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COUNCIL OF COMMUNITY SERVICES OF EDMONTON AND DISTRICT

THE CHALLENGE OF

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Reports in Summary
(May 1961 - May 1962)

from the PRESIDENT
SPECIAL PROJECTS & STUDIES
YOUTH SERVICES DIVISION
CENTRAL SERVICES
STANDING COMMITTEES OF THE BOARD

22
ANNUAL
REPORT

May 12, 1962



PRESIDENT'S REPORT

In presenting this annual report to you today I do so with a great many mixed feelings. A feeling of appreciation for the honor and confidence you gave me by electing me to service as President of the Council for a second term...but also a feeling of regret that all of the objectives and plans envisioned a year ago could not be fully realized as we reach this 22 milestone in Council operation. There was much to be done and these past two years have been a challenge to us all. Had it not been for the splendid cooperation that I have received from members of the Council Board, from the members who have served willingly and enthusiastically on a great number of committees, and from an efficient and conscientious staff at our central office, I know this report would not be as complete as I sincerely hope you may find it.

One of our first assignments during the early part of 1961 was to set up a self-study committee whose responsibility it was to study the background and development of the Council of Community Services and to formulate recommendations for the future which would improve the quality of service in the fields of health, welfare and recreation and make the Council more effective in meeting the needs of a modern and rapidly growing metropolitan area. I am indeed grateful to Mr. W.H. Pettigrew and the members who served with him in assessing the role of the Council. The second phase of this self-evaluation program was documented in a 13-page report presented to the Board of Directors on October 2 of last year. Following the approval of the report a Standing Committee was appointed to give further study to the report, to make recommendations and to implement recommendations at the earliest possible moment. This, of course, is some of the unfinished business I am referring to and I am confident that the work of this committee will continue on throughout the year ahead. Recommended changes in Council structure; the image of the Council and its effective areas of service; and projected planning not only for today but for the future are all part of the responsibility placed upon this very important committee.

I would like to commend the Council for providing greater scope for more effective voluntary participation through the establishment of several new committees this past year. They are ...

THE FINANCE COMMITTEE, charged with the responsibility of advising the Executive and the Board on all matters relating to the financing of the Council's administration and program.

THE PUBLIC RELATIONS COMMITTEE, whose responsibility it is to compile and disseminate information to Council members and to the community on the services the Council provides.

THE MEMBERSHIP COMMITTEE, whose responsibility it is to interpret membership in the Council to all eligible organizations and to assimilate members into active participation in Council affairs.

Already the establishment of these committees is proving its value although the effectiveness of their work will not be fully realized until they have had an opportunity to achieve their potential during the coming year.

I would also like to commend the Council on the publication of a Directive Manual, a document that is vital to understanding the responsibilities and duties of executive personnel, committees and delegates. It is hoped that this manual will be useful to every member of the Council and will outline clearly how the Council is structured.

As the Council not only receives a large portion of its operating funds from the United Community Fund but works closely with the United Community Fund in all areas where knowledge of community agencies or needs may be helpful, I would like to express my appreciation for the cooperation and liaison that has grown increasingly stronger between these two central services. May I, at this time, extend congratulations to Mr. D.K. Yorath, newly elected President of the Fund and to Mr. Norman Lansdown, who received the appointment of Executive Director. Without such cooperation and understanding complete unanimity of purpose could not be achieved.

As the pages of this report detail many of the major projects undertaken by the Council this past year, I will only touch lightly on those areas where I feel excellent and vital services have been provided to the community.

1. The Report of the Indian and Metis Study Committee.
2. The report prepared by the Research Section of the Council of Community Services on North East Edmonton ... a study of the needs and services for young people; their values, ideals and ethical beliefs.
3. The proposal for a day centre for unemployed transient men in the Edmonton area.
4. The submission to the Royal Commission on Health Services.
5. The study of the Juvenile Court and its attendant Services, conducted by the Youth Services Division.

These are only five of the major areas of study and research that the Council has undertaken during the past year and represent only a fraction of a great number of consultations, reports and recommendations on services, planning and research made regularly throughout the year by the professional members of the Council staff. I single them out only because of their extreme value relative to community-wide research and planning.

We are fortunate indeed that Mr. Gus deCocq will be returning to Edmonton within the next few weeks to take up his duties with the Council of Community Services as Research Director. After a year's further study in this field at the University of California, Mr. deCocq's post graduate fellowship course will prove of immeasurable value in providing Edmonton with a highly trained and qualified professional worker in research and community welfare planning.

I would like to express at this time my sincere thanks to the retiring members of the Board - Mrs. L.R. Archibald, Mrs. T.H. Field, Mr. A.W. Fraser, Mr. Charles Gilbert, Mrs. K.L. Lawson, and Mr. John Ward.

In addition I would like to acknowledge with appreciation the generous support given to us by the press, the radio and the television media. During the past year we were also given valued assistance through volunteers supplied by the Central Volunteer Bureau. My thanks also to Mrs. H.B. Collier, editor of this annual report.

And finally to all those who have not only made this year an enjoyable one but who have made our accomplishments possible. I am referring now to our Executive Director Mr. William Nicholls and his entire staff at the Council office. The efficient work and the long hours that have been so willingly contributed during this past year have been more than appreciated. Many thanks for a job well done.

To all of you who make up this large and complex organization known as the Council of Community Services...to the City of Edmonton and the Provincial Welfare Department, my sincere appreciation. Through such co-operation we have been able to accept the challenges made upon us by this growing and expanding community.

D. Homersham,
President.

BOARD OF DIRECTORS

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Research and Program Secretary	-- Gustave A. deCocq
Youth Services and Council Assistant	-- Ernest Taylor
Director Welfare Information Service	-- Thelma Scambler

YEAR AT A GLANCE

THE COUNCIL OF COMMUNITY SERVICES OF EDMONTON AND DISTRICT . . .

- . . . RECOMMENDED OR SUPPORTED
 - . Day Centre services for single unemployed men
 - . Welcome Centre for Indian and Metis People
 - . Fair Employment and Fair Accommodation Legislation
 - . Formation of a School of Social Work in Alberta
 - . Flouridation of communal water supplies
 - . Provisions to improve medical and hospital services for the indigent and medically indigent

- . . . STUDIED
 - . needs of Indian and Metis People in Edmonton
 - . transients' services
 - . services and needs of youth in North East Edmonton
 - . juvenile court services
 - . services for medically indigent
 - . Canadian Paraplegic Association (Alberta Division)
 - . Self-Study of Council
 - . day care provisions
 - . joint study of 6 child caring institutions
 - . dental needs - low income families

- . . . CONVENED REGULAR MEETINGS OF
 - . delinquency prevention and control study group
 - . representatives of child caring institutions
 - . Edmonton Teen Council

- . . . OPERATED OR SPONSORED
 - . Welfare Information Service
 - . Christmas Bureau
 - . Council Bulletin
 - . Directory of Community Services
 - . Annual Meeting Workshop
 - . General Council meetings
 - . Jointly sponsored Seminar with Alcoholism Foundation
 - . Jointly sponsored courses for Child Welfare Workers with the Extension Department, University of Alberta
 - . Edmonton Youth Conference
 - . Youth Project Day

YEAR AT A GLANCE

. . . MADE AVAILABLE

- . staff services for Professional Division, United Community Fund Campaign
- . staff services for program development of Edmonton Epilepsy Association
- . speakers to a large number of community groups

. . . WAS REPRESENTED ON

- . Program Committee Great Plains Rehabilitation Conference
- . Adult Education Conference
- . Alberta Recreation Association
- . UCF - Allocations Committee
- . UCF - Admissions & Evaluation Committee
- . City Grants Evaluation Committee
- . National Employment Service - Local Advisory Committee
- . City Solicitations Review Committee
- . Indian & Metis Friendship Centre Committee
- . Indian-Eskimo Association Planning Committee National Conference
- . Canadian Citizenship Council
- . Canadian Welfare Council

COUNCIL PROGRAM IN SUMMARY

SPECIAL PROJECTS AND STUDIES

INDIAN & METIS STUDY COMMITTEE

Committee Members: Rev. W. Mundy, chairman (until February 1961); G. Amerongen, chairman (from February '61 to February '62); Mrs. H. Schwam; Dr. G. Hirabayashi; Dr. S. Greenhill, and Rev. W. Horton.

Origin: In the Fall of 1960, the Board of Directors established a fact-finding committee to examine the problems, people of native background have in adjusting to urban life in Edmonton. The committee was developed as a result of two basic concerns expressed to the Council of Community Services in 1959 and 1960. The first related to the difficulty of finding adoptive and foster homes for children of Indian and Metis background; and the second related to the difficulty native people appear to have in obtaining accommodation in the city of Edmonton.

Results: During the past year, the committee met with a number of people of Indian background, and individuals and representatives of agencies and organiz-

ations working with native people in our city.

In March the committee presented its report to the Board of Directors of the Council of Community Services.

The committee's recommendations emphasized the following:

- 1) The importance of existing services providing as effective service as possible to meet the needs of Indian and Metis people resident in Edmonton and District.
- 2) Support for the development of a friendship centre for Indian and Metis people in the city of Edmonton.
- 3) Need for child welfare agencies to examine present methods and explore new methods in finding suitable foster and adoptive homes for children of Indian background.
- 4) The need for non-Indian citizens to develop a better understanding of the Indian person and his culture. The committee suggested the appropriate use of citizens' conferences and the mass media in accomplishing this goal.
- 5) The support for a "Fair Employment Practices Act" and a "Fair Accommodations Act" in Alberta.

During the coming year, serious efforts need to be made to implement the recommendations contained in this report.

COMMITTEE ON HOMELESS TRANSIENT MEN

Services to the homeless, transient man have been a concern of the Council for several years. Although basic responsibility in this area lies with Government, a number of local, voluntary agencies also have provided food, clothing, and shelter. The Council has been active in coordinating services and pointing the need for expansion as the numbers of unemployed increased.

In November, 1960, a meeting of community representatives from health, welfare, and recreation agencies was called because of the rapidly increasing number of single, homeless, and transient men in this city. The purpose was to study the problem, how needs were being met, and what additional action could be taken. As a result of this meeting and several subsequent meetings it was decided that:

- 1) Further discussion with Government authority was necessary about the basic needs of food, clothing, and shelter.
- 2) There was a need for greater attention to health problems, and that medical services were inadequate.

3) There was no provision in the community for constructive leisure time activity; therefore, the transient had no alternative but to wander the street, spend time in pool halls or beer parlors; take up space in the Public Library (where they were often destructive), in the railway station, or Post Office between the hours of 9 a.m. and 4 p.m.

This preliminary study pointed out that adequate response to needs required skilled services because of the extent of the problems reaching into our social, cultural, and economic structure; into our educational and vocational training areas; into the need for registration, classification, counselling, and rehabilitation services. It also indicated that in planning one must consider "prevention."

Since January, 1962, a committee and sub-committee have concerned themselves with the problem of leisure time. They fully recognize that a recreation service is not an adequate answer, but they consider that a beginning must be made to encourage those still able to help themselves. The following recommendations are being made:

- 1) That as All People's Mission own a suitable building, a Day Centre be started for single, transient men registered at the Provincial Hostel only.
- 2) The organization, administration, function, policies, program, and financing have been studied with the following tentative recommendations:
 - a) The Centre be incorporated under the Societies Act.
 - b) To have a Board of Directors representative of the community.
 - c) That there be an inter-faith committee for spiritual needs.
 - d) That the Day Centre function with the overall objective of rehabilitation whenever possible. This would require registration and classification.
 - e) The Centre would be a referral and liaison agency with appropriate community resources for counselling, education, and re-education.
 - f) Could be a suitable place for group education or counselling service.
 - g) Could be a resource for research concerning the transient and his problems.

It is proposed that the Centre be staffed by a Director with suitable education and training to implement the objectives of the Centre; and that he should have two full time assistants as supervisors. Financing should come from both Government and Voluntary sources.

It should be noted that Calgary has a Day Centre that is functioning well and has established itself as a worthwhile community service; and that the Salvation Army have had 200 men in their hostel during the winter and are now operating a social centre for those registered with them.

Much has yet to be done. These are our concrete recommendations.

DAY-CARE COMMITTEE

Committee Members: Dr. Margaret Thompson, chairman; Dr. Julius Guild; Mr. Merrill McDonald; Mrs. J.W.D. Buchanan; Mrs. A.J. Norquay; Mrs. H.H. Stevens; Mrs. C.J. Farrell; Dr. R.L. James; Miss R.E. McClure.

The committee has identified four basic areas of concern related to day-care in the city of Edmonton:

1. the need for additional day-care services in the city of Edmonton.
2. standards of existing day-care services.
3. educational courses in the area of child growth and development for staff members in day-care services.
4. public education program.

Two preliminary studies have been undertaken in the past year to determine the need for day-care services in Edmonton. The first was an industrial survey undertaken by the University Women's Club and the second was a survey undertaken by the committee in cooperation with the Town of Jasper Place. After examining these two studies the committee is recommending that the Council Board undertake a major study to determine the need for day-care services in the city of Edmonton.

The examination of standards of existing agencies was referred to the Board and has been assigned to a special committee.

The committee gave leadership in the development of two courses in Child Growth and Development. These courses were offered to staff members in the childrens' services in Edmonton. The course which was held in the Fall of 1961 had over 100 registrants. These two courses were sponsored with the cooperation of the Extension Department of the University of Alberta. A large percentage of those who participated in these courses were representatives from the day-care services and children's institutions. The committee is preparing a report which will be presented to the Board of Directors.

SUBMISSION TO ROYAL COMMISSION ON HEALTH SERVICES

Purpose: Resulting from a request of Mr. Justice Emmett Hall, Chairman of the Royal Commission on Health Services, the Council Board approved the preparation of a submission on Medical Care and Hospital Services for the Indigent and Medically Indigent in the Greater Edmonton Area.

Results: Information on the subject was sought from a number of health and welfare leaders and compiled by Council staff. The submission was then reviewed and approved by the Board of Directors for presentation on February 16th to the Royal Commission.

Highlights of the report included:

- 1) Illustration of the close connection between ill health and welfare need.

- 2) Support for organized provision for individuals and families not able to pay for drugs, special diets or appliances.
- 3) Support for systematic development of emergency homemaker services.
- 4) Support for medical social service departments being available at all general hospitals.
- 5) Indicated need for auxiliary health services for Alberta residents living in areas removed from main medical and hospital centres.
- 6) Information on and support for a central registry for the handicapped.
- 7) Outline of gaps in dental care for families of marginal income.
- 8) A statement from the Council's Study of the Aging on health needs of older persons.

Further

Concerns: The Commission Chairman asked to be informed when the Council has a recommendation regarding a School of Social Work in Alberta. In April the Board of Directors and the Council Membership endorsed the proposal that a School of Social Work be established. Further follow-up on this subject is to be undertaken.

DENTAL CARE - LOW INCOME FAMILIES

Origin: Lack of available organized resources for referral of families of low income for needed dental services led to the development of a statement on these needs.

Results: Information about local dental needs and services was gathered, and as a result of a questionnaire six other Canadian cities sent in reports on how their problems were being met.

In February, an outline of the problem was presented in the Council's brief to the Royal Commission on Health Services. Subsequently, informal discussions with the Edmonton Dental Society have been encouraging and it is hoped solutions may be found in the near future.

Further

Concerns: The immediate concern is to have available organized services to cover dental emergencies for families of low income. Implications of possible alleviation of dental problems through support of preventative programs for dental health is also currently under study by the Council Board.

EPILEPSY ASSOCIATION

During the past year staff members of the Council have worked closely with the officers of The Edmonton Epilepsy Association in the development of program for the Association. Last fall the Association set itself three goals for the present year:

1. Development of a social program for people who have epilepsy.
2. Development of a pilot project in group counselling for parents of children with epilepsy.
3. Development of a public education program.

The Association has moved effectively towards the achievement of these three goals.

The Family Service Bureau has worked closely with the Association in the development of a group counselling program for parents of children with epilepsy.

The United Community Fund has cooperated in the development of a public education program.

In April the Association elected its first community Board of Directors.

APPRAISAL - CANADIAN PARAPLEGIC ASSOCIATION (ALBERTA DIVISION)

Origin: In September, the Canadian Paraplegic Association (Alberta Division) after being in operation from the beginning of the year requested an appraisal of services it was providing for paraplegics, and its relationship with the work of other organizations in the community.

Results: The objects, program and administration were reviewed and field visits were made to related organizations. A staff report was prepared and presented to the Association for information and guidance of its Board.

Further

Concerns: The report will provide a useful base upon which the future development of the Association can be reviewed periodically.

EMERGENCY WELFARE PROVISIONS

Origin: At the request of the Salvation Army in February meetings were convened of voluntary organizations and governmental departments to review provisions for emergency welfare services. The need for clarification grew out of the emergency problems faced by the Christmas Bureau.

Results: Written statements on emergency welfare provisions were provided by the governmental departments. These statements assisted in clarifying governmental and voluntary agency responsibilities and will prevent undue pressures for voluntary agencies in the future.

SELF-STUDY COMMITTEE

Members: W.H. Pettigrew, chairman; Mrs. F.W. Hewes; M. Coburn; R. Jones; D. Homersham; K. Wass.

Purpose: To consider the role of the Council.

Result: The study indicated some of the strong and weak areas of the Council, and made several recommendations for its development. Phase I opened up problems facing us with regard to our community image, staff requirements, and the need to consider a broader base for Council financing.

Further

Concerns: The committee considered that the Council has five major concerns:

- 1) Relationship to other organizations in our community.
- 2) Development of a Directive Manual that would assist Council delegates and Board members in their day to day work in the Council.
- 3) Study and development of a priorities plan for Council work.
- 4) Some reorganization of the Board operating structure.
- 5) The development of a better understanding of the Council in our community.

DIRECTIVE MANUAL COMMITTEE

Members: W.H. Pettigrew, chairman; Mrs. F.W. Hewes; J. Clark Ready; R. Jones. Mrs. T. Scambler, D.M. Critchley and E.I. Taylor were added to the committee on a consulting basis.

Purpose: To develop a manual that would be instructive and directive for members and delegates of the Council, and members of the Board and Committees.

Result: A manual has been prepared based on the present organization of the Council, its Board and Committees. The committee recommends further studies of the Council structure be made for the purpose of development and improvement.

YOUTH SERVICES DIVISION

"The Division.....is concerned with the progressive development of youth services and an environment.....conducive to the best interests of young people."

Youth Services Executive Committee - The Committee is responsible for developing and directing the work of the Youth Services Division. During the past year it has met on the first Wednesday of the month and has held two special meetings. Members of the Committee serve for three years and are eligible for re-election once. During the past year the members have been:

Miss Elsie McFarland, chairman; Mr. Andy Dorosh, vice-chairman; Rev. David Crawford; Mr. Ian Roger; Mr. C. Buckley; Dr. Ken Grierson; Dr. Margaret Thompson; Mr. T.D. Baker; Rev. W. Fitzgerald.

Inter-Institutional Committee

Last November the Youth Services Executive proposed to representatives of children's institutions in Edmonton and District that a committee be formed to study the implications for institutions of changes in thinking and practice which are taking place with regard to the institutional care of children. As a result of their ready cooperation, an Inter-Institutional Committee was formed with Board and staff representation from the participating institutions.

The committee is meeting weekly under the chairmanship of Mr. Brian Dockrell and expects to report by the end of June.

Meetings of Representatives of Institutions for Children and Youth

Representatives from eleven institutions for children and youth have continued to meet during the past year. The members of the group have defined their purpose as being the development of "the highest standards of care for children and youth in institutions in Edmonton and District."

One of the projects undertaken during the past twelve months was the development of a standard intake and referral form. The Provincial Welfare Department, the City Welfare Department, and the Juvenile Offenders Branch have also agreed to use this intake and referral form.

Sister Lydia A. Tyszko is the chairman of the group.

Juvenile Court Study

A major recommendation of the Study which was completed in 1960 was that a Juvenile Court Committee be established that would have as its functions "the gathering, interpretation, and dissemination of information on the incidence of delinquency in Edmonton; the appraisal of treatment measures; and the development of a coordinated and unified philosophy and approach to the delinquent."

The Youth Services Executive Committee is happy to be able to report that early in 1962 a letter was received from the Deputy Attorney General, Mr. H.J. Wilson, expressing willingness to see such a committee established. The

Executive Committee was also asked to supply names of persons to serve on a Juvenile Court Committee. It is expected the Committee will be appointed within the near future.

Course on Child Growth and Development

In the fall of 1961 the Youth Services Division and the Department of Extension co-sponsored a course on Child Growth and Development which was attended by over 100 staff members from children's services in Edmonton. The course was given by Professor A.J.B. Hough of the University of Alberta. Because of the positive response, a second course was held in the spring of this year.

The course was developed as a result of recommendations from the Council's Day Care Committee and the staff of institutions for children and youth.

North-East Edmonton Study

The Interim Report of this study was completed in October, 1961. Undertaken in cooperation with the North-East Edmonton Community Council, the Study deals with the leisure time needs and services of the young people of North-East Edmonton and also their values, ideals and ethical beliefs.

The following action has been taken to date with regard to the Interim Report: it has been presented to the members of the North-East Edmonton Community Council and the Youth Services Executive Committee; the Youth Services Executive Committee has endorsed the recent request of the North-East Edmonton Community Council that an area director be assigned to North-East Edmonton by the Parks and Recreation Department; and the Executive Committee has also convened a meeting of representatives of recreation organizations to discuss the implications of the report.

Mr. Harry Boutillier was the chairman of the Study Committee. Members of the committee were: Mr. D.C. Adams; Mr. S.G. Deane; Mr. A. Cooke; Dr.G. Hirabayashi and Mr. L.G. Wiedrick.

Edmonton Children's Center

On September 13, 1961 the Youth Services Executive was happy to be represented at the official opening of the City of Edmonton's Children's Center. A letter from the Executive to the City Council drawing attention to the mixing of neglected and delinquent children in the Detention Home prompted the decision to build the Center.

Delinquency Prevention and Control Study Group

The Study Group is composed of approximately 15 persons representing the welfare, education, recreation, and police services in Edmonton. During the past year, it has concentrated on the area of delinquency prevention and has examined case records of delinquent youth to determine where more effective help might have been given. As a result of its study a report containing 13 recommendations has been submitted to the Youth Services Executive.

Reverend W.P. Fitzgerald is the chairman of the Study Group.

Delinquency Project

Since its formation in 1957, the Division has been concerned about the problem of delinquency in Edmonton. One of its first actions was the formation of the Delinquency Control and Prevention Study Group, and more recently it has undertaken and completed the Juvenile Court Study. During the past year yet another step was taken with the development by the Division of a proposal for a project to: 1. coordinate the efforts of youth serving organizations in the treatment of delinquents; and 2. develop measures for identifying and working with potential delinquents.

Although this proposal is still in the discussion stage, the Division is happy to note recent cooperative efforts that have been undertaken on behalf of delinquent young people by the City Welfare Department, the Y.M.C.A., and the Y.W.C.A. In addition, the Canadian Mental Health Association (Edmonton Branch) has shown considerable interest in this problem.

City-Wide Teen Council

The Edmonton City-Wide Teen Council is the youth section of the Youth Services Division and is representative of the major youth organizations and youth clubs in Edmonton. During the Christmas holidays, the Council sponsored its fourth annual Edmonton Youth Conference which was held at the Jubilee Auditorium. One hundred and fifty young people representing approximately 75 youth clubs and organizations attended the two day conference. The subject of the conference was "The Closed Door" which was an examination of prejudice and discrimination in our city.

During the year the Teen Council worked with the Alcoholism Foundation in the development of a youth advisory committee to the Alcoholism Foundation. This committee was formed as a result of a recommendation from the third Edmonton Youth Conference.

The Council has also worked closely with the City Parks and Recreation Department to develop the Teen Park Committee. This committee, which meets with a representative from the City Parks and Recreation Department, is exploring the need for a teen park in the City of Edmonton.

Another undertaking of the Council is Youth Project Day. Last year, 5000 trees were planted in the parkland adjacent to Kinsmen Park. A similar project is planned for May 12 of this year.

The chairman of the Council is Alex Semeniuk.

Police Visits to Schools

Concern was expressed to the Division about the possible harm caused to children's reputations as a result of police visiting schools to investigate delinquencies. It was a recommendation of the Juvenile Court Study that in principle the first investigation of a juvenile should be related to the home. This was discussed with the Police Department and it was agreed that wherever possible police officers visiting schools would not be in uniform.

Committee on Delinquency

Early in the year, the Department of Justice established a Committee on Delinquency. Representatives of the Youth Services Executive met with the Committee when it visited Edmonton. It is expected that representation from the Committee will again be in Edmonton at the end of May and that a further meeting will be held.

Firearms to Minors

As a result of concern about the sale of firearms to minors, the Youth Services Executive contacted the Chamber of Commerce, the Police Department, the Optimist Club and the news media. The CBC has agreed to focus attention on this problem.

Developing Concerns

Other present and developing concerns of the Division are: a registry for handicapped children; the availability of foster and adoptive homes for Indian and Metis children; counselling services for young people; school drop-outs and unemployed youth; development of minimum standards by youth services; use of schools.

CENTRAL SERVICES

WELFARE INFORMATION ADVISORY COMMITTEE

Members: Professor A.J.B. Hough, chairman; Mrs. H.B. Collier (Council of Community Services); Miss A. Marchand, D.K. Wass (City Welfare Department); J.R. Smith, K. Wood (Department of Public Welfare).

Purpose:

1. To maintain accurate resource information on health, welfare and recreation services, as well as information about civic, service, fraternal, labour and professional groups and organizations.
2. To give general information and/or referral to any individual or organization about the health, welfare, recreation and related services in the Greater Edmonton area.
3. To record the nature of each request received and thus, through accumulated statistics, show where services are lacking or inadequate." . . . This excerpt from the "Function and Policy of the Welfare Information Service" describes the role of the central information and referral service in Edmonton.

Results:

During the twelve month period ending April 30, 1962, 8,120 enquiries were handled by Welfare Information Service, ranging from 538 to 865 per month. The after-hour service, designed to handle emergency calls only, accounted for 2,066 of the year's total.

The problems presented in these enquiries cover all aspects of social concern. In particular there is the continuing growth of calls in the categories of financial need, child welfare and housekeeping assistance. It is interesting to note that 367 individuals have enquired about foster home care and have been referred to the City Welfare Department and to the Regional Office (Department of Public Welfare) as possible foster home parents.

Welfare Information Service accepted the request of the Immigration Branch, Department of Citizenship and Immigration (July, 1961), that our office be the receiving depot for notices of arrival of immigrants travelling by air. The information from these cards is passed on to those voluntary organizations providing immigrant aid services.

"Information Sessions": Changes in legislation affecting welfare services, eligibility and admission policies, new agencies and services, all indicate the need for information about the community is a continuous one. Welfare Information Service offers up-to-date information to agency personnel, particularly those new staff members who are not familiar with the community's resources. To assist further in the development of inter-agency communication and the development of knowledge about welfare services, the Advisory Committee sponsored two "Information Sessions" in October and November. Invitations were extended to thirty-six agencies and 56 staff members attended. Material was presented on both governmental and voluntary services in the following areas: Family and Child Welfare; Housing; Services to the Aged; Rehabilitation; Health Services; Transients; Services to the Immigrant; Recreation and Auxiliary Services.

Appreciation is expressed to the Department of Public Welfare, Government of Alberta and to the Welfare Department, City of Edmonton; and to the United Community Fund of Greater Edmonton for their major financial support to Welfare Information Service, thus providing a valuable link between the general public and governmental and voluntary services.

CHRISTMAS BUREAU ADVISORY COMMITTEE

Members: Mrs. E.N. Stewart, chairman; S.J. Baker; Mrs. C. Warr; Miss Joan Dee; Rev. W.A. Reynolds; Miss Margaret Hill; Major I. Arkinstall; Major Wm. Hosty; Fred U. Brown; Father Wm. Irwin; Mrs. F.R. Patrick; John Smith; I.F.B. McBride; Rev. A.R. Molyneux.

Purpose: The Bureau aims at coordinating Christmas giving in Greater Edmonton. It functions as a confidential clearing centre only, and does not promote giving. Those who want to give are encouraged to register early in order to avoid duplications and to receive the utmost in service from the Bureau staff.

The 21st year of the Christmas Bureau opened on November 15th, and closed on Christmas Eve, with Miss Audrey Allison, B.S.W., engaged as professional staff. Commencing in October the committee met regularly to review policies, to keep informed of the progress of the operation, and to help in any way we could to further its success.

1864 families and individuals in Greater Edmonton received Christmas gifts and other assistance from 207 donor groups and 42 individuals. In addition

to hampers and toys, \$1532.97 was distributed through the Bureau to families and individuals for whom a cash gift was appropriate. There were 307 more families and individuals helped, and 21 fewer donors, than in the previous year.

Further

Concerns: The committee notes that some donor groups and individuals register early, enabling the staff to start work immediately upon the opening of the Bureau. Many other donors are late in planning their giving; their delay complicates the operation for the staff, and creates last minute confusion and emergencies.

On December 23rd, closing date of the Bureau, a real crisis occurred when 235 families were still in need of assistance. With \$326.97 on hand it was estimated that an additional \$2200 would be required to meet this situation. Thanks to the Civil Service Welfare Fund, and the Civic Employees Welfare Chest, donations of \$700 and \$1500 respectively were received. In this way the emergency help for these families was provided.

In January the Advisory Committee met to review the 1961 Bureau operation, and a recommendation was made that "The Board of Directors of the Council of Community Services strike a separate committee to give thorough consideration to all aspects of the Christmas Bureau in the community." At a Board of Directors meeting this motion was presented and carried.

STANDING COMMITTEES OF THE BOARD

ACTIVITIES COMMITTEE

Members: A.F. Affleck, chairman; Mrs. J.E. Hart; Mrs. F.W. Hewes; Mrs. W.H. Schlosser; G. Eyford; A.W. Fraser; B. Hipfner.

Purpose: To plan and conduct general meetings of the Council which seek the following objectives:

- a) To foster inter-agency communication.
- b) To provide a platform for the presentation of provocative community issues.
- c) To encourage creative thinking with respect to social problems in Edmonton.
- d) To create a two-way flow of ideas between agency delegates and Board of Directors so that the Council as a whole serves the community in terms of long-range planning as well as meeting crisis issues effectively.

Projects: The committee and its sub-committees held more than 18 meetings; and in addition the chairman acted as liaison member of the Membership and Executive Committees. Highlights of the general meetings were as follows:

On October 18th there was a progress report on the Council Self-

Study; final report of the Juvenile Court Study; report and discussion on the import duty on wheel chairs; discussion and recommendation with respect to tragic news releases.

The November 30th meeting was taken up by Dr. Guild's review of current Council undertakings.

Items for the meeting of February 15th included a report on the Problem Census; a progress report on the development of a Friendship Centre for Indians and Metis in Edmonton; and a panel discussion on the role of the Council in New Services Development. The panel discussants were Mrs. C.J. Farrell, Mrs. A. Prather, D. Milne, A. Welsh and R. Jones.

At the April 12th meeting final reports of the North-East Edmonton Study and the Indian-Metis Study were presented. The CASW proposal for a School of Social Work at the University of Alberta was outlined by Miss Isabel Munroe and discussion followed.

Further

Concerns: The committee is now engaged in planning for the May 11th and 12th Annual Meeting and Conference for which the topic will be "The Challenge of Change." Twenty highly qualified people of our community will be topical speakers in workshops devoted to the challenges of financing community services; the sponsorship of services; social and physical planning; the use of school buildings after 4 o'clock; and the role and responsibility of the citizen.

MEMBERSHIP COMMITTEE

Members: Mrs. E.E. Bishop, chairman; Mrs. H.B. Collier; Mrs. T. Miller; Rev. W.A. Reynolds; Mr. C. Robert Dickey; Mr. A.F. Affleck.

Purpose: To review all aspects of Council membership, and to make recommendations to the Board of Directors with regard to membership applications.

At meetings held throughout the year the Membership Committee:

1. Developed new membership application forms for organizations and individuals. Individual membership to be renewed each year.
2. Revised the delegate renewal form.
3. Contacted Councils in cities in other parts of Canada and compared membership practices in Edmonton with those in other areas.
4. Recommended a change in the Council By-laws to clarify the membership status of Board members.
5. Met with the Public Relations committee to determine how best to approach prospective members. Plans have been finalized and some contacts made with a view to increasing and strengthening Council membership.

6. Reviewed six applications for membership. Of these four have been accepted and two are still under consideration.

Further

Concerns: The orientation of new members and newly appointed delegates has been of some concern to this committee. Tentative plans for an indoctrination meeting have been drawn up for the consideration of the incoming Membership, Public Relations, and Activities Committees.

PUBLIC RELATIONS COMMITTEE

Members: Mrs. T.H. Field, chairman; Mrs. H.B. Collier; Colin Campbell; John Smith; Rev. W.A. Reynolds.

Purpose: At the onset we were advised that this committee is not a working committee, but one of policy-making and developing greater public awareness and understanding of issues, problems, and services in the fields of health, welfare, and recreation. The committee is the chief vehicle through which the Council Board works, and must be cognizant of what material is being sent out, as well as what material should be going out, to the various media.

Six meetings were held, plus a joint meeting with the Membership Committee. An attempt was made to create a symbol that could be used on letter-heads and the Council Bulletin, but no recommendation was reached. It was suggested that a member of the committee should assist in the editing of the Council Bulletin. The film 'Trouble Makers' was viewed and some consideration given to the idea of adapting it to our use with the addition of locally made film. The duties of this committee were decided as follows:

1. To be aware of and review information released to radio, TV, and newspapers with a view to offering observations of a constructive nature to the Executive Committee of the Council.
2. To coordinate Council publicity and information.
3. To develop and maintain a unified programme of public relations and information activity on behalf of the Council.
4. To secure cooperation of key groups related to the work of the Council in the community.
5. To act as a clearing house and maintain a library of publications and publicity materials for the Council.
6. To ensure that contact is established and maintained with the various publicity media.

Further

Concerns: As this committee concludes its work for the year we feel we have laid the foundations, and we look forward to seeing these carried on. I should like to thank Mr. W.M. Nicholls for his untiring help, Mr. Homersham for attending several of our meetings and the committee for their continued support and interest.

PERSONNEL COMMITTEE

Members: J. Harper Prowse, chairman; Mrs. F.W. Hewes; C.R. Gilbert; M. Coburn; D. Homersham.

During the past year the Committee has given consideration to the new Canadian Welfare Council sponsored national pension plan. It has recommended Unemployment Insurance be established for eligible staff members. Leave of absence for further training was recommended for Mr. G.A. deCocq, who has taken a post-graduate course in research in community organization at the University of California. Mr. deCocq will return shortly to establish research and statistical services within the Council. Further work will be undertaken to complete a manual of personnel policies.

FINANCE COMMITTEE

Members: Mrs. F.W. Hewes, chairman; M. Coburn; J. Harper Prowse; G. McClary.

Purpose: To be a fact-finding committee, and to advise the Executive and Board on all matters relating to financing the administration and program of the Council.

Results: This committee has been responsible for the preparation and presentation of the budget to the Council Board. In addition, it has studied present and long-range Council financing, and made specific recommendations regarding necessary changes in bookkeeping.

MEMBER ORGANIZATIONS

Alberta Tuberculosis Association
Alcoholism Foundation of Alberta
All People's Mission
Anglican Council for Social Service
Beulah Home
B'nai B'rith Youth Organization
Boys' Club of Edmonton
Boy Scouts of Canada, Edmonton
Regional Council
Callow Veterans' & Invalids'
Welfare League
Canadian Arthritis & Rheumatism
Society
Canadian Association for Health,
Physical Education & Recreation (Men's)
Canadian Association of Social Workers
Canadian Citizenship Branch
Canadian Diabetic Association
Canadian Girl Guides Association
Canadian Girls in Training
Canadian Mental Health Association
Canadian National Institute for the
Blind
Canadian Red Cross Society (Edmonton
Branch)
Central Volunteer Bureau
Charles Camsell Indian Hospital
Community Planning Association
of Canada
Department of Veterans Affairs
Edmonton Cerebral Palsy Association
Edmonton Creche & Day Nursery Society
Edmonton Citizenship Council
Edmonton Council Home & School Assn.
Edmonton & District Labour Council
Edmonton Epilepsy Association
Edmonton Federation of Community
Leagues
Edmonton Home for Ex-Servicemen's
Children
Edmonton Public Library
Edmonton Rehabilitation Society
for the Handicapped
Emergency Homemaker Service
Family Service Bureau
Good Samaritan Hospital (Lutheran
Home Society of Edmonton)
Good Shepherd Home
Gray House Guild
Hope Mission
Imperial Order Daughters of the
Empire
Jewish Family Services
John Howard Society of Alberta
Junior League of Edmonton
Kinsmen Club of Edmonton
Local Board of Health (City of
Edmonton)
Local Council of Women (Edmonton)
Marian Centre
Misericordia Social Service Dept.
for Unmarried Mothers
Multiple Sclerosis Society (Edmonton
Chapter)
National Employment Service, U.I.C.
National Council of Jewish Women
Navy League (Edmonton Branch)
O'Connell Institute
Our Lady of the Atonement Home
Provincial Guidance Clinic
Rosary Hall
Salvation Army
St. John Ambulance Association
St. John's House
St. Mary's Home & Technical School
Sisters of Service Residential Club
Study Group on Family Welfare
Services
Society for the Prevention of Cruelty
to Animals
Unitarian Church of Edmonton
United Church of Canada, Edmonton
Presbytery
University of Alberta Extension Dept.
University Hospital - Outdoor Clinic
University Women's Club
Veleda Club
Victorian Order of Nurses
Welfare Department, City of
Edmonton
Young Men's Christian Association
Y's Men's Club of Edmonton
(Central Chapter)
Young Women's Christian Association
Zonta Club of Edmonton

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PEAT, MARWICK, MITCHELL & CO.
CHARTERED ACCOUNTANTS

Bank of Commerce Building
10102 - 101 Street
Edmonton, Alberta

AUDITORS' REPORT TO THE MEMBERS

We have examined the balance sheet of the Edmonton Council of Community Services as of December 31, 1961 and the statement of income and expenditure for the year ended on that date, and have obtained all the information and explanations we have required. Our examination included a general review of the accounting procedures and such tests of the accounting records and other supporting evidence as we considered necessary in the circumstances.

In our opinion, and according to the best of our information and the explanations given to us and as shown by the books of the organization, the accompanying balance sheet and statement of income and expenditure are properly drawn up so as to exhibit a true and correct view of the state of the affairs of the organization at December 31, 1961 and the results of its operations for the year ended on that date, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Peat, Marwick, Mitchell & Co.

Chartered Accountants.

Edmonton, Alberta
March 9, 1962.

EDMONTON COUNCIL OF COMMUNITY SERVICES

Balance Sheet
December 31, 1961

Assets

Current assets:

Cash		\$	5,644.88
Accounts receivable			3,547.04
Prepaid expenses			<u>529.44</u>
Total current assets			9,721.36

Fixed assets, at cost:

Furniture and fixtures		\$	4,768.85
Less accumulated depreciation			<u>2,453.47</u>
		\$	<u>2,315.38</u>
		\$	<u>12,036.74</u>

Liabilities and Surplus

Current liabilities:

Accounts payable:			
United Community Fund of Greater Edmonton		\$	6,535.45
Other			<u>920.11</u>
Total current liabilities			7,455.56

Surplus:

Balance at December 31, 1960		\$	765.90
Add net income for year ended December 31, 1961			<u>3,815.28</u>
		\$	<u>4,581.18</u>
		\$	<u>12,036.74</u>

(Referred to in the accompanying report of Peat, Marwick, Mitchell & Co., Chartered Accountants, dated March 9, 1962)

EDMONTON COUNCIL OF COMMUNITY SERVICES

Statement of Income and Expenditure
Year ended December 31, 1961

	<u>Council</u>	<u>Youth Services Division</u>	<u>Welfare Information Service</u>	<u>Total</u>
Income:				
Funds received from:				
United Community Fund of Greater Edmonton	\$ 47,733.00	3,543.00	1,931.00	53,207.00
The City of Edmonton	-	8,000.00	3,825.25	11,825.25
Government of the Province of Alberta	-	-	3,825.25	3,825.25
Donations re Christmas Bureau	1,532.97	-	-	1,532.97
Directory sales	215.00	-	-	215.00
Sundry	-	151.60	-	151.60
Total income	<u>49,480.97</u>	<u>11,694.60</u>	<u>9,581.50</u>	<u>70,757.07</u>
Expenditure:				
Salaries	34,594.36	8,549.00	7,480.00	50,623.36
Pension contributions	1,279.15	280.50	229.80	1,789.45
Group medical insurance	183.00	72.00	-	255.00
Rent	2,690.04	399.96	360.00	3,450.00
Stationery and office supplies	571.50	108.00	-	679.50
Printing and mimeographing	477.19	180.00	28.31	685.50
Maintenance of office equipment	71.41	72.00	25.00	168.41
Books and publications	161.31	76.96	-	238.27
Postage	367.20	74.80	30.75	472.75
Telephone and telegraph	465.24	95.40	259.62	820.26
Telephone answering service	-	-	563.98	563.98
Utilities	169.40	24.00	39.96	233.36
Accounting services	300.00	-	-	300.00
Audit fee	140.00	30.00	20.00	190.00
Membership fees	105.27	-	-	105.27
Meeting expenses	328.14	60.84	-	388.98
Publicity	-	-	109.31	109.31
Conferences and travel	527.73	489.01	269.30	1,286.04
Youth Conference	-	287.35	-	287.35
Transportation and car allowance	1,069.90	316.50	97.20	1,483.60
Insurance	13.16	-	-	13.16
Cost of moving	292.55	-	-	292.55
Christmas Bureau	1,553.28	-	-	1,553.28
Sundry	323.99	101.64	49.90	475.53
Total expenditure	<u>45,683.82</u>	<u>11,217.96</u>	<u>9,563.13</u>	<u>66,464.91</u>
Net income before depreciation	3,797.15	476.64	18.37	4,292.16
Depreciation	292.69	85.90	98.29	476.88
Net income or (loss)	<u>\$ 3,504.46</u>	<u>390.74</u>	<u>(79.92)</u>	<u>3,815.28</u>