



**Central Peace Family and Community Support Services**  
**Regular Board Meeting**  
**December 10, 2024**  
**Council Chambers, MD of Spirit River #133**  
**Spirit River, In the Province of Alberta**  
*Minutes*

In Attendance:	Denay Bjornson Evelyn Bzowy Stan Bzowy Jeannine Chambul Joanne Chelick Tammy Yaremko Rhonda Yurchyshyn	Birch Hills County Council MD of Spirit River #133 MD of Spirit River #133 Council Town of Spirit River Village of Rycroft Council Town of Spirit River Council Town of Spirit River
Chair:	Jeanne Yoder	MD of Spirit River #133
Administration:	Rebecca Fitzsimmons Denise Skoworodko Dan Dibbelt	Coordinator Acting Coordinator CAO, MD of Spirit River #133
REGRETS:	Carrie Jackson	Village of Rycroft

- 1) Welcome. Meeting called to order at 6:32PM.
- 2) Approval of:
  - a. Agenda
    - i. **MOTION 82-24:** Moved by Tammy Yaremko to accept the December 10, 2024 agenda. All in favour. **CARRIED**
  - b. Minutes
    - i. **MOTION 83-24:** Moved by Jeannine Chambul to accept the November 12, 2024 minutes as presented. All in favour. **CARRIED**
  - c. Coordinator's Report presented, also included Assistant Coordinator's report, for which there was positive feedback;
    - i. **MOTION 84-24:** Moved by Stan Bzowy to accept the December 10, 2024 Coordinator's Report as presented. **CARRIED.**
- 3) Financial Report
  - a. Financial report not presented. **MOTION 85-24:** Moved BY Tammy Yaremko to accept the 2024 Budget as Draft 2025 Budget. Seconded by Denay Bjornson. All in favour. **CARRIED**
- 4) Business Arising from the Minutes
  - i. Board Governance Training: tabled for January 2025 meeting;
  - ii. Community Kitchens: summary of request from service provider Janet Sinkwich that FCSS Board provide direction regarding frequency; determined that a kitchen soon into the new year would be appropriate, with preference for January 5, 2025, and alternate date of January 12, 2025; also concluded that Community Kitchens should ideally occur at a frequency of once per month, facilitating between 10-12 events per year; these are to be hosted at a location of the service providers choice; will

- continue grocery gift cards for the purchase of the food, and offer honourariums to service provider in the amount previously agreed upon;
- iii. Christmas Sharing Program: currently 72 applications, 153 individuals;
    1. **MOTION 86-24:** Moved by Jeannine Chambul that each individual receive \$150, any funds needed beyond the 2024 donations can come from reserves; Seconded by Denay Bjornson; All in favour; Motion carried;
  - iv. Secret Santas for Kids update: received 39 wishlists for children in conjunction with Christmas Sharing Program applications; enough sponsors to meet needs, with some additional last-minute sponsors willing;
  - v. Santas for Seniors update: 47 applications, 50 individuals (some were couples); enough sponsors, delivery started, will call to ensure they are aware of delivery prior to delivery;
  - vi. Christmas Meals for Seniors: had discussion with service provider Janet Sinkwich; board discussion around who should receive/how many meals to request; agreed upon to proceed with 48 meals, delivery to be coordinated by FCSS staff; recipients will include Meals on Wheels clients; FCSS staff will offer extra meals to individuals who have submitted Santas for Seniors wishlists and Christmas Sharing Program applications who fit the criteria for Christmas Meals for Seniors;
    1. **MOTION 87-24:** Moved by Evelyn Bzowy to use gift cards for the purchase of the food and up to two days' honourarium for the preparation of and packing of 48 meals for seniors, to be drawn out of the Community Kitchens account; Seconded by Jeannine Chambul. All in favour. Carried.

5) In Camera:

- a. **MOTION 88-24:** Moved by Joanne Chelick to move in camera at 7:40 pm;
- b. **MOTION 89-24:** Moved by Joanne Chelick to move out of camera at 7:50 pm;
- c. **MOTION 90-24:** Moved by Evelyn Bzowy, as per in-camera discussion, to purchase gifts for permanent FCSS staff. Seconded by Rhonda Yurchyshyn. All in favour. Motion carried.

6) New Business

- a. Home Alone Refund:
  - i. **MOTION 91-24:** Moved by Denay Bjornson to refund \$20 to Home Alone applicant. Seconded by Rhonda Yurchyshyn. Carried.
- b. Meals on Wheels Drivers Bonus:
  - i. **MOTION 92-24:** Moved by Joanne Chelick to give Christmas bonuses to Meals on Wheels Drivers, each in the amount of \$100 gift cards, and Home Support Workers, each in the amount of \$250 gift cards, to be paid for out of Christmas reserves. Seconded by Jeannine Chambul. All in favour. Motion carried.
- c. Home Support Workers Bonus:
  - i. **MOTION 93-24:** see above
- d. FCSS service fees cost increase: accepted as information, the MD is increasing their costs incurred to FCSS from 11% to 15%, effective January 1, 2025;

- e. Snow Angels: overviewed program in brief, direction given regarding posting map with locations on FCSS website; no names will be publicly posted; no concerns were expressed; recommended to inquire to each client as to their permission;
- f. Office Closures: Holiday hours overviewed by MD CAO Dan Dibbelt at beginning of meeting, MD office will be closed to the public December 23, 2024, reopening January 6, 2025; employees will be compensated for stat holidays, and the 24<sup>th</sup> and 27<sup>th</sup> of December, 2024; staff have the option of coming into the office to work on the days the office is closed (excluding stat holidays);
  - i. **MOTION 94-24:** Moved by Evelyn Bzowy that FCSS will mirror the MD office for holiday hours, and their pay schedule for said hours. Seconded by Denay Bjornson. All in favour. Motion carried.
- g. Coordinator Hours: clarification regarding hours worked by FCSS Coordinator & direction regarding hours in excess of 35 hours/week;
  - i. **MOTION 95-24:** Moved by Jeannine Chambul that Coordinator's banked time will not exceed more than the weekly 35 hours allotted and anything over the allowable 35 banked hours will be paid out; Seconded by Tammy Yaremko. All in favour. Motion carried.

7) Correspondence

- a. Northwestern Alberta Foundation grant awarded;
- b. Rycroft Community Library Self-Defense class summary - 14 participants, well received, intend to offer again, will lower minimum age to 16 years.

8) Council Updates

- i) MD of Spirit River - Councillor Stan Bzowy commended the lovely seasonal decorations in all three municipalities; reports that discussion with Town of Spirit River regarding the old lodge is ongoing; hoping for operation of the day care by April or May, 2025;
- ii) Village of Rycroft - Councillor Joanne Chelick highlighted Rycroft Village Christmas tree light-up, acknowledged the roads have been adversely affected by the recent weather;
- iii) County of Birch Hills - Councillor Denay Bjornson reported budget has been the focus of Birch Hills County this month;
- iv) Town of Spirit River - Mayor Tammy Yaremko highlighted Town of Spirit River Christmas tree light-up event; shared the news of the opening of two new restaurants in the town; acknowledged that the MD is going to assume the managerial rights for the day care; advised of upcoming G5 meeting happening December 12, 2024;

Next meeting - Scheduled for January 14, 2025 at 6:30 pm in the MD of Spirit River Council Chambers.

Chair adjourned meeting at 8:33 pm.

These minutes approved this day of date \_\_\_\_\_, 2025:

\_\_\_\_\_  
FCSS Chair

\_\_\_\_\_  
Coordinator