



## REGULAR BOARD MEETING AGENDA

Wednesday March 26, 2025

9:30 am

Meeting Room  
Green View FCSS Building

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#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Green View Family and Community Support Services Meeting minutes held February 19, 2025 to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION	4.0	
#5	OLD BUSINESS	5.0	
#6	NEW BUSINESS	6.1 FCSS Manager Report	4
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE	8.0	
#9	CLOSED SESSION	9.0	
#10	ADJOURNMENT	10.0	

Minutes of a  
**REGULAR BOARD MEETING**  
**GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES**  
 Green View Family and Community Support Services Building  
 Valleyview, Alberta, on Wednesday, February 19, 2025

**# 1:**  
**CALL TO ORDER** Chair Perron called the meeting to order at 9:35am.

<b>PRESENT</b>	Chair, Member at Large, Greenview Board Member, Member at Large, Greenview (Zoom) Board Member, Member at Large, Greenview Board Member, Town of Valleyview Councillor Board Member, Member at Large, Town of Valleyview	Roxanne Perron Tammy Day Gwen Villebrun Glenn Burke Fred Jensen
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<b>ATTENDING</b>	FCSS Manager Recording Secretary	Lisa Hannaford Corinne D'Onofrio
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<b>ABSENT</b>	Board Member, Greenview Councillor Board Member, Greenview Councillor	Sally Rosson Christine Schlieff
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**#2**  
**AGENDA**

**2.1 GREEN VIEW FCSS AGENDA**

**MOTION: 25.02.10** Moved by: BOARD MEMBER, GWEN VILLEBRUN  
 That the February 19, 2025 agenda be adopted as presented.

CARRIED

**#3.1**  
**ORGANIZATIONAL**  
**MEETING MINUTES**

**3.1 GREEN VIEW FCSS BOARD ORGANIZATIONAL MEETING MINUTES**

**MOTION: 25.02.11** Moved by: BOARD MEMBER, TAMMY DAY  
 That the Minutes of the Green View FCSS Board Organizational Meeting held on  
 Wednesday, January 22, 2025 be adopted as presented.

CARRIED

**#3.2**  
**REGULAR**  
**MEETING**  
**MINUTES**

**3.2 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**

**MOTION: 25.02.12** Moved by: BOARD MEMBER, FRED JENSEN  
 That the Minutes of the Regular Green View FCSS Board Meeting held on Wednesday,  
 January 22, 2025 be adopted as presented.

CARRIED

**#3.3 BUSINESS  
ARISING FROM  
MINUTES**

**3.3 BUSINESS ARISING FROM THE MINUTES**

**#4 DELEGATION**

**4.0 DELEGATION**

**#5 OLD BUSINESS**

**5.0 OLD BUSINESS**

**#6 NEW  
BUSINESS**

**6.1 FCSS MANAGER REPORT**

Chair Perron called the meeting to recess at 11:03 am.

Chair Perron reconvened the meeting at 11:12 am.

**MOTION: 25.02.13** Moved by: BOARD MEMBER, FRED JENSEN

That the Green View FCSS Board accept the February Manager's report as presented for information.

CARRIED

**#7 CHAIR/  
MEMBER  
REPORTS**

**7.1 CHAIR/MEMBER REPORTS**

**BOARD MEMBER GWEN VILLEBRUN**

- Following community conversations about the new library

**BOARD MEMBER DAY**

- Reported that on March 12<sup>th</sup>, Alberta Poverty Reduction will be having a quarterly meeting virtually
- Will be attending a David Irvine webinar on Friday, March 21<sup>st</sup>

**BOARD MEMBER BURKE**

- Mentioned that there are elections coming for Town of Valleyview Council

**BOARD MEMBER JENSEN**

- No report at this time

**CHAIR PERRON**

- Spoke about positive community building

#8  
CORRESPONDENCE    **8.0 CORRESPONDENCE**

#9 CLOSED  
SESSION    **9.0 CLOSED SESSION**

#10  
ADJOURNMENT    **10.0 ADJOURNMENT**  
**MOTION: 25.02.14** Moved by: BOARD MEMBER, GLENN BURKE  
That this meeting adjourns at 11:45 am.

CARRIED

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F.C.S.S. MANAGER

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F.C.S.S. CHAIR

# REQUEST FOR DECISION

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SUBJECT: **Managers' Report**

SUBMISSION TO: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES  
BOARD

REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: March 26, 2025

GM:

MANAGER: LDH

DEPARTMENT: GREEN VIEW FAMILY AND  
COMMUNITY SUPPORT SERVICES

PRESENTER: LDH

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RELEVANT LEGISLATION:

**Green View FCSS Policy**– N/A

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RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board accept the March 2025 Managers report as presented for information.**

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BACKGROUND/PROPOSAL:

Monthly Managers reports are provided to the Board for information.

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BENEFITS OF THE RECOMMENDED ACTION:

The benefit of accepting the report is to update the Board on services provide by the Manager.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the report.

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ALTERNATIVES CONSIDERED:

N/A

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FINANCIAL IMPLICATION: N/A

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STAFFING IMPLICATION: N/A

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform

**PROMISE TO THE PUBLIC**

Inform

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FOLLOW UP ACTIONS:

N/A

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ATTACHMENT(S):

- March Managers report

## MONTHLY REPORT

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MONTH: March

YEAR: 2025

SUBMITTED TO: Green View Family and Community Support Services Board

TITLE: Manager

SUBMITTED BY: Lisa Hannaford

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### LAST MONTH'S ACTIVITIES:

The Community Volunteer Income Tax Program, (CVITP) is well underway and both offices have been working closely together to ensure that all eligible residents are getting their taxes filed free of charge. Last year 920 returns were filed, and this year the numbers are expected to be similar. At time of writing, 377 taxes have been filed.

The community presentation, Human Trafficking 101 for community members, was well attended in both locations and outcomes were positive. 32 people attended in Valleyview and 37 in Grande Cache, survey results can be found in the following coordinators report.

Coming up in St. Isadore on May 21 is a community presentation by (ALERT) Alberta Law Enforcement Response Teams and (ICE) Internet Child Exploitation. This presentation welcomes parents and caregivers to attend an evening information session on the realities of internet child exploitation in Alberta, and strategies to navigate these issues in an open and collaborative way with your children. Some administration will be attending this session, and Board members are welcome to join. If this session is deemed valuable, a similar presentation in Greenview may be able to be arranged. An information poster has been included in the agenda package.

The Career and Employment Storefront Services contract we hold with the Provincial government will be re-negotiated to include increased funds. Currently the FCSS office in Valleyview receives \$54,000.00 to deliver these services, and administration has put forth a proposal to increase this amount by \$36,200.00. Included in the proposal is increased collaboration with Heart River Housing (to promote the rent subsidy program), economic development, including labour market information and assistance with job fairs, increased collaboration with Lifemark- career counselling services, promotion of safety courses available through Northern Lakes College, as well as increased reporting of statistics and labour market information to the province. A meeting to discuss this proposal and increased funding is scheduled on March 21 and a verbal update will be provided to Board at the regular meeting.

The following is a statement from FCSSAA president Kayla Blanchette on the 2025 Budget.

" The Government of Alberta has tabled its 2025-2026 budget, confirming that funding for the Family and Community Support Services program will remain unchanged at \$105 million. We acknowledge the challenge of balancing fiscal responsibility with Albertan's growing needs in today's economic climate and appreciate the government's continued commitment to FCSS.

While stable funding provides certainty, it does not account for rising costs, inflation, or the increasing demand for social services. As our province experiences population growth and as pressures on the broader social services system continue to grow, FCSS programs are being relied upon more than ever to provide community-based program support in increasingly complex situations. Without enhanced investment from the province, local programs and municipalities will face mounting challenges to maintain service levels and accessibility in meeting Albertans needs, which force difficult decisions.

Impactful investment in prevention is one of the most effective ways to reduce long-term costs in health care, justice, and crisis intervention. FCSS programs provide essential supports that strengthen individuals, families, and communities, preventing challenges from escalating into more costly social issues. When prevention is underfunded, the strain on emergency and crisis services increases, ultimately costing everyone more in the long run.

The FCSSAA remains committed to advocating for the sustainability of FCSS programs and ensuring they continue to provide the vital services that build strong, resilient communities. We look forward to continuing these meaningful discussions with the government to find solutions that support Alberta's communities and ensure prevention remains a key priority."

As a reminder to the Board, the FCSS programs funding model is based on population, and Green View FCSS currently receives \$404,583.00 annually from the province.

The Home Support policy has been approved by the policy review committee and Council. Attached in the agenda package is the revised policy.

The financial and outcomes report to the province is due at the end of March, administration is working with the auditors to have the report submitted in a timely manner.

All Coordinators reports are included in the managers' report.

#### OUTCOMES:

All outcomes can be found in the respective Coordinators reports.

#### UPCOMING:

Some administration will be attending an ESS conference, put on by the Northwest region. This conference will be held in St. Isadore on April 14 and 15.

The Volunteer Appreciation dinners have been scheduled, and nominations are starting to trickle in. The first dinner will be in Grande Cache on April 22, this is followed by the dinner in Valleyview on April 23, and finally Grovedale on April 24.

The Directors Network conference will be held in Lloydminster on May 1-2.

Green View FCSS is hosting the NW Spring Regional meeting on May 14 and 15 in the Grande Cache location. Registration will be open at the beginning of April.

The open house in Grande Cache is tentatively scheduled for June 12<sup>th</sup>.



The annual FCSSAA conference will be held in Edmonton on November 26-28. Hotel rooms have been secured for all at Home2 Suites for the nights of November 25, 26, 27<sup>th</sup>.

# Online Safety

## PRESENTATION

The Alberta Law Enforcement Response Teams (ALERT) Internet Child Exploitation (ICE) unit welcomes all parents & caregivers to attend an evening information session on the realities of internet child exploitation in Alberta, and strategies to navigate these issues in an open and collaborative way with your children.

Some of the topics we will discuss include:

- who we are and what we do;
- the internet and social media;
- child luring and sextortion;
- artificial intelligence and emerging online sites/apps; and
- how we can work together to keep kids safe online.

## JOIN US

May 21, 2025

6:30 p.m.

St. Isidore Cultural Centre

4 rue Bouchard, St-Isidore, AB

Please note the presentation runs approx. 2 hours

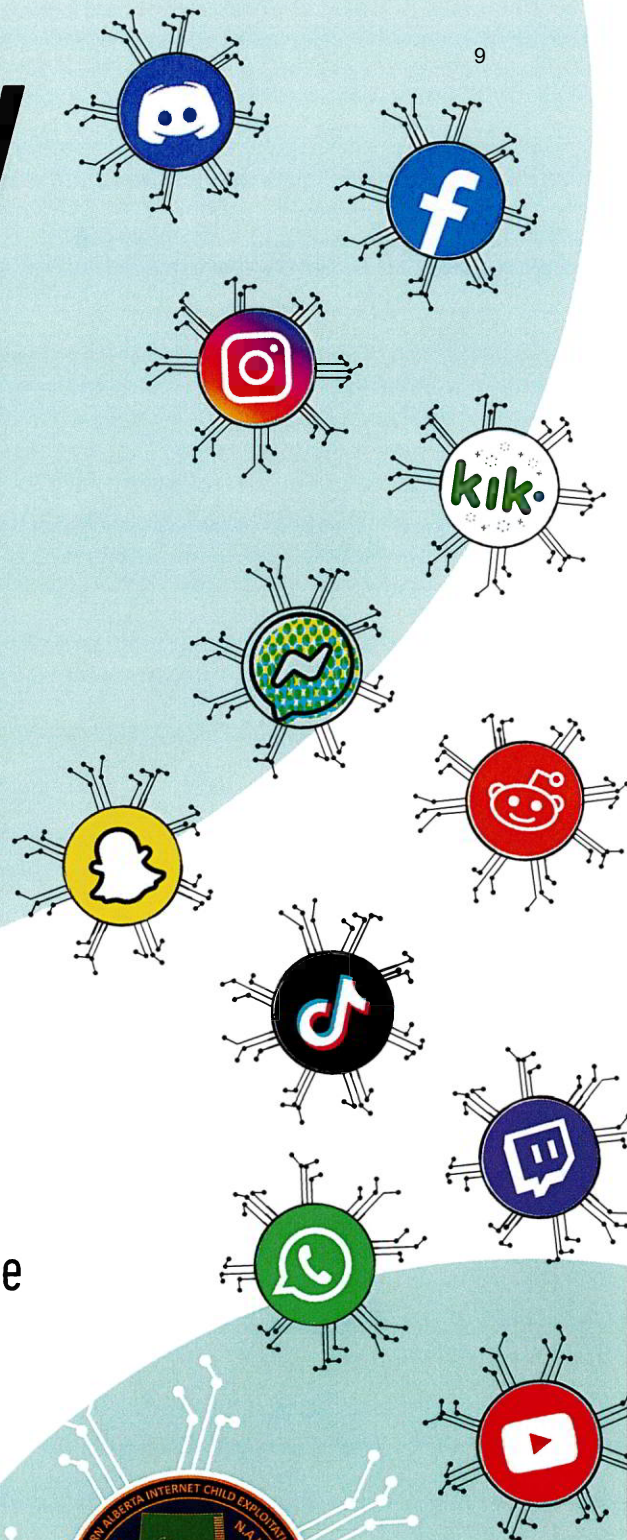
Suitable for youth ages 14 and older

Pre-registration required by May 09, 2025

A minimum of 50 participants is required to host this session

### REGISTER TODAY

To register call 780-625-3287, email [ahoule@northernsunrise.net](mailto:ahoule@northernsunrise.net) or scan the QR code



**Title: Home Support Program**

**Policy No: 5001**

**Effective Date: February 25<sup>th</sup> 2025**

**Motion Number:**

***Supersedes Policy No (IF APPLICABLE):***

**Department: Greenview FCSS**

**Review Date: February 25<sup>th</sup> 2028**



**Legal References:**

Family and Community Support Services Act, R.S.A. 2000, c.F-3.

**Cross References:**

Bylaw 14-722 "Green View FCSS Board Creation"

**Purpose:** To establish the program parameters and direct the administration of the Green View FCSS Home Support program.

## 1. DEFINITIONS

- 1.1. **Board** means the Green View Family and Community Support Services Board.
- 1.2. **Essential Services** means grocery shopping, medical appointments, and banking.
- 1.3. **Greenview** means the Municipal District of Greenview No. 16.
- 1.4. **Green View FCSS** means Family and Community Support Services provided by Greenview in partnership with the Town of Valleyview.
- 1.5. **Private Residence** means living accommodations which are not within or part of a medical facility, long-term care, or seniors lodge.
- 1.6. **Transportation Fees** mean the costs associated with the transportation of home support clients to essential services, for select routes, over and above regular home support fees.

## 2. POLICY STATEMENT

- 2.1. Green View FCSS believes it is appropriate to provide home services based on a sliding fee scale that is reviewed annually or as required.
- 2.2. The Board shall annually establish a budget for the Home Support Program
- 2.3. The Board may make policy recommendations to Greenview Council. Greenview Council must approve any recommended policy before it comes into effect.



- 2.4. To protect staff and the municipalities from liability, home support workers shall not provide services to Green View home support clients outside the agreed upon number of hours per week.
- 2.5. All services will be provided based on a maximum of 4 hours per week per client. Requests for additional hours may be approved by the Adult Coordinator or the Green View FCSS Manager.
- 2.6. Client eligibility is based on, but not limited to, individual assessment, availability, and/or access to other resources.
- 2.7. Services to be provided may include but are not limited to:
  - A) Assistance with light housekeeping;
  - B) Meal preparation; and
  - C) Travel to essential services.
- 2.8. Green View FCSS endeavours to provide home support clients' transportation for essential services. In the event that a client requires transportation, every effort will be made to exhaust all other forms of transportation available before utilizing the Green View FCSS home support transportation program.

### 3. PROCEDURE

- 3.1. Greenview Council shall review and approve this policy as required.

### 4. APPLICATION

- 4.1. In the event a client is removed from the Home Support Program and disagrees with the decision of the Adult Coordinator, they may appeal in writing to the Board within seven (7) days of the discontinued service.
  - A) Within thirty (30) days the Board shall meet to hear any appeals from clients who have been removed from the program. The Board's decision is final and binding ~~to~~ on all parties.
- 4.2. The Board shall annually review and approve the Home Support fee and transportation fees for the delivery of services. Upon Board approval, the Manager of FCSS shall forward said fee schedules for inclusion in the annual Schedule of Fees Bylaw.

### 5. COUNCIL RESPONSIBILITIES

- 5.1. Green View FCSS will advertise and promote the Home Support Program services through newsletters, brochures, health agencies and other community groups.
- 5.2. The Adult Coordinator will conduct an interview and complete an assessment form which will include but is not limited to:
  - A) Income;
  - B) Living and medical expenses; and
  - C) Insurance and utilities.
- 5.3. When a client is approved for the program, the Adult Coordinator will coordinate services with the Home Support Worker.
- 5.4. Administration will report statistics to the Board on the Home Support Program.

- 5.5. The Adult Coordinator will provide the client with written notice prior to removing them from the program.

## 6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Green View FCSS may provide transportation to Home Support Clients for the following routes:
- A) Valleyview to Grande Prairie;
  - B) Valleyview to Whitecourt;
  - C) Valleyview to High Prairie;
  - D) Valleyview to Fox Creek;
  - E) DeBolt to Valleyview;
  - F) DeBolt to Grande Prairie; and,
  - G) Grovedale to Grande Prairie
- 6.2. Transportation Fees are applied in addition to the home support hourly fees, as set out in the Schedule of Fees Bylaw.

## 7. HOME SUPPORT FEES

- 7.1. Green View FCSS may charge a maximum of \$20.00 per hour per client for home support visits, as noted in the Schedule of Fees Bylaw.
- 7.2. Residents in the Coops and Enterprises utilizing the Home Support services prior to the approval of this policy are exempt from Home Support fees.

## MONTHLY REPORT

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MONTH: March

YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Assistant Manager

SUBMITTED BY: Amber Hennig

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An application was submitted to the Provincial Family Violence Prevention Grant Program. *“The purpose of the Family Violence Prevention Grant Program is to support initiatives that focus on transforming societal norms and beliefs that enable family violence, such as gender-based violence. The outcomes are to promote healthy relationships, consent and fostering safer spaces and stronger communities.”* The response to our application will be received early March, with a funding term from March 15, 2025, to March 31, 2026, this is one time funding. We applied for both streams of funding, Community Capacity Building (A Night to Lead Change, Purple Light Nights Campaign) and Targeted Prevention Initiatives (Interpersonal Relationship Skills, Relationship and Sexual health Education, WiseGuyz). A response to our application should be received by the end of March.

It has been 5 months since the start of data collection for the Healthy Aging Alberta Transportation grant. We received a total of \$60 000.00 for a period of 19 months. Eligible trips include medical appointment, groceries, banking, prescription, and meal delivery through the Wheels for Meals program. Administration is diligent in effective spending of grant dollars while remaining within FCSS mandates and granting guidelines. Green View FCSS is averaging 89, the vast majority of trips are for Wheel for Meals delivery with the remainder for banking, medication, and medical appointments.

February saw an increase in individuals accessing FCSS services as compared to this time last year. The increase was in part due to individuals seeking resources because they were laid off from the mine and hosting four lunch time learning sessions, one for community and 3 for WiseGuyz Alumni.

The community learn at lunch virtual presentation by the Action Coalition on Human Trafficking Alberta (ACT), had 37 people in attendance. Attendees were surveyed and outcomes can be found in the Outreach Coordinator section of this report.

The WiseGuyz Alumni are starting to plan for post-high school life, and we hosted 3 lunch time sessions where they had the opportunity to talk with professionals from their areas of career interests. WiseGuyz curriculum focuses on personal relationships, however that same curriculum is relevant to professional relationships and work force dynamics. Relevant learnings include effective communication, decision-making, boundaries, harmful gender stereotypes, consent, self care, and bystander behaviour. The conversations took place February 18 to 20, at the FCSS office with 2 professionals per lunch. They met with a RCMP member, a psychologist, a social worker, a millwright, a fire chief, and a communications and marketing manager. The alumni unanimously agreed the time was well spent and provided insight to their careers of interest.

The Meadows to Mountains Homelessness Prevention project provided financial assistance to two individuals this past month. The project is funded by the Federal Reaching Home Program with grant monitoring

conducted by the Rural Development Network. The project is designed to assist individuals who are at imminent risk of being homeless. A comprehensive intake is conducted and during that process administration assists client in developing a plan that will keep them homed. Plans can include but are not limited to applying for government benefits and budgeting. Since it's inception, October 2019, the grant has helped 17 families, and 24 individuals remain homed.

The Community Volunteer Income Tax program is in full swing, the government opened tax filing early, moving from March 1 to February 24. In the first 8 days, an average of 14 returns per day are being completed.

50 Big Horn Golden Age Club members were present for the Club's learn at lunch on February 12 featuring an overview of Green View FCSS programs and services. Administration fielded questions about forms assistance, the Home Support program, and Community Volunteer Income Tax Program. Several members expressed appreciation for the informative presentation and stated they learned more about FCSS.

The Volunteer Appreciation dinner will take place on April 22 at Grande Cache Inn and Suites. Nominations for youth, group and individuals will be accepted until April 11. At the time of this report 29 nominations have been received.

Kids Conference will take place April 1 and 2 at the Grande Cache Recreation Center, registration opened on February 24 and will close March 21, currently there are 38 registered attendees. New this year, the Bringing Empowered Students Together program that operates in Grande Yellowhead Public School Division is sponsoring 10 spots. Administration is working with school Principals to ensure sponsored spots are provided to families experiencing financial barriers.

MONTH: March

YEAR: 2025

SUBMITTED TO: Amber Hennig

**TITLE: Community Resource Centre Coordinator**

SUBMITTED BY: Crystel Redknapp

LAST MONTH'S ACTIVITIES:

[illegible]



Eating for your Wellbeing (cookbooks)	0	0											0
Forms Assistance (General)	24	31											55
General Information	9	2											11
Home Support (Referrals to)	17	16											33
Hope Exists in Lots of Places (HELP)	0	0											0
Mountains to Meadows Homelessness	7	8											15
Other Questions/Inquiries	14	55											69
Outreach Coordinator (Referrals to)	29	25											54
Referrals to Other Organizations	36	31											67
Seniors Benefits	12	15											27
Transportation	15	15											30
Volunteering	0	0											0
Welcome Baskets	0	0											0
Wheels For Meals	3	1											4
Youth Programming (Referrals)	11	36											47
	<b>274</b>	<b>380</b>											<b>654</b>

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Total Clients Using Phone	4	2											6
Total Clients Faxing Documents	12	7											19

Phone Calls	145	191											336
Facebook Inquiries	5	3											8
Walk-Ins	124	186											310

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#### HIGHLIGHTS:

February continued to see more people coming into the CRC for a variety of reasons, with a large uptick in forms assistance. These forms range from federal and provincial supports, Alberta Health Care, pension documents, disability claims and questions on employment papers.

## MONTHLY REPORT

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MONTH: March

YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Adult Coordinator

SUBMITTED BY: Raymond Harris

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### **LAST MONTH'S ACTIVITIES:**

As of February, the Home Support Program in Grande Cache served 39 residents in the Municipal District of Greenview, 7 in the Cooperatives and Enterprises, and 32 in the Hamlet of Grande Cache. During the month, one new client was added in the Hamlet of Grande Cache.

Monthly reporting for the Healthy Aging Alberta Provincial Assisted Transportation Project was completed at the start of February. The Adult Coordinator attended a Community of Practice for the Healthy Aging Alberta Provincial Assisted Transportation Project. The Community of Practice provided insight into other communities throughout the province that are being assisted through this grant.

During the month of February there were two intakes completed for the Meadows to Mountains Homelessness Prevention Project.

The Adult Coordinator had the opportunity to attend career information sessions with the WiseGuyz Alumni group. These six sessions, over three days, information was provided from various career paths that the Alumni group was interested in such as Fire and Rescue Services, Trades, and Digital Communications.

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# MONTHLY REPORT

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MONTH: March

YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Youth Coordinator

SUBMITTED BY: Alexandria Burge

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## LAST MONTH'S ACTIVITIES

Interpersonal Relationship Skills was delivered at Summitview Middle School for grade 8 students. School administration requested sessions with a focus on bullying and conflict, defining them and how to handle conflict. Five sessions were provided to both grade 8 classes, outcomes will be in next month's report.

Miyo Wichihitowin (Good Relations) is currently being delivered at Sheldon Coates Elementary (grade 3) and at the high school. Grade 3 students are learning about the medicine wheel and high school students are being taught about traditional clothing, for example ribbon shirt and skirts. The high school sessions are open to any high school student, facilitated during the school's lunch hour, and currently have 20 youth participating.

The grade 11 WiseGuyz Alumni have been meeting during lunch time, the last topic that was covered with the group was about Youth Mental Health. They watched a documentary entitled Burnt Pages (Youth Mental Health Documentary). The documentary follows the highs and lows of six youth over the course of three months with a wide range of mental health issues. Group discussion followed about natural supports, formal supports, and how to support others. The Alumni also participated in career explorations sessions where they met with and asked questions to professionals from their career interest areas. Following these sessions discussion took place about how WiseGuyz curriculum is relevant in the workforce.

Kids Conference registration opened on February 24, the conference features 24 session options over three streams of learning: life skills, creativity, and physical activity. Several external organizations will be delivering a variety of sessions in addition to FCSS designed sessions. Partnering organizations are Grande Cache Municipal Library, RCMP, Grande Yellowhead Public School Division, Resource Center for Suicide Prevention, McMan Youth, and Recreation Center.

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## HIGHLIGHTS:

The past two years, older youth (ages 12-14) have volunteered during Kids Conference assisting with mealtime, escorting groups between sessions, and even designing and delivering a session of their own. This year, we had youth reach out and ask to volunteer before Kids Conference was even advertised. Seven youth will be helping out this year.

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## UPCOMING:

- Interpersonal Relationship Skills Gr.8 that will end on March 10 at Summitview.
- Body Talk at Susa Creek starting March 3 @2:00pm.

- Miyo Wichihitowin at Sheldon Coates Elementary School Wednesday's.
- Miyo Wichihitowin at Summitview Middle School Thursday's.
- Miyo Wichihitowin at Grande Cache Community High School during lunchtimes.
- WiseGuyz Alumni at Grande Cache Community High School.

# MONTHLY REPORT

MONTH: March

YEAR: 2025

SUBMITTED TO: Amber Hennig

TITLE: Outreach Coordinator

SUBMITTED BY: Lisa Beckstead

## LAST MONTH'S ACTIVITIES:

February presented to be a busy month for the Grande Cache FCSS office. The Outreach Coordinator had numerous happenings ranging from Meals on Wheel, transportation, facilitating information sessions to event planning.

On Wednesday, February 4 and 19, the Tawow Centre held their Walk In Wednesdays for community members living in Grande Cache, the Co Operatives, and Enterprises. The Outreach Coordinator joined from 10:00 am – 11:30 am. During this time frame 8 individuals received assistance. In March the Community Volunteer Income Tax Program will be added into services provided at the Tawow on Walk In Wednesdays.

The Big Horn Golden Age Club invited the Outreach Coordinator and Assistant Manager to facilitate a Lunch and Learn for club members on February 12. The basis of this lunch and learn was to provide community members information regarding services and programs available through Green View FCSS. 50 members were in attendance for this information session, the session was very well received, and members appreciated the information provided. A virtual learn at lunch webinar to place on February 20, ACT Alberta presented Human Trafficking 101: Community Member Essentials. 37 community members registered for the virtual webinar.

A Technology Assistance session was scheduled for February 24 at the Big Horn Golden Age Club. 2 members signed up for a session.

## OUTCOMES:

PROGRAM NAME: Learn at Lunch - Human Trafficking 101	
Do you have more knowledge about human trafficking, as a result of attending today's Lunch 'n Learn?	Agree 81% Neutral 19%
Are there any specific learning, take-a-ways or other comments you would like to share with Green View FCSS?	-I did not realize labour trafficking was categorized in the same are as human trafficking. -Surprized the trafficker is known usually -The immigration aspect is something I had not thought about -The myths surrounding trafficking -Trust your gut!
PARTICIPANT QUOTES:	
<ul style="list-style-type: none"> <li>“Great presentation, better insight into trafficking”</li> <li>“I really appreciate learning things like this, because I didn't realize it hits so close to home”</li> </ul>	

**HIGHLIGHTS:**

Community members were greatly appreciative of the opportunity for the webinar facilitated by ACT Alberta. There was a consensus and welcoming of opportunities for further learning opportunities on a variety of topics.

While the Outreach Coordinator was in the community, they had a community member approach them regarding the lunch and learn they attended at the Big Horn Golden Age Club. The community member said the presentation was very interesting, held their attention, and the services provided by FCSS are wonderful.

## MONTHLY REPORT

MONTH: March

YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Adult Coordinator

SUBMITTED BY: Michelle Hagen

### LAST MONTH'S ACTIVITIES:

The Adult Coordinator has returned from Long Term Disability and completed a Gradual Return to Work Plan in February.

February was a month of catching up and a gradual return to the reins of the Adult programming.

The Adult Coordinator resumed the Balance Program and has scheduled the Spring set of Balance classes. Balance is a strength and core-building yoga, it is designed to assist in fall prevention and injury or post-surgery recovery. Balance will resume on March 3<sup>rd</sup>, on Mondays and Fridays for 12 classes, which will run the program into early May.

The Adult Coordinator has done some Support and Referral, starting the resumption of the Home Support and other inquiries.

February 2025	Residence			8
Support Needs	MD	VV	SLCN	Explanation/ Example
Advocacy				With anyone, Family, Business, Government
CRA				Inquiries, CVITP, referrals, filing
Federal Programs				GST, Canada Child Tax Benefit, CPP, OAS, GIS
Forms Queries and assistance				Federal, Provincial, death forms, paperwork
Home Support	3	1		Client queries, home visits, concerns, needs, Info
Information				Wills, Personal dir., POA, Caregivers, Abuse,
Other FCSS Prog	2			Referral to another program or worker within FCSS
Provincial Programs		1		Senior, financial, Blue Cross, Alberta Health
Referral to other Agency				Legal, CRA, Seniors Outreach, Seniors programs, Service Can.
Supportive Listening				Creating Connection, support, direction
Technology Assistance	1	2		cell phone, internet, CRA accounts, email- etc
Transportation				Transport inquiry, request, information, referrals
Monthly Total	6	4	0	10

The Adult Coordinator attended a webinar designed to improve supervisor skills called Redefining Empathy and Resilience in the Workplace.

### HIGHLIGHTS:

The highlight of February is the wonderful welcome back the Adult Coordinator has received from coworkers and clients alike.

**UPCOMING:**

The Adult Coordinator has a webinar scheduled for March 28 from 11 am to 12:30 pm to improve supervisory skills. The webinar is titled Unleashing Potential Through the Power of Accountability.



## MONTHLY REPORT

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MONTH: March

YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Adult Coordinator

SUBMITTED BY: Tracy Dennis

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### LAST MONTH'S ACTIVITIES:

In February 2025, the Adult Coordinator assisted with employment resources, income supports, referrals, mental health, and various other community services for the Community Resource Centre.

The Adult Coordinator's duties include home assessments, expense claims, and time sheets. The Home Support program provides basic housekeeping, meal preparation, and transportation to essential services. Currently, there are 75 Home Support clients: 51 from the Municipal District of Greenview, and 24 in the Town of Valleyview. In February, 4 clients signed off and 2 clients signed on.

The Home Support program provides transportation for essential services such as grocery shopping, medical appointments, and banking. In January the Home Support team provided transportation 22 times.

The Adult Coordinator helps execute the delivery of meals for the Wheels for Meals program. Green View FCSS partners with the Red Willow Lodge to deliver meals to clients that are nutritious; promoting health, well-being, and independence. In February 2025, there were 5 clients registered, and 45 meals delivered.

The Adult Coordinator is a Commissioner for Oaths in and for Alberta and administers oaths, and take and receive affidavits, affirmations and declarations. In February there were 10 commissions.

On February 20, 2025, the Adult Coordinator attended an ACT Alberta Webinar; Human Trafficking 101: Community Member Essentials. This training followed group case studies to learn about human trafficking in Alberta.

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### OUTCOMES:

Other Adult Coordinator's duties include organizing, setting up, and registering people for the Balance Restorative Yoga program. Balance Restorative Yoga is a strength and core-building yoga designed to assist in fall prevention and injury or post-surgery recovery. In January and February 22 people registered to participate in 11 sessions.

PROGRAM NAME: Balance Yoga	
The Balance Program has contributed to my ability to remain in my home.	16/16 agree. 100%
The Balance Program has helped me to believe I have the ability to improve my life.	16/16 agree. 100%
PARTICIPANT QUOTES: It helps me to continue moving. I need to keep active. I really need this group! Thank you. It has helped me make a commitment to improve my health. I thank FCSS for funding this program. The social aspect and getting out of the house to stretch and move is awesome! Definitely helps with Balance, also benefits my mental health.	

Date: February, 2025		Residence			81
Support Needs	MD	VV	SLCN	Explanation/ Example	
Advocacy	0	0	0	With anyone, Family, Businesses, Government	
CRA	0	1	1	Inquiries, CVITP, referrals, filing	
Federal Programs	0	0	0	GST, Canada Child Tax Benefit,	
Forms, queries and assistance	0	1	2	Federal, Provincial, death forms, paperwork	
Home Support	19	2	0	Client Queries, home visits, concerns, needs, info	
Information	0	1	3	Wills, Personal dir., POA, Caregivers, Abuse,	
Other FCSS Prog	0	0	0	Referral to another program or worker within FCSS	
Provincial Programs	1	2	0	Senior Benefits, Financial, Blue Cross, Alberta Health	
Referral to other Agencies	3	1	1	Legal, CRA, Seniors outreach, Senior programs, Service Can.	
Supportive Listening	0	0	0	Creating connection, support, direction	
Technology Assistance	0	1	2	cell phone, internet, email- etc.	
Transportation	3	1	0	Transport inquiry, requests, information, referrals	
Monthly Total	26	10	9	45	

#### HIGHLIGHTS:

A highlight for the Adult Coordinator was assisting a community member with a broken ankle. A cast would not heal the bone in this situation. The only way their ankle could heal was to be off their feet for six weeks. With assistance from the Home Support program the healing process was successful. It was great to be able to participate and contribute to improving health and wellbeing of people.

## MONTHLY REPORT

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MONTH: March

YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Community Resource Centre Coordinator

SUBMITTED BY: Corinne D'Onofrio

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### LAST MONTH'S ACTIVITIES:

There were 378 client visits to the Community Resource Centre in the month of February. 59 were from the MD of Greenview, 114 were from Sturgeon Lake Cree Nation, and 205 were from the Town of Valleyview. Eleven clients were new to the Resource Centre.

February was a busier month in the Community Resource Centre with client visits. However, employment supports decreased slightly from 55 in January to 48 in February. Clients required support with creating resumes, editing existing resumes, making copies, online applications, viewing the job board and emailing and faxing to potential employers. Three clients were referred to Northern Lakes College for First Aid training and another client was referred to the college for upgrading to qualify for a trade.

Income Support needs decreased from 32 in January to 18 in February 2025. Clients required assistance connecting with workers by email and phone, and sending required documents. Clients also required support to complete online applications with scanning and submitting documents electronically through the application. A community intake was also arranged for a client that did not have a phone and useable email, and a couple of attempts were made to connect with the client. Lifemark also became involved with the client as the client was able to work and in order to stay on Income Support needed to be able to gain employment. Lifemark's purpose is to work with the client one on one, to identify interests and skills and assist the client to become employed. This can include working with the client to update and create resumes and connecting the client with employers that have opportunities to suit the client. If safety certifications or other courses are required such as ProServe or Food Handler Certification, Lifemark can assist the client to obtain these as part of the program.

Many clients, 70 visits, inquired about having their taxes completed with the Community Volunteer Income Tax program and the guidelines of the program, and were informed that the program would begin the first week of March.

Other needs seen at the Resource Centre in November included Service Canada (12), AISH support (9), Housing (8), Canada Pension Plan and Canada Pension Disability (8), Old Age Security and Guaranteed Income Supplement (3), AB Seniors (9), program inquiries (23) and legal in nature assistance (21).

During February, 90 client visits to the Community Resource Centre were regarding receiving support with technology. Technology assistance can include assisting clients on their own devices to print documents out of emails, and texts for purposes such as insurance, medical confirmations and notes, court proceedings, and various applications. Clients also require support to assist with updates and installing apps on their devices to make them work more efficiently or allow easier access to things like personal emails and health information.

A breakdown of services provided to clients based on their residence can be seen below in the following three charts.

## MD of Greenview:

[illegible]

Town of Valleyview:

[illegible]

## Sturgeon Lake Cree Nation:

Year End Report 2025	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	3	1											4
Employment Supports	10	10											20
Other Clients	62	103											165
<b>Total Clients Visits</b>	<b>75</b>	<b>114</b>											<b>189</b>
<b>Residence Break Down:</b>													
Sturgeon Lake Cree Nation	75	114											189
New	2	2											4
Returning	73	112											185
Total Clients Visits	75	114											189
Information and Referral Indicators													
As a result of Green View FCSS Information and Referral program, I know more about how to access the community resources I need.													
YES	75	114											189
NO	0	0											0
Community Social Issues Identified													
CFS	0	1											1
Food Bank	1	11											12
Mental Health	1	1											2
Canadian Child Tax Benefits	0	0											0
AISH	2	5											7
Income Support	3	1											4
Alberta Adult/Child Health Benefit	1	1											2
Housing/ Heart River Housing	1	1											2
Alberta Id	0	1											1
Service Canada	4	7											11
CPP/ CPP Disability	2	2											4
OAS and GIS	2	1											3
Sr. Special Needs/ AB Seniors	3	2											5
Seniors Information	0	0											0
CVITP related	7	39											46
Canada Revenue Agency	8	8											16
Employment Supports	10	10											20
WCB(Workers Compensation Board)	0	0											0
Technology Assistance	21	26											47
Childcare subsidy	0	0											0
program inquires	0	1											1
Legal (faxes, forms, calls)	8	7											15
Other questions/inquires	10	6											16
Mountains to Meadows	0	0											0

## HIGHLIGHTS:

The CRC Coordinator attended the ACT Alberta Human Trafficking 101: Community Member Essentials on February 20<sup>th</sup>, 2025 which had excellent attendance. A client reported that they were very pleased that they attended the session as they were unaware of the extent of the issue and the full definition. They commented that they looked forward to more information sessions like this.

The CRC Coordinator has been completing training courses on Cybersecurity through Canadian Internet Registration Authority (CIRA), this is training provided to employees of the MD of Greenview. The CRC Coordinator also participated in a webinar through the Alberta Government called Workplace Training Program that spoke about a program through the government where employers sign up and agree to provide on the job training and experience to unemployed adults in Alberta. Training and Employment Service providers, that have been contracted to offer this program, can connect employees and employers and assist

them through this program that can include many forms of support including wage subsidy and training expenses up to a certain dollar amount. On the Workplace Training Program website through the Alberta Government, a Training and Employment Services Directory can be found.

#### UPCOMING:

The CRC Coordinator will be attending a Labour Market Information gathering roundtable meeting with the Contract Specialist for the Alberta Works contract on March 7<sup>th</sup>. The CRC Coordinator will also be attending training on March 15<sup>th</sup>, for PSD Citywide, a program that is used by the MD of Greenview for maintenance services requests, and will be preparing the agenda package and other Recording Secretary duties for the Green View FCSS Board mid month for the Green View FCSS Board Meeting on March 26<sup>th</sup>.

# MONTHLY REPORT

**MONTH:** March

**YEAR:** 2025

**SUBMITTED TO:** Lisa Hannaford

**TITLE:** Support Coordinator

**SUBMITTED BY** Kristine Gavin

## **FEBRUARY MONTHS' ACTIVITIES:**

During February, the Support Coordinator continued the meal deliveries for the Wheels for Meals program, a partnership program with Red Willow Lodge. Premade lunch meals are picked up from Red Willow Lodge and distributed to participating Valleyview residents at their home every scheduled workday. For the month of February, 45 meals were delivered to five people.

The Support Coordinator distributed within the Valleyview community: Green View FCSS 2025 program guides, FCSS posters, including advertisements for the ACT Human Trafficking 101 public webinar held on February 20th, and for the Community Volunteer Income Tax Program (CVITP) which starts March 3, 2025.

In the Community Resource Center, assistance was given with employment resources, income support, referrals, mental health, seniors benefits, CVITP and various other community services that are accounted for on the Community Resource Coordinator's report.

## **HIGHLIGHTS:**

The Support Coordinator attended the MD of Greenview Cybersecurity training on February 6th, the MD of Greenview Fire Extinguisher Training on February 11th and the ACT Human Trafficking 101 webinar held at Green View FCSS on February 20, 2025.

## **UPCOMING:**

Preparation for the Valleyview and Grovedale Volunteer Appreciation dinners have begun. Valleyview Memorial Hall (April 23) and Grovedale Hall (April 24) have been booked. Invitation posters and nomination forms will be distributed starting in March 2025. Plants and linens have been ordered by the Support Coordinator.

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## MONTHLY REPORT

MONTH: March

YEAR: 2025

SUBMITTED TO: Lisa Hannaford

TITLE: Youth Coordinator

SUBMITTED BY: Amanda Roy

### LAST MONTH'S ACTIVITIES:

Oscar Adolphsons' grade 3 are currently participating in the Mind Up program. This program uses an evidence-based curriculum in mindfulness to teach emotional self-regulation and brain-focused strategies to help youth become focused and resilient.

Why Try was requested by the grade 3 class at Oscar Adolphson Primary School. This program teaches youth that making good decisions can sometimes be difficult, however in the end it is worth it. Why Try helps youth develop positive mind sets and gives them the tools to help with life's challenges. This program runs twice a week with a total of 10 lessons.

WiseGuyz runs every Wednesday at Hillside High School. There are 11 boys registered and attending the program. The group is currently working on the last module, Module 4, Violence Prevention and Advocacy. This module discusses human rights, privilege and power and how to be an engaged bystander. The boys will also be concluding their WiseGuyz program with a media arts project.

The Gay Straight Alliance (GSA) is a student-led organizations that unite LGBTQ+ and allied youth to build community and organize around issues impacting them in their schools and communities. This program runs every Wednesday from 3:30-5:30 at the Valleyview Municipal Library.

### OUTCOMES:

PROGRAM NAME: Body Talk	
16- Valleyview 16 – MD of Greenview 12 – Sturgeon Lake Cree Nation	
After attending Body Talk, I know more about how bodies change during puberty.	95% of youth surveyed know more about how bodies change during puberty after attending the Body Talk Program.
After taking the Body Talk program, I agree that human sexuality and reproduction are a normal part of growing up.	93% of youth surveyed agree after taking Body Talk that human sexuality and reproduction are a normal part of growing up.
STUDENT FEEDBACK: What was the most important or biggest thing you learned in Body Talk? "Growing up and life."	

“Puberty!”  
 “That we have to have consent about someone’s body.”  
 “The menstrual cycle.”  
 “How to give consent.”

TEACHER FEEDBACK:

“Very educating for students. Students enjoy material and conversations. Great attitude and presence of delivery of material.”  
 “Students participated and shared their learning and were comfortable to participate in discussions.”

PROGRAM NAME: Boys Council

2- Valleyview

2 – MD of Greenview

3 – Sturgeon Lake Cree Nation

I better understand how my actions affect others.

100% of youth surveyed better understand how their actions affect others after participating in Boys Council.

I show respect for kids more often.

71% of youth surveyed feel they show more respect to other kids more often after participating in Boys Council.

STUDENT FEEDBACK:

The most important thing I learned in Boys Council was:

“How to be kind.”

“Respect.”

“Emotions.”

PROGRAM NAME: The Empathy Program

Knowledge Tree Early Learning and Childcare Centre

12- three- and four-year-olds

TEACHER FEEDBACK:

See below

HIGHLIGHTS: A note from the Knowledge Tree Early Learning & Childcare Centre Director

Today, at the final empathy session with the 3- and 4-year-olds, Amanda read a story about empathy and kindness. The children all sat and listened to the duration of the story for a full 10 minutes. Once complete they could recall the story and share the details about the message of the story. This has been a work in progress as previously the attention span for a story was 3-5 minutes. Amanda did not give up on this skill and the importance of teaching through story telling.

Additionally, the children shared lessons Amanda had taught them in November and December of 2024 about not hitting and kicking. They use the vocabulary spontaneously throughout the day and week.

Students were read the story 'Color Monster' and this is still on display in our room. We have a few non-verbal children who will take an educator's hand to point to the emotion they are feeling. This has tremendously impacted our ability to help the children regulate and learn coping strategies for their emotions.

Amanda is engaging and so respectful of the little people she works with. The children always love seeing her.

#### UPCOMING:

- I Can Handle Anger at Oscar Adolphson School for grade 2's.
  - Boys Council at Harry Gray Elementary School for second class of grade 6 boys.
  - Rainbows at St. Stephens Catholic School.
-