

FAMILY AND COMMUNITY SUPPORT SERVICES FRAMEWORK

POLICY NO.	CP-193.26
DIVISION DEPARTMENT	Administration / Community Services / Family and Community Support Services
REVIEW PERIOD	Every 4 years or Upon Legislative Change

1. POLICY PURPOSE

- 1.1 The purpose of this Policy is to establish clear guidelines for the planning, delivery, and evaluation of preventive social services delivered through the Town of Blackfalds and Family and Community Support Services. This Policy ensures that all FCSS activities align with the *Family and Community Services Act*, FCSS regulation, and the Provincial Accountability Framework, with a focus on strengthening individual, family, and community well-being through prevention and community development.

2. POLICY STATEMENT

- 2.1 Council is committed to supporting a strong FCSS program that enhances social well-being by building protective factors, reducing risk factors, and increasing community capacity. Council provides strategic oversight and ensures resources are allocated to preventive programs and community development initiatives that align with provincial legislation, local needs, and the FCSS Outcomes Model to ensure FCSS remains accountable, equitable, and responsive to community priorities.

3. DEFINITIONS

- 3.1 **“Chief Administration Officer”** means the individual appointed by Council to the position as per the *Municipal Government Act*, as amended.
- 3.2 **“Community Development”** means processes that build community capacity, strengthen relationships, and support residents in identifying and addressing local needs.
- 3.3 **“Council”** means the Council of the Town of Blackfalds elected pursuant to the *Local Authorities Election Act* of Alberta, as amended.
- 3.4 **“FCSS”** means Family and Community Support Services.
- 3.5 **“Preventive Social Services”** means programs that enhance well-being by promoting and supporting the development of strong, healthy individuals, families, and communities, and that prevent or mitigate social issues before they require intervention or treatment.
- 3.6 **“Town”** means the municipality of the Town of Blackfalds.

4. SCOPE

- 4.1 This Policy applies to programs, services, partnerships, and initiatives delivered or funded through Blackfalds FCSS, including:
 - 4.1.1 Community Development Initiatives: Activities that build social cohesion, foster leadership, support volunteerism, and enhance community capacity.
 - 4.1.2 Prevention Programs: Supports that reduce risk factors and build protective factors for individuals, families, youth, and seniors.
 - 4.1.3 Equity and Inclusion Efforts: Initiatives that reduce systemic barriers and promote culturally safe, accessible service delivery.
 - 4.1.4 Partnership and Collaboration: Partnerships with agencies, schools, health services, and community groups that advance FCSS outcomes.

5. AUTHORITY AND RESPONSIBILITIES

- 5.1 Council to:
 - 5.1.1 Adopt and support this Policy by resolution.
 - 5.1.2 Consider the allocation of resources for the successful implementation of this Policy in the annual budget process.
- 5.2 Chief Administrative Officer to:
 - 5.2.1 Advise Council on the development, implementation, and amendment of this Policy.
 - 5.2.2 Ensure Policy review occurs and verify the implementation of this Policy.
- 5.3 Administration to:
 - 5.3.1 Implement programs in alignment with this Policy.
 - 5.3.2 Report annually to Council on program outcomes, risk management, and resource allocation.

6. FAMILY AND COMMUNITY SUPPORT SERVICES FRAMEWORK

- 6.1 By virtue of this Policy, the Town of Blackfalds FCSS strives to:
 - 6.1.1 Ensure programs are accessible to all demographics, including marginalized or underserved groups.
 - 6.1.2 Provide services in a manner that respects the dignity and rights of all individuals.
 - 6.1.3 Build partnerships with local organizations, schools, health services, and businesses to maximize resources and impact.

- 6.1.4 Ensure services are culturally sensitive, responsive, and inclusive to the diverse needs of the community.
- 6.1.5 Promote sustainable delivery that respects environmental, economic, and social factors.
- 6.1.6 Maintain transparency in decision-making, service goals and outcomes.
- 6.2 The goals and objectives of FCSS in relation to this Policy are to:
 - 6.2.1 Ensure equitable access to preventive social services for all residents.
 - 6.2.2 Promote community well-being by strengthening protective factors and reducing social risks.
 - 6.2.3 Foster resilience and self-reliance through skill-building, education, and empowerment initiatives.
 - 6.2.4 Reduce isolation and enhance social connection through engagement, volunteerism, and community participation.
 - 6.2.5 Advance equity and inclusion by addressing systemic barriers and promoting culturally safe service delivery.
- 6.3 This Policy establishes the foundation for a responsive, sustainable, and preventive Social Services system that strengthens community well-being and promotes equity, inclusion, and resilience. Guided by this Policy and related documents, FCSS commits to:
 - 6.3.1 Deliver equitable and inclusive programs and supports that respond to identified community needs.
 - 6.3.2 Develop guidelines for planning, delivering, and evaluating social services to ensure consistency and quality.
 - 6.3.3 Establish transparent funding priorities, considering severity of needs, impact, efficiency, and external opportunities.
 - 6.3.4 Maximize the use of available resources to ensure sustainability and growth of social service offerings.
 - 6.3.5 Engage stakeholders through consultation, forums, and collaborations with agencies and governments.
 - 6.3.6 Set benchmarks and performance indicators to evaluate the success and impact of social service programs, supports and initiatives.
 - 6.3.7 Identify potential risks in social service delivery (e.g., confidentiality, equity gaps, service duplication) and establish preventive measures that meet ethical and legal requirements.
 - 6.3.8 Promote awareness of FCSS through outreach, advertising and social media platforms.

- 6.3.9 Keep the community informed about programs, services, policies, and changes through clear and consistent communication.
- 6.3.10 Foster collaboration and partnerships with local organizations, schools, health services, and businesses to maximize impact and reduce duplication.
- 6.3.11 Support volunteerism and community capacity building as a cornerstone of social service sustainability.
- 6.3.12 Embed continuous improvement practices using evaluation findings and community feedback to refine programs annually.

7. EXCLUSIONS

- 7.1 **Direct Assistance:** The Town of Blackfalds Family and Community Support Services does not provide direct financial assistance, clinical treatment, or crisis intervention beyond a preventive scope. Residents requiring such supports will be referred to appropriate provincial or community agencies.

8. SPECIAL SITUATIONS

- 8.1 Services may be adapted during public health emergencies, natural disasters, or other extraordinary circumstances to ensure continuity of preventive supports.
- 8.2 Partnerships may be prioritized in situations where community needs exceed municipal capacity.

9. RELATED DOCUMENTS

- 9.1 *Family and Community Services Act*
- 9.2 Social Needs Assessment Plan 2022
- 9.3 The FCSS Accountability Framework

10. END OF POLICY

-Original Signed-

Mayor

-Original Dated-

Date

-Original Signed-

Chief Administrative Officer

-Original Dated-

Date

POLICY RECORD HISTORY

	Resolution No:	Date
Policy Adopted	147/26	May 12, 2026
Policy Reviewed		
Policy Revised		

ADMINISTRATIVE REVISIONS

Date	Description