

**COMMUNITY SERVICES BOARD MEETING MINUTES**  
**Thursday, February 18, 2021**  
**12:00 P.M. – via Microsoft Teams**

**File: 0105-19-01**

**IN ATTENDANCE:**

**Name**

Marina Krainer, Ward 4 - Vice-Chair  
Margaret Blokhuis, Ward 1 - Chair  
Lisa Rosvold - Member (Council)  
Lynn Brown, Ward 2 - Member-at-Large  
Alice James, Ward 3 - Member-at-Large  
Deb Grady - Staff/Recording Secretary

**Delegations**

None

**1. CALL TO ORDER**

Vice-Chair M Krainer called the meeting to order at 12:08 p.m.

**2. REGRETS**

None.

**3. ADOPTION OF AGENDA**

**MOTION** by L Brown that the agenda be adopted with 2 additions;

- 7. b) CHCI Grant Opportunity Discussion.
- 8. b) BVVS Thank you Letter.
  - c) Expense Claim Form

**CARRIED**

**4. ADOPTION OF MEETING MINUTES**

**MOTION** by L Rosvold that the minutes from the November 17, 2020 CSB meeting be approved as circulated.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES**

- a) Benchlands Lagoon – M Krainer no changes, being used for skating and hockey now with no sign of the beaver.

**ACTION:** Keep this item as business arising

- b) November 17, 2020 Action Items

- i. Discuss options for larger or unsuitable items left outside waste bins – ongoing with Operations, will be able to get further now that fall rush is over. LdACA now doing community collection twice/per year as volunteers, Landfill has waived dump fees. So much that doesn't go in bins is not worth a trip to the landfill by residents ie broken hockey stick or broken lawnchair

**ACTION:** D Grady to review with J Kassel to determine route(s) to take with Operations

- ii. Draft statement to applicants regarding the average size of usual CS Grants (modified from AB Eco Trust's statement).

The Community Service grants annual budget is approximately \$27,000 with many groups that apply for these funds. *Is adding this a good or bad idea? - The average grant size is approximately \$2,100 but have varied from \$300 to \$9,000.*

**ACTION:** D Grady to get this statement reviewed/edited by J Kassel and R Ellis for acceptable wording and ask if it needs to be approved by council since it is not a change in policy, only a clarification for applicants.

## 6. REPORTS

- a) Community Services Coordinator Report- reviewed and accepted as information with
- added verbal information on DMF Community Garden Grant application for \$3400 to BCCF via MD for Garden shed and tools.
  - added stats for Feb 22 Good Food Box numbers

### 22-Feb

<b>MD Bighorn</b>	
DMF	2
Exshaw	20
HH	0
LdA	1
S Ranchlands	1
<b>Kananaskis</b>	3
subsidized \$5	5
Pay what U can	4
full price	18
<b>Totals</b>	<b>27</b>

- addition of coming Courses/Training for D Grady.
- additional discussion on Communities in Bloom- Best Garden Selection improvements for 2021 to encourage more participation. Add categories for Youth, Indoor Gardens and Food Gardens/Greenhouses. Promote more on Facebook with photos of past garden submissions to build interest.

**ACTION:** D Grady get a quick ad together to add to March Newsletter.

- additional discussion on MD Evacuation Plans development contract;
  - Will communities and staff be consulted during this plan development process?

**ACTION:** D Grady to follow up with R Ellis

- b) Community Service Board Members – verbal updates.

### **A James, Ward 3/Jamieson Road**

- Area Facebook group mostly used to find/return lost pets, but also distribute info as applicable, was asked about feedback for CSB meeting today with 1 response;
- Garbage bin and possibly cardboard bin are often too full to use on Sunday, can they be emptied on Friday to provide more space for weekend cleaning?

**ACTION:** D Grady to follow up with J Kassel/Operations

- Ran CHCI Grant info by Beaupre who had an immediate phone meeting and came up with several possible grant ideas.

#### **L Brown, Ward 2/DMF**

- Good turnover in DMFCA Board in January, now getting themselves organized to move forward.
- Recreation Committee has applied for \$125,000 to Provincial CFEP to match MD CEP Grant, will hear if successful in July.
- Temporary rink is set up for the year again, was slow to get ice with the warm weather but is in heavy use now.
- Community Garden gearing up for spring with 2 grant applications for Garden Shed (BCCF) and Garden Table & Benches (ChooseWell). Needs a support letter from MD which D Grady can provide. ChooseWell Grant online application is poorly laid out and doesn't match line numbers in their guide at all.

#### **M Blokhuis, Ward 1 Exshaw**

- Very quiet, everyone hibernating or trying to stay in from the cold.

#### **L Rosvold, Ward 2 Council**

- Some lands sold in hotel commercial zone of DMF.
- Toured HH FireSmart work, excellent job of taking residents wants into account and leaving visual barriers.
- LdACA has set their 2021 meeting dates for the year.
- Council and residents have submitted questions to Exshaw Report Hydrogeologist to answer.
- Council approved up to 50% refund of Municipal portion of taxes for east Exshaw residents who document & submit their financial hit from flooding last spring.
- Having Council & committees' meetings online and available at flexible times is proving to be a good COVID outcome, getting more folks engaged and makes MD operations more transparent. This will continue with Council in the future, AV equipment is being installed in Council chambers this week to facilitate that.

#### **M Krainer, Ward 4/Benchlands**

- Very quiet, private, and lonelier with cold weather
- Cross Country Skiing and Skating are popular, access to more trails to walk and ski would be nice.
- GG(B)CA Liability Insurance with RMA/Intact Insurance has more than doubled and deductible went from \$1,000 to \$10,000. Now have more reasonable quotes from Cooperators and Western Financial which will cost approx. \$100 more than previous total cost (including membership) with RMA. Bank account is pretty bare so asking membership payments now for 2020 and 2021, only 2 memberships were paid in 2020.

## **7. NEW BUSINESS**

- a) Community Services Action Plan 2013-2020 accepted as useful historic information. 2021 reviewed and added items in Trails, Culture & Recreation Programming as well as for Community Groups Supports – source a fact list to help them plan to safely operate and meet during COVID this year.

**ACTION:** D Grady to update and distribute 2021 year with meeting notes (Attachment 1)

b) Canadian Healthy Communities Initiative (CHCI) Grants – discussion of possible projects to include with info when sending it to Community Groups to help them begin to think of ways to apply these funds.

- Zoom meeting memberships, open up entry areas for easier access with distancing, expand sound systems to indoor and outdoor use, add a gazebo or sun shelter outside, provide Wi-Fi access outside firehalls for those who can't get it at their homes or help to bring Wi-Fi to areas which can't get it presently (ie. lower benches), outdoor fitness equipment around our playgrounds, apply for DMF rink funding.
- Reminder that there are also Community Enhancement Program (CEP) capital grants available in the wards (especially Wards 3 & 4) that might be able to be used to match or add to these federal amounts.

**ACTION:** D Grady to send to area community groups with these starter ideas and CEP program information.

**8. CORRESPONDENCE/INFORMATION**

a) Diabetes Donation Bins - stats reviewed.

**ACTION:** D Grady to put reminders about these bins and what they can take in the newsletters spring and fall at least

b) Letter of thanks from BVVS was read and will be emailed to CSB members. Helps folks know that these services (and STARS) are only available if supported by local volunteers and municipalities as part of their fundraising, these are not provincial services.

c) Expense Claim –

**ACTION:** members to complete and submit via photo or scan emailed to D Grady.

**9. DATE/LOCATION OF NEXT MEETINGS**

Late April or early May meeting via Microsoft Teams,

**ACTION:** Date to be set based on availability of L Rosvold, L Rea, L Hill and D Grady.

Options will go out via doodle poll shortly.

- CS 2022 Grant Application and information review and update.
- Progress on Action Items

**MOTION** by M Blokhuis that the meeting adjourn at 1:37 pm

**CARRIED**

  
\_\_\_\_\_  
CHAIRPERSON

  
\_\_\_\_\_  
SECRETARY

# MD of Bighorn - Community Services Action Plan

## January 2021 to December 2021

Community Service	Project	Actions	Resources/Who	Completion Date
<b>Trails</b>	Trail Inventory	Assess condition of trails in spring and after events.	Operations – Parks Worker	May-October
	TCT handoff to AB Parks	LOC not renewed by MD and Trail handed off to AB Parks	MD Planning & Parks, AB Parks, AB Public Lands	March 31/21 too optimistic?
	Back 40 – Resource Management Plan, Caretaker Agreement updated	Compile & review input from all parties, finalize and sent to SVW & MD Councils for approval. Signatures by Sept 30/21	CSC, GWTA, SVW, AB Public Lands	Councils – June Signatures - September
	South Exshaw Trail 3-way Agreement Renewal for 5 yrs	Get input from AB Parks, finalize with all 3 parties	CSC	March 31/21
	Memorial Bench Program	Compile inventory Promote program, locate benches with staff, family, community input.  Install & Maintain Benches	CSC  Operations – Parks	March 31/21 Ongoing  May-October
<b>Parks and Playgrounds</b>	Community Playground Inspections	Provide playground inspections as per protocol. Address any areas where MD playgrounds do not meet standards.	Operations - Parks	May & November
	Benchlands Lagoon rec. area	Flooding/controllable outlet to river	Operations, GGCA, CSC, Council	Spring
	Annual playground upgrades	Annual budget item	Operations – Parks, Council, CSC & Community inputs	Ongoing
<b>Culture and Recreation Programming</b>	Libraries	Promote library services and community programs within the MD and neighbouring communities.	CSC, Community Facebook pages	Ongoing
	Fitness and Other Courses (Cross Train, Yoga) Youth Projects (TKD, Rock Painting) Community Gardens and Kitchen Classes	Promote more outdoor programs in all Hamlets	CSC, Community Assoc & Facebook groups	Spring/Summer/early fall

<b>FCSS</b>	Snow Angel	Connect seniors requiring snow shovel services with volunteers.	CSC, Community Facebook pages	January-April, October-December
<b>Food Security</b>	Good Food Boxes	Coordinate with Area Partners and volunteers, assist with 'Pay What You Can' program, promotion & reminders.	CSC & Volunteers	Monthly
	Food Alliance/Rescue	Promote local food production, rescue opportunities and education	BVFA, CSC, Volunteers	Ongoing
<b>Other: Transportation</b>	Transportation Options: Driving Angels	Ensure seniors and disabled throughout the MD are aware of transportation options available.	CSC	Ongoing
	Volunteer Drivers	Market and recruit for Volunteer Driver program.	CSC	Ongoing
	Disabled Access	Pursue Regional disabled access transportation options.	Council, Service Clubs	Ongoing
<b>Other: Community Grants Programs</b>	MD Grants Outside Grant	Provide information to eligible community organizations.	CSC	May Ongoing
<b>Other: Communication</b>	Maintain and Promote variety in forms of Communication between Residents and M.D	Web Pages updated frequently, along with message boards at dumpsters/dumps, and Social Media	CSC, Community Facebook groups	Ongoing
<b>Other: Emergency Social Services (ESS) planning</b>	MD MEP & ESS plans	Review & update annually.	Staff, Contractor	Spring
	Community Emergency Contacts (CEC) Program	In person training and practice exercises ICS, Provincial Registration Modules	Staff, CEC's	ongoing
	Emergency Preparedness Promotion	Resources for 72-hour plans/kits Civic Ready - Emergency Notification	Website, newsletters	ongoing
	Community Groups supports	Source fact lists, safe procedures for operation and meeting through COVID	CSC	March 2021
<b>Other: Volunteers</b>	Events/Programs	Assist community groups to recruit, organize, participate, publicize	Staff, Volunteers Website, newsletters	ongoing