

Town of Bon Accord
AGENDA
Regular Council Meeting
May 19, 2020 8:30 a.m.
virtual meeting
live streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1. Regular Meeting of Council; May 5, 2020 (enclosure)**
- 4. DEPARTMENT REPORTS**
 - 4.1. Finance (enclosure)**
 - 4.2. Community Services (enclosure)**
 - 4.3. Operations (PW) (enclosure)**
 - 4.4. Planning and Economic Development (enclosure)**
 - 4.5. Chief Administrative Officer (CAO) (enclosure)**
- 5. UNFINISHED BUSINESS**

NONE
- 6. NEW BUSINESS**
 - 6.1. Landscaping Deposit (enclosure)**
 - 6.2. Feed the Families Food Drive (enclosure)**
 - 6.3. Outdoor Theater Equipment (enclosure)**
- 7. BYLAWS/POLICIES/AGREEMENTS**

NONE
- 8. WORKSHOPS/MEETINGS/CONFERENCES**

NONE
- 9. COUNCIL REPORTS**
 - 9.1. Mayor Hutton (enclosure)**
 - 9.2. Deputy Mayor Bidney (enclosure)**
 - 9.3. Councillor May (enclosure)**
 - 9.4. Councillor Laing (enclosure)**
 - 9.5. Councillor Holden (enclosure)**
- 10. CORRESPONDENCE**

None
- 11. CLOSED SESSION**

None
- 12. ADJOURNMENT**

Town of Bon Accord
Regular Meeting of Council Minutes
May 5, 2020 7:00 p.m.

Virtual meeting
Live streamed on Bon Accord YouTube Channel



PRESENT

COUNCIL

Mayor David Hutton (arrived at 7:35 p.m.)
Deputy Mayor Lynn Bidney
Councillor Tanya May
Councillor Brian Holden
Councillor Lacey Laing

ADMINISTRATION

Joyce Pierce, Chief Administrative Officer
Dianne Allen, Planning and Economic Development Manager
Ken Reil, Operations Manager

CALL TO ORDER

Deputy Mayor Bidney called the meeting to order at 7:04 p.m.

ADOPTION OF AGENDA

COUNCILLOR MAY MOVED THAT the agenda for the May 5, 2020 Regular Meeting of Council be adopted as amended with the following addition:

New Business – Approval of Contractor

And the following deletion:

Development Permit Approval – Micro Developments

CARRIED RESOLUTION 20-175

ADOPTION OF MINUTES

Regular Meeting of Council Minutes – April 21, 2020

COUNCILLOR HOLDEN MOVED THAT the minutes of the April 21, 2020 Regular Meeting of Council be accepted, as amended.

CARRIED RESOLUTION 20-176

UNFINISHED BUSINESS

None

BYLAWS | POLICIES | AGREEMENTS

BYLAWS

Bylaw #2020-11; Amendment to Municipal Development Plan Bylaw #2016-08

COUNCILLOR HOLDEN MOVED THAT Bylaw #2020-11; Amendment to Municipal Development Plan Bylaw #2016-08 be given 2nd reading, as presented.

CARRIED RESOLUTION 20-177

Town of Bon Accord
Regular Meeting of Council Minutes
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COUNCILLOR MAY MOVED THAT Bylaw #2020-11; Amendment to Municipal Development Plan Bylaw #2016-08 be given 3rd reading, as presented.

CARRIED RESOLUTION 20-178

Bylaw #2020-12; Amendment to Land Use Bylaw #2016-03

DEPUTY MAYOR BIDNEY MOVED THAT Bylaw #2020-12; Amendment to Land Use Bylaw #2016-03 be given 2nd reading, as presented.

CARRIED RESOLUTION 20-179

COUNCILLOR HOLDEN MOVED THAT Bylaw #2020-12; Amendment to Land Use Bylaw #2016-03 be given 3rd and final reading, as presented.

CARRIED RESOLUTION 20-180

Intermunicipal Development Plan Bylaw #2020-10

COUNCILLOR LAING MOVED THAT Intermunicipal Development Plan Bylaw #2020-10 be given 2nd reading, as presented.

CARRIED RESOLUTION 20-181

Light Efficient Community Standards Bylaw #2020-18

COUNCILLOR MAY MOVED THAT Light Efficient Community Standards Bylaw #2020-18 be given 2nd reading, as presented.

CARRIED RESOLUTION 20-182

COUNCILLOR HOLDEN MOVED THAT Light Efficient Community Standards Bylaw #2020-18 be given 3rd and final reading, as presented.

CARRIED RESOLUTION 20-183

Mayor Hutton joined the meeting at 7:35 p.m.

NEW BUSINESS

Approval of Contractor – 48th Avenue Paving project

COUNCILLOR MAY MOVED THAT the Town accept Border Paving Ltd. as the contractor for the 48th Avenue paving project, as presented.

CARRIED RESOLUTION 20-184

WORKSHOPS| MEETINGS| CONFERENCES

None

CORRESPONDENCE

Minister of Community and Social Services

MAYOR HUTTON MOVED THAT correspondence be accepted, as information, as presented.

CARRIED RESOLUTION 20-185

**Town of Bon Accord
Regular Meeting of Council Minutes
May 5, 2020 7:00 p.m.
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CLOSED SESSION

Town Facilities; FOIP Act 17(1) – Disclosure harmful to personal privacy

COUNCILLOR HOLDEN MOVED THAT Council move to Closed Session at 7:39 p.m.

CARRIED RESOLUTION 20-186

DEPUTY MAYOR BIDNEY MOVED THAT Council return to Open Session at 8:10 p.m.

COUNCILLOR HOLDEN MOVED TO DIRECT Administration to write a letter in response to the Town facilities inquiry of April 30, 2020.

CARRIED RESOLUTION 20-187

ADJOURNMENT

COUNCILLOR HOLDEN MOVED THAT the May 5, 2020 Regular Meeting of Council adjourn at 8:12 p.m.

Mayor David Hutton

Joyce Pierce, CAO

Council Report

Date: May 19, 2020

Department: Finance

Submitted by: Falon Fayant

GENERAL MUNICIPAL

All tax notices were mailed to residents on April 30th, including the notices to the annexed properties. Sturgeon County provided a draft of their taxation bylaw and administration was able to prepare the tax notices for the annexed properties prior to the April 30th mailing date. Cash flow is currently stable.

PUBLIC WORKS

Roads are projected to be in line with budget. Budgeted revenue includes a portion of MSI operating funds not yet received. Water, sewer, and garbage sales and expenses are projected to be in line with budget for the year.

PROTECTIVE SERVICES

The fire hall rental/grant payment has been received from Sturgeon County, slightly higher than budgeted (\$263 higher). Fire services support payment to Sturgeon County has been paid \$27K. Bylaw services invoice for first quarter paid to Sturgeon County.

ADMINISTRATION

Administration submitted the application for the debenture for the Solar Farm project. Expectation for receipt of funds is June 15th. A separate account has been created to track COVID-19 related expenditures/items. To date this account has \$1,804, the majority of which is lost revenue from ice sale refunds due to early closure of the arena, the remaining is office supplies to facilitate work from home procedures.

COMMUNITY SERVICES

FCSS grant payments are being received monthly versus quarterly. Recreation program expenses are expected to be decreased from the cancellation of programs due to COVID-19.

PARKS & RECREATION

The Government of Canada announced changes to the Canada Summer Jobs (CSJ) Grant where up to 100% of summer staff salaries will be covered within the program. The Town has applied for two parks and rec summer student staff under this grant. These positions were initially within the 2020 budget for the portion not covered by the CSJ grant. Administration has not yet heard from the CSJ program.

ARENA

The arena is closed for the 2019-2020 operating season. Refunds were issued for lost ice time for early closure due to COVID-19. (\$1,596).

ECONOMIC DEVELOPMENT

Work is underway on the updated website. Expenses have not been received yet.

CAPITAL

Sources of capital revenue will be MSI, GTF, MCCAC Grant, debenture, and reserves.

Current Projects:

48th Avenue & 49A Street: Ongoing; Expenses to date = \$19,619

Solar Farm: Ongoing; Expenses to date = \$398,711

Town of Bon Accord

Year-to-Date Variance Report (*Unaudited*)
for the month ending April 30, 2020

Department	2020 YTD Revenue		2020 YTD Revenue	2020 YTD Expense		2020 YTD Expense	2020 YTD Net	2020 YTD Net	2020 YTD Net	% Variance
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	
General Municipal	2,089,259	2,220,523	-131,264	0	137,925	137,925	2,089,259	2,082,598	6,661	0%
	2,089,259	2,220,523	-131,264	0	137,925	137,925	2,089,259	2,082,598	6,661	
Public Works - Roads	0	9,228	-9,228	101,320	140,009	-38,689	-101,320	-130,781	29,461	23%
Storm Sewer & Drain	0	0	0	6,304	5,912	392	-6,304	-5,912	-392	7%
Water	125,753	135,437	-9,684	103,450	207,490	-104,040	22,303	-72,053	94,356	131%
Sewer	71,966	77,650	-5,684	52,352	103,066	-50,714	19,614	-25,416	45,030	177%
Garbage	36,283	35,800	483	31,667	56,420	-24,753	4,616	-20,620	25,236	122%
Cemetery	2,800	1,833	967	2,412	3,210	-798	388	-1,377	1,765	128%
	236,802	259,948	-23,146	297,505	516,106	-218,601	-60,703	-256,159	195,456	
Fire Department	9,015	8,752	263	31,063	47,623	-16,560	-22,048	-38,871	16,823	43%
Emergency Services	0	0	0	5,959	6,238	-279	-5,959	-6,238	279	4%
Bylaw	1,355	13,079	-11,724	10,182	15,295	-5,113	-8,827	-2,217	-6,610	298%
	10,370	21,831	-11,461	47,204	69,157	-21,953	-36,834	-47,326	10,492	
Administration	1,827	1,167	660	144,461	147,088	-2,627	-142,634	-145,921	3,287	2%
Election	0	0	0	0	1,667	-1,667	0	-1,667	1,667	100%
Library	0	3,493	-3,493	30,866	58,038	-27,172	-30,866	-54,545	23,679	43%
Council	0	0	0	30,158	35,005	-4,847	-30,158	-35,005	4,847	14%
	1,827	4,660	-2,833	205,485	241,797	-36,312	-203,658	-237,137	33,479	
Community Services	14,611	14,494	117	28,407	32,712	-4,305	-13,796	-18,218	4,422	24%
Recreation Programs	230	2,894	-2,664	18,273	28,324	-10,051	-18,043	-25,430	7,387	29%
Parks & Recreation	0	6,807	-6,807	30,093	51,021	-20,928	-30,093	-44,214	14,121	32%
Arena	68,196	72,959	-4,763	83,607	82,474	1,133	-15,411	-9,515	-5,896	62%
Municipal Planning	3,576	1,900	1,676	36,506	68,484	-31,978	-32,930	-66,584	33,654	51%
Economic Development	0	0	0	26,433	39,608	-13,175	-26,433	-39,608	13,175	33%
	86,613	99,054	-12,441	223,319	302,623	-79,304	-136,706	-203,569	66,863	
TOTAL	335,612	385,492	-49,880	773,513	1,129,683	-356,170	-437,901	-744,191	306,290	
TOTAL (incl. Gen Mun.)	2,424,871	2,606,015	-181,144	773,513	1,267,608	-218,245	1,651,358	1,338,407	312,951	

** Please note new formatting: budget values are comprised of the current time period, not the entire year,

Council Report

Date: May 12, 2020

Department: Community Services

Submitted by: Jenny Larson

COMMUNITY SERVICES

Events Canceled and/or Postponed

Bike Rodeo

Seniors Week (BBQ and Tea)

Summer Camp Programs

Bon Accord Condo Fires

On April 28, a fire broke out in the condos, which effected 3 families. Thankfully, the residents and their pets all made it out safely. I reached out to Victim Services to help assist the victims. Residents who required accommodations were assisted by the Red Cross. The community banded together and set up clothing/furniture drives, as well as Go Fund Me pages. No further assistance was requested from Community Services.

Feed the Families Food Drive

The Fire Department delivered all the bags on Tuesday, May 12th. Pick up and delivery of food will take place on May 29. Volunteers and staff are asked to meet in front of the Town office that day at 9 am. Some volunteers will be asked to help unload and sort at the Food Bank.

Communities in Bloom

The CiB Alberta Association will not be carrying out in-person judging, but communities had the option to participate with online 'friendly' judging. The Bon Accord Communities in Bloom group decided not to participate in the CiB program this year. Communities in Bloom have already ordered their flowers and will plant and maintain their beds as usual. They look forward to getting back out there.

Community Garden

A few weeks ago, the Bon Accord Community Garden group hosted their registration night. The group is happy to announce that all beds have been rented. The group was victim to theft last year, so they are planning on planting a community 'help yourself' plot. Signage and news briefs will be posted on the community Facebook pages to educate residents about rental plots vs. the community plot.

SREMP ESS Response to COVID-19

The ESS SREMP group have been working together to create a regional plan on how to assist residents during the pandemic and the recovery phase. The Psychosocial Plan is made up of several areas that would address residences needs. These needs include Basic Needs, Shelter, Financial Support, Mental Health, and Domestic Abuse support. This plan is a comprehensive living guide, that will support all of Sturgeon region residents. The draft documents have been attached to this report.

Family Resource Network Funding

It was announced that Fort Saskatchewan Families First Society was selected to be one of the hubs in our region. They will work alongside Fort Saskatchewan Boys and Girls clubs and the Creating Hope Society. Bon Accord and Families First have been working together for several years, and we hope to continue that relationship in the future. The first regional meeting will take place on May 28th.

Bon Accord School Sidewalk Project

A teacher from the Bon Accord Community School reached out to ask for permission and support for their hopscotch project. Teachers from both schools will be drawing hopscotches throughout the town to help keep kids active. I have offered my assistance with advertising, supplying Town maps, and anything else they might need.

Summer Events

At this time Canada Day and Music in the Park are being tentatively planned. Currently, with the AHS restrictions, only 15 people can gather for a common purpose. Two Bad Apples and I have been in contact regarding MITP. It was decided that a virtual event would not be ideal, and if live performances need to be postponed until September, they would be willing to facilitate the event later in the year. I will continue to follow up-dates from AHS.

FCSS Annual Reports

The deadline for the annual financial and Outcome reports was extended to June 30th. I am currently compiling the information and aiming to have these reports submitted by May 31st.

Upcoming Meetings/Events

Weekly Management Meetings (held remotely via TEAMS)

Weekly SREMP ESS Meetings

FCSS Edmonton/Evergreen Regional Meeting (May 22)

How to Connect with Seniors Webinar (May 28)

Family Resource Network Meeting (May 28)

Thank you.



ESS COVID 19 PSYCHOSOCIAL SUPPORT PLAN BACKGROUND

(Part 1 of 2)

MAY 2020

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PREAMBLE

For the purpose of psychosocial planning, the Sturgeon Regional Partners have divided the Psychosocial Support Plan into two distinct reports.

Regional Partners include:

- Town of Gibbons
- Town of Redwater
- Town of Morinville
- Town of Legal
- Town of Bon Accord
- Sturgeon County

This report, **ESS COVID 19 Psychosocial Support Plan Background**, is **one** of two reports and focuses on the rationale, goals, principles, and common planning steps of psychosocial planning. It is offered as a stand-alone document to provide the context and background to why municipalities and community partners should engage in social planning for a pandemic. There is clear evidence that a pandemic will have an impact on community and individual emotional, behavioral, and mental health in addition to the physical. The economic impact of a pandemic is significant but so too is the impact on one's mental well-being, not only during a pandemic but well into the recovery phase.

This document also contains the initial planning done through the Incident Command System (Appendix A). The ICS framework identified the overarching lines of responsibility, accountability, and communication over five objectives: food security, basic needs, referrals/outreach, community resource and funding and programs. As our work evolved as a region, we morphed the ICS framework into a strategic framework that allowed for more robust planning, input and illustration to strategic activity and outcome measures.

The **second** report entitled, **COVID 19 Psychosocial Support Plan Strategic Focus Areas** is a fluid document that is updated daily as objectives, tactics, and outcomes change. To help with keeping the document more manageable, the second report was created in Excel and allows for several partners to be working in the document at one time.

Neither part one or two of the Psychosocial Support Plan is intended to replace or minimize any other Emergency Management plans of any of the regional partners, but rather align with Council, leadership and the Incident Command System (ICS) principles for emergency planning. These reports though are very specific to COVID 19.

The planning is intended to be embraced in the spirit of regional cooperation although the partners recognize and value the local autonomy of each partner.

INTRODUCTION

This document provides a framework for addressing the psychosocial implications of COVID 19; the Novel Coronavirus will pose substantial physical, personal, social, and emotional challenges to residents of Sturgeon region, service providers and non-profit organizations. A practical plan to address psychological aspects of a pandemic is needed to ensure the resiliency of residents is supported during and post pandemic.

This plan is based on current research on the psychosocial dimensions of disasters and with specific focus on the more vulnerable individuals and populations. Although many plans include workforce resiliency, this plan focuses on the mental health and wellness, social cohesion, and public trust which demands the collaboration and coordination of multiple community-based and regional partners.

Rationale: The Importance of Psychosocial Pandemic Planning

Research is clear that in addition to posing a physical health threat, the secondary consequences of a pandemic will be substantial. Illness, death, caregiving responsibility and fear of infection, economic downturns, lack of social connections and threat of losing friends, family, and neighbours.

Other psychosocial implications for individuals and families include the following:

- Increased incidences of poor mental health (stress, anxiety, depression, grief)
- Increased family violence, substance abuse, and other anti-social behaviors, a result of increased stress and decreased support and resources
- Breakdown of social support networks, social customs and community support networks associated with individual and community belonging and resiliency
- Increased stress, fear and anxiety associated with stigma and social exclusion
- Increased role/emotional strain for family members (increased caregiving for children, elderly, difficulty accessing health care, material goods and loss of income)
- Financial strain associated with short and, possibly, long-term economic downturns and employment issues; and,
- Emotional and behavioral issues associated with disruption of routine activities.

Goals of Pandemic Psychosocial Planning

The main goal of any disaster planning is to restore and increase the capacity of the individuals to go on with their lives by addressing their social, emotional, psychological, and material needs. It involves supporting and strengthening social systems and helping individuals to regain a sense of control, diminishing psychological arousal, effectively managing stress, and improving adaptive coping strategies.

Specific goals include:

1. Provide information about the psychosocial implications of a pandemic, the various protocols, actions, and strategies to control infection
2. Identify and outline specific pandemic-related issues and factors contributing to the personal stress and psychosocial distress of citizens

3. Outline strategies for rapid and ongoing assessment of the psychosocial capacity and vulnerability of the general population
4. Identify and assess the specific needs and vulnerabilities of those who may be at greater risk of experiencing adverse psychosocial outcomes because of functional disabilities, chronic health, or employment problems, other socio-economic and/or cultural factors
5. Protect and promote psychological well-being and resiliency by identifying evidence-informed psychosocial support mechanisms
6. Mitigate, prevent, or treat the mental and/or behavioral health issues that arise for individuals in response to the disaster
7. Support or restore a sense of confidence, competence, efficacy, and trust

Principles of Psychosocial Planning

The strategies for managing a psychosocial response to a pandemic should reflect core humanitarian principles that reflect human rights, equity, and the principle of doing no harm, inclusivity, and fairness.

- Participation, inclusivity, and empowerment are core values guiding psychosocial planning; populations impacted should be provided with meaningful opportunities to participate in the planning and execution of decisions
- Programs and services should build on and mobilize local capacity and sustainability of individuals, families, community non-profit and community wherever possible
- Programs and services engage with individuals and communities regarding highly sensitive issues, and should draw upon research evidence and lessons learned from other disasters
- Psychosocial support is multidimensional and needs to integrate multiple strategies. It requires a process that is collaborative, coordinated, fluid, and clear designations of leadership, roles, and responsibilities

Generally, there are four major components to psychosocial planning:

- psychosocial assessment
- identification of specific at-risk populations,
- development and delivery of support services
- program evaluation and modification.

There is a myriad of areas to consider when developing a Psychosocial Support Plan; for the purpose of this document we are describing mostly outward facing services for consideration.

Psychosocial Planning Groups

Psychosocial planning groups should involve as wide a range of relevant stakeholders as possible and include representatives from various levels of government, (local, regional, provincial, national), non-government and community-based organizations, and representatives who may experience extraordinary vulnerability during a pandemic as a result of disabilities, ethnicity, culture or poverty.

Action Steps that help establish a Psychosocial Planning Group include:

1. Recruit planning partners that represent local collaborators and broad stakeholder groups

2. Develop and prioritize the current and emergent needs of residents/community and anticipate resources and services required to meet those needs
3. Engage partners to self identify their roles and responsibilities
4. Identify capabilities, overlaps and gaps in services and resources among community partners, create contingency plans to address emergent needs and gaps
5. Identify specific individual and collective triggers
6. Develop risk communication strategies that support ongoing communication within and between partner agencies during all three phases (planning, response, recovery)
7. Develop and establish common ethical principles and frameworks to guide planning, response, and recovery processes
 - a. Ethical decision-making process for allocation of psychosocial support resources
 - b. Confidentiality and information sharing agreements as needed to minimize bureaucratic barriers to information sharing among planning partners while maximizing the rights of residents

Proper planning for the community relies on three simultaneous and interconnected planning tracks:

1. Planning to sustain continuity and resilience within psychosocial planning partner organizations
2. Planning to support resilience in residents and their families in response to pandemic specific emergent needs
3. Planning in support of broader social or community resilience that may require adaptation of existing services and the need to modify the delivery approach of such services

Regardless of the 'track', effective support is based on recognizing that knowledge is empowering and a critical component of stress reduction for people. Transparency will increase trust and empowerment and facilitate cooperation in carrying out pandemic response and recovery strategies.

Another integral aspect of business continuity planning is workforce resiliency; organizational leaders must model effective stress management and create and maintain a milieu of mutual care and respect.

Action steps to consider in ensuring continuity of business include:

1. Partners should conduct a risk analysis to develop a prioritized list of potential risk scenarios
2. Partners should conduct a thorough impact study to understand financial and resource losses and opportunities
3. Partners should ensure proper training is provided so business continuity planning can occur
4. Partners need to recognize the need for creating 'buddy systems' where reasonable and reciprocal helping relationships that have space for stress release activities
5. Partners need to develop the means to provide up-to-date and accurate pandemic information and advice to staff and their families
6. Partners need to implement adaptive work arrangements (work from home, flexible hours etc.,)

Community Psychological Planning and Interventions

The aim of psychological interventions is to support an individual's or group's resilience and one's natural ability to cope. Meeting people's basic needs, regaining a sense of safety, providing accurate, timely information and guidance, problem solving, supporting coping and resiliency is just the foundation: supporting resilience and coping is essential to one's mental health and wellness.

Action steps to support community interventions include:

1. Create ways to support residents articulating their basic needs and concerns (food, shelter, medical care, clothing etc.), and develop plans for meeting those needs
2. Provide repeated, simple, and accurate information about the emotional, behavioral, and physical impacts of the pandemic and the secondary consequences in ways that emphasize the normalcy of their reactions and provide tips for healthy coping. Information is key in helping them to "help themselves" and retain or regain a sense of competence and control over their lives.
 - a. These messages should occur during all three phases – preparedness, response, and recovery – using multiple media platforms
 - b. Consider content in messages that speak to cognitive, emotional, and behavioral responses to stress and fear and techniques for coping, family communication plans and available support services
3. Provide support with problem solving and practical assistance to enable people to meet those needs (e.g., assist people in accessing food, medical care, childcare, other emergency assistance programs)
4. Provide psycho-educational and peer support groups as an effective means of supporting the public and addressing shared experiences
5. Provide support and stress management strategies and opportunities for staff, colleagues, and family/friends
6. Consider providing training within organizations or community partners in Psychological First Aid (PFA), an evidence-informed intervention designed to support children, families, and adults in the aftermath of disasters and other crises.
7. Anticipate and plan for spike in demand for grief bereavement support
8. Where required, deploy multi-disciplinary teams to provide outreach support, information, and assistance.
9. Develop ways to facilitate community discussions for sharing tips, information, solutions, and awareness where reasonable

Unfortunately, people continue to be reluctant in seeking our mental health support, often only accessing such when coping and emotional difficulties reach crisis proportions. Best practice in crisis support involves outreach and ongoing process of assessment and identification of needs, issues, and trends. Assessment and referral may be needed to support individuals who experience the onset of a mental health disorder, a result of extraordinary stressors, critical incidents, and or loss due to the pandemic.

Action steps to help with assessment and referral include:

1. Develop and employ information gathering networks and outreach strategies that can be used to scan the psychological status of residents
2. Monitor the volume and nature of calls requesting help on psychosocial-specific or mental health issues
3. Monitor identified and underlying reasons for people seeking assistance with partner agencies
4. Track wait lists and referrals to mental health professionals and providers, substance abuse programs and family violence supports
5. Develop and implement strategies to ensure ongoing and regular communication is occurring among planning partners in order to share general information, trending demographics and ability to address gaps in planning and service delivery

Psychosocial Interventions

It is reasonable to expect that assessments and referrals will be required for individuals who are experiencing an exacerbation or the onset of a mental health disorder as a result to extraordinary stressors, critical incidents and/or death associated with a pandemic. It will require a myriad of interventions such as:

- coordination
- public awareness, education, and media relations
- ensuring basic needs are being met
- normalized daily living
- education and training
- psychological first aid
- workforce resiliency
- support to families and community
- stress management
- bereavement and grief support
- assessment, triage, and referral
- programming monitoring, evaluation, and modification

Mental and Behavioral Health Implications

It will be difficult to characterize the pandemic in terms of identifying who will be most impacted, how severe the impact will be on individuals and families and how long that impact will last. The prolonged nature of the pandemic is likely to result in levels of chronic stress that for some, will be associated with psychological and physiological health and social problems. This stress may contribute to symptoms that include:

- exhaustion
- increased sadness and/or irritability
- sleep and appetite disturbances
- other signs of distress (impaired cognitive and social functioning)
- caregiver burnout
- compassion fatigue
- increased incidences of disorders, depression, and anxiety
- increased family/relationship violence
- increased use of substances
- social stigmatization

- surges in the demand for medical and psychological services

The severity and nature of the mental and behavioral health consequences will vary for individuals based on a variety of factors:

- level of exposure (self, family, friends, colleagues (death)
- individual factors such as age, sex, ability, history of trauma and loss
- social factors such as income, position, nature, and degree of secondary consequences
- cultural factors (norms regarding social gathering, family living arrangements, religious/spiritual practices)
- institutional factors (work-related risk exposure)
- degree of personal, family, institutional and social preparedness

For most individuals, the symptoms of stress, fear and loss will gradually subside over time, but even strong resilience can be overwhelmed by the sheer extent of demands. People need to be encouraged to use existing coping strategies and seek out additional supports as well.

Diversity and Dimensions of Vulnerability

No assumptions of vulnerability should be made based on these dimensions, but they do provide some context for consideration in response planning.

- *Gender* – children and women are disproportionately affected at higher rates of stress-related health problems
- *Economic Marginalization* – those living in poverty tend to be a greater risk as they have less financial stability and fewer resources
- *Social Marginalization* – language, cultural issues, reduced access to resources may place immigrants, ethnically isolated and culturally unique individuals at greater risk
- *Physical and Mental Disabilities, Medical, Mental Health and Psychiatric Needs* – may be at heightened risk in part due to the lack of available specialized staff to provide care
- *Language or Communication Needs* – those who have special language needs (hard of hearing) may be at greater risk for not understanding warnings, and being not as easily understood when seeking information
- *Age* – elderly at greater risk due to underlying health concerns and adolescents for not yet developing coping strategies or failing to abide by recommended health practices
- *Caregivers* – due to the nature of their work and increased demand for their support and nurturance
- *Occupational Groups* – health care, first responder, emergency care professionals for their exposure, heightened sense of responsibility and burnout

Stress Management / Psychological Coping During a Pandemic

During pandemics it is normal for people to show various signs and symptoms of acute and chronic stress and at the core, challenge the way in which people cope. Part of the challenge is to recognize the signs and symptoms so that proper and timely support can be provided.

The following table identifies various signs and symptoms of acute and/or chronic stress.

Physical Reactions	Emotional Reactions	Cognitive Reactions	Behavioral Reactions
<ul style="list-style-type: none"> • Increase in blood pressure • Fatigue • Nausea • Trembling • Perspiration • Increase in heart rate • Hyperventilation • Headache • Shivering • Gastrointestinal distress • Pain • Indigestion • Disorientation • Decrease in coordination • Chest pains • Sleep disturbance • Appetite disturbance 	<ul style="list-style-type: none"> • Anxiety • Fear • Withdrawal • Resentment • Searching for scapegoat • Guilt • Feeling helpless • Sorrow • Decrease in activity • Anger • Despondency • Despair • Feeling abandoned • Depression 	<ul style="list-style-type: none"> • Inability to perform calculations • Confusion • Memory loss • Difficulty making decisions • Obsessions with details • Poor concentration • Difficulty thinking • Memory flashes • Loss of interest in regular activities 	<ul style="list-style-type: none"> • Isolation • Withdrawal • Alcohol use increase • Drug use increase • Aggressive behavior

A pandemic will not be “business as usual” and likely this will result in more people than normal requiring additional support and help in managing their stress, family, and their interactions with community.

Psychological first aid relies on evidence-informed intervention designed to assist children, families in a current and aftermath of crises. Core actions can be applied immediately and throughout a traumatic event:

- Contact and engagement – to respond to residents in a non-intrusive, compassionate, and helpful manner
- Safety and comfort – to enhance residents’ sense of safety and security by meeting their physical and emotional needs
- Stabilization – to calm, reassure and comfort emotionally distraught residents

- Information gathering – to identify the immediate physical, social, and emotional needs of residents
- Practical assistance – to ensure that residents practical needs for health, shelter, food, clothing, and other basic needs are addressed
- Connection with social supports – to reduce isolation and enhance self-help among residents
- Information on distress reactions and coping -to provide information about stress reactions and coping techniques to reduce stress and enhance positive coping
- Linkage with services – to ensure that residents know of and are linked to available social services programs

The Psychologists Association of Alberta also identified coping mechanisms to consider during COVID 19:

- Stay informed – not overloaded – minimize unnecessary exposure to stories or gossip about the pandemic, limit media consumption
- Stay healthy – physical health has positive impacts on psychological health
- Stress and anxiety about the future is not productive, instead work on issues you care about
- Keep connected – maintain your social networks via media, telephone etc.
- Build your own resilience – we can learn to adapt well to stress, how have you coped in the past with stressors, add strategies to your resilience tool bag

APPENDIX A

GOALS OF PANDEMIC PLANNING CHECKLIST

DRAFT

APPENDIX A: Goals of Pandemic Planning

GOALS OF PANDEMIC PLANNING			
OBJECTIVE: To create the structure and framework necessary to enhance responses for the psychosocial needs of residents and the broader community			
Strategic Objectives	Completed	In Progress	Not Started
There is recognition of the potential emotional, psychosocial, spiritual, and social impact of COVID 19			
Pandemic specific-related issues and factors contributing to the personal stress and psychosocial distress of residents has been identified and outlined			
Strategies for rapid and ongoing assessment for the psychosocial capacity and vulnerability of the general population has been outlined			
The needs and vulnerabilities of those who may be at greater risk of experiencing adverse psychosocial outcomes based on functional disabilities, chronic health, or employment problems, other socio-economic and/or cultural factors have been identified and assessed.			
The psychosocial well-being and resiliency have been protected and promoted by identifying evidence-informed psychosocial support mechanisms			
The mental and/or behavioral health issues that arise for individuals in response to disasters have been mitigated, prevented, or treated as reasonable.			
A sense of confidence, competence, efficacy, and trust has been supported or restored to the degree it can be.			
CREATION OF PSYCHOSOCIAL PLAN AND PLANNING GROUP			
OBJECTIVE: To develop a structure that engages and embraces regional and community partners			
Planning partners that represent local, regional, and broad stakeholder representation have been recruited.			
The current and emergent needs of residents/community and anticipated resources and services required to meet those needs have been developed and prioritized with partners			
Partners have self-identified their roles and responsibilities in the Plan			
Overlaps, gaps and capabilities in services and resources among partners have been identified and contingency plans created			
Risk communication strategies that support ongoing communication within and between partner agencies during all phases have been developed.			
Ethical principles and frameworks to guide planning, response and recovery phases have been developed and established, including information sharing			
A thorough impact study to understand financial and resource losses and opportunities has been completed			
Training and support have been provided as required to ensure all partners are able to engage fully in business continuity planning			
Buddy systems and other means of which strengthen regional and broad involvement of partners is recognized and supported.			
Up-to-date information is provided consistently and accurately by all partners			

APPENDIX B:

SREMP ESS BRANCH COVID 19 GROUPS - ICS

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SREMP ESS Response to Covid-19 Community Needs

Current as of 0900 06 April 2020

SREMP Unified Command DEMS

Safety Officer
Maureen Leclair

Emergency Social Services Branch

Director: Scott Rodda

Enforcement Branch

Not Active
(At this time)

Food Security Group

Laura Schmidt

Basic Needs Group

Jacque Moren

Referrals/Outreach Group

Melonie Lubemsky

Community Resource and Funding Group

Jenny Larson

Program Group

Susan Pearce

NOTE: As of April 6th, this was the established and agreed upon structure for the regional ESS response, the following pages identify the five basic objectives, and subsequently the Assignment lists for each of the objectives. The original ICS 204 remain as initially presented; no further updates have occurred to these forms as we switched over to the Focus Areas etc. as outlined in section 3 of this Plan

Incident Objectives (ICS 202)

1. INCIDENT NAME STURGEON REGIONAL COVID-19 ESS RESPONSE		2. DATE PREPARED 7 APRIL 2020	3. TIME 1300
4. OPERATIONAL PERIOD (Date/Time) Date From: 7 April 2020 Date To: 15 April 2020 Time From: 1300 Time To: 1300			
5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (Include alternatives) <p>** See attached ICS 204s for detailed strategies and tactics assigned to each grouping.</p> <p>1) Ensure detailed Regional plan is in place and prepared to implement for delivery of food security no later than 1300 9 April 2020. (Food Security Group)</p> <p>2) Ensure detailed Regional plan is in place and prepared to implement for delivery of resident basic needs of transport, shelter, childcare, medications no later than 1300 9 April 2020. (Basic Needs Group)</p> <p>3) Ensure detailed Regional plan is in place and prepared to implement for delivery of resident specialized needs, ie. disability supports, addictions & mental health, violence prevention, referrals, interpreter services and respite care no later than 1300 9 April 2020. (Referrals/Outreach Group)</p> <p>3) Ensure detailed Regional plan is in place and prepared to implement to connect vulnerable residents with governmental and non-profit emergency financial aid programs no later than 1300 9 April 2020 (Community Resource and Funding Group)</p> <p>5) Develop detailed Regional stratification and delivery plan for continuity of normal social wellness programs through alternative/remote delivery methods, no later than 1300 9 April 2020. (Program Group)</p>			
6. WEATHER FORECAST N/A			
7. GENERAL SAFETY MESSAGE <ul style="list-style-type: none"> - ESS Teams to work remotely as much as possible. - Suspension of non-critical Programming until further notice. - Closure or limited access to facilities - Critical ESS services requiring in-person work will abide by health recommendations regarding hygiene, PPE and social distancing for both staff AND volunteers. (See ICS 208). 			
8. ATTACHMENTS <ul style="list-style-type: none"> ✓ Assignment List (ICS 204) ✓ Communications Plan (ICS 205) 			
9. PREPARED BY (Planning Section Chief) Josh Morin, SREMP Coord		10. APPROVED BY (Incident Commander) SREMP UC DEMS	
SIGNATURE		SIGNATURE	

Assignment List (ICS 204)

1. BRANCH <div style="text-align: center; font-weight: bold; font-size: 1.2em;">SREMP ESS Branch</div>				2. DIVISION/GROUP/STAGING <div style="text-align: center; background-color: yellow; font-weight: bold; font-size: 1.2em;">FOOD SECURITY GROUP</div>				
3. INCIDENT NAME <div style="font-weight: bold; font-size: 1.2em;">SREMP ESS Branch Response Covid-19</div>				4. OPERATIONAL PERIOD From: Date 7 April 2020 Time: 1300 To: Date: 15 April 2020 Time: 1300				
5. OPERATIONAL PERSONNEL Operations Chief _____ N/A Division/ Group Supervisor <u>Laura Schmidt (Gibbons)</u> Branch Director <u>Scott Rodda (Sturgeon County)</u> Primary Supports <u>Jacquie Moren (Redwater), Melonie Lubemsky (Morinville)</u>								
6. RESOURCES ASSIGNED TO THIS PERIOD								
Resource Identifier	Leader	No. of Persons	Contact Cell #, radio freq. etc.	Reporting Location, Special Equipment and Supplies, Remarks				
TBD	TBD		TBD	TBD				
Hamper Delivery								
Chef Choice WECAN								
Food Acquisition								
Meals on Wheels								
Local Food Banks								
Provincial Food								
Regional Marketing								
7. WORK ASSIGNMENTS <p>Food Security group will develop a regional approach to securing Food Bank supply lines and ensure a concerted effort is presented on behalf of all regional partners including Sturgeon County, Morinville, Gibbons, Redwater, Bon Accord, Legal, and Alexander First Nation.</p> <p>This group will also represent a concerted regional voice to partner agencies regarding matters pertaining to food security. Report on progress at next regional ESS meeting.</p>								
8. SPECIAL INSTRUCTIONS <ul style="list-style-type: none"> -Investigate & make inquires to major grocery wholesalers / central distribution centres on behalf of Sturgeon Region for food-bank bulk purchasing. -Represent the region in interactions with Alberta Food Banks network. -Represent the region in interactions with ESSNA pertaining specifically to food security matters. -Produce a regional job aid for food-bank volunteers, ie. safe work protocols, etc. -Produce the regional strategy for food-bank volunteer utilization/pooling of manpower. 								
9. DIVISION/GROUP COMMUNICATIONS SUMMARY								
Function		Frequencies	System	Chan.	Function	Frequencies	System	Chan.
Command	Local				Logistics	Local		
	Repeat					Repeat		
Div./Group Tactical					Ground to Air			
PREPARED BY (Resource Unit Leader) J. Morin, SREMP Coord			APPROVED BY (Planning Section Chief) N/A			Date 31 March 2020		Time <div style="font-size: 1.5em; font-weight: bold;">0900</div>
Signature			Signature					

1. BRANCH <div style="text-align: center; font-weight: bold; font-size: 1.2em;">SREMP ESS Branch</div>				2. DIVISION/GROUP/STAGING <div style="text-align: center; background-color: yellow; font-weight: bold; font-size: 1.2em;">BASIC NEEDS GROUP</div>			
3. INCIDENT NAME <div style="font-weight: bold; font-size: 1.2em;">SREMP ESS Branch Response Covid-19</div>				4. OPERATIONAL PERIOD From: Date 7 April 2020 Time: 1300 To: Date 15 April 2020 Time: 1300			
5. OPERATIONAL PERSONNEL <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> Operations Chief _____ <u>N/A</u> Branch Director _____ Scott Rodda (Sturgeon County) </div> <div style="width: 45%;"> Division/ Group Supervisor: Jacquie Moren (Redwater) - Primary Supports: Marg Clark (Sturgeon County) - </div> </div>							
6. RESOURCES ASSIGNED TO THIS PERIOD							
Resource Identifier	Leader	No. of Persons	Contact Cell #, radio freq. etc.	Reporting Location, Special Equipment and Supplies, Remarks			
TBD	TBD		TBD	TBD			
Transportation							
Medical Needs							
Shelter							
Childcare							

7. WORK ASSIGNMENTS

Basic Needs group will develop a regional approach to basic needs (excluding food security) and ensure a concerted effort is presented on behalf of all regional partners including Sturgeon County, Morinville, Gibbons, Redwater, Bon Accord, Legal, and Alexander First Nation.

This group will also represent a concerted regional voice to partner agencies regarding matters pertaining to transportation, childcare, shelter, medications. Report on progress at next regional ESS meeting. See Objective 1

8. SPECIAL INSTRUCTIONS

- Collate a consolidated regional program list for analysis.
- Consider collaborative strategies for coordination of services such as transportation, linked to food security.
- Coordinate and implement strategies for managing medical, childcare and shelter supports.
- Create a regional plan for communicating to public of resources available and accessible.

9. DIVISION/GROUP COMMUNICATIONS SUMMARY									
Function		Frequencies	System	Chan.	Function		Frequencies	System	Chan.
Command	Local				Logistics	Local			
	Repeat					Repeat			
Div./Group Tactical					Ground to Air				

PREPARED BY <div style="font-weight: bold; font-size: 1.2em;">J. Morin, SREMP Coord</div> (Resource Unit Leader)		APPROVED BY (Planning Section Chief) <div style="text-align: center; font-weight: bold; font-size: 1.2em;">N/A</div>		Date 31 March 2020	Time <div style="font-size: 1.5em; font-weight: bold;">0900</div>
Signature		Signature			

1. BRANCH <div style="text-align: center; font-weight: bold; font-size: 1.2em;">SREMP ESS Branch</div>				2. DIVISION/GROUP/STAGING <div style="text-align: center; background-color: yellow; font-weight: bold; font-size: 1.2em;">REFERRALS/OUTREACH GROUP</div>							
3. INCIDENT NAME <div style="text-align: center; font-weight: bold; font-size: 1.2em;">SREMP ESS Response Covid-19</div>				4. OPERATIONAL PERIOD From: Date 7 April 2020 Time: 1300 To: Date: 15 April 2020 Time: 1300							
5. OPERATIONAL PERSONNEL Operations Chief <u>N/A</u> Division/ Group Supervisor <u>Melanie Lubemsky (Morinville)</u> Branch Director <u>Scott Rodda (Sturgeon County)</u> Primary Support: <u>Amy Morin (Sturgeon County)</u>											
6. RESOURCES ASSIGNED TO THIS PERIOD											
Resource Identifier	Leader	No. of Persons	Contact Cell #, radio freq. etc.	Reporting Location, Special Equipment and Supplies, Remarks							
TBD	TBD		TBD	TBD							
Regional Social Services Agencies											
Alberta Agencies											
NGO's											
7. WORK ASSIGNMENTS <p>Referral/Outreach group will develop a regional approach to collaborating with specialized outside agencies, both non-profits and governmental, to ensure a concerted effort is presented on behalf of all regional partners including Sturgeon County, Morinville, Gibbons, Redwater, Bon Accord, Legal, and Alexander First Nation.</p> <p>The scope of this group will include any services that the SREMP partners cannot provide locally or with directly controlled integral resources. Including but not limited to: Addictions and Mental health, violence preventions, shelters, childcare, seniors, disability supports specialized medical needs, also including financial supports (See Objectives 2 and 3).</p> <p>Referral/Outreach group deal with a regional approach to conducting welfare checks, keeping up communication with isolated / at-risk residents and performing needs assessments. Also monitor any degradation of familial/community conditions related to the Pandemic.</p>											
8. SPECIAL INSTRUCTIONS <ul style="list-style-type: none"> - Develop a regional plan for alternative solutions to outreach activities that would normally occur face to face, ie. remote delivery of information and referral, counselling. - Develop a central communicative approach to reach vulnerable residents. - Collate list/data base of available and accessible resources. - Develop and coordinate regional communication to ensure coordination between SREMP partners and social agencies. - Determine key contacts in Region – name and primary contact information. -Develop regional processes for outreach volunteer pooling/utilization and work procedures. -Represent the Sturgeon Region to external agencies on matters pertaining to outreach / welfare. 											
9. DIVISION/GROUP COMMUNICATIONS SUMMARY											
Function		Frequencies		System	Chan.	Function		Frequencies	System	Chan.	
Command	Local					Logistics	Local				
	Repeat						Repeat				
Div./Group Tactical						Ground to Air					
PREPARED BY J. Morin, SREMP Coord <small>(Resource Unit Leader)</small>				APPROVED BY <small>(Planning Section Chief)</small> <div style="text-align: center; font-weight: bold; font-size: 1.2em;">N/A</div>				Date 30 March 2020		Time <div style="font-size: 1.5em; font-weight: bold;">0900</div>	
Signature				Signature							

1. BRANCH <div style="text-align: center; font-weight: bold; font-size: 1.2em;">SREMP ESS Branch</div>				2. DIVISION/GROUP/STAGING <div style="text-align: center; background-color: yellow; font-weight: bold; font-size: 1.2em;">COMMUNITY RESOURCE & FUNDING GROUP</div>					
3. INCIDENT NAME <div style="text-align: center; font-weight: bold; font-size: 1.2em;">SREMP ESS Response Covid-19</div>				4. OPERATIONAL PERIOD From: Date 7 April 2020 Time: 1300 To: Date: 15 April 2020 Time: 1300					
5. OPERATIONAL PERSONNEL Operations Chief <u>N/A</u> Division/ Group Supervisor <u>Jenny Larson (Bon Accord)</u> Branch Director <u>Scott Rodda (Sturgeon County)</u> Primary Support: <u>Teagan Shipka (Sturgeon County)</u>									
6. RESOURCES ASSIGNED TO THIS PERIOD									
Resource Identifier	Leader	No. of Persons	Contact Cell #, radio freq. etc.	Reporting Location, Special Equipment and Supplies, Remarks					
TBD	TBD		TBD	TBD					
Federal									
Provincial									
County/Regional									
FCSSAA									
7. WORK ASSIGNMENTS <p>Community Resources and Funding group will develop a regional approach to collaborating with specialized outside agencies, both non-profits and governmental, to ensure a concerted effort is presented on behalf of all regional partners including Sturgeon County, Morinville, Gibbons, Redwater, Bon Accord, Legal, and Alexander First Nation.</p> <p>This will include forecasting and analyzing potential funding implications regarding GoA community services grants etc. and impacts on staffing, community resources and social service supports (see Obj. 1,2,3, &5).</p>									
8. SPECIAL INSTRUCTIONS <ul style="list-style-type: none"> -Collate a regional non-profits partners list/database. -Develop a regional referrals job aid, including key contacts for specialized agencies. -Research and draft regional direction document on financial supports for residents related to economic impacts of the Pandemic situation. 									
9. DIVISION/GROUP COMMUNICATIONS SUMMARY									
Function		Frequencies	System	Chan.	Function		Frequencies	System	Chan.
Command	Local				Logistics	Local			
	Repeat					Repeat			
Div./Group Tactical					Ground to Air				
PREPARED BY (Resource Unit Leader)				APPROVED BY (Planning Section Chief)				Date 30 March 2020	Time <div style="font-size: 1.5em; font-weight: bold;">0900</div>
Signature				Signature					

1. BRANCH <div style="text-align: center; font-size: 1.2em; font-weight: bold;">SREMP ESS Branch</div>				2. DIVISION/GROUP/STAGING <div style="text-align: center; background-color: yellow; font-weight: bold; padding: 2px;">PROGRAMS GROUP</div>						
3. INCIDENT NAME <div style="text-align: center; font-size: 1.2em; font-weight: bold;">SREMP ESS Response Covid-19</div>				4. OPERATIONAL PERIOD From: Date 7 April 2020 Time: 1300 To: Date 15 April 2020 Time: 1300						
5. OPERATIONAL PERSONNEL Operations Chief <u>N/A</u> Division/ Group Supervisor <u>Susan Pearce (Legal)</u> Branch Director <u>Scott Rodda (Sturgeon County)</u> Primary Support: <u>Ruth Kieser (Sturgeon County)</u>										
6. RESOURCES ASSIGNED TO THIS PERIOD										
Resource Identifier	Leader	No. of Persons	Contact Cell #, radio freq. etc.	Reporting Location, Special Equipment and Supplies, Remarks						
TBD	TBD		TBD	TBD						
Wellness Programming										
Fitness										
Online options										
7. WORK ASSIGNMENTS <p>Programs group will develop a regional approach to work-around strategies for continuity of normal social programming, library, cultural, fitness and social programs that residents rely upon, to ensure a concerted effort is presented on behalf of all regional partners including Sturgeon County, Morinville, Gibbons, Redwater, Bon Accord, Legal, and Alexander First Nation.</p>										
8. SPECIAL INSTRUCTIONS <ul style="list-style-type: none"> -Develop a regional plan for alternative solutions for outreach activities that would normally occur face to face, ie. remote needs assessments. - Consider collaborative strategies for continuity of programs, ie. opening up an individual community's amended/remote delivery programming to registrants from the wider regional group. - Develop a common regional communicative strategy to advertise programs to residents. Seek advice/support from Information personnel on behalf of the regional group. 										
9. DIVISION/GROUP COMMUNICATIONS SUMMARY										
Function		Frequencies	System	Chan.	Function		Frequencies	System	Chan.	
Command	Local				Logistics	Local				
	Repeat					Repeat				
Div./Group Tactical					Ground to Air					
PREPARED BY J. Morin, SREMP Coord (Resource Unit Leader)				APPROVED BY (Planning Section Chief) N/A			Date 31 March 2020		Time <div style="font-size: 1.5em; font-weight: bold;">0900</div>	
Signature				Signature						

1. INCIDENT NAME SREMP ESS Response Covid-19	2.. OPERATIONAL PERIOD From: Date 7 April 2020 Time: 1300 To: Date: 15 April 2020 Time: 1300
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3. SAFETY MESSAGE/EXPANDED SAFETY MESSAGE, SAFETY PLAN, SITE SAFETY PLAN:

All workers and/or volunteers providing Community Assistance and/or Enforcement Services shall conduct their work in accordance with the protocols established by Alberta Health Services, which include:

1. Anyone who is experiencing acute respiratory symptoms (cough, fever, shortness of breath, runny nose, or sore throat) that is not related to a pre-existing illness or health condition must NOT be at work, and must adhere to the self-isolation protocols established by AHS.
2. Anyone who appears to have acute respiratory symptoms upon arrival to work, or become sick during the day MUST be asked to maintain as much distance as possible from other workers and shall be sent home immediately, and must adhere to the protocols established by AHS.
Once the worker has left the work site, all touch surfaces and areas the worker may have come into contact with must be cleaned and disinfected.
3. Proper hand hygiene practices are to be followed by all workers: proper handwashing and/or use of alcohol-based sanitizer (greater than 60% alcohol content). Glove use is NOT a substitute for hand hygiene, clean hands after removing gloves.
4. All shared surfaces must be cleaned and disinfected before and after use. Wipe surfaces with a cleaning agent to clean off soil as necessary, disinfect with a cloth saturated in disinfectant. Use a disinfectant that has a DIN and virucidal claim. Alternatively, use a bleach-water solution with 100ml of unscented bleach to 900ml water.
5. Remove communal items that cannot be easily cleaned (ie: newspapers, magazines, stuffed toys) from the area(s).
6. Maintain a minimum two (2) metre separation between individuals, unless there is a physical barrier, such as a cubicle or plexiglass window. Set limits on the number of people in shared spaces to ensure this physical separation can be maintained.

Reference: AHS "Guidance for non-health care workplaces during COVID-19"

4. SITE SAFETY PLAN REQUIRED? Yes No <input checked="" type="checkbox"/>	
Approved Site Safety Plan(s) Located At:	
5. PREPARED BY (Name and Position) Maureen LeClair, Safety Officer	Date Prepared: 2020-03-31
SIGNATURE	Time Prepared: 0945hrs

1. Incident Name: Sturgeon Regional COVID 19 ESS Response		2. Operational Period: Date/Time From: Apr/7/20 00:00 Date/Time To: 15 April 2020	
3. Basic Local Communications Information:			
Incident Assigned Position	Name	Method(s) of Contact (phone, pager, cell, etc.)	
Branch Director	Scott Rodda	srodde@sturgeoncounty.ca Work: 780 939-8369 Cell: 780 203-5343	
Group Supervisor Food Security Group	Laura Schmidt	lschmidt@gibbons.ca Work: 780 923-2374 Cell: 780 690-4577	
	Melonie Lubemsky	Melonie.lubemsky@morinville.ca Work: 780 939-7833 Cell: 780 717-1132	
	Jacque Moren	cscoordinator@redwater.ca Work: 780 942-4101 Cell:	
Group Supervisor Basic Needs Group	Jacque Moren	cscoordinator@redwater.ca Work: 780 942-4101 Cell:	
	Marg Clark	mclark@sturgeoncounty.ca Work: 780 939-8336 Cell: 780 910-0324	
Group Supervisor Referrals/Outreach Group	Melonie Lubemsky	Melonie.lubemsky@morinville.ca Work: 780 939-7833 Cell: 780 717-1132	
	Amy Morin	amorin@sturgeoncounty.ca Work: 780 939-8331 Cell: 780	
Group Supervisor Community Resources & Funding Group	Jenny Larson	jl Larson@bonaccord.ca Work: 780 921-2137 (direct #) or 780 921-3550 (main) Cell: 780 893-5008	
	Teagan Shipka	tshipka@sturgeoncounty.ca Work: 780 939-8332 Cell: 780 722-1479	
Group Supervisor Programs Group	Susan Pearce	spearce@legal.ca Work: 780 961-3773 Cell: 780	
	Ruth Kieser	rkieser@strugeoncounty.ca Work: 780 939-8335 Cell: 780 982-1594	

APPENDIX C:

REFERENCES AND OTHER RESOURCES

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Appendix C: RESOURCES AND OTHER RESOURCES

British Columbia Ministry of Health, BC Centre for Disease Control (2020, March 16). Supporting the Psychosocial Well-being of Health Care Providers During the Novel Coronavirus (COVID-19) Pandemic. Retrieved from <http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19-Psychosocial-Supports-HCW.pdf>

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Psychologists Association of Alberta. (n.d.). Psychological Coping during a Pandemic. Retrieved from <https://psychologistsassociation.ab.ca/wp-content/uploads/2020/03/2020-March-PAA-Psychological-Health-in-Pandemics.pdf>

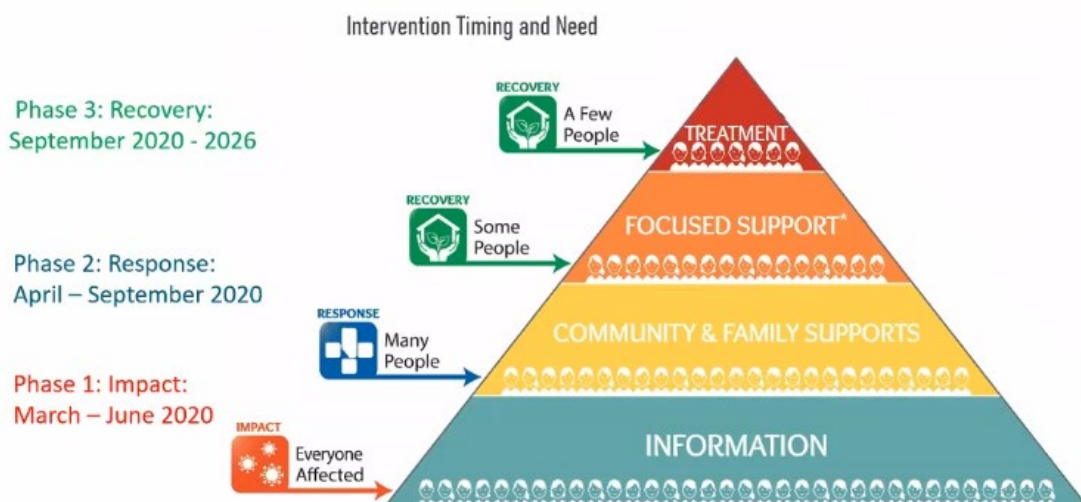
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Inter Agency Standing Committee. (2020). Interim Briefing Note: Addressing Mental Health and Psychosocial Aspects of COVID-19 Outbreak (Version 1.5, February 2020). Retrieved from <https://reliefweb.int/report/world/interim-briefing-note-addressing-mental-health-and-psychosocial-aspects-covid-19>

The British Psychological Society. (2020). The psychological needs of healthcare staff as a result of the Coronavirus pandemic. Retrieved from <https://www.bps.org.uk/sites/www.bps.org.uk/files/News/News%20-%20Files/Psychological%20needs%20of%20healthcare%20staff.pdf>

Response Phases





COVID 19 PSYCHOSOCIAL SUPPORT PLAN STRATEGIC FOCUS AREAS

(Part 2 of 2)

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Preamble

This document is the **second of two** Psychosocial Support Planning for COVID 19 reports, the first entitled: ESS COVID 19 Psychosocial Support Plan Background is separate from this document and provides the context and background to psychosocial planning. Those involved in this document are the same as in report 1 and include partners from:

- Town of Gibbons
- Town of Redwater
- Town of Morinville
- Town of Legal
- Town of Bon Accord
- Sturgeon County

This report focuses on the strategic focus areas, objectives, outcomes and status with respect to the pandemic planning to COVID 19; it is viewed very much as a fluid document that is changing daily and subsequently, updated on a weekly basis and distributed to regional partners. The plan focuses on both the response and recovery phases and shall remain active for the duration of the recovery plan. Considering research and best practice, and learning from other Alberta disasters, the recovery phase will be considerably longer than the active/response phase.

Neither part one or part two (this report) are intended to replace or minimize any other Emergency Management plans or any of the regional partners, but rather align with Council, leadership and the Incident Command System (ICS) principles for emergency planning. These reports though are very specific to COVID 19.

This specific plan is intended to be founded on regional relationships and collaborations although the partners fully recognize and value, the local autonomy of each partners, and further realize service delivery may vary from community to community.

Introduction

The Psychosocial Support Plan identifies a series of strategic focus areas: Basic Needs; Essential Needs; Communication and Information; Strong Community Support; Well-Being, Recreation and Social Programming; Volunteer Management; and, Partner Well-Being. For each of these focus areas, strategic objectives are identified. As well, to reach those identified objectives, a myriad of strategies, strategic actions, resources, outcomes, status and point of contact are identified. These strategies fall out of the original ICS planning document and involve the partners as agreed upon per focus areas and overall management.

It is important to recognize that the objectives and subsequent strategies are for both the response and recovery; those that are highlighted in light blue are focused on recovery.

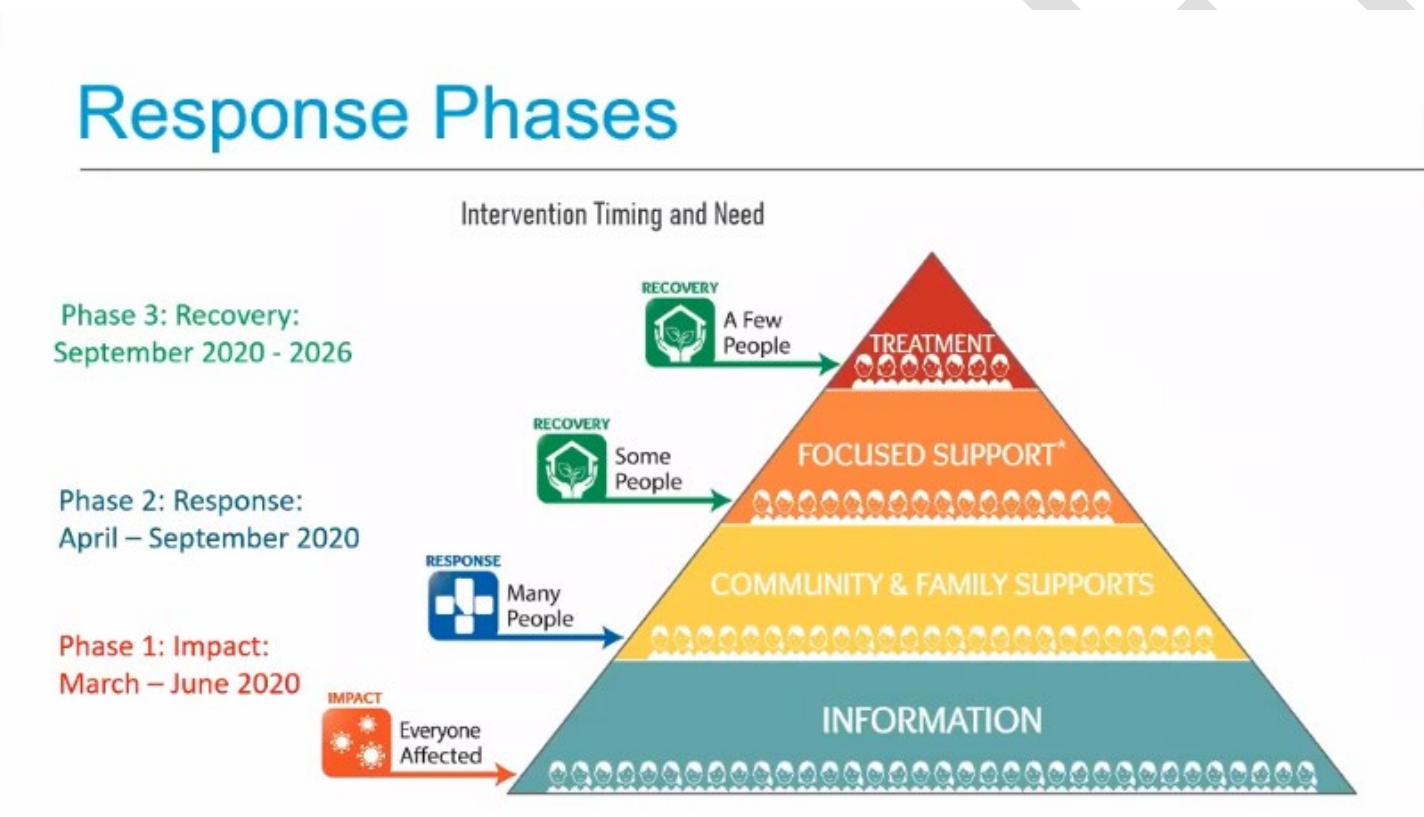
Specific strategies, activities, resources, and outcome measures may change to reflect emerging trends or requirement for adaptation based on new evidence or through the feedback/monitoring process.

As identified in the ESS COVID 19 Psychosocial Support Plan Background report (part 1 of 2), the following *goals of pandemic planning* form the basis of the strategic objectives:

1. There is recognition of the potential emotional, psychosocial, spiritual, and social impact of COVID 19

- 2. Pandemic specific-related issues and factors contributing to the personal stress and psychosocial distress of residents has been identified and outlined
- 3. Strategies for rapid and ongoing assessment for the psychosocial capacity and vulnerability of the general population has been outlined
- 4. The needs and vulnerabilities of those who may be at greater risk of experiencing adverse psychosocial outcomes based on functional disabilities, chronic health, or employment problems, other socio-economic and/or cultural factors have been identified and assessed.
- 5. The psychosocial well-being and resiliency have been protected and promoted by identifying evidence-informed psychosocial support mechanisms
- 6. The mental and/or behavioral health issues that arise for individuals in response to disasters have been mitigated, prevented, or treated as reasonable.
- 7. A sense of confidence, competence, efficacy, and trust has been supported or restored to the degree it can be

The following model is considered as we plan through the various phases.



Note: on the following tables for the column that speaks to status, the following color-coded descriptions apply: Yellow = Not started, Green = Ongoing, Red = Completed

STRATEGIC FOCUS AREA: BASIC NEEDS

OBJECTIVE: Residents are provided the basic needs of **food security**, transportation, childcare, shelter, access to health services and financial security

STRATEGIC INITIATIVES

NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
FOOD SECURITY						
1.A Response	Assess the capacity of all food banks in Region	<ul style="list-style-type: none">Establish weekly contact with local food banksDetermine a means of communicating local regional needs to all partners	<ul style="list-style-type: none">FCSS TownsFood Banks Morinville Redwater Gibbons St. Albert	Capacity Report is compiled and maintained weekly	Ongoing	Laura Schmidt Jacquie Moren Melonie Lubemsky Marg Clark
1.B Response	Establish a resource inventory of regional, inter-regional and provincial supports and contacts	<ul style="list-style-type: none">Create and distribute a form/survey to gather information on all food related services	<ul style="list-style-type: none">FCSS towns, CountyProvincial Food Bank of AlbertaLocal Food Banks	Resource inventory is published and circulated to partners Inventory was distributed	Completed	Laura Schmidt Jacquie Moren Melonie Lubemsky Marg Clark
1.C Response Recovery	Develop a list of staff/volunteers who may be able to deliver food to people who cannot other wise get food (isolated, no car)	<ul style="list-style-type: none">Develop a way people can request the serviceDevelop volunteer programPut out a call for volunteersVet volunteers	<ul style="list-style-type: none">FCSS towns, County	Vulnerable residents have food delivered	Ongoing	Laura Schmidt Jacquie Moren Melonie Lubemsky Amy Morin
1.D Response	Support local food banks apply for funding	<ul style="list-style-type: none">Identify site specific needsHelp complete and support applications for funding	<ul style="list-style-type: none">Grant CoordinatorFCSS towns, County	Food Banks are successful in their application for additional funding Redwater was successful	Ongoing	Laura Schmidt Jacquie Moren Melonie Lubemsky Susan Morrissey
1.E		<ul style="list-style-type: none">	<ul style="list-style-type: none">			

STRATEGIC FOCUS AREA: BASIC NEEDS						
OBJECTIVE: Residents are provided the basic needs of food security, transportation, childcare, shelter, access to health services and financial security						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
TRANSPORTATION						
2.A Response	Identify existing transportation services and area they serve by April 22	<ul style="list-style-type: none"> Contact the following to determine level of transportation service, area served, fee for service rates <ul style="list-style-type: none"> Town of Gibbons – Bus Trips for Groceries Drive Happiness Driving Miss Daisey Services Town of Morinville helping Hands/Library volunteers for Meals on Wheels Sturgeon County Volunteer List Food Banks - volunteers 	<ul style="list-style-type: none"> FCSS towns, County Food Banks Food suppliers 	<p>Connections to resources is established</p> <p>FCSS and other service providers will have a list of transportation options to serve residents</p> <p>Connections were made, list of transportation options was developed</p>	Completed	Jacque Moren, Marg Clark
2.B Response	Identify capacity issues impacting transportation services by April 29 with check ins every two weeks	<ul style="list-style-type: none"> Contact listing of transportation services every two weeks to check in on: <ul style="list-style-type: none"> Are they meeting the current requests for transportation? Are they seeing requests for transportation that they are unable to address? Are there other issues impacting their capacity to provide service? 	<ul style="list-style-type: none"> FCSS towns, County Food Banks Transportation Providers 	<p>FCSS and other service providers will have information needed to plan for emerging transportation needs</p> <p>Feedback indicates the value of such</p>	Ongoing	Jacque Moren, Marg Clark
2.C Response Recovery	Provide support to existing transportation services and networks to ensure residents are being served; ensuring that proper Alberta Health Services guidelines are being followed.	<ul style="list-style-type: none"> Contact existing transportation services on bi-weekly basis to trouble shoot and identify any challenges, gaps, or opportunities. Provide updated AHS guidelines to any transportation services as requested or as appropriate Consider with regional partners and y innovative ideas to address gaps in service 	<ul style="list-style-type: none"> Transportation providers Town, County 	<p>People are connected to resources that they may need.</p> <p>Survey (Checkbox) to those who registered (post measure).</p>	Not started	Jacque Moren, Marg Clark
2.D						

STRATEGIC FOCUS AREA: BASIC NEEDS						
OBJECTIVE: Residents are provided the basic needs of food security, transportation, childcare , shelter, access to health services and financial security						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
CHILD CARE						
3.A Response	Identify potential childcare issues that could arise from cancellation of summer programs by April 30.	<ul style="list-style-type: none"> Contact Municipalities to determine: <ul style="list-style-type: none"> number of summer programs that historically served as childcare during summer months. potential numbers they would serve if they have or are they working on identified actions to connect families to alternative childcare? if they have lists of private childcare options? if there are community connections (i.e.: Facebook) that residents utilize to connect to childcare? 	<ul style="list-style-type: none"> FCSS Sturgeon County Morinville, Gibbons, Legal, Bon Accord and Redwater 	<p>Issues are identified and addressed</p> <p>Plan is identified to connect families to alternative childcare options during summer months</p>	Ongoing	Jacquie Moren, Marg Clark
3.B Response	Identify existing approved Day Cares and Out of School Care programs in the region and determine their capacity to start up with a phased in work re-entry by April 22.	<ul style="list-style-type: none"> Contact Redwater, Gibbons, Bon Accord, Morinville, Riviere Qui Barre and MRFC childcare providers to determine: <ul style="list-style-type: none"> Are they currently providing childcare for essential services? Would they have ability to ramp up services if needed? How much time would they need to get back in service? Do they provide other supports/services to families? 	<ul style="list-style-type: none"> Redwater Daycare Gibbons Day Care Gibbons Out of School Care Bon Accord Out of School Care Morinville Day Cares RQB Daycares and Out of School Care MRFC Daycare and Out of School Care 	<p>FCSS and other service providers will have a list of existing childcare providers in the region.</p> <p>FCSS and other service providers will have information needed to support post COVID-19 phased in childcare needs.</p>	Ongoing	Jacquie Moren, Marg Clark
3.C Response Recovery	Existing services are supported during and post pandemic and could include advocacy, grant support or access to information of healthy practices.	<ul style="list-style-type: none"> contact facilities and see what their capacity is as well as challenges they may need support with Establish regular check in with operators 	<ul style="list-style-type: none"> FCSS, towns and County 	Childcare facilities are supported during and after pandemic	Ongoing	Jacquie Moren, Marg Clark

STRATEGIC FOCUS AREA: BASIC NEEDS						
OBJECTIVE: Residents are provided the basic needs of food security, transportation, childcare, shelter, access to health services and financial security						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
CHILD CARE						
3.D Response	Identify current childcare providers providing services for essential workers in our region to determine their capacity on a bi-weekly basis.	<ul style="list-style-type: none"> Contact childcare providers as identified through Child & Family Services in St. Albert, Fort Saskatchewan, North Edmonton and Sturgeon Region to determine: <ul style="list-style-type: none"> What is their current capacity? Do they have a wait list? What challenges are they experiencing? 	<ul style="list-style-type: none"> Regional day cares and after school centres FCSS towns, County 	FCSS and other service providers will have information on childcare options for essential workers. FCSS and other service providers will have information needed to advocate for increased childcare options if needed.	Ongoing	Jacquie Moren, Marg Clark
3.E Response	Ensure families can access affordable childcare	<ul style="list-style-type: none"> Ensure families are aware of subsidized childcare through Children Services Consider alternate funding sources, programs like Sponsor a Child, Consider alternative funding, granting or subsidizations 	<ul style="list-style-type: none"> Alberta Government Towns, County Finance Department 	Program is in place to support low-income families who need imminent childcare.	Ongoing	Jacquie Moren, Marg Clark Teagan Shipka
3.F		<ul style="list-style-type: none"> 				

STRATEGIC FOCUS AREA: BASIC NEEDS						
OBJECTIVE: Residents are provided the basic needs of food security, transportation, childcare, shelter, access to health services and financial security						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
SHELTER (INCLUDING HOMELESS, LONG TERM CARE FACILITIES)						
4.A Response	Develop a list of facilities in the county and the region that might have capacity to shelter residents	<ul style="list-style-type: none"> Reach out to halls, churches, other community resources to see if they have space and capacity to shelter people Create an inventory of appropriate locations/facilities Create some sort of intake requirements and registry documents as required Develop a list of resources needed to access for facilities (cots, bedding) 	<ul style="list-style-type: none"> Sturgeon County Recognized Community Organization List FCSS in Morinville, Gibbons, Legal, Redwater and Bon Accord 	<p>Have list of vetted alternative facilities that can potentially house individuals and have process and procedures in place</p> <p>Ability to quickly mobilize small shelter locations if needed</p>	Completed	Jacquie Moren, Marg Clark
4.B Response	Identify capacity of existing hotels in the region to support possible shelter needs if EOC was initiated due to COVID-19 or other community disaster by April 22	<ul style="list-style-type: none"> Contact hotels in the region to determine: <ul style="list-style-type: none"> Hotel current capacity – do they have available rooms? Do hotels have ability to serve as shelters that provide isolation? What considerations would need to be addressed? What other facilities would have capacity to serve as shelter space? 	<ul style="list-style-type: none"> 3 Redwater Hotels 1 Gibbons Hotel 1 Morinville Hotel Lily Lake Resort 	<p>FCSS will have an up-to-date list of options should there be a need to set up a shelter location.</p> <p>List of potential shelters has been identified</p>	Completed	Jacquie Moren, Marg Clark
4.C Response	Identify Reception Centre locations and as identified in the ESS plan and other potential facilities to determine ability to support social distancing by April 22.	<ul style="list-style-type: none"> Contact FCSS staff to determine facility capacity to serve as Reception Centres and/or shelters including: <ul style="list-style-type: none"> Space to allow for social distancing Ability to access required PPE 	<ul style="list-style-type: none"> FCSS, towns, County 	<p>Up-to-date list of options and required resources should there be a need to set up a reception centre location is established.</p>	Completed	Jacquie Moren, Marg Clark

4.D Response	Undertake bi-weekly connection with Supportive Housing facilities to determine any unmet needs and potential to support isolated residents without family/community supports.	<ul style="list-style-type: none"> • Develop a contact list of all Supportive Housing facilities. • Undertake bi-weekly contact with facilities to determine current needs and opportunities for support. 	• FCSS towns, County	Service providers will have connections with community supports needed to serve their residents.	Ongoing	Jacquie Moren, Marg Clark
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STRATEGIC FOCUS AREA: BASIC NEEDS						
OBJECTIVE: Residents are provided the basic needs of food security, transportation, childcare, shelter, access to health services and financial security						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
ACCESS TO HEALTH SERVICES						
5.A Response	Provide transportation to get to healthcare facilities through volunteer program if no other transportation service is available – (See Volunteer Management)	<ul style="list-style-type: none"> Connect with community agencies and partners to determine if any transportation services are provided. Discuss legalities and procedures. Develop form for clients and or agencies to fill out before client engages in transportation services. 	<ul style="list-style-type: none"> FCSS towns and County 	Actie list of agencies that can provide transportation, available to all community partners	Ongoing	Jacquie Moren, Marg Clark
5.B Response	Identify medical offices, pharmacies, physio-therapy services, home care services, hospital, emergent care services and wholistic health services serving the region to determine impact of COVID-19 to their service levels by April 22	<ul style="list-style-type: none"> Contact medical services serving the region to determine: <ul style="list-style-type: none"> Changes to hours due to COVID-19 Changes to capacity due to COVID-19 Changes to ways to access including tele-health options Are there options for delivery for medications? Are there community needs that they require support to address? 	<ul style="list-style-type: none"> Redwater, Gibbons, Bon Accord, Legal & Morinville Medical Office Region pharmacies, physio-therapy, primary care networks, hospitals and emergent care facilities. 	FCSS and other service providers will have information needed to support and connect residents with needed medical services.	Completed	Jacquie Moren, Marg Clark
5.C						
5.D						

STRATEGIC FOCUS AREA: BASIC NEEDS						
OBJECTIVE: Residents are provided the basic needs of food security, transportation, childcare, shelter, access to health services and financial security						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
FINANCIAL SECURITY						
6.A Response Recovery	Understand and have access to info about government programs and benefits (See Communication and Information Focus Area)	<ul style="list-style-type: none"> Create a resource which outlines the available resources Distribute the resource to regional partners 	<ul style="list-style-type: none"> Towns, County (Intergovernmental Advisor) 	Produce a living document which is monitored for accurate/up to date information Original completed and shared	Ongoing	Jacquie Moren, Marg Clark Jennifer Larson
6.B Response Recovery	Identify specific financial issues that may arise during/post pandemic for individuals and families and vet against existing financial literacy supports	<ul style="list-style-type: none"> Create and share any financial resources available for individuals and families Develop a financial literacy program and share with residents, regional partners Establish delivery method (virtual) during pandemic 	<ul style="list-style-type: none"> SALC Regional programmers Financial Institutions Susan Morrissey 	Financial Program developed that residents' access Questionnaire that measures success and usefulness	Ongoing	Jacquie Moren, Marg Clark
6.C Response	Ensure families are still able to access sponsorship program during pandemic (Sturgeon County specific)	<ul style="list-style-type: none"> Review procedures and adjust accordingly. Continue to advertise program availability despite COVID-19. 	<ul style="list-style-type: none"> Teegan Shipka Finance Department 	Sponsorship program is operational from a virtual standpoint.	Ongoing	Teagan Shipka
6.D						
6.E						

STRATEGIC FOCUS AREA: ESSENTIAL NEEDS						
OBJECTIVE: Residents are provided access and social supports including mental health supports, family violence, addictions, abuse, disability supports, respite care for caregivers, interpretive services						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
MENTAL HEALTH SUPPORTS						
7.A Response	Identify specific mental health issues that may arise during and post pandemic	<ul style="list-style-type: none"> Research information on what has occurred in previous disasters and seek expertise from other community agencies/ providers (e.g. AHS, MFRC) 	<ul style="list-style-type: none"> Town, County Alberta Health Services 211 	Gain knowledge about the pattern and implications of MH behaviour during and post disaster. Ultimately this information will ensure effective supports are in place.	Completed	Melonie Lubemsky L Amy Morin Teagan Shipka
7.B Response	Determine which community members are most vulnerable and at risk	<ul style="list-style-type: none"> Collaborate with community partners and identify current clients that may be vulnerable and reach out to check-in. 	<ul style="list-style-type: none"> FCSS, town, County 	Have appropriate plan and resources in place for vulnerable residents.	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
7.C Response	Identify the benefit of a volunteer-based program for reaching out to residents in need (See Volunteer management Focus Area)	<ul style="list-style-type: none"> Create system to match up community volunteers to residents in need. 	<ul style="list-style-type: none"> FCSS, towns, County 	Have a program in place with matched volunteers to residents to provide support	Ongoing	Melonie Lubemsky Amy Morin
7.D Response	Provide a range of mental health supports for residents	<ul style="list-style-type: none"> Establish available resources online, webinars, and other means Determine if these resources will be available in recovery phase 	<ul style="list-style-type: none"> FCSS, towns, County Community resources Government resources 	Options available to access supports for residents	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka Ruth Keiser
7.E Recovery	Establish longer terms activities to aid in recovery process and build resiliency in residents	<ul style="list-style-type: none"> Research and create activities that will enhance resiliency in residents post pandemic Determine what activities can be supportive of recovery 	<ul style="list-style-type: none"> FCSS, towns, County Community resources Government resources 	Myriad of post pandemic activities to build resiliency	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka Ruth Keiser

STRATEGIC FOCUS AREA: ESSENTIAL NEEDS						
OBJECTIVE: Residents are provided access and social supports including mental health supports, family violence, addictions, abuse, disability supports, respite care for caregivers, interpretive services						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
FAMILY VIOLENCE						
8.A Response	Identify what shelters are open during COVID and what their operating capacities and limitations are.	<ul style="list-style-type: none"> Contact regional shelters to speak further about their current services. 	<ul style="list-style-type: none"> Jessie's House, WIN House Lurana Shelter A Safe Place Sage Seniors Safe House 	Have a list of open and operating shelters with contact information to provide to clients, if needed.	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
8.B Response	Understand pandemic effects on family dynamics where family violence may be an issue	<ul style="list-style-type: none"> Coordinate with local agencies for educational resources for residents Research educational information to include on brochure/hand out. 	<ul style="list-style-type: none"> JMMF – Morinville SAIF – St. Albert Alberta Council of Womens Shelters - Edmonton 	List of resources Have list of resources and educational brochure to provide to residents	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
8.C Recovery	Understand the predictors and symptoms of violence in the aftermath of a pandemic, what will indicate individuals are struggling?	<ul style="list-style-type: none"> Research the impact on families and individuals during a pandemic with respect to family violence, what does it look like more in the recovery phase, does it look any different? Coordinate with JMMF and SAIF to ensure resources are available and supporting those in need Create a list of resources and information 	<ul style="list-style-type: none"> JMMF SAIF Towns, County 	Post Pandemic supports are available to families	Not Started	Melonie Lubemsky Amy Morin Teegan Shipka
8.D		<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 			

STRATEGIC FOCUS AREA: ESSENTIAL NEEDS						
OBJECTIVE: Residents are provided access and social supports including mental health supports, family violence, addictions , abuse, disability supports, respite care for caregivers, interpretive services						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
ADDICTIONS						
9.A Response	Develop list of agencies offering addiction services during COVID 19.	<ul style="list-style-type: none"> Contact agencies who offer addiction services to determine any resources, challenges and opportunities 	<ul style="list-style-type: none"> AADAC AL-ANON AHS Rehab Facilities FCSS, towns, County 	Resource inventory is created and maintained, distributed to partners	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
9.B Response	Identify virtual resources available to individuals struggling with addiction during and post pandemic.	<ul style="list-style-type: none"> Research free virtual resources available Explore what their capacity is Create a list of resources with their mandate and services 	<ul style="list-style-type: none"> AADAC AL-ANON AHS Rehab Facilities FCSS, towns, County 	On-line and other resources are maintained and communicated with partners and residents	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
9.C Recovery	Determine what resources will be available to provide support to residents during recovery phase	<ul style="list-style-type: none"> Determine what virtual resources can be maintained during recovery phase of pandemic 	<ul style="list-style-type: none"> FCSS, towns, County 	Residents are accessing virtual resources	Not started	Melonie Lubemsky Amy Morin
9.D		<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 			

STRATEGIC FOCUS AREA: ESSENTIAL NEEDS						
OBJECTIVE: Residents are provided access and social supports including mental health supports, family violence, addictions, abuse, disability supports, respite care for caregivers, interpretive services						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
ABUSE						
10.A Recovery	Provide information to Community on resources related to Elder Abuse including recognition and services available to support those impacted.	<ul style="list-style-type: none"> Connect with SAIF to pull together information. Use social media, mail out to churches to make information available. 	<ul style="list-style-type: none"> SAIF Society Area Churches Social Media (FCSS) 	Community will have information to support seniors in their community impacted by Elder abuse	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
10.B Recovery	Develop a resource handout on scams and frauds and maintain it monthly.	<ul style="list-style-type: none"> Connect with RCMP and access information on frauds/scams being perpetrated. Prepare a one-page poster to share via social media, advertise in newspaper 	<ul style="list-style-type: none"> RCMP Elder lodges 	Communication was provided to community partners as appropriate	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
10.C Response	Determine post pandemic resources and support services for abuse, is extra information and awareness material required into recovery phase	•	•		Not started	
10.D		•	•			

STRATEGIC FOCUS AREA: ESSENTIAL NEEDS						
OBJECTIVE: Residents are provided access and social supports including mental health supports, family violence, addictions, abuse, disability supports, respite care for caregivers, interpretive services						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
DISABILITY SUPPORTS						
11.A Response Recovery	Develop a list of support for those with disabilities or impairments and their caregivers.	<ul style="list-style-type: none"> Contact existing support programs to find out how they are providing service during COVID and post COVID 	<ul style="list-style-type: none"> AISH, Brain Care Centre, Transitions, FSCD, PDD, Transportation Services 	Development of a disabilities resource list is created and distributed with partners	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
11.B		<ul style="list-style-type: none"> 				
RESPIRE CARE FOR CAREGIVERS						
12. A Response	Provide range of support to respite caregivers in the community.	<ul style="list-style-type: none"> Research appropriate agencies, websites, apps, help lines and resources that are supporting caregivers during the pandemic. 	<ul style="list-style-type: none"> FCSS, towns, County 	Have list of tools and resources to provide to caregivers in need in order to support their wellbeing and prevent burnout.	Ongoing	Melonie Lubemsky
12. B Response	Determine what financial supports and subsidies are in place for caregivers during COVID-19.	<ul style="list-style-type: none"> Research any potential financial supports in place 	<ul style="list-style-type: none"> FCSS, towns, County 	Have concrete list of financial supports and resources available to caregivers including criteria and process to apply.	On going	Melonie Lubemsky
12. C Recovery Response	Develop psychoeducational toolkit for caregivers that are available during and after the pandemic	<ul style="list-style-type: none"> Research and put together self-care and wellness education specific to caregivers. Determine and create a means of sharing the information 	<ul style="list-style-type: none"> FCSS, towns, County 	Have a shareable document created to support caregivers health and well-being during and post COVID-19.	On going	Melonie Lubemsky Teagan Shipka

STRATEGIC FOCUS AREA: ESSENTIAL NEEDS						
OBJECTIVE: Residents are provided access and social supports including mental health supports, family violence, addictions, abuse, disability supports, respite care for caregivers, interpretive services						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
INTERPRETIVE SERVICES AND OTHER SPECIALIZED SERVICES (LANGUAGE, HARD OF HEARING, BLIND)						
13.A Response	Have list of MH services that provide specialized services to those who may be deaf, blind, or need translation services.	<ul style="list-style-type: none"> Put together list of services and contact each service to determine what their capacity is during COVID 	<ul style="list-style-type: none"> AHS Government partners 	Have formal list of specialized services put together with contact info and scope of service.	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka
13.B Response Recovery	Create wellness toolkits for those with specialized needs and will these toolkits be available during recovery phase	<ul style="list-style-type: none"> Research self-care and wellness tips/strategies for individuals Create a one page poster of wellness tips Reach out to community agencies and determine if they have any valuable resources 	<ul style="list-style-type: none"> FCSS, towns, County 	Have list of tools, psychoeducation, and wellness strategies specific and unique to identified needs	Ongoing	Melonie Lubemsky Amy Morin Teagan Shipka

STRATEGIC FOCUS AREA: COMMUNICATION AND INFORMATION						
OBJECTIVE: Residents and service providers have consistent and clear messaging/communication and accurate and timely information.						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
COMMUNITY WIDE INFORMATION AND COMMUNICATION STRATEGIES						
14.A Response	Connect via phone with isolated/vulnerable residents to provide connection	<ul style="list-style-type: none"> Develop a “friendly caller” program by using a well-established volunteer base. Seek guidance from established programs (Hinton FCSS) 	<ul style="list-style-type: none"> Victim Services Advocates Hinton FCSS Seniors Groups Local FCSS 	Have a friendly caller phone program operating	Ongoing	Scott Rodda Melonie Lubemsky Laura Schmidt Jenny Larson Jacquie Moren Susan Pearce Communications
14.B Response	Identify new ways to reach our clients that have minimal contact sources (no computers etc.)	<ul style="list-style-type: none"> Consider Region wide Friendly Neighbour Program Make Living Well program info easily accessible online; adjustments to websites, increase social media presence Make flyers or newspaper ads to reach out to those residents without internet 	<ul style="list-style-type: none"> Communications Dept @ Sturgeon County FCSS, towns, County Legal FCSS 	Documentation/numbers of residents who reach out for support Residents are easily able to access Living Well contact information.	Ongoing	Scott Rodda Melonie Lubemsky Laura Schmidt Jenny Larson Jacquie Moren Susan Pearce Communications
14.C Response	Provide residents with timely information	<ul style="list-style-type: none"> Collect information from regional partners on a recurring basis and create a programming newsletter once a month 	<ul style="list-style-type: none"> Communication FCSS Partners 	Residents feel informed	Ongoing	FCSS Partners Communications
14.D Response/ Recovery	Provide residents with a myriad of information sources to ensure the best coverage possible	<ul style="list-style-type: none"> Collect all the most important information for residents and disseminate via flyers, road signs, newspaper ads for those who do not have computers 	<ul style="list-style-type: none"> Communication FCSS Partners 	Residents feel informed	Ongoing	FCSS Partners Communications
14.E Response/ Recovery	Develop a Regional Programming Newsletter that is updated monthly	<ul style="list-style-type: none"> Connect with regional FCSS and Recreation staff for updated programming Advertise newsletter using regional FCSS social media 	<ul style="list-style-type: none"> Regional FCSS partners 	Newsletter is produced and distributed monthly	Ongoing	Regional FCSS partners
14. F Response/Recovery	Create a regional communication person responsible for consistent messaging across partners, ensuring that all programming information is accessible	<ul style="list-style-type: none"> Develop guidelines and processes for sharing information for consistent messaging 	<ul style="list-style-type: none"> Regional Partners 	Information is shared among all partners consistently	Not started	Regional FCSS Partners

STRATEGIC FOCUS AREA: STRONG COMMUNITY SUPPORTS						
OBJECTIVE: Non-profit organizations and social support agencies have access to timely support from regional partners						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
NON-PROFIT ORGANIZATIONS						
15.A Response	Connect periodically with local not-for-profit groups to determine their concerns, how they are supporting their members during COVID and opportunities to collaborate.	<ul style="list-style-type: none"> Develop Not-for-Profit organization list with contact information 	<ul style="list-style-type: none"> Contact Sheets 	Issues impacting local NPO's and the members they serve are identified and responded to collaboratively List compiled Complete	Ongoing	FCSS Partners
15.B Response/ Recovery	Ensure non-profit organizations are well informed to funding opportunities, health and well-ness literature and timely information regarding COVID 19	<ul style="list-style-type: none"> Develop a consistent process for sharing information in a timely manner with all regional organizations 	<ul style="list-style-type: none"> FCSS partners 	Non-profit express receipt and value of information that has been shared	Ongoing	Communication support staff/position
SOCIAL SUPPORT ORGANIZATIONS						
16.A Response	Registration of social support organizations on 211.	<ul style="list-style-type: none"> Connect with local social support organizations and assist them with connecting their information on 211 	<ul style="list-style-type: none"> Mid-Stream Society Food Banks JMMF FRN Alanon Rotary Clubs Kinsmen Lions Clubs 	Residents and service providers serving our residents will have better access to information on social supports 23/7	Ongoing	FCSS partners
16. B		<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 			

STRATEGIC FOCUS AREA: WELLNESS, RECREATION AND SOCIAL PROGRAMMING						
OBJECTIVE: Residents have access to wellness, recreation and social programming opportunities that enhance their well-being and maintain their health and safety as per AHS restrictions and practice.						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
EARLY CHILDHOOD PROGRAM						
17.A Response	Develop Preschool at Home Document	<ul style="list-style-type: none"> • Create document • Get printable document online and available for pickup • Distribute to FCSS departments and residents in the communities 	<ul style="list-style-type: none"> • Early childhood materials 	Number of people who have accessed the material Have Document ready for families to view online or pick-up in person. Program was accessed by families	Completed	Susan Pearce Ruth Kieser
17.B Response	Connect Residents with Early Childhood activity resources	<ul style="list-style-type: none"> • Come up with resources/videos to share in activities calendar for early childhood focused activities 	<ul style="list-style-type: none"> • Various APPs, • Communications Dept. • Social Media • Website • FCSS, towns, County 	Number of hits on website Residents are registering/signing up for activities	Ongoing	Susan Pearce Ruth Kieser
17.C Response	Virtual “stay & play” or coffee times for parents to connect	<ul style="list-style-type: none"> • Create and moderate a virtual coffee time for parents to connect with other parents • Gather resources/activities to share with the parents registered 	<ul style="list-style-type: none"> • Various apps • Communications dept. • Social media • Websites • FCSS, towns, county 	Number of people registered Parents are connected to resources and others in their community	Ongoing	Susan Pearce Ruth Kieser
17. D Response	Keep a working document of all programming initiatives that are going on in each municipality Note: this strategy will apply to all programming – senior, youth, wellness	<ul style="list-style-type: none"> • Create a google doc • Give all programmers editing permission so that they can all work within the document and update as new initiatives arise. 	<ul style="list-style-type: none"> • Google Docs 	All the partners are aware of what the others are doing and work together on projects or share ideas	Ongoing	Ruth Kieser Town programming staff
17. E Response	Create monthly newsletters for regional programming initiatives Note: this strategy will apply to all programming – senior, youth, wellness	<ul style="list-style-type: none"> • Collect programming initiatives for the month from all municipalities • Create newsletter for residents with information about the programs and how to access them 	<ul style="list-style-type: none"> • Mail Chimp • FCSS Partners 	-Residents are provided with information about programs happening in the entire region	Ongoing	Ruth Kieser Town Programming staff

STRATEGIC FOCUS AREA: WELLNESS, RECREATION AND SOCIAL PROGRAMMING						
OBJECTIVE: Residents have access to wellness, recreation and social programming opportunities that enhance their well-being and maintain their health and safety as per AHS restrictions and practice.						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
EARLY CHILDHOOD PROGRAM						
17. F Recovery	Review program refund policies to reflect refunds due to illness post-COVID Note: this strategy will apply to all programming – senior, youth, wellness	<ul style="list-style-type: none"> • Speak to colleagues and regional partners to determine illness refund policies • Discuss with colleagues and regional partners, instructors, supervisors to make decisions 	<ul style="list-style-type: none"> • Finance Departments • Towns, County 	Consistent process supports refunds for residents	Not started	Susan Pearce Ruth Kieser
17. G Recovery	Develop COVID 19 recovery packages for program instructors Note: this strategy will apply to all programming – senior, youth, wellness	<ul style="list-style-type: none"> • Develop COVID 19 Social Distancing information sheets based on AHS guidelines • Develop procedures for instructors that includes PPE, sanitization procedures and policies for 	<ul style="list-style-type: none"> • AHS • Safety officers • Towns, County 	Instructors have consistent guidelines and practice	Not started	Susan Pearce Ruth Kieser
17. H		•	•			

STRATEGIC FOCUS AREA: WELLNESS, RECREATION AND SOCIAL PROGRAMMING

OBJECTIVE: Residents have access to wellness, recreation and social programming opportunities that enhance their well-being and maintain their health and safety as per AHS restrictions and practice.

STRATEGIC INITIATIVES

NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
WELLNESS PROGRAMMING						
18.A	Develop virtual wellness programming for residents to utilize.	<ul style="list-style-type: none"> • Speak to colleagues and regional partners regarding what trends and topics they think is important during pandemic • Determine plan to target and engage residents • Fan out plan to communications department • Look into virtual/alternate options for the Fall • Develop sessions based on needs seen in the community 	<ul style="list-style-type: none"> • FCSS colleagues • FCSS partners • Communications • PerfectMind 	Have unique and assessable wellness program in place including a variety of different topics. Post program evaluations are completed	Ongoing	Susan Pearce Ruth Kieser Teegan Shipka
18.B	Connect Residents with Mindfulness and Wellness activity Resources	<ul style="list-style-type: none"> • come up with resources videos around mindfulness and wellness to include in our events calendar • Provide links to various virtual resources 	<ul style="list-style-type: none"> • Social Media platforms • FCSS, towns, County • Communications 	Information about clicks/views on the website	Ongoing	Susan Pearce Ruth Kieser Teegan Shipka
18.C	Create virtual mental health programming for residents	<ul style="list-style-type: none"> • Develop plan for the week of May 4-11 • Speak to community partners regarding what trends and topics they think are important during pandemic • Develop daily challenges and incentive for residents to participate • Work with communications to get resources on the website and advertise any events • Research 2019 theme and appropriate resources 	<ul style="list-style-type: none"> • FCSS colleagues • FCSS partners • Communications • Social Media Platforms 	Have interactive Mental Health week activities, resources, and challenges in place. Numbers registered in Coffee Time Virtual Chats	Ongoing	Susan Pearce Ruth Kieser Teegan Shipka
18.D	Create ways to connect neighbours to one another Note: this strategy will apply to all programming – senior, youth, wellness	<ul style="list-style-type: none"> • Town of Legal develop "Hello Neighbour" cards to be distributed to the community 	<ul style="list-style-type: none"> • Legal FCSS, mail outs with utility bills, website and social media sites • SC - put on the website and on social media 	Neighbours post cards and reach out to their neighbours	In progress	Susan Pearce

STRATEGIC FOCUS AREA: WELLNESS, RECREATION AND SOCIAL PROGRAMMING						
OBJECTIVE: Residents have access to wellness, recreation and social programming opportunities that enhance their well-being and maintain their health and safety as per AHS restrictions and practice.						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
WELLNESS PROGRAMMING						
18.E Response/ Recovery	Develop programs based on needs seen in the region	<ul style="list-style-type: none"> Reach out to colleagues working in other sections of plan to align program offerings to needs Consider gaps that may exist in programming 	<ul style="list-style-type: none"> Towns, County 	Programs are meeting the expressed needs of residents in the Region	Ongoing	Susan Pearce Ruth Kieser
18.F Response/ Recovery	Create opportunities for residents throughout the region to access programming	<ul style="list-style-type: none"> Compile a document that illustrates all programming in the region so that duplication is avoided, and easier access is created Allow cross registration in region where appropriate 	<ul style="list-style-type: none"> Towns, County Google.doc 			
18.G		<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 			
18. H		<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 			

STRATEGIC FOCUS AREA: WELLNESS, RECREATION AND SOCIAL PROGRAMMING						
OBJECTIVE: Residents have access to wellness, recreation and social programming opportunities that enhance their well-being and maintain their health and safety as per AHS restrictions and practice.						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
SENIOR PROGRAMMING						
19.A	Weekly check in with seniors in the community	<ul style="list-style-type: none"> Collect resources weekly to fan out to members Check in and see how seniors are doing and whether they have heard of any issues in their community/from other members 	<ul style="list-style-type: none"> FCSS colleagues FCSS partners Communications Social Media Platforms 	Communication is established and maintained	Ongoing	FCSS colleagues FCSS partners Communications Social
19.B	Seniors Week (first week of June)	<ul style="list-style-type: none"> Develop plan for senior's week Work with communications to get resources online and advertise for any events 	<ul style="list-style-type: none"> FCSS colleagues FCSS partners Communications Social Media Platforms 	Virtual or modified senior activities are delivered	Ongoing	FCSS colleagues FCSS partners Communications Social
19.C	Senior's One Day Workshop (September)	<ul style="list-style-type: none"> Determine cancelation date pending AHS directives If hosting, plan sessions around issues that may have arisen due to COVID If not, reallocate funds to senior's programming/resources to help with recovery phase 	<ul style="list-style-type: none"> FCSS colleagues FCSS partners Communications Social Media Platforms 	Virtual or modified senior conference or activities are delivered	Ongoing	FCSS colleagues FCSS partners Communications Social
19.D		<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 			

STRATEGIC FOCUS AREA: WELLNESS, RECREATION AND SOCIAL PROGRAMMING

OBJECTIVE: Residents have access to wellness, recreation and social programming opportunities that enhance their well-being and maintain their health and safety as per AHS restrictions and practice.

STRATEGIC INITIATIVES

NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
YOUTH PROGRAMMING						
20.A Response/ Recovery	Move Youth meetings online	<ul style="list-style-type: none">• Create group chat• Organize group meetings	<ul style="list-style-type: none">• FCSS colleagues• FCSS partners• Communications• Social Media Platforms• 	Number of youth participating in group chat, meetings	Ongoing	FCSS colleagues FCSS partners Communications Social
20.B Response/ Recovery	Explore Virtual Youth Programming options	<ul style="list-style-type: none">• Develop a plan Advertise – work with communications to get stuff online and advertise• Proclamation – See if the mayor would be able to proclaim that week Sturgeon County Youth Week	<ul style="list-style-type: none">• FCSS colleagues• FCSS partners• Communications• Social Media Platforms	Number of youth participating	Ongoing	FCSS colleagues FCSS partners Communications
20.C Response/ Recovery	Develop social media platforms more enticing to youth	<ul style="list-style-type: none">• Gain permission to set one up – Ask communications about the possibility of creating one and FCSS operating it• Encourage youth council members to share with their friends	<ul style="list-style-type: none">• FCSS colleagues• FCSS partners• Communications• Social Media Platforms	More youth engaged through platform	Ongoing	FCSS colleagues FCSS partners Communications
20.D Response/ Recovery	Roll out stand-up, alternate Summer programming based on AHS regulations and recommendations	<ul style="list-style-type: none">• Develop program plans based on different scenarios• Reach out to the other municipalities and work together to offer some Summer programming• Develop advertising material to help promote the programs	<ul style="list-style-type: none">• FCSS colleagues• FCSS partners• Communications• Social Media Platforms	Youth participate in programs designed for them Youth are meet and stay connected with other youth	Ongoing	FCSS colleagues FCSS partners Communications Ruth Kieser Jessica Barker
20. E		<ul style="list-style-type: none">• 	<ul style="list-style-type: none">• 			

STRATEGIC FOCUS AREA: VOLUNTEER MANAGEMENT						
OBJECTIVE: Residents have opportunities to receive support from volunteers and residents who wish to volunteer are provided the support and direction to do so.						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
LOCAL and REGIONAL VOLUNTEER REGISTRY AND MANAGEMENT						
21.A	Develop a program to acknowledge residents wanting to volunteer within our Sturgeon Region community, collaborating with regional partners to pool volunteers	<ul style="list-style-type: none"> • Neighbour Next Door Program • Consider local autonomy of volunteer programming that allows for distinct delivery based on local needs • Contact FCSS Partners/Agencies who use volunteers to ask about volunteer databases within their municipalities 	<ul style="list-style-type: none"> • Staff Time • FCSS Regional Partners • Food Banks • Parent Groups from schools • Communications Dept 	Having a database of volunteers to draw upon Have accessible volunteers throughout the regions	Ongoing	FCSS Partners Amy Morin
21.B	Repurpose well established volunteer groups if their mandate can no longer be met	<ul style="list-style-type: none"> • Connect with agencies/NGO/service groups that have volunteers to see if they need to shift focus during the pandemic response not recovery 	<ul style="list-style-type: none"> • FCSS Groups • Food Banks • Victim Services 	Shifted volunteers to new purposes within the County	Ongoing	FCSS Partners Amy Morin
21.C	Develop list of volunteers for a driving services/support	<ul style="list-style-type: none"> • Develop a way people can request the service (online registration) • Develop volunteer program • Put out a call for volunteers • Vet volunteers • Connect them with people in the community who need the services • Ensure all of AHS requirements and guidelines are incorporated 	<ul style="list-style-type: none"> • Driving Miss Daisy • Drive Happiness • Volunteers • FCSS towns, County 	Have a list of active driving services to provide to community partners and clients.	Ongoing	Jacquie Moren, Marg Clark
21.D		<ul style="list-style-type: none"> • 				

STRATEGIC FOCUS AREA: PARTNER WELL-BEING						
OBJECTIVE: Partners in region will embrace a reciprocal means of providing support and resources to one another as required to maintain and promote health and well-being among one another.						
STRATEGIC INITIATIVES						
NO.	Strategy	Strategic Activities/Action	Resources	Outcome Measures	Status	Who
REGIONAL PARTNERSHIP WELL-BEING						
22.A Response/ Recovery	Create a collaborative working relationship with our regional partners	<ul style="list-style-type: none"> Develop a collaborative plan while considering that each municipality has their own concerns and issues Allow partners to openly discuss any concerns or issues through many modes of communication (Skype, TEAMS mtg, email, phone) 	FCSS, towns, County	Having a working group that is contributes equally in their own way to a collective ESS plan	Ongoing	FCSS Partners
22.B Response/ Recovery	During regional meetings, chair of meeting can implement and promote a weekly coping tip or strategy.	<ul style="list-style-type: none"> Research appropriate wellness tips Provide regular check-ins with regional partners 	AHS Regional Partners	Individuals attending these meetings will leave with tip and feel supported by colleagues.	Ongoing	Chair FCSS partners
22.C		<ul style="list-style-type: none"> 				
COMMUNITY PARTNER WELL-BEING						
23.A	Send weekly spring picture with positive mantra via email to community partners.	<ul style="list-style-type: none"> Look up appropriate pictures to send to colleagues. 	AHS Regional Partners Community Partners	Community partners will feel supported and connected to one another.	Ongoing	FCSS partners
23.B	Reach out to community partners, non-profits periodically to ensure their needs are being heard, identifying any pressing issues or challenges.	<ul style="list-style-type: none"> Contact all non-profits and partner agencies Assign a contact person for each community partner to consistently reach out and make contact, update forms as per this process 	Towns, County	Non-profit and community organizations receive timely support and resources	Ongoing	FCSS Partners
23.C		<ul style="list-style-type: none"> 				

DRAFT

Council Report

Date: April 2020 – May 2020

Department: Public Works

Submitted by: Operations Manager

PUBLIC WORKS

- Border Paving chosen as contractor for 48th Ave paving project.
- 51st Ave ditch will have stumps removed and be graded at the end of May to early June depending on weather.
- Solar Farm is under construction. Majority of pilings are installed and some racking.

ROADS

- Streets have been swept.
- Paving project is dependant on Atco moving some gas lines. The start date depends on the completion of their work. A later start does not seem to be an issue for the contractor.
- All back alleys have been graded.

EQUIPMENT/VEHICLES

- Regular maintenance continues on equipment and vehicles when necessary.
- Truck and Box are now at the box installer location. Could be ready in 30 days.

CEMETERY

- Levelled plots from winter burials.

WATER

- Monthly water reads occurred on May 1 /20.
- Completed 6 Alberta 1st Calls in March.
- PLC reprogramming for pumps completed. Now are using 3 pumps for regular pumping. Pumps are alternated weekly.

SEWER

ARENA/PARKS & RECREATION

- Maintenance and painting in the Arena is ongoing.
- Plant maintenance being performed.
- Grass cutting has started.

SAFETY/TRAINING

- Staff have been split in to 2 shifts with 3 staff on each crew. This is an attempt to keep staff available to operate the facilities in the event of someone testing positive for Covid 19.
- Depending on the length of the Social Distancing directions decisions will need to be made on maintenance schedules. Some programs may not have their full scope completed.
- Starting May 25th PW and Parks and Rec staff will be working from 7 am- 7pm Monday to Friday and Saturdays 7 am- 6 pm.

Ken Reil
Operations Manager
Public Works/Utilities/Recreation

Council Report

Date: April 17/20 – May 14/20
Department: Economic Development | Planning
Submitted by: Dianne Allen, Manager

ECONOMIC DEVELOPMENT

Town Owned Land

The Town has two parcels of land 4.59 acres (adjacent to Lillian Schick School) and the land adjacent to the Town office (4 consolidated lots into one). Both of these parcels pose potential opportunity for development and increase to the tax base commercially and residentially.

In order to market these parcels or to initiate a conversation with potential developers the value of these properties need to be determined. An unofficial appraisal was conducted by a Licensed Broker determining approximate values. However, in lieu of Covid-19 and the volatility of the markets and unknown property assessment values, the appraisals most likely will decline.

This may be a discussion at a later date for Council to determine the future of these lands and what is the appropriate plan of action to be taken, upon relaunch and recovery of the municipality.

Sturgeon Regional Group

Due to Covid-19, initial plans to facilitate various business courses and a Breakfast to celebrate “Small Business Week” have been postponed for this year. The Sturgeon Regional Group will focus on recovery and how to best support our businesses in each community and what type of resources are needed. Next steps are being discussed as we do not want to duplicate what is currently being offered.

Spring Clean Up

As the seasons change its time to schedule yard cleanup from the remains of the snow. The main road arteries and highway frontage properties present an image and firsthand impression of the town. For residents along these arteries and residents in general, this is a good time of year to get lawns, landscapes and hardscapes looking there best for the upcoming season.

Website

Information is being prepared and populated to the new website, in conjunction with the Executive Assistant. Very soon the site will go live for Council to view and experience. The new site provides a great design, aesthetically pleasing, relevant information and clear site navigation. Stay tuned!

Post COVID Economy – Todd Hirsch

The health pandemic has taken lives and the economic crisis has closed businesses. In spite of these hardships there is some positivity about a post-COVID world:

- The pandemic will accelerate the fourth industrial revolution – cyber revolution, a world of artificial intelligence, machine learning, blockchain technology and virtual reality. Physically distancing may become more normal, but A.I. and blockchain technologies can create new ways of communicating and boosting productivity.

- The pandemic will reinvigorate the importance of community. Society requires a balance between capitalism, government, and community. If either becomes too strong or weak, things get out of balance. Problems of falling productivity, income inequality and the rise of populism start to emerge. The importance of community will create a healthier balance between our market economy and the government.
- The pandemic will stimulate creativity and innovation. These elements have long been recognized as economically significant, but easily ignored when profit maximization and ROI were the only metrics that mattered. From energy to tourism and from global supply chains to arts and culture – everything has changed, normal is not coming back. The COVID crisis is forcing a re-examination of how business will operate in the future, requiring enormous creative and innovative thinking. The pandemic will stimulate innovations in how we work, such as working remotely, as in modifying the 9-5, Monday to Friday work week.

The COVID crisis is tragic, with human and economic suffering. To embrace productivity, enhance cyber technologies, ignite the power of community and learning to be creative and innovated, these are positives that will pave the path to the future.

5G Technology

There has been discussion regarding 5G. 5G the fifth generation of mobile technology, represents an opportunity for Alberta's economy – both as a support to an exit from an economic crisis and as a competitive advantage for the province's economy going forward. Implementing 5G technology in Alberta would include:

- increasing Alberta's global competitiveness
- improving Alberta's value proposition for foreign direct investment
- creating immediate jobs in the construction and telecommunication sectors
- unlocking economic opportunity for Alberta's strength sectors (energy, agriculture, manufacturing, health, aerospace, transportation/logistics and finance)
- provide new post-secondary training programs and student recruitment opportunities
- enabling productivity improvements across all sectors and
- enabling government to modernize, digitize and achieve efficiencies

The benefits of 5G far outweigh the costs, making this an infrastructure investment that generates immediate economic activity but also lasting economic impact.

Morinville Store Front Improvement Program

Morinville received nine applications for this program, with applications officially closing on April 30/20. Agreement to judge these applications provided an insight on the program and process.

Eligible applications were reviewed upon:

- description of improvements
- materials that will be used
- how improvements will benefit the business
- how improvements will increase visual aesthetics of the property
- photos of the current status of the storefront, prior to improvements
- detailed drawings or illustrations of the proposed storefront improvement
- detailed project budget

Five business were selected, each receiving \$10,000 to improve their storefront. Recipients will be announced.

PLANNING AND DEVELOPMENT

Development / Investment

- Inquiry on decks, garages, moving trees, adding trees

Business and Development Inquiries

- None during this time period

Complaints

Complaints received and investigated for this reporting period include:

- Unsightly yard

Business Inquiries	Compliance Certificates	Development Permits	Building Permits (Gas, Plumbing, Electrical)	Business Licenses	Bylaw Complaints	
0	0	1	8	0	1	This Period
5	4	1	15	30	1	YTD

Meetings/Events Attended/Education

- Manager Meetings – internal exchange of information & updates of Council
- Council Meetings – virtual
- GEEDT (Greater Edmonton Economic Development Team)
- Municipal Planning Services – discuss / review permits / compliance certificates
- Resident Meetings – development questions and inquiries

Respectfully Submitted – Dianne Allen

Council Report

Date May 2020
Department: Administration
Submitted: Joyce Pierce, CAO

Administration

Held management meetings in May which have included discussion and planning for the business continuity planning and the relaunch of the relaxation of restrictions of AHS for the COVID 19 virus. There have been many discussions with the regional CAO's for the ICF/IDP work that administration has been working to complete. Sturgeon County held the public hearing for the IDP, where they heard concerned residents discuss the constraints that were put on Confined Feeding Operations within the buffer zones of the urban municipalities within Sturgeon County. These concerns will cause the process to be slowed or possibly delayed until a further date. Administration will not be bringing the IDP back to Council for third and final reading until those concerns in Sturgeon County have been addressed. Administration is awaiting an invitation from Sturgeon County to further discuss the concerns again. Work has been progressing very well on the solar farm project, the Operations Manager will be speaking to that in the Public Works report. Finance Manager will be reporting on the debenture program application for the solar farm project as well as the variance report and the state of the Town finances during COVID. Economic Development Manger will be bringing forward updated details on the micro cultivation project in that report. Community Services Coordinator will be discussing the work that has been done at the regional level on the Psycho Social Plan, a document that is in the draft stages at this point, but once completed will be included in the ESS portion of the Emergency Management Plan for the region.

Training

Most training has been cancelled until a later date unless it could be held virtually. Discussion during our Management Meeting resulted in the delay of First Aid and CPR training that was scheduled for staff, an extension of expiring certificates was announced by the program to allow restrictions to be lifted before in person training can happen.

AUMA/RMA/ Town Hall Relaunch Strategy- Ask the Expert Meeting

Deputy Mayor Bidney and I attended the Town Hall teleconference on May 14, 2020. This was a meeting that answered questions such as what a relaunch really means from different departments and perspectives. The event was hosted by Christine Malegic- Director of Risk Management AUMA and there were 711 people registered.

Dr Deena Hinshaw expressed her view of the relaunch and added the disclaimer that there is no one size fits all approach to reopening any business or service. In her opinion her decisions have been based on sound medical information that she has available to her and to try to balance the good work that has been done this far in combatting the virus with relaxing some of the restraints, keeping in mind the need to be diligent in how we continue to follow the protocols and remain thoughtful of what we do going forward. She explained about the Relaunch Strategy Guidebook framework and the Enforcement Strategies that are being put in place to help us all achieve success with the reopening. Business as usual will take some time to get back to, as many have said we may be considering a new normal for our business as usual. There are many links to resources that businesses can use to develop their own relaunch strategies that align with the restrictions that are in place during the specific phases of the strategy. As an example of a trigger that may initiate changes to these plans would be a 5% increase in hospitalizations due to the virus after we start to reopen, there are other triggers as well, but that is one that Dr Hinshaw spoke of.

Shane Schreiber spoke of the Provinces considerations of the relaunch. He spoke mainly on the POC and the requirements for supplies and the ability to provide suppliers names and contact information to municipalities rather than provides supplies at this time. He spoke of the costs that have been tracked and associated with the COVID-19 and felt that if municipalities can not afford to reopen areas, as an example playgrounds due to the cost of sanitization that would be required to do such a program then it should not be considered to be reopened.

Jim Rivait- EA Business Planning and Integration talked about the Pandemic Response Planning Team and how they are working to develop the plans and what is being considered. Alberta Environment was scheduled for the meeting, but was unable to attend, a lot of discussion was held in and around the opening of outdoor activities and facilities, examples were campgrounds, boat launches, playgrounds as the like, there are links in place for those items as well.

Josh Brown, NAIT Applied Disaster and Emergency Management, Josh spoke mainly about preparing for the resumption of business keeping the number one objective in mind which is protection of people. People need to feel safe going back into the businesses and the need to communicate the plans and how business are working in an effort to provide public safety and what is expected of the public to adhere to the protocols in place. Businesses will be under heavy scrutiny and will be under the watchful eyes of the public so will need to be sure that they are 100% ready to maintain the protocols that are necessary to open the business and keep the public and the staff safe.

Craig Hrynchuk – Executive Assistant AMHSA spoke to 3 high level topics which were:

1. Increased workplace risk factors

2. Return to work plan
3. Employee Mental Health

One of the topics that was discussed was the Fit for Work assessment that is done with employees when training for new or renewed job processes. One concern the AMSHA has is the increase of alcohol consumption with employees who have been away from work for periods of time. The lack of physical activity that may be lost due to not doing any physical labor during time off. The importance that management needs to consider competency levels of staff when they do return to work. Revisiting procedures may be of great importance if jobs have not been done for some extended periods of time, a refresher may be required. When a plan is presented to employees, it is necessary to build trust that the employees recognize that their wellbeing is of the utmost importance to management. Having discussions in the development of that plan will help to achieve that requirement. Another very important topic is workplace mental health, as returning staff can usually be divided into three groups 40% worried, 40% anxious, 20 % cavalier or nonchalant of the presumed impact. Increased workplace support may be necessary at this time and management should be extremely watchful of the staff and prepared to assist employees with that need. There are weekly webinar's available for staff to participate in every Tuesday that may help to address some of these concerns. The links are on the AMSHCA website to log in.

Many good questions were answered with some answers to be provided at a later date, a record of this meeting will be provided to municipalities which I will be happy to share with Council if you would like that.

SREMP Agency Meeting

The SREMP agency has been having virtual meetings on a weekly basis to share and discuss how we are managing our municipalities during this pandemic. It has been a very good sharing and discussion on all the municipalities positions during these trying times.

Meetings Virtually Attended

Management Mtg	Regular Meeting Council
SREMP Mtg	Provincial Town Hall Mtg
AEMA Mtg	
Regional CAO Mtg	

The workload during these unprecedented times has increased tenfold, but in my opinion the staff are doing a great job of managing the new requirements and the new projects that have been started here at the Town of Bon Accord.

Respectfully submitted
Joyce Pierce, CAO

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING *Regular Council Meeting*

MEETING DATE: **19 May 2020**

AGENDA ITEM: *Landscaping Deposit*

RECOMMENDATION:

That, in accordance with Part 7.14(2) of the Town of Bon Accord *Land Use Bylaw 2016-03*, as amended, Council adopt a resolution to establish a landscaping deposit fee for the following types of development:

- | | |
|-----------------------------------|--|
| 1. Residential Development | 100% of estimated landscaping costs |
| 2. Commercial Development | 100% of estimated landscaping costs |
| 3. Industrial Development | 100% of estimated landscaping costs |

This landscaping deposit fee shall be provided by the developer in the form of:

- a. cash to a value equal to 100% of the estimated landscaping costs; or
- b. an irrevocable letter of credit having the value equal to 100% of the estimated landscaping costs.

The terms and provisions respecting this deposit fee, including release shall be to the Town's satisfaction as set out in a Development Agreement.

BACKGROUND:

Part 7.7 of the Town of Bon Accord *Land use Bylaw 2016-03 (LUB)*, as amended, states that "prior to the granting of approval of ... a development permit for a large project... the developer shall provide the municipality with a proposed site development and landscaping plan and enter into an agreement with the municipality specifying the respective obligations of the developer and the municipality."

Further, Part 7.14(2) of the *LUB* states that "a landscaping deposit fee as established by resolution of Council may be required with the submission of development permit applications for residential, commercial and industrial development."

Council has not previously passed a resolution in accordance with Part 7.14(2) of the *LUB*.

When significant developments are proposed within the Town, they have the potential to cause offsite impacts on existing or proposed land uses. The *LUB* enables the Development Authority to require that sites be buffered and screened from adjacent development. This buffering/screening may be achieved through the application of landscaping, fencing or berming.

Within the Edmonton Metropolitan Region, landscaping deposits are commonly required by a municipality where an approved landscaping plan is a condition of development permit approval to ensure that the required landscaping is constructed to the satisfaction of the municipality. In the event that the required landscaping is not completed in a timely and satisfactory manner, the landscaping deposit fee can be used by the municipality to complete the deficiencies. The following information is provided to demonstrate the range of landscaping fees required by other municipalities within the region.

- Strathcona County requires a landscaping deposit of 110% of the estimated landscaping costs.
- Sturgeon County requires a landscaping deposit of 100% of the estimated landscaping costs, the
- Town of Morinville requires a landscaping deposit of 100% of the estimated landscaping costs.
- The Town of Stony Plain requires a landscaping deposit of 100% of the estimated landscaping costs.

- The City of Spruce Grove requires a landscaping deposit of 100% of the estimated landscaping costs.
- The Town of Legal requires a \$1000.00 landscaping deposit for residential, commercial, and industrial development permits.
- The City of Fort Saskatchewan requires a \$2000.00 landscaping deposit for residential development permits.

In accordance with Part 7.14(2) of the *LUB*, landscaping deposits are 100% refundable after the first year the development is deemed complete by the Development Officer if the landscaping conforms to the approved landscaping plan and meets with the satisfaction of the Development Officer.

Establishing a landscaping deposit fee will provide greater transparency to developers and to Town residents. It is the recommendation of Administration that Council give consideration to the establishment of a landscaping deposit fee and further, that the landscaping deposit fee be 100% of the estimated cost to complete the landscaping required and approved for a development.

FINANCIAL IMPLICATIONS: *N/A*

LEGAL IMPLICATIONS: *N/A*

LEGISLATIVE HISTORY: *N/A*

ATTACHMENTS:

Prepared and Submitted By: Dianne Allen

Reviewed By:

Date: 15 May 2020

TOWN OF BON ACCORD
Request for Decision (RFD)

MEETING:	Regular Council Meeting
MEETING DATE:	May 19, 2020
AGENDA ITEM:	Feed the Families Food Drive
RECOMMENDATION: THAT ... Council approves those members who can assist with the Feed the Families Food Drive on May 29, 2020.	
BACKGROUND: <p>For several years, the Town has hosted a food drive to help support the Bon Accord Gibbons Food Bank. Bon Accord's Council is an important part of the food drive and their help is greatly appreciated.</p> <p>Council and volunteers are asked to meet outside the front of Town office on Friday, May 29 @ 9am. Gloves and hand sanitizer will be available, but volunteers who wish to wear masks must supply their own.</p> <p>Volunteers will be asked to help unload and sort donations at the food bank facility.</p> <p>If you or someone in your household is sick or has any symptoms, we ask that you do not participate in this event.</p>	
FINANCIAL IMPLICATIONS: NA	
LEGAL IMPLICATIONS: N/A	
LEGISLATIVE HISTORY: N/A	
ALTERNATIVES: <ol style="list-style-type: none">1. Council approves (Councillors names) to assist with the Feed the Families Food Drive on May 29, 2020.2. Council is unable to assist with the Feed the Families Food Drive on May 29, 2020.	
Prepared and Submitted By: Jenny Larson, Community Services Reviewed By: Date: May 12, 2020	

TOWN OF BON ACCORD
Request for Decision (RFD)

MEETING: Regular Council Meeting

MEETING DATE: May 19, 2020

AGENDA ITEM: Outdoor Theater Equipment

RECOMMENDATION: THAT ... Council approves the purchase of outdoor theater equipment up to \$1500.00, through Community Services.

BACKGROUND:

Successful movie nights in Bon Accord have taken place over the years. These events bring families and community members together.

Renting equipment for these events has proven to be costly. I received a quote in 2019, and the rental costs were as followed:

\$2800 for a one-time Open-Air Cinema event;
\$3600 for a Drive-In experience.

If the equipment was town-owned, we could host multiple events throughout the year. Some ideas include adding a movie night to Harvest Days, Movies in the Park, evening movie nights during Summer Camps, and standalone events like- Teen Nights.

Since community events and Summer Camps for 2020 have been canceled, there will be a surplus in the Community Services budget.

The blow-up screen could fit in the arena if there was inclement weather, and possibly on the amphitheater.

The equipment may not be 'Movie Theater' grade, but with research, the equipment could be purchased to provide a great picture for a great town.

FINANCIAL IMPLICATIONS:

Amounts are rough costs, and more research needs to be done to ensure, good quality equipment is purchased.

18 Foot Inflatable Screen \$290 plus gst

New 1080p HD Projector \$315 plus gst

Additional Speakers (add on to the Town's current system) \$150 plus gst

DVD's \$5 – \$25 a movie plus gst

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY: N/A

ALTERNATIVES:

1. Council approves the purchase of outdoor theater equipment up to \$1500.00, through Community Services.
2. Council declines the purchase of outdoor theater equipment.

Prepared and Submitted By:

Jenny Larson
Community Services

Reviewed By:

Date: May 12, 2020

TOWN OF BON ACCORD*Mayor's Report for period April 20 -May 19, 2020*

April 8, 2020	Attended Conference Call: Sub Regional Mayors and CAOs
April 15, 2020	Attended AUMA Municipalities Townhall Meeting Remotely
April 20, 2020	Attended CRNWSC Board Meeting Remotely
April 20, 2020	Attended Municipal Affairs telephone Town Hall
April 21, 2020	Attended Regular Council Meeting Remotely
May 4, 2020	Attended Municipal Affairs Telephone Townhall Meeting

Notes: The water usage for the Town in 2019 was 129847 m3 at a cost of \$208248.62

David J. Hutton
Mayor
Town of Bon Accord



TOWN OF BON ACCORD

Deputy Mayor Report – for April 15 – May 12, 2020

April 21, 2020	Attended Regular Meeting of Council and the Public Hearing for the MDP and LUB
April 23, 2020	Attended Virtual Homeland Housing Meeting. Covid 19 has delayed completion of several projects including Diamond Springs Lodge, and the new Affordable Housing project in Morinville. The new name has been chosen by the Town of Morinville and it will be named after Paul Krauskopf who was a life long Morinville resident and long time councillor and mayor. Painting and flooring for the Bon Accord self contained units will also be delayed. A computer for each site to allow residents to facetime or skype with family have been deployed. Next to figure out is enabling access to mental health and health support services such as footcare, beauty salon etc.
April 24, 2020	Attended virtual meeting of the Alberta Capital Region Wastewater Commission (ACRWC). The board has received two requests to temporarily defer its rate. As most of the ACRWC's costs are fixed and the deferral of critical capital maintenance activities could have longer term consequences to the rate, it was decided to maintain the current rate. The chair will send a letter to the Minister of Municipal Affairs to let him know that we have several shovel-ready projects that could be considered for more economic stimulus measures. The sewer policy was updated to include provision for when a member community asks to discharge contaminated groundwater or stormwater into the wastewater system. The board also approved two debenture authorizations for capital projects identified in the 2020 Capital Budget.
May 5, 2020	Attended the Regular Meeting of Council by Microsoft Teams

Lynn Bidney
Deputy Mayor
Town of Bon Accord

TOWN OF BON ACCORD
Council report
April 15 – May 15, 2020

April 21 Attended regular meeting of council
May 5 Attended regular meeting of council
May 7 Attended PLSB Webinar: Library Board Governance during the COVID-19 Pandemic

Notes: All my board meetings have been cancelled until further notice.

Tanya May
Councillor
Town of Bon Accord

TOWN OF BON ACCORD

Councillor Report – for period April 15 -May 13, 2020

April 21, 2020 Attended Regular Meeting of Council virtually

May 5, 2020 Attended Regular Meeting of Council virtually

Note: All of my board meetings and events scheduled for the near future have been canceled at this point due to Covid-19

Lacey Laing
Councillor
Town of Bon Accord



TOWN OF BON ACCORD

Councillor Report – for period April 17 – May 13, 2020

April 17, 2020	Redwater Mayors Breakfast <u>Cancelled</u>
April 20, 2020	Attended virtual CRNWSC . Included Metrix Financial Audit presentation, Engineering Services Sub Committee Update and Commission Manager's Financial Report.
April 21, 2020	Bon Accord Volunteer Appreciation Event <u>cancelled</u>
April 21, 2020	Attended Regular Meeting of Council
May 5, 2020	Attended Regular Meeting of Council
May 6, 2020	ACCPA Conference <u>Cancelled</u>

Brian Holden
Councillor
Town of Bon Accord