



**Community Services Advisory Board Minutes**  
**September 28, 2021, 5:30-7:30pm**  
**Google Meets**

**Present:** Kyra Cusveller, Kanwal Lali, Jameela Murji, Scott Wright, Lara McClelland, Ashton Raeyr, Asheika Sood, Benjamin Whynot, Mishma Mukith, Bonnie Chan-Maier, Sky McLaughlin

**Regrets:** Bette Gray

**Staff/Guests:** Brent Jans (minutes), Judy Smith, Rob Smyth, Jackie Foord, Carrie Holstead, Nicole Harcus, Roger Jevne, David Jones, Joe Zatylny

#	Agenda Item	Member	Outcome
1.	<b>Call to Order</b>	<i>K. Cusveller</i>	<ul style="list-style-type: none"> <li>Called to Order at 5:36pm</li> </ul>
1.1	Approval of Agenda	<i>K. Cusveller</i>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
1.2	Approval of Consent Agenda	<i>K. Cusveller</i>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
2.	<b>Presentations</b>		
2.1	Review Approved 2022 Department Business Plan	<i>C. Holstead/N. Harcus</i>	<ul style="list-style-type: none"> <li>Carrie Holstead and Nicole Harcus presented on the 2022 Department Business Plan</li> </ul>
2.2	Overview of 2023-26 Strategic Planning Timeline	<i>C. Holstead/N. Harcus</i>	<ul style="list-style-type: none"> <li>Carrie Holstead and Nicole Harcus presented on the 2023-26 Strategic Planning Timeline</li> <li>Suggested that CSAB might best get involved around how to implement the high level strategies</li> </ul>
2.3	Discussion of Priorities with the Citizen Services Leadership Team	<i>R. Smyth/R. Jevne/D. Jones/J. Zatylny/J. Foord/N. Harcus</i>	<ul style="list-style-type: none"> <li>Rob Smyth led discussion of Department priorities</li> <li>Branch Managers presented on their areas and how CSAB could add value</li> <li><b>Roger Jevne:</b> ReImagine Program; work around fee policy; how to deal with attendance and revenue shortfall; Branch mandate and branding; under utilized facilities               <ul style="list-style-type: none"> <li>Question around the role of community partnerships. Roger stated that community partnerships are an important part of delivering services through recreation facilities.</li> </ul> </li> </ul>

			<ul style="list-style-type: none"><li>○ Question around how the Branch will take into account the different populations in Edmonton with regards to the fee structure. Roger stated that that question is part of the reason for the review of the fee policy.</li><li>○ Question around whether the rec facilities could adopt a model similar to the Edmonton Public Libraries. Roger answered that they hadn't looked at that model previously, but as EPL and rec facilities are partnering it is worth exploring.</li><li>● <b>David Jones:</b> Transit Safety and Safety for All; Alcohol in Parks; Encampment Response<ul style="list-style-type: none"><li>○ Question regarding training and the Branches approach. David answered that a large part of his resources go to addressing training required by the Province, leaving little for additional training. So it is important to make sure the training that happens is valuable and evidence based.</li><li>○ Elaboration asked for on competing safety priorities for Transit. David replied that it is a balance between the requirements of Transit, the public, and the work with public support organizations.</li><li>○ Comment regarding public education so that the public feels comfortable accepting and trusting the services.</li></ul></li><li>● <b>Joe Zatylny:</b> Equity, Diversity, and Inclusion; Community Relationships and Partnerships; Public Education and Fire Prevention.<ul style="list-style-type: none"><li>○ Question regarding what diversifying the workplace actually looks like at Edmonton Fire. Joe answered that ideally they would have a Fire Department that was representative of Edmonton's demographic. While it is getting closer it is not there yet.</li></ul></li></ul>
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3.	<b>Committee Reports/Decisions</b>		
3.1	<i>FCSS Committee</i>	<i>J. Murji</i>	<ul style="list-style-type: none"> <li>● No Report</li> </ul>
3.2	<i>Community Investment Grants (CIG) Committee</i>	<i>K.Lali</i>	<ul style="list-style-type: none"> <li>● No Report</li> </ul>
4.	<b>Decisions/Discussions</b>		
4.1	<i>Chair's Report</i> - <i>Code of Conduct Follow Up</i>	<i>K. Cusveller</i>	<ul style="list-style-type: none"> <li>● Kyra Cusveller followed up on the Code of Conduct discussion from last meeting</li> <li>● Code of Conduct and Remuneration Policies will take effect in January 2022.</li> </ul>
5.	<b>New Business/Round Table/Future Agendas</b>		
5.1	Next Meeting	<i>K. Cusveller</i>	<ul style="list-style-type: none"> <li>● Tuesday, October 26, 2021, 5:30-7:30</li> </ul>
6.	<b>Adjournment</b>		<ul style="list-style-type: none"> <li>● Meeting Adjourned at 7:16pm</li> </ul>