

Bon Accord Community Services Advisory Board

Meeting Agenda

Town Office, Council Chambers

December 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 - September 18, 2024	Approval Approval	All All	Attached
	5.	Introduction of new committee members	Information	All	
4:30 pm	6.	Reports a) Community Services Report	Information	CS	Attached
4:40 pm	7.	New Business: a) Board Applications Review b) Family Day 2025 c) 2025 draft Calendar d) Dark Sky Ad Hoc Committee	Approval	All	
5:00 pm	8.	Round Table	Information	All	
5:15 pm	9.	Adjournment	Approval	Chair	

Community Services Advisory Board

5025 – 50 Avenue/PO Box 779, Bon Accord, Alberta T0A 0K0

Telephone: 780.921.3550

Email: cscoordinator@bonaccord.ca

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

na

• 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

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Meeting Minutes

Wednesday, September 19, 2024

4:15 pm – 5:15 pm

Council Chambers

Board Member Attendance:

Mayor Brian Holden	Attended
Anne Lawrence	Absent
Chris Giles	Absent
Cryslin Temporal	Absent
Carole Mackay	Absent
Shannon Loehr	Attended
Jake Mann	Absent
Jess May	Attended

Administration Present:

Christina Fedorak, Community Services Coordinator

Falon Fayant, Corporate and Community Services Manager

Note – Because we did not have a quorum for this meeting, no decisions/motions were made. Items were presented as information only.

• CALL TO ORDER

Shannon called the meeting to order at 4:30pm.

• ADDITIONS/DELETIONS TO THE AGENDA

na

- **APPROVAL OF AGENDA**

Agenda was not approved due to lack of quorum.

- **APPROVAL OF MINUTES**

Meeting Minutes were not approved due to lack of quorum.

- **REPORTS**

Community Services Report - Christina Fedorak

Christina presented her report as attached.

- **NEW BUSINESS**

- a) CSAB info on website - Information on the town website is being updated. Names of committee and board members will be added. Shannon, Jess and Brian gave permission for their first and last names to be listed on the Town's website.
- b) Winter Wonder-Fest – Reviewed tentative schedule for December 6, 7,8, 2024.
- c) Dark Sky Ad hoc Committee – No update, as the meeting on Monday, September 16 was cancelled.
- d) Fall Programming – Reviewed remainder of events for 2024.
- e) 2025 Family Day – Christina asked for ideas for the Family Day 2025.

- **NEXT MEETING**

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

- **ADJOURNMENT**

Shannon motioned to adjourn the Community Services Board Meeting at 5:18pm.

Christina Fedorak, Community Services Coordinator



COMMUNITY SERVICES REPORT October 1 – December 31, 2024



Programs

- Sherwood Park Primary Care Network led two information sessions for us. October's topic was Mediterranean Way of Eating, and we had 14 attendees.
- November's topic was Diabetes Fundamentals, and we had 11 attendees.
- Community Art Night Out continues to be successful. October 15 participants, November 16 participants, December 18 participants.

Events

- Sturgeon County Seniors Conference was held on October 5, 2024, at the Gibbons Cultural Centre. Approximately 15-20 seniors from Bon Accord attended this event. Speakers included real estate, home organizers and Fit Minds.
- Halloween Spooktacular was held at the Bon Accord Arena mezzanine this year. We had 209 people register for this event, that includes 107 children. We were right at maximum capacity for the mezzanine space, and we had a waiting list as well. It was a great event, and the families had a great time. The Library staff were a great partner for this event again.
- Winter Wonder-Fest was December 7, 6, 8, 2024.

Date	Event	# of attendees	Notes
Fri Dec 6	Community Craft Night	11	Lower registration than anticipated. Event was appreciated by those that attended.
	Bloomery Christmas Arrangements	9	We received great feedback from the attendees for this workshop. Bloomery was very well organized and great to work with.
Sat Dec 7	Christmas Market	21 vendors	We have a great selection of vendors this year and the market set up looked great. We also had 3 choirs sing throughout the day. Overall, was successful.
	Concession at Market	Sold out	Gibbons 4H Sew & S0s ran out concession and it was busy all

			day. They ran out of supplies towards the end of the day.
	Write a Santa Letter	2	Not well attended. We will incorporate this into the set up at the hall next year.
	Night Before Christmas with Mayor Holden	2	Same as above.
Sun Dec 8	Santa's Breakfast #1	16	The breakfast event was a lot of fun, and we received great feedback from the families that attended. Santa and Hunter were a hit with the kids, and the craft swag bags worked out nicely.
	Santa's Breakfast #2	73	
	Turkey BINGO	65	This event was a lot of fun. Again, great feedback.
	FOOD BANK DONATION	\$940.00	We collected a total of \$940.00 for the food bank. This came from the vendor registration for the craft market and Santa's breakfast.

Meetings and Webinars Attended

FCSS Conference – November 13, 14, 15, 2024

Golden Gems Christmas Supper – December 11, 2024

Training & Webinars

Psychological First Aid Training – October 8, 9, 2024

Seniors Financial Assistance Programs in Alberta – October 30, 2024