



REGULAR MEETING OF COUNCIL

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: April 3, 2023 **Time:** 7:00PM

A. ATTENDANCE

B. CALL TO ORDER

C. AGENDA

D. PRESENTATIONS

E. MINUTES

Item E1: Minutes from March 20, 2023 Regular Meeting of Council

F. CORRESPONDENCE FROM PREVIOUS MEETING

G. COMMITTEE REPORTS

H. OLD BUSINESS

I. NEW BUSINESS

Item I1 – Resident Engagement Survey Results

Item I2 – Grant Funding for “Cup of Joy” Program

J. COMMUNICATION / INFORMATION

Item J1 – Motion Tracker

K. COUNCILLOR UPDATE

L. CLOSED SESSION

Item L1 – Closed Session to Consider “Legal Guidance from Officials” related to the Municipal Water Distribution System.

M. ADJOURN

Item E1

Minutes from March 20, 2023 Regular Meeting of Council

TOWN OF IRRICANA
Minutes of the Regular Meeting of Council held
Date: March 20, 2023 Time: 7:00 pm
Location: Council Chambers: Irricana Centennial Centre, 222 – 2 Street

ATTENDANCE

Mayor:	Jim Bryson (Absent with Notice)
Deputy Mayor:	Kim Schmaltz
Councillors:	Nathanial Fleming, Julie Sim, Lisa McAree
CAO:	Doug Hafichuk (Absent with Permission)
Staff:	Patty Malthouse, Acting CAO

CALL TO ORDER

The meeting was called to order by Deputy Mayor Schmaltz at 7:00 pm.

AGENDA

- (i) Adopt Agenda
56:23 Moved by Councillor Fleming to adopt the Agenda as presented.
CARRIED

PRESENTATIONS

- (i) Meadowlark Trail – Jeannette Richter
Presentation: 7:00 pm to 7:06 pm
Presenter left the meeting at 7:10 pm

57:23 Moved by Councillor Fleming to accept Presentation Item D1.
CARRIED

MINUTES

- (i) Minutes of the Regular Meeting of Council for March 06, 2023.
58:23 Moved by Councillor Sim to accept the Minutes of the Regular Meeting of Council for March 06, 2023, as presented.
CARRIED

CORRESPONDENCE FROM PREVIOUS MEETING

- (i) None

COMMITTEE REPORTS

- (i) None

OLD BUSINESS

- (i) None

NEW BUSINESS

- (i) None

COMMUNICATION/INFORMATION

- (i) None

COUNCILLOR UPDATE

- (i) Roundtable discussion

CLOSED SESSION

- (i) None

ADJOURN

- (i) Adjournment
59:23 Moved by Deputy Mayor Schmaltz to adjourn the meeting at 7:10 pm.

Deputy Mayor Kim Schmaltz

P, Malthouse
Acting Chief Administrative Officer

To: Mayor and Council
From: Chief Administrative Officer
Date: April 3, 2023
Purpose: **Provided for Information**
Subject: Resident Engagement Survey Results

Summary:

This report provides Council with a general summary of results for the Resident Engagement Survey completed in February 2023.

Background and Discussion:

A Resident Engagement Survey (Online) was conducted during the month of February 2023 to gather a general impression of how residents perceive the Town and the various lines of service it delivers.

The survey closed on February 28, 2023 and received a total of 161 responses. Responses yielded indicative results which support many of Administration's working assumptions and will be used to inform decision making and initiatives.

Community Development and Growth

Nearly two-thirds of residents indicated that Town Council should be focusing on the future, with half of all respondents indicating that 'The Long Term' is a priority.

Although commercial development is a clear priority for respondents, 75% of residents feel the Town's population should grow 'Slightly' or 'Significantly', with the population landing between 1,500 and 3,000 over the next ten years.

Interacting with the Town

With respect to interacting with Administration, approximately half of all respondents indicated that 'Email' is their preferred first choice, with 'In Person' being the top preference for roughly a third of residents.

For financial transactions, Debit and EFT are the preferred methods, with at least 60% of respondents indicating those options as either their first or second choice.

Surprisingly, support for payment by Credit Card was significantly weaker than anticipated. Only 12% of respondents indicated Credit Cards as their top choice for making payments, with 61% indicating that they had no interest in doing so if a 2% surcharge was added.

Satisfaction of Services

As part of the survey, Residents were asked to indicate their general satisfaction, on a scale of 0 to 10, with a variety of facilities and services provided by the Town.

Of the five service areas identified (Below), the average satisfaction rate was 4.9 out of 10. Further, when asked what the right balance is between Property Taxes and Service Levels, the average rating was also 4.7. It's noteworthy that the satisfaction rate largely mirrors the willingness to fund those activities through property taxes.

Solid Waste & Recycling (6.0 Average)
Parks & Greenspaces (5.1 Average)
Utility Services (5.2 Average)
Road Upkeep and Maintenance (4.3 Average)
Snow and Ice Control (3.4 Average)

Although this may indicate that residents are neither particularly happy nor unhappy with the overall quality of services provided, it's clear that Road-related services should be prioritized for improvement.

Alignment with Assumptions

The results of the 2023 Resident Satisfaction Survey largely validated a number of working assumptions, including:

1. Residents are largely 'future-focused' and that there is solid demand for growth within the community. While commercial development is a key priority, growing the population to between 1500 and 3000 is agreeable to most residents.
2. Emphasis should be placed on the use of technology to improve access to information, increase Council Meeting participation, and provide self-service options to residents.
3. Residents prefer that property taxes remain modest (i.e., average) even if doing so limits the services / service levels being delivered.
4. Road Maintenance (including SNIC) should be prioritized for improvement, and that reasonable investments in both equipment and processes are justifiable.

Financial Implication(s):

No financial implications. The report is provided for information only.

Recommendation:

Administration recommends that the report be received for information.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** Administration's report be received for information.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

Attachment 'A' – Resident Engagement Survey Results Summary

Attachment 'A'

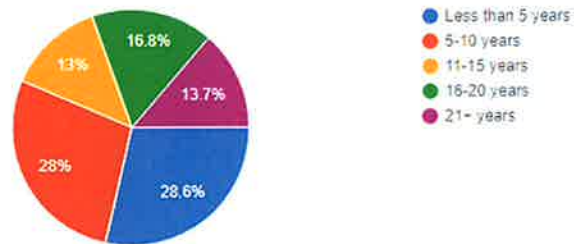
Resident Engagement Survey (Summary Results)



Irricana Community Engagement Survey 2023

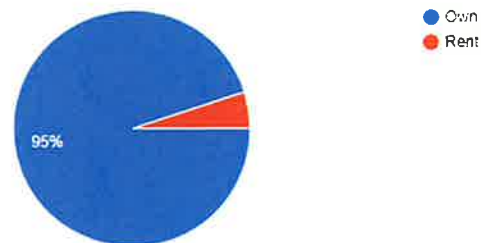
How long have you *lived in Irricana*?

161 responses



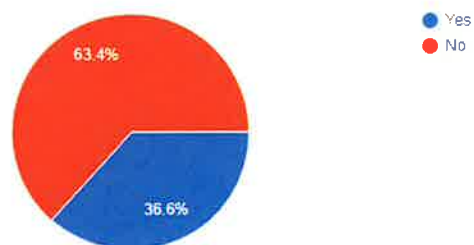
Do you *Own or Rent* your home in Irricana?

161 responses



Do you have *School-Aged Children* in Irricana?

161 responses

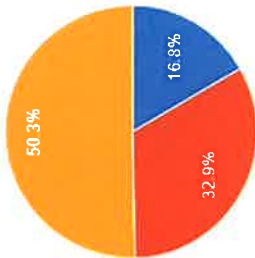


You and the Town

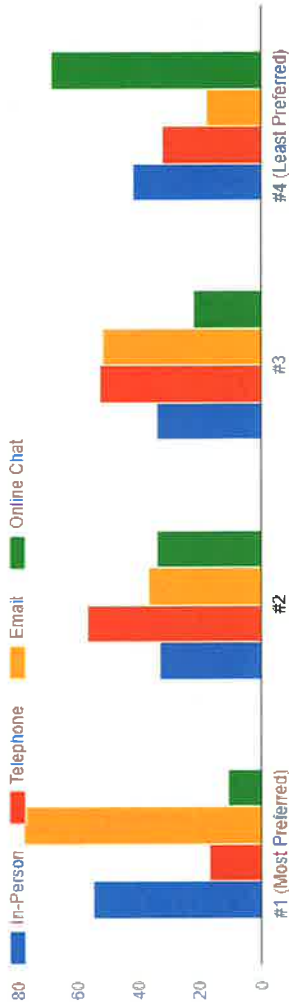
Have you attended a **Council Meeting** in the last year?

161 responses

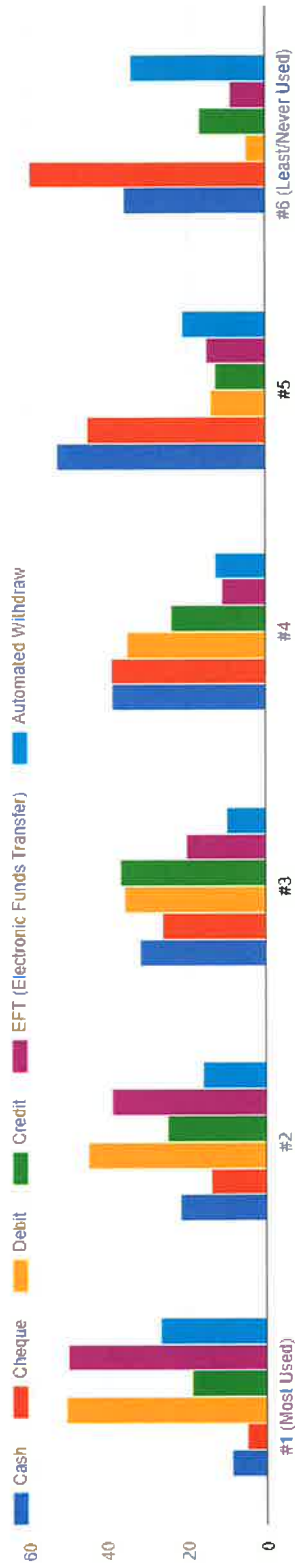
● Yes, In-Person
● No
● Livestream Only



How would you prefer to **interact** with the Town?"

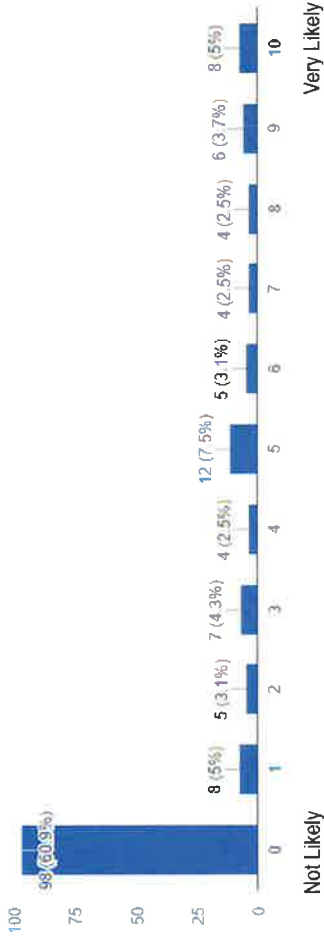


What is your preferred method of **payment**?



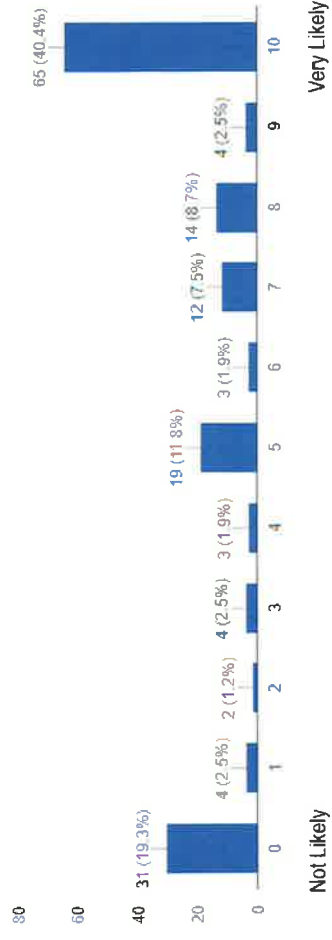
How willing would you be to pay by *Credit Card* if a 2% surcharge was applied?

161 responses



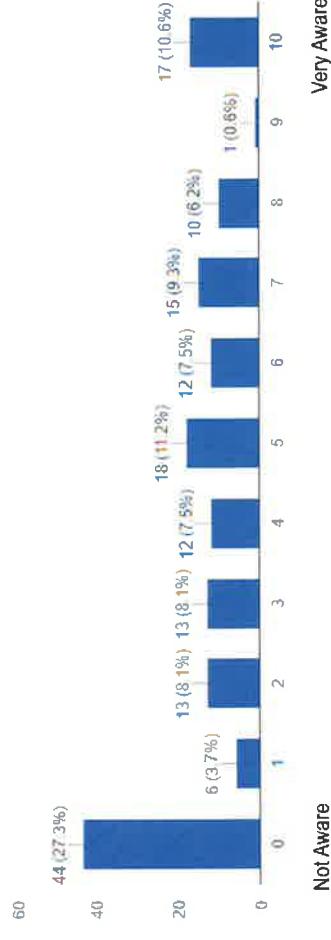
How likely are you to *Sign Up for TIPP (Tax Installment Payment Plan)* if it were offered?

161 responses



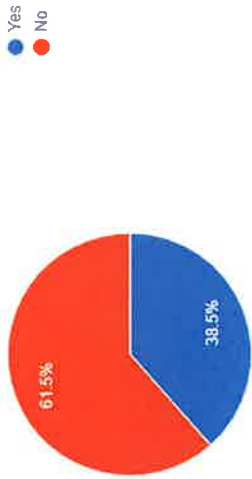
Are you aware of the Programs, Services and Events offered through *Irricana FCSS (Family & Community Support Services)*?

161 responses



Would you be interested in **Volunteering** for local events? *If yes, please email brook@irricana.com to get registered!*

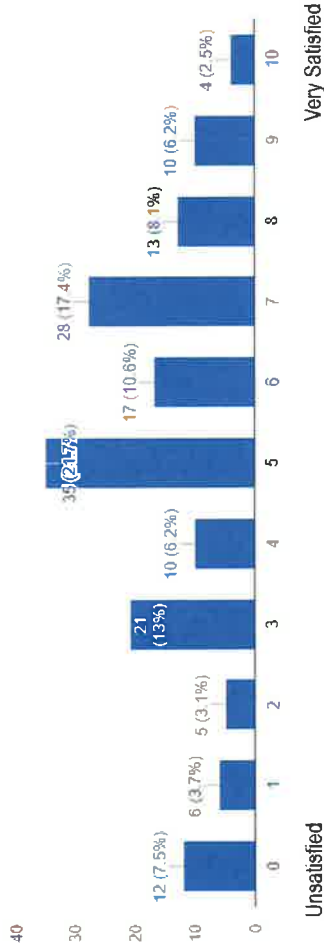
161 responses



General Satisfaction

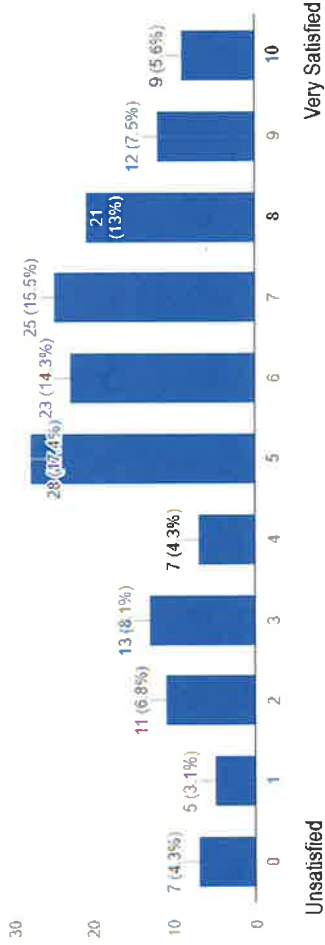
Rate your satisfaction with the **Town Buildings & Facilities** in Irricana:

161 responses



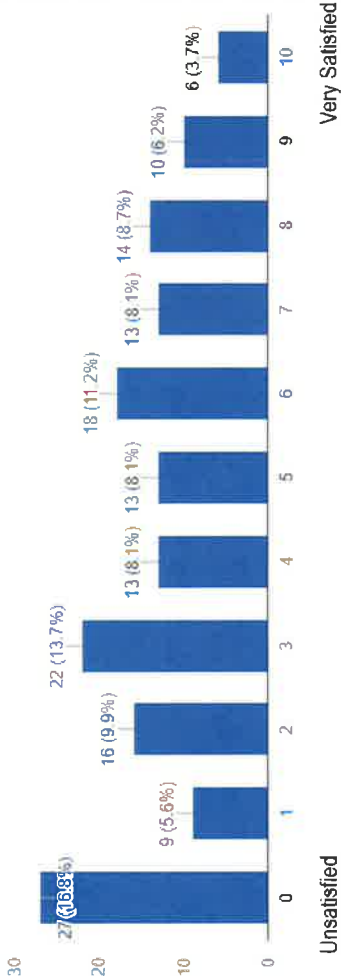
Rate your satisfaction with the **Town Parks & Greenspaces** in Irricana:

161 responses



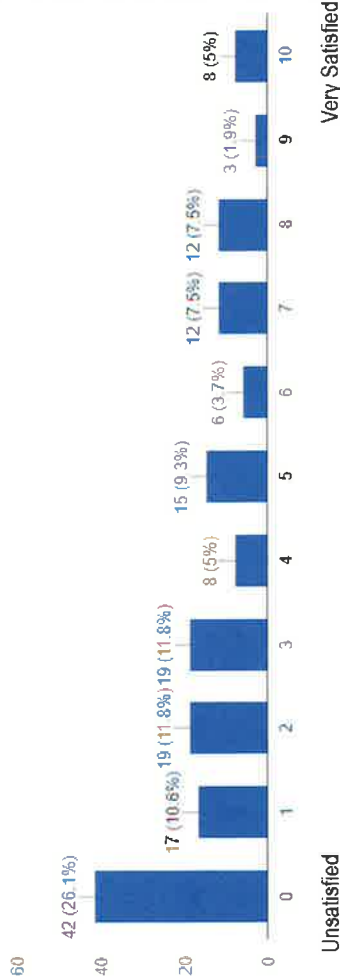
Rate your satisfaction with the **Town Road Upkeep & Maintenance** in Irricana:

161 responses



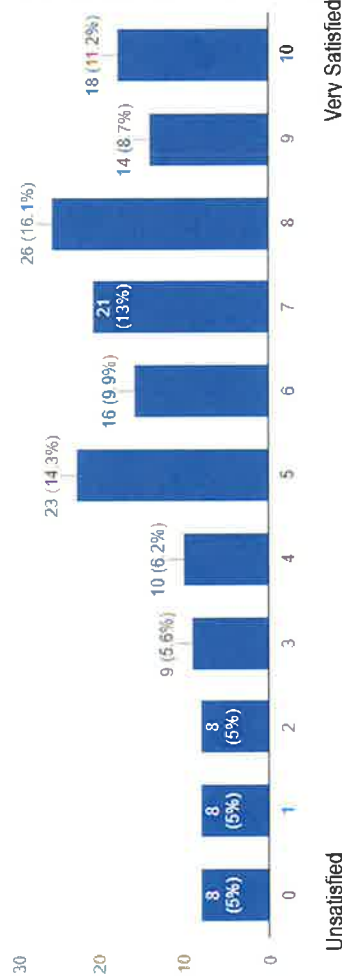
Rate your satisfaction with the **Town Snow Clearing & Ice Control** in Irricana:

161 responses



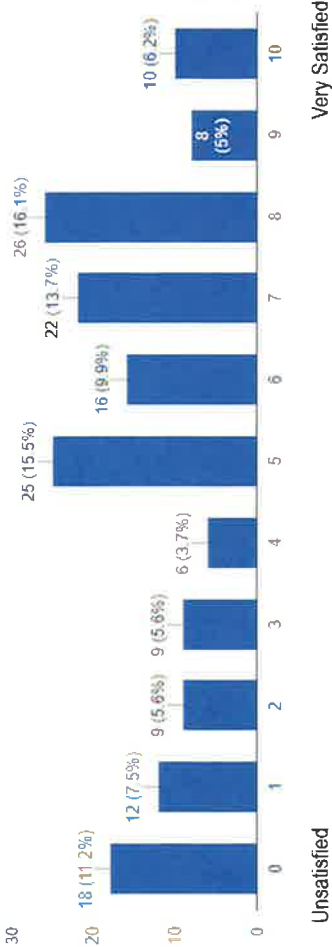
Rate your satisfaction with the **Town Solid Waste & Recycling Service** in Irricana:

161 responses



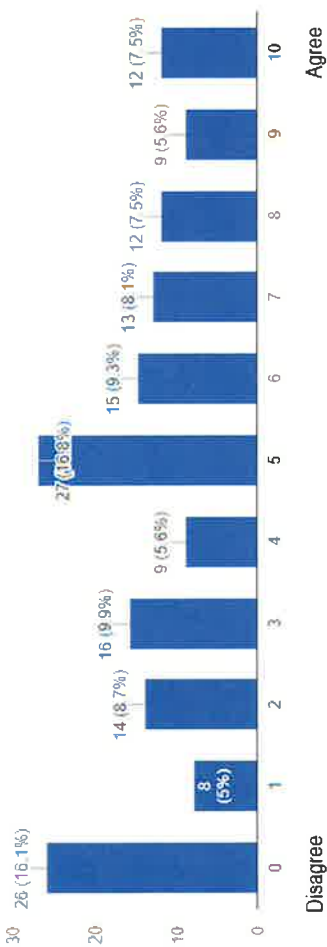
Rate your satisfaction with the **Town Utility Services** in Irricana:

161 responses



Do you feel that you have access to the right **Town Information** when you need it?

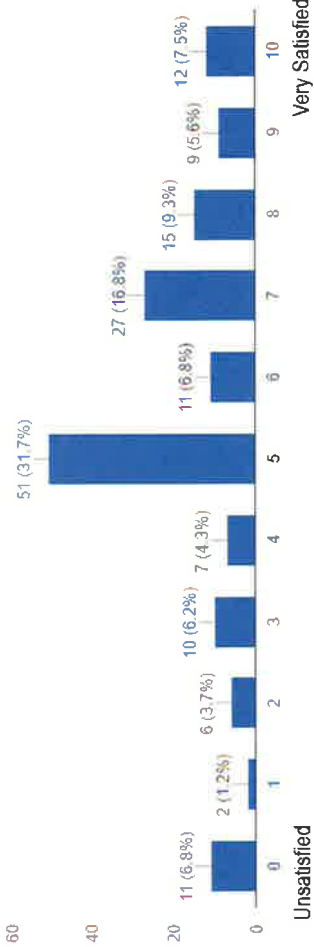
161 responses



Community Facilities

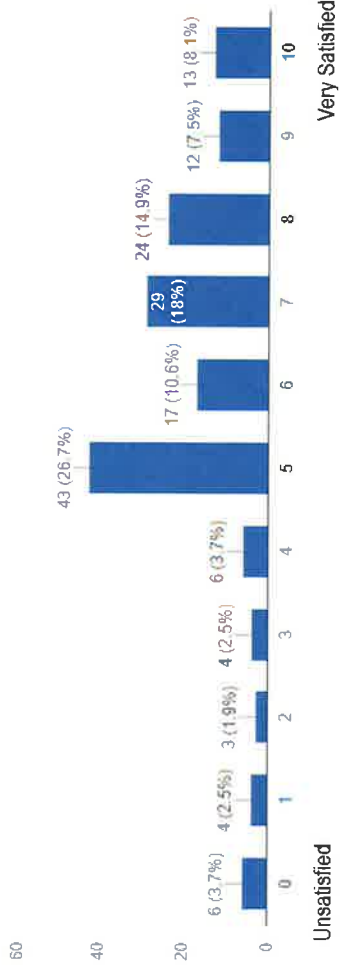
How satisfied are you with the Irricana **Rec Centre & Curling Centre**?

161 responses



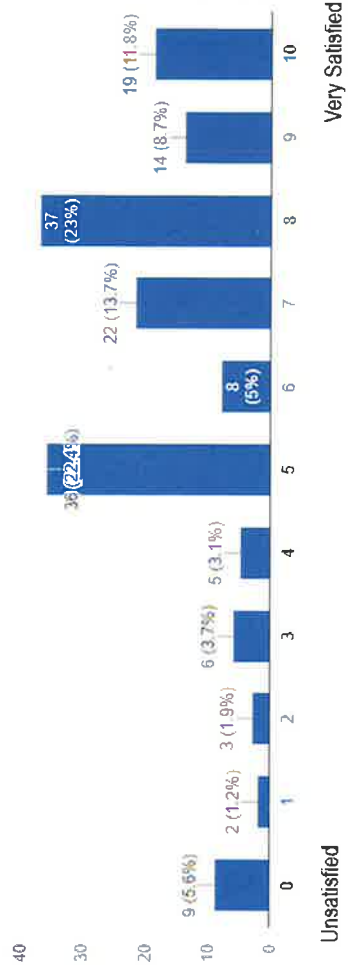
How satisfied are you with the Irricana *Lion's Community Hall*?

161 responses



How satisfied are you with the Irricana *Municipal Library*?

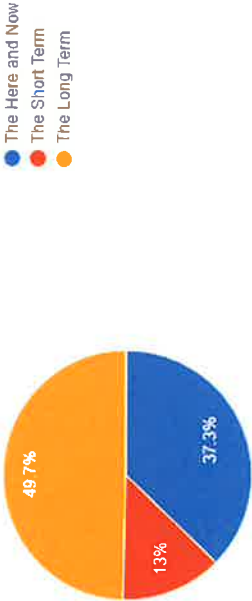
161 responses



The Future

In your opinion what should be the main focus by *Town Council*?

161 responses



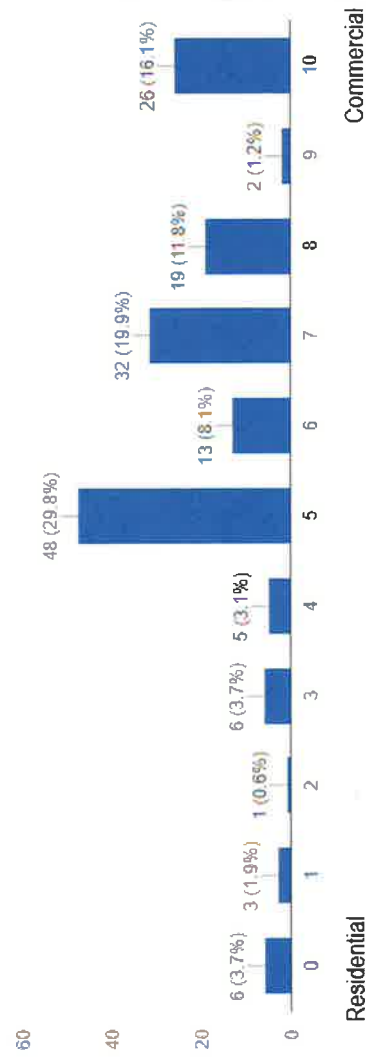
161 responses



161 responses

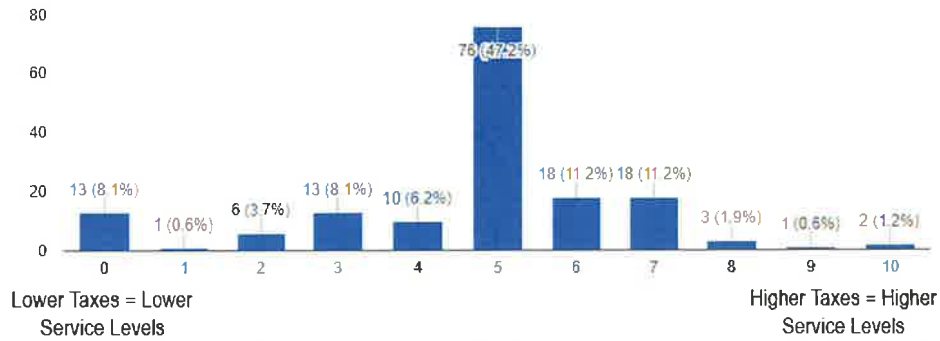


161 responses

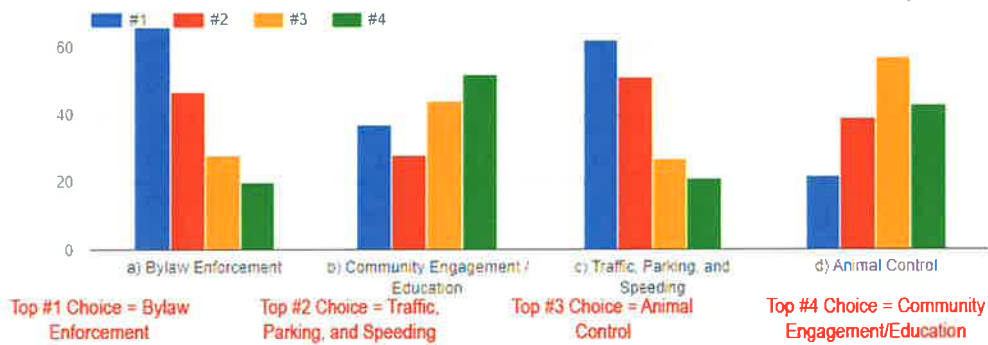


Municipal Property Taxes are the primary way to pay for services provided by the Town. What is the right **balance** between **Property Taxes and Service Levels**?

161 responses

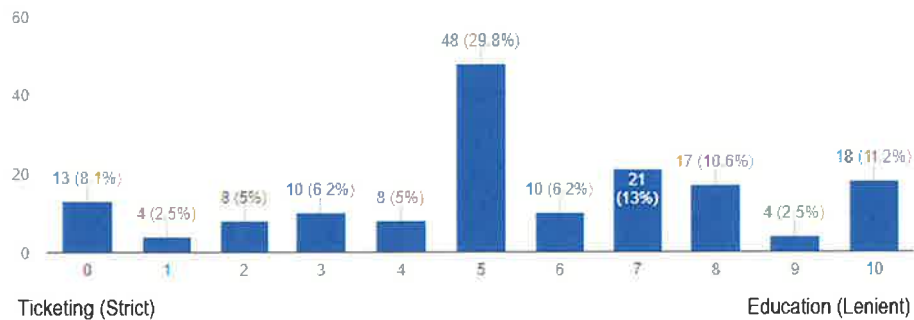


A **Community Peace Officer** should prioritize: (Rank by priority)



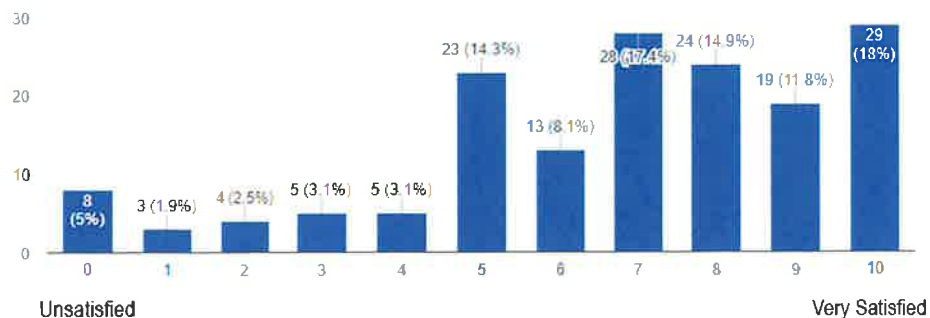
Bylaw Enforcement should focus on...

161 responses



How satisfied are you with **Emergency Services** in Irricana?

161 responses



To: Mayor and Council
From: Chief Administrative Officer
Date: April 3, 2023
Purpose: Request for Decision
Subject: Grant Funding for "A Cup of Joy" Program

Summary:

\$20,000 in funding has been secured through the Rural Health Network to deliver the 'Cup of Joy' program. The funding will be used to host consistently delivered events that emphasize relationship building within the community.

Background and Discussion:

In January 2023, the Town of Irricana Rural Health Animator, in partnership with the Town of Irricana FCSS, applied to the Rural Health Network Project for \$20,000 to support a new program called "A Cup of Joy".

The program builds on feedback received through the Rural Mental Health and Well Being Survey (Item I2 of the January 23, 2023 Council Meeting), and is intended to foster community connections, inclusiveness, and provide a welcoming point for new residents by offering regularly scheduled gatherings where community members participate in a variety of communal activities.

In March 2023, the Town received notice that the funding application was approved. Arrangements are being made to launch the program as soon as possible, with the program running from April 1, 2023 to January 31, 2024.

Financial Implication(s):

There are no implications to ratepayers, however, the 2023 Interim Budget needs to be amended to take receipt of the funding, and to allow for program expenditures.

Recommendation:

Administration recommends that Council approve a budget adjustment to receive the grant funding and enable program expenditures.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the 2023 Interim Budget be adjusted to receive \$20,000 in funding from the Rural Mental Health Project for the purposes of delivering the "Cup of Joy" program.

Option #2:

As determined by Council.

Respectfully submitted,

"Doug Hafichuk"

Chief Administrative Officer

ATTACHMENTS:

Attachment 'A' – Cup of Joy Grant Application

Attachment 'B' – Rural Health Network Funding Approval

Attachment 'A'

Cup of Joy Grant Application



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2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

COMMUNITY CONTEXT

1. Provide an overview of your community, including existing local assets and resources, relevant history and demographics, etc. (2 paragraphs)

Consider the physical, social, and cultural elements What are the main strengths of your community?

Our community of Irricana is a “bedroom” town located northeast of Calgary (approx. 45 min away) and is comprised of town and the rural district surrounding it. Our population is approximately 1218 living in town and with approximately 1500 living outside of the town limits. The rural area is split between large family farms that are 4-5th generation (cattle and grain mix) and numerous smaller acreages with families that move here from many different places. Town members are also a mix of families that have been here for over 30 years and families that have lived here less than 5 years.

We are located 15 minutes from Airdrie and Beiseker, 45 from Strathmore, Drumheller, Calgary and Three Hills (all of which have medical services) (to note, at this time, Irricana has no medical services other than a Pharmacy). We have a fire station, grocery store, post office (that also houses the Pharmacy), a hair salon, dollar store, two restaurants (one dine in and one take out only), a thrift store, a marijuana store, tattoo parlor, gas station, liquor store, mechanic shop, car wash, office supply store, ATB bank, butcher shop, library, boys and girls club, town office, town hall, two churches, a preschool and ECS, local parks and walking pathways, a town rec centre (curling rink), and outdoor rink, ball diamonds, riding area and soccer fields.

The district surrounding Irricana is small acreages, grain fields, horse and cattle pastures and farms. It is a lovely area home to many different species of prairie wildlife.

The wonderful mix of new families and old bring a different culture to our community in that many events, organizations and groups are long standing, while others are fresh and new. When community members are inspired, the volunteer numbers are fantastic and events are always well attended.

This is our first year of having the Rural Mental Health Network for our community. I trained last March (2022) and we have been looking forward to and working towards this grant application this past year.

RATIONALE, OBJECTIVES, AND PRIORITY AREAS

2. Describe the goals of the project. Explain what the approach includes and why will this approach be successful in the community. Include two (3) short-term objectives and one (1) long-term objective (2-4 paragraphs)

Consider the strengths and assets in Question 1. How will your project build on these existing assets? How will these assets be further strengthened by your project? Share sources of



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2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

information that provide different types of evidence that this approach is appropriate for the community's current context. Do not include specific project activities yet, #6 offers space for specifics.

A Cup of Joy

Our plan to host a gathering once a week (and one evening a month) (same place, same time) where community members gather for coffee/tea and a hosted craft, workshop or activity.

A recent survey done for our community revealed that many moved or live in Irricana and district because:

"It was a cute town and easy access to major cities the ideas of small-town living knowing your neighbors having street parties and community events like sports days"

"I enjoy the small-town rural life. It is easier to get away from the hustle and bustle of the city and the traffic rush. It is very calming and relaxing. I feel safe going for walks and enjoy gardening and being outdoors. Life is very serene."

"I wanted small town atmosphere, knowing more people, less busy feeling."

"We love how small the town is, less noise and traffic, feel safe from drug addicts"

"We moved to Irricana for the peace and quiet, the friendly people, and the ability to own our first home at an affordable price. Our neighbors are amazing and the community as a whole has been fantastic."

"We moved because we love smaller communities. Small Town living is great and we know our neighbors and they are super helpful."

It was also noted in the survey:

"Problem is I don't know people and it's harder to meet people when you don't have young kids anymore. Adult activities needed."

"Moved for family support, small town living. The feeling of community support."

"There is very little sense of community in Irricana anymore. The people who did the lion's share of volunteering have gotten too old and/or are tired of giving back."

"It would be nice to have more opportunities to live, work, and play in the community."

"We were hoping for a small-town welcome, we have not encountered any of that."

"The town spirit is at a low, neighbors are not getting along and so sad to see how this is effecting everyone's daily I don't know how things can be made better."



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2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

While the overall sense of small-town living is prevalent (no traffic problems, not as much crime, more "safer" overall), the feeling of connection, inclusion and welcome have been noted to be not as far reaching as one would hope in a smaller community.

Creating a space that encourages connections that are frequent, positive, have a bond of shared activity and holds space for creative expression will foster a sense of belonging within our community. It will encourage relationships to grow, partnerships to be forged and an overall sense of community spirit will develop among those that attend and those that host.

This approach will be successful because it will be a place where local organizations/groups/individuals/etc can show up regularly and develop their skills as community leaders, it will grow social connection among attendees and is an event with reduced barriers to participation such as cost, transportation, accessibility and due to its consistency more opportunity to attend when their schedules allow. Irricana's assets will continue to be the strengths behind this project (Volunteerism and our Community Facilities), with many more developed as the year goes on (collaboration, community spirit and relationships).

By creating a space (both physically and socially) for members to gather consistently and in a positive environment, we plan to:

Short Term:

- have a consistent option for community members to gather, socialize and build relationships
- create a space where inclusion, accessibility and psychological safety are the main priority
- Builds a relationship between the community and the project's groups/organizations/supporters as they are regularly "showing up" within and with the community

Long Term:

- This project serves to create and foster long term relationships not only between the community and the project supporters, but also within the community members themselves (as they develop friendships) and between different organizations within the community (as they collaborate and implement a yearlong project)

3. What are the key priority areas the project is focusing on? Describe which 8-Domains of Mental Health the project will influence and how each will be impacted. A minimum of 2-Domains should be discussed. If your project touches more than four domains, consider the domains it will influence in the short-term first.(i.e., over one year). (2-4 paragraphs)



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INDIVIDUAL COMMUNITY GRANT STREAM

An overview of the 8-Domain is available in Module 3 of training, and highlighted in the Application Guidelines. The 8-Domains of Mental Health Worksheet can aid brainstorming.

Projects that focus solely on the Services domain are not likely to receive funding.

Social Connection – peer support, social interactions

- activities that encourage community social connections can lower anxiety and depression, instill a sense of responsibility and concern for others and connecting with others can help with overall sense of purpose and self-worth

Building Wellbeing – emotional health, hope

- Activities that support wellbeing have been strongly linked to an increase in happiness and life satisfaction
- They create a positive environment where community, through regular social events, can thrive
- Boosts health and mental wellbeing when there is a "place" that is inclusive, accessible and psychologically safe consistently

"The phrase "small-town feel" evokes a quiet, laid-back lifestyle in a close-knit community where people know each other, can rely on each other, and where people are connected. Engagement and connection are at the root of creating a "small-town feel."

(<https://sqfcitizen.org/springfield-culture/opinion-small-town-feel-is-about-connectedness-applies-to-your-community/>)

Our focused domains of health are **social connection** and **building wellbeing** with the project plan to bring community (of all demographics) together to sit, communicate, learn skills (either new or old) and through consistency (regular gatherings, same place/same time) create a community where members feel welcomed, safe and have fun connecting with others.



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2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

4. Once this project is complete, what legacy does it hope to leave in the community?
(1 paragraph)

Consider any lasting changes and benefits that will continue after the project is complete (e.g., the knowledge gained/shared, relationships built, and other lasting benefits).

Studies have shown that humans are wired to connect and this connection positively affects our health; there is significant evidence to support that social support and feeling connected can help people not only improve physical health, but improve overall mental health as well.

Social Isolation has proven to show a consistent negative affect of health and increases symptoms of physical and mental unwellness.

By creating a space that fosters and encourages connections that are frequent (once a week is highly recommended), positive, have a bond of shared activity and holds space for creative expression, the plan is to have this activity continue on as long as there is a place to gather (ie the rec centre). The goal is to organically grow a sense of community that will continue to meet and support one, by consistently encouraging community members to gather (same place, same time, same activity) for over the course of a year, the routine, habit and momentum will carry forward even after the grant's coverage of a year's support.

Long lasting relationships between both attendees and hosts (the various community supports, groups, organizations, etc) will benefit this community 10fold. Fostering relationship and connections will lead to increased participation in community events, volunteering, active participation in town council or organizations and so much more. This ripple effect will be felt for many, many years to come.



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INDIVIDUAL COMMUNITY GRANT STREAM

PROJECT COLLABORATION

Demonstrate how the *proposal* was developed with others. Describe how the *project* will to uphold collaboration throughout its deployment. Identify the “usual” and “unusual” collaborators who are involved, from across sectors, different community associations, people with lived experiences, etc. **Projects that do not sufficiently demonstrate collaboration in the projects’ design, development, and deployment are not eligible. * Community attendance does not indicate collaboration.** (*See guide for more information*)

5. Who has been involved in the design and development of this project? How will they continue to be involved? Who will support the deployment of project activities and how they will do so? (*Use the table below*)

The design of this project was brought together through many conversations with community members, organizations and survey over the last 4 months. Participation from many has been promised both verbally and in written form.

In the community to create collaboration on this project, we have done a community survey, focus groups, project planning committee and informal meetings with different groups, organizations and individuals. The support building this program has been very enthusiastic and many have offered support within whatever capacity their organizations/groups/etc can offer and want to be as active as possible to make this project a success.

The key members for the organization of this project have been the Irricana United Church, the Irricana & District Agricultural Society, Irricana FCSS, Irricana 4H Multi-club, the Town of Irricana and many individuals.

The deployment of this project will encompass as many different groups and organizations as possible, we almost have too many offers of help than needed (!) (which is a refreshing and amazing thing!!). We will utilize ALL offers of help and support throughout the year, taking turns as to not “burnout” any one group/organization/individual, this community effort and activity will ensure this project is a success in so many ways.

- a. What are the key roles and strengths of the different people or organizations involved, including the Animators facilitating this project? (*1-2 paragraphs*)

Utilizing our community members and organizations strengths to pass down to others, such as volunteerism, community history, community engagement, skill development and collaboration will be one of our project's goals.

Key roles will be hosting the weekly (plus one evening a month) coffee gathering. Groups/organizations/individuals will take turns hosting and supporting the gatherings. Each have their own strengths and we will ensure that these are supported and promoted when they host.



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2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

IE.

- Irricana United Church – has an aging population that has a wealth of knowledge, experience and history...we will work to create a gathering that not only ensures that they are celebrated for this, but also works to give them the opportunity to share this with our community of gatherers.
- Irricana Lions Club – has a strong volunteering/community event support aspect to their group and we will utilize their knowledge of how to create strong and well received events within our community (among many other strengths).

b. How will multiple perspectives be included at different project stages? *(1 paragraph)*

As we progress through our year of gathering, we will utilize reflection practices among as many perspectives as possible to create a successful project. It is important to us to continue to hear from our varying demographics as we plan, proceed, evaluate and redesign. One major strength in this project is the wide range of ages that we have involved (9-80) with varying experience hosting and planning events, as well as a fantastic range of personal skills to draw upon (Public speaking, crafting skills, etc.).

IE.

- Surveys either online, paper or verbally done within the community that gathers each week (done monthly)
- Reflection questions asked of each host prior to and after they host a gathering about what they found worked, what needs restructuring, why they are participating and if they plan to continue to participate (why or why not), for example.
- Causal discussions online or in person about the project and any feedback received, taken to our action team and used to plan future gatherings.

Consider: [Liberating Structures](#) for various methods of collaborative facilitation.

Instead of writing paragraphs for Question 5, you may use the table provided. Please add or delete rows as needed.

Who	Role/Responsibilities	How
Ag Society	Planning, communication and implementation	Monthly meetings, design workshops and project hosting, advertising of events through their engagement channels
Town of Irricana	Communication, planning and implementation	Monthly meetings, design workshops, project hosting and communication of project to community through monthly newsletter



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

Irricana FCSS	Communication, planning, implementation	<i>Monthly meetings, design workshops and project hosting, advertising of events through their engagement channels</i>
Irricana 4H club	Planning and implementation	<i>Monthly meetings, design workshops and project hosting</i>
Irricana United Church	Planning and implementation	<i>Monthly meetings, design workshops and project hosting</i>
Irricana Lions Club	Communication, planning and implementation	<i>Monthly meetings, design workshops and project hosting</i>
Irricana Ladies Club	Planning and implementation	<i>Monthly meetings, design workshops and project hosting</i>
Irricana Boys and Girls Club	Planning and implementation	<i>Design Workshops and project hosting</i>
Individual volunteers	Communication, planning and implementation	<i>Monthly meetings, design workshops and project hosting and communication of events through various channels</i>

For questions 6 to 8, please highlight the appropriate answer that reflects the planning process

6. What level of citizen participation took place in the development of this project proposal? Highlight the most appropriate response. 'Citizen' is defined as a member of the community, participating independent from their paid role and/or primary profession

☐ No citizens participated in the design, only Animator or local professionals designed the project



Canadian Mental
Health Association
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

- ☐ Some citizens' information was gathered to inform the project (e.g., survey or consultation)
- ☐ Citizens took part in some planning and idea generation for the project (e.g. attended brainstorming meetings)
- ☐ Citizens took an active role in planning and writing some project goals and activities. (e.g. attending most planning meetings)
- ☐ Citizens co-led the development of all goals, objectives, and activities. (e.g. co-facilitated meetings)

7. Were members from multiple ethnocultural communities involved in designing this project?

Yes

No

8. Were community members from underrepresented groups involved in designing this project (e.g., people with lived experiences with mental illness, homelessness)?

Yes

No

Briefly comment on your responses (optional):

By including communities from “**within the town of Irricana**” and those that “**live rurally (agriculture based)**”, this project involved the ethnocultural communities that exist within our boundaries. There is a divide between these two communities that has grown over the last 30 years as the “town” has grown to include more and more families moving from the local large cities (and that still work and socialize there), while the rural areas are consistently 4-5th generation farm families that have lived within this community for over 100 years (although this is rapidly changing as well with more and more small acreage homes being developed and occupied by families from the larger cities).

The divide is noted at social events (some have been described to be “non-inclusive” to those that haven’t been here for over 20 years, those that are not agricultural living based or who’s children do not attend the local schools) and was reflected in the fall’s survey results. Community members that moved here to be able to experience “small town living” have been disappointed that this has not been felt or experienced (in that they are not welcomed or included); while those that have lived here for over 20 years feel their new neighbours “shouldn’t have to be asked to step up to be a part of this community” and that they “don’t even try to volunteer, do any community building or get involved”.

The “turnover rate” of people coming to this community, living here for 2-3 years and then leaving is also noted by various community members. This frequent change of families that are neighbours has led some long-time community members to note that “it’s not worth getting to know them because they will be leaving in a little while” or “once we meet these new neighbours, all they do is ask for favors



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

when they regularly unprepared for rural living (ie septic problems, snow plowing, rodent problems, etc.)"; which only increases the divide between these two ethno-communities as one describes social isolation and lack of inclusion and the other describes the burden of being the "only ones that volunteer to do anything" and pressure to support these families as they adjust to rural living, resulting in negative opinions of each other.

This project in its planned process to communicate with ALL members of this community, hopes to break down the barriers by providing a psychologically safe environment where anyone is welcome to attend, participate and connect. The delivery of the project is simple in that bonding over coffee, food and creative expression will reach past boundaries and misconceptions to create connections that will foster positive self-expression, positive sense of community and positive bonds between anyone that attends (no matter where they live or how long they have lived there).



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

ACTIVITIES & BUDGET

9. Using the table below, describe the major activities and project timelines for the project approach. Outline the key dates, milestones of the project plan, and list who is involved in each activity. *Example included for your reference. Add or delete rows as needed.*

Activity	Brief Description/Purpose	Who is involved?	Timelines
<u>A Cup of Joy</u> - a space where social gathering, connection and creative expression take place	<i>"A Cup of Joy" activity will be held in the same place, same day and same time every week for 52 weeks. (Minus Christmas or some weeks during summer holidays as decided by regular attendees) And will also include one evening event per month to include those that cannot attend during the days regularly scheduled.</i>	<i>Community members, local organizations (churches, 4H club, Agricultural Society, etc.) and businesses (for supplies and support)</i>	<i>Once a week x 52 weeks starting May 01, 2023 and running until April 30, 2024 (plus 12 <u>evening</u> events running same timeframe.)</i>
Action Team Planning Meeting	Regularly scheduled meetings to evaluate and update project as needed.	Community members, local organizations (churches, 4H club, Agricultural Society, FCSS, AG Society etc.)	Monthly formally and bimonthly informally
Implementation of Programs	Crafting and Coffee gathering	Anyone that can attend is invited plus hosts	Once a week plus one evening a month
Program Debrief and Reflections	Regularly scheduled meetings to evaluate and update project as needed.	Action Team	Once every 2 months
Program Evaluations	Surveyed evaluations of project	Everyone that attends and hosts plus organizers	Once a month
Program Outcomes and Measurement	Measurements of how many attend and any feedback received	Everyone that attends and hosts plus organizers	Once a month and anytime informally



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

10. Using the table below, provide a brief breakdown of how the grant funds will be used to complete the project. **Examples are included for your reference.** Add or delete rows as needed.

Be sure to include any in-kind donations, contributions from partners, and other funding sources you will receive to support the project. Consult the Application Guidelines for a list of eligible and ineligible expenses.

Item	Description	Amount Requested	In-Kind Contributions
Facility Rental	Cost of renting area in rec centre for 3 hours for 64 events	\$1000	\$2,360 (as donated by Irricana Ag Society)
Decor	Decorating and furniture to create inviting space for gatherings	0	\$1,000 (as donated by Irricana Ag Society)
Catering	Refreshments for attendees (estimated for 64 events)	\$750	\$2,000 (As donated by local groups and organizations)
Admin, communication and Planning support	Designing, implementing and reviewing how to communicate this event to community, support with planning of all events and evaluation of events	\$750	\$750 Irricana FCSS and Town of Irricana (2 hours a week- 50% donated)
Crafting supplies	Varying dependent on craft of the week, (estimated at average of \$250/event)	\$7,000	\$2,500 (as donated by local groups and organizations)
Crafting Instruction	Varying dependent on craft of the week, (estimated at average of \$250/event)	\$500	\$1,000 as donated by Collective Home (local business)
Set-up & Clean	Event set up and cleaning will be done by Rec Centre manager (and Animator)	\$1000	\$1000 2 hours/ week (as donated by Irricana Ag Society)



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

Hosting	Will depend on time of year but various groups and organizations will host the weekly gatherings	0	\$12,500 500 hours @ \$25/hour (estimated)
Event insurance	Covered by both Town of Irricana and The Irricana & District Agricultural Society	0	\$300/year (estimated)
Animator compensation	Animator duties (hosting planning meetings, leading action team, hosting gatherings, communication lead, set up and clean up assistance as needed, leading design team, leading volunteer team, etc.)	\$9,000	0
TOTAL		\$20,000	\$23,410

REFLECTION & EVALUATION

To aid in brainstorming, you may wish to review the 5D Worksheet (Module 4).

11. How will you include time for reflection and learning during the deployment of activities? For example, how will you debrief after milestones with the Action Team members, other collaborators, or participants? (1 paragraph)

The plan for reflection will be a combination of verbal conversations, written surveys (both paper and online) for attendees- distributed throughout the year; as well as pre and post reflection questions for each gathering for the hosts of that gathering.

We plan to include as many perspectives as possible as often as possible for the action team to be able to create changes as needed to maintain this project. We will also be looking at editing our reflection questions throughout the year as needed to ensure we are asking the best way possible to find out what is working, what isn't and why for both.

Formal and informal meetings will occur throughout the year with actions teams, members and any and all that are involved with the project. Formal will be every 4 months while informal weekly, daily or monthly as the project organically grows.

12. How will project progress, activities, and community impacts be measured and/or captured (e.g. # for hours invested by partners, changes or improvements, other outcomes)? Describe the anticipated impacts related to each Domain.
(1-2 paragraphs)



Canadian Mental
Health Association
Aperta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

Measurement of progress, activities and impacts will be evaluated based on attendance, answers to informal and formal surveys, conversations and organic feedback from all involved.

Basic Needs:

- This will be a reliable and consistent source of healthy food and beverages on a weekly (and once a month) basis for our community members.
- Any and all requests for additional basic needs brought up by anyone at the regular gatherings will be resourced to the appropriate support (ie, mental health concerns, clothing needs, safety needs) when relayed to the Animator or anyone in position of project lead that week, creating a space where assistance can and will be relied on.

Services:

- Resources available to all community members will be reviewed each gathering either formally or informally depending on need (ie magnets with all local health resources available at every gathering or a discussion about what is available done by local resource team members as planned at specific events, ie. Presentation by emergency services) thus creating a channel where our local services are communicated regularly to members.

Culture:

- Supporting our community's culture (ie. Small town living/rural living for example) will be incorporated into each gathering, survey, discussion, etc via choosing workshop topics, crafting projects or gathering topic that honors and supports the values that those gathered have (for example agriculture-based crafting projects, workshops that support rural living, etc.) This will create a space that honors our community's location, heritage and growth fostering community and culture pride
- This increase in culture pride and growth will be seen as local event attendance increases, volunteer hours are more widely distributed across the community and increases and more events and community growth projects are created and successful.

Livelihood:

- Our gatherings are designed to not only give back to our community through consistent fostering of social connection but also a way to support local groups, organization, individuals, etc through usage of their products, services, resources and contributions.
- The sense of connection between all involved will grow, and continue to grow as this year long project organically develops. An increased sense of connection will foster feelings of purposeful work, meaningful contribution and sources of income (among many other things) for all involved.

Environment:

- The social environment of our community will notice a positive impact as all members of the project build relationships, support channels and a reliable and consistent space that is safe, welcoming and inclusive.
- This will impact those that live here's sense of belonging, self-esteem and relationship skills, among many other things.

Social Connection:

- The connections that this project will create for community members (individuals and groups) will be a strength that will have a ripple effect within the community for many years to come. Bonds formed between different individuals as well as community groups and organizations will have a



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

positive effect on increasing their group membership/attendance, volunteers for community events and thus increasing the opportunity for more events to occur.

- Personal connections will foster and improve community pride, feelings of wellbeing and of self-esteem, not to mention increase the ability to find support when needed.

Building Wellbeing:

- Studies have shown that humans are wired to connect and this connection positively affects our health; there is significant evidence to support that social support and feeling connected can help people not only improve physical health, but improve overall mental health as well.

Lifespan Development

- By creating a space that fosters and encourages connections that are frequent (once a week is highly recommended), positive, have a bond of shared activity and holds space for creative expression and long-lasting relationships between both attendees and hosts (the various community supports, groups, organizations, etc) will benefit this community 10fold. Fostering relationship and connections will lead to increased participation in community events, volunteering, active participation in town council or organizations and so much more. This ripple effect will be felt for many, many years to come by many generations.

NETWORK BUILDING

13. How will you connect with other communities and Animators through the Rural Mental Health Network? (1-2 paragraphs)

Connection with other communities will be listed in our goals for this project. We live adjacent to many wonderful communities that have many strengths both in resources (businesses) and volunteers and groups/organizations. We plan to utilize as many as possible throughout our year by having them host, present or attend our weekly gatherings. Reaching out through many channels (online, in person, written) to these different communities will be an ongoing goal of our action team and will be measurable by the response and actions that occur as a result. We look forward to the multi-community collaboration our project encourages.

Connecting with other Animators through the Mighty Networks, online or in person, to not only access their advice based on experience, personal wisdom and current and past projects but also to gain go-to advisors, friends and confidants will be a strength that has multiple aspects to it. I have gained so much confidence, advice and friendships from the conference and connecting with other Animators that I won't hesitate to reach out if I need anything that I think (know) they will be able to support me with.

14. How do you hope to benefit from the RMH Network and how will you contribute to the RMH Network? (Indicate at least 1 point for each)

I will benefit from the network in multiple ways:



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

- 1- Realizing I am not alone - a feeling of relief due to gaining the understanding that others have similar concerns and are there to help and encourage me
- 2- Learning helpful information - lots of practical tips and resources for dealing with projects and animating
 - Hearing their success stories and the strategies that helped them move forward will be incredibly beneficial
 - Any recommendations for useful books and websites for additional study apart from the network will be great!
- 3- Helping others – I can also help other group members as I grow and make progress. Others will be affected positively by hearing about my successes, experiences and knowledge.
- 4- Gaining a sense of empowerment with regards to learning about other's experiences, relating it to my own and the self-reflection and growth that comes from that.

QUESTION FOR BACKBONE ORGANIZATION

1. How does the project align with the organization's mandate? How does it differ from typical projects and programs?
 - ⊗ This project has alignment with current organizational mandates however it differs in many ways, The grass roots and community-based focus of this application and initiative has so much direct impact, value and importance to Irricana and area residents. The application provided by the Irricana Rural Mental Health Animator is multi-faceted as it connects and aligns with current municipal outcomes and deliverables however has its own unique objective which is very much engrained in mental health and well-being at the community level. The inclusion of the project to be led by the people for the people is fundamental in setting this project apart from others initiated by the municipality. This project has a strong focus on collaboration, community connectivity, and love of place, that is very much organized through the lens of what represents Irricana and what is needed to support the community of Irricana to continue to thrive and create a strong sense of well-being
 - a. What does supporting this project look like from your perspective? Are there supports that RMH can offer to support your success as a backbone?

Supporting this project is about encouraging participation, providing ongoing opportunities for the Animator, Action Team Members and other Community Members to feel valued, heard and appreciated. Being involved in Celebrating successes and looking at opportunities to grow and develop.

It would be beneficial if RMH offered an online condensed training program for the backbone organization or backbone supervisors. The Animators gained so much valuable context and resources during their training and I find in order to best support the Animator it would be ideal to have some working knowledge of the training and the information provided.

ADDITIONAL DOCUMENTATION

Although not required to apply for a grant, Letter(s) of Support from community members or grassroots organizations can be included to demonstrate how diverse groups of collaborators



Canadian Mental
Health Association
Alberta
Mental health for all

2023 COMMUNITY GRANTS

INDIVIDUAL COMMUNITY GRANT STREAM

will be engaged and involved in the planning, decision-making, and implementation of your project.

Attachment 'B'

Rural Health Network Funding Approval



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Canadian Mental Health Association Alberta Division
320 Ledgeview Business Center
9707 – 110 Street NW
Edmonton, Alberta T5K 2L9

Dear Cathryn,

Thank you for your submission to the Rural Mental Health Project Community Grants Program for the April 2023 to January 2024 term.

I am pleased to inform you that the Adjudication Team approved your application, "A Cup of Joy," in Irricana. The amount of \$20,000 has been approved and will be released upon completion and signing of the Grant Agreement, which outlines the responsibilities of the Canadian Mental Health Association, Alberta Division, the Grantor, and Town of Irricana/Irricana FCSS, the Grant Recipient.

After deliberation, the Adjudication Team was pleased with the overall project. The team noted that the project goals are well defined, and the approach aligns with the RMHP principles. However, they expressed concerns regarding the time of the day for each event and the lack of clarity on how those who don't attend will be reached. The team did note that having a community committee would help strengthen the project as well.

Additionally, there are sections of your application that the team would like to see strengthened before approved funding is released. Below are the list of conditions that the Adjudication team requires that you address and submit by March 24, 2023.

The Adjudication Team Conditions:

- Explain the rationale for hosting events at the same day and time. Provide information on how you will adapt if goals are not met.
- Detail how you will reach and connect with people who typically do not attend.

The Adjudication Team offers recommendations for your community to consider. These are offered to help strengthen this project and future applications.

- The team mentioned that this project feels like it was created by one person and not the community. Be sure to consider what is needed to successfully connect with such a large portion of the community to support buy now and in the future.
- Consider tailoring some events to host in the evenings when people are not at work.
- Lastly, the Adjudication team strongly recommends finding something that the community is interested in and co-creating a goal that everyone can work towards.

Overall, RMHP and the Adjudication Team is excited to support your community project and success. We hope these conditions and recommendations can strengthen the project and community impacts.



Canadian Mental
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Next Steps:

Please reach out to David Fletcher to explain the rationale of hosting activities on the same days and time, provide information how you will adapt the program to community needs, and detail how you will reach people that don't typically attend.

A Grant Agreement must be signed by all parties before funds can be released. The Agreement outlines the responsibilities of the Canadian Mental Health Association, Alberta Division (CMHA AB), the Grantor, and Lloydminster Public Library, the Grant Recipient. Please be sure to carefully read through the document as it outlines all responsibilities of Grant Recipients.

Please note that Grant Recipients agree to specific responsibilities. The table below highlights some of the commitments to the Grantor. Please review the Grant Agreement for more details.

Reporting Requirement	Description
3 Month & 6 Month Check-in phone call	The goal of the call is to connect with the Grants Coordinator, share updates with RMHP and offer support to communities, if needed.
6 Month and Final reports	Templates are provided for a written report and financial report. The goal is to show the reach, impacts in communities, and major successes and learnings. Findings are reported back to our funders to ensure future community grants are available.
Short video + Image submission	Videos will be shared with the RMH Network to promote learning across communities. Images will be used to promote and celebrate your communities accomplishments with funders and on social media.
Sign on RMH Network Platform	The Mighty Networks platform will enable Grant Recipients to stay informed on crucial grant related updates, information, and events.
Amendments (as needed)	If any major budget or activity changes are, an amendment form must be completed and approved before the change can be made. Unapproved changes to budget will have to be repaid to CMHA AB.

If you have any questions, concerns or require any assistance, you can contact the Rural Mental Health Grant Coordinator, David Fletcher, at 587-377-1027 or via email at rmhgnc@cmha.ab.ca.

Sincerely,

David Fletcher

Rural Mental Health Grant Coordinator

Item J1

Motion Tracker for April 3, 2023

Motion Tracker

Motion #	Description	Action Required	Motion Date	Public / In Camera	Due Date	Status	Comments	Last Update
211:22	AG Society Founders Park Lease	to direct Administration to negotiate with the Irricana AG Society for the renewal of leases for Founders Park and the Rec Centre.	21-Nov-22	Public		In Progress	DH: Documents completed and distributed; Meeting on 6-Apr-2023 to discuss.	3-Apr-23