

Bon Accord Community Services Advisory Board

Meeting Agenda

Town Office, Council Chambers

September 18, 2024, 4:15 pm – 5:15 pm

Time	#	Item	Type	Who	Attach.
4:15 pm	1.	Call to Order		Chair	
	2.	Additions or Deletions to the Agenda	Approval	All	
	3.	Approval of the Agenda	Approval	All	
4:20 pm	4.	Approval of Meeting Minutes – June 19, 2024	Approval	All	Attached
	5.	Introduction of new committee members	Information	All	
4:30 pm	6.	Reports			Attached
		a) Community Services Report	Information	CS	
4:40 pm	7.	New Business: a) CSAB info on website b) Winter Wonder-Fest 2024 c) Dark Sky Ad Hoc Committee update d) Fall programming and events e) 2025 Family Day event ideas	Approval	All	
5:00 pm	8.	Round Table	Information	All	
5:15 pm	9.	Adjournment	Approval	Chair	

Community Services Advisory Board

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Meeting Minutes

Wednesday, June 19, 2024

4:15 pm – 5:15 pm

Council Chambers

Board Member Attendance:

Mayor Brian Holden	Attended
Anne Lawrence	Attended
Chris Giles	Absent
Christina Romanowski	Absent
Carole Mackay	Attended
Shannon Loehr	Attended

Administration Present:

Christina Fedorak, Community Services Coordinator

Nicole Paproski, Administration and Community Services Assistant

Jodi Brown, CAO

• CALL TO ORDER

Shannon called the meeting to order at 4:13 pm.

• ADDITIONS/DELETIONS TO THE AGENDA

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• APPROVAL OF AGENDA

Anne moved to approve the agenda.

MOTION CARRIED

• APPROVAL OF MINUTES

Brian moved that the minutes of December 20, 2023, be adopted as presented.

MOTION CARRIED

- **REPORTS**

- a) **Community Services Report - Christina Fedorak**

Christina presented her report as attached.

Carole moved to accept the Community Services report as presented.

MOTION CARRIED

- **NEW BUSINESS**

- a) CSAB Membership – We have received three applications that need to be reviewed and approved to go to Council for approval. We have received applications from Cryslin Temporal, Jake Mann and Jessica May.

Shannon moved to accept all three applications and pass to council for their approval at the July 2, 2024 Council Meeting.

MOTION CARRIED

- b) Upcoming Events – We reviewed our list of events for the remainder of the year.

- c) Dark Sky Ad hoc Committee- The first meeting for this committee was held on April 23, 2024. It was a successful meeting, and Tegan Kelly was voted in as Committee Chair. The committee has plans to create an information booth that will be showcased at Harvest Days and Bon Accord Connects Fall edition. They are also hoping to have an event in coordination with Winter-Fest.

- d) Summer Programming – We reviewed the summer day camp calendar.

Round Table: Shannon asked why the community shredding day is no longer held. Jodi shared that the event was cost prohibitive.

- **NEXT MEETING**

The next meeting will be held in-person on Sept 18, 2024, at 4:15 p.m. at Town Office, Council Chambers.

- **ADJOURNMENT**

Anne motioned to adjourn the Community Services Board Meeting at 5:10pm.

MOTION CARRIED

Christina Fedorak, Community Services Coordinator

COMMUNITY SERVICES REPORT

July 1 – September 30, 2024

Programs

- Summer Camp – We hosted 28 days of day camp this summer for ages 6 years and older, coordinated by the two Recreation Coordinators that we hired for the summer. Kayleigh and Breana planned the activities and entertainment for the summer. The Sturgeon School Division approached Christina in April, asking if we would be interested in partnering for summer programming. We ended up partnering with Mindful Mentors for thirteen camp days. We had a total of sixty children registered over the course of the summer. We usually had a minimum of twenty children per day and we maxed out at thirty. Camp was free this year, which was nice to offer. Next summer, I would like to have add small fee for tie-dye day and the days we serve lunch. Even a \$2.00 charge would help us with our budget, enabling us to offer more lunches. Camp was successful located at the arena, but I would like to find a sponsor for the rental of large fans for next summer.
- Youth Field Trips – We partnered with Legal again this summer. We made four trips this summer. The first one was to Prairie Gardens, second was to Activate Edmonton and GAME OVR, the third was to Edmonton Valley Zoo and the final trip was to Turner Park in Fort Saskatchewan and a swim at Harbour Pool. We had twenty youths from Bon Accord for each trip.
- Leaders In Training – We were successful in recruiting three Leaders In Training this summer, with a fourth youth that helped when he could. Two of our LIT's were 11 years old, and one was 14 years old. They were extremely helpful to have all summer, especially when our numbers were high. The LIT's helped supervise, set up, explain activities, clean-up, and other tasks. They will each receive a certificate, reference letter and gift card.
- Youth Day – On July 24 while the younger children were on a field trip, we opened our camp space at the arena for lunch and a movie for 12–17-year-olds. We had fifteen youth attend this event. It went well, and I would like to see us try this again for an after-school session. I will discuss opportunities to partner with the Library.
- Sherwood Park PCN – September 10, Healthy Eating
- PD Day
- Community Art Night Out
- National Day for Truth and Reconciliation

Events

- Canada Day – This year we fed over 350 people. It was incredibly busy, and without the support of our volunteers it would not have been so successful. After breakfast we hosted BBQ Bingo, and it was a lot of fun. Fireworks were that evening.
- Music in the Park – This was the first year that we selected and hired the bands ourselves. We hired six out of the ten bands this year. It was another successful summer, with great music. We had approximately 150 attendees each night.
- Large Item Pick Up – This event happened on September 7 this year, instead of May. September is a better time of year for the volunteer fire fighters, as they tend to be less busy.
- Bon Accord Connects was a successful event with nearly forty vendors and over 100 attendees. The 4H Sew & Sos ran the concession, and the Tacos-in-a-bag were a hit.

Meetings and Webinars Attended

August 2, 2024 – Met with Heather Boonstra from Sturgeon Adult Learning Council. She is a consultant hired to meet with local groups to see what we think is needed for our residents, and ourselves from SALC.

September 3, 2024 – Assisted the Jewel Box and two volunteers fill out and submit a grant application for additional insulation.

September 12 – Halloween Planning Meeting with Joyce and Library.

Training

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