended less 2015 Rite Way 32' Land Roller SN# 15-2440	Regular Council Meeting	6/24/2025	July 28th - start moving assets to auction site. Auction tentatively August 22 - 25 waiting on confirmation
Surplus of Fire Assets 2025	In Progress	That Council authorizes Administration to sell the 2025 listings of Surplus Fire Equipment at the next upcoming Alberta North Auction, located in DeBolt, Alberta.	Regular Council Meeting	6/24/2025	July 28th - start moving assets to auction site. Auction tentatively August 22 - 25 waiting on confirmation