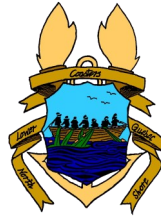


# Coasters Association Inc.



## Kids Summer Camp



Prepared by:

Vanessa Newcombe  
Youth Camp Coordinator  
December 2007

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## **Introduction**

In the summer of 2006, we embarked on a six (6) week summer camp pilot project in the Municipalities of Bonne Esperance and St. Augustine to provide a Youth Summer Camp for children between the ages of six to twelve. This collaborative effort was made possible with the generous contributions from the Anglican Church Diocese, Quebec 4-H, Quebec Labrador Foundation (QLF), Municipality of Bonne Esperance & St. Augustine, Sports & Leisure Committees in both communities and St. Paul's School. The summer camp entitled Kindness, Inspiration, Determination, Spirit, "KIDS" has proven to be a great success.

This year the goal was to expand our efforts to include the communities of Chevery, La Tabatiere, and Blanc Sablon, as well as to continuing the camps already established (St. Augustine, St. Paul's River).

The mission of KIDS Summer Camp was "To nurture and develop a safe and healthy environment in which youth can improve their health and obtain skills that will assist them in their future lives, through physical activities (baseball, track-n-field, soccer, etc..), mental development (leadership training, mentoring, etc...), artistic growth (music, art, dance, etc...), environment awareness (greenhouse, composting, nature watching, etc...,) and community/family participation (volunteers, family/community events, etc...)."

The Kids Summer Camp did not only provide a safe and happy environment for the youth in our communities, but also provided a unique learning experience for all those involved, as well as provided the camp counselors with leadership skills that will help them confidently navigate through a successful future and become leaders within their own communities.



## Overview of Project

In order to create a sustainable camp for the youth of the Lower North Shore, Vanessa Newcombe was selected as the Youth Camp Coordinator under the project entitled “Feasibility of Implementing Youth Camps on the Lower North Shore”, which began on April 30th, 2007 through to November 9th, 2007 (28 weeks).

The following is a list of the objectives planned for the project:

- Research the possibility of implementing Youth camps in St. Paul’s and St. Augustine
- Research financial feasibility for expansion to other communities along the Lower North Shore (I.e. Chevery, La Tabatiere, Blanc Sablon)
- Oversee the overall working administration for the 2007 camps
- Research the possibility of the continuation of this program through combined partnerships, or a new organization, or a new co-op

This position was made possible through the generosity of funding received from the Youth Employment Services (YES) in Montreal, Caisse Populaire de Blanc Sablon, Caisse Populaire de La Tabatiere, Caisse Populaire de Tête-à-la-Baleine and the Coasters Association Inc.

### Communications

One of the first steps taken in determining the feasibility of continuing the KIDS Summer Camp initiative was to contact the 2006 KIDS Summer Camp Committee from St. Paul’s River and St. Augustine to discuss the outcome of the 2006 camp year and to determine their interest in continuing the KIDS Summer Camp along the Lower North Shore. Members of the other selected communities (La Tabatiere and Blanc Sablon) were contacted in order to establish a KIDS Summer Camp Committee in each camp site.

The next step was to obtain funding; local organizations/companies on and off the coast were contacted requesting information on funding possibilities.

On Coast	Off Coast	Municipalities
Carrefour Jeunesse Emploi	Hydro Quebec	St. Paul’s River
SADC	Underground Services Limited	St. Augustine
CLE		Lourdes Blanc Sablon
Quebec Labrador Foundatiom		La Tabatiere
CLD		

The Municipalities in each camp site were also contacted concerning the possibility of obtaining

one student position from each municipality to work in the KIDS Summer camp; unfortunately, due to the cut backs by Services Canada, most municipalities were unable to comply with our request, however, one student position was granted from the Municipality of St. Augustine.

Throughout the 2007 camp year, communication between the Youth Camp Coordinator and the KIDS Summer Camp Committee's was ongoing.

Various other organizations were contacted to ensure the success of the 2007 camping year. The following is a list of resource persons who were contacted;

<b>Name</b>	<b>Organization</b>	<b>Reason</b>
Rev. Susan Hutchinson	Quebec Anglican Church Diocese	Status of funding request
Mr. Gordie Tozar	Underground Services Limited	Status of funding request
Diane Evans	Chevery Governing Board	Information on resource persons
Annie May Anderson	Regional Social Development	Invitation to be a resource person on the steering committee
Juanita Jones	Community Learning Center	Sports & Leisure contact information
Jacques G. Martel	Hydro Quebec	Discuss funding possibilities
Kimberly Buffitt	KIDS Summer Camp Committee	2006 invoices, Sports & Leisure contribution to the 2006 camp, inventory of crafts and invoices
Vicki Driscoll	CEDEC	Invitation to be a resource person on the steering committee
Diane Lepage	Services Canada	Application status
Community members (approx. 10)	Harrington Harbour	Determine interest in opening camp in Harrington Harbour
Melissa Lawless	Blanc Sablon KIDS Summer Camp Committee	Progress report on Blanc Sablon camp

Laurette Gallibois	St. Augustine KIDS Summer Camp	Progress report on St. Augustine camp, inventory of crafts and invoices
Jamie Robertson	La Tabatiere KIDS Summer Camp	Progress report on La Tabatiere camp
Alberte Marcoux	CLE	Discuss funding possibilities
Lloyd Jones	Air Labrador	Request discounted air fare
Ana Osborne	Eau Natural discovery Camp	Discuss possibility of forming a partnership
Marina Keats	St. Paul's Anglican Church	Request permission to use rectory
Karine Monger	CLD	Discuss funding possibilities
Meeka Faucher	SADC	Discuss funding possibilities

The coordinator of the KIDS Summer Camp was contacted by the Mecatina Community Learning Center to discuss the possibility of establishing a partnership for the 2008 camp year. A meeting was organized between the Youth Camp Coordinator, Kimberly Buffitt (HSSNPI Development Agent), Juanita Jones (Mecatina Community Learning Center), John Weideman (Mecatina School Principal) to determine the role of the Mecatina Community Learning Center and to draft a partnership agreement.

Various other local groups/organizations were contacted in order to establish partnerships for the 2008 camp year.

### ***Committee/Groups***

In each camp site a KIDS Summer Camp Committee was established consisting of community members to operate the Camp. The committee's were responsible for obtaining snacks, assist in developing the course outline, and available for any issues that may occur. The committee's consisted of the following members:



<b>La Tabatiere</b>	<b>St. Augustine</b>	<b>St. Paul's River</b>	<b>Blanc Sablon</b>
Jamie Robertson	Laurette Gallibois	Kimberly Buffitt	Melissa Lawless
Monica Robertson	Judy Rowsell	Lana Rowsell	Gwennola Lawless
Susie Martin	Jolene Beaudoin	Shannon Keats	Margo Lawless
Cindy Gallichon	Marsha Chubbs	Carolyn Roberts	Shelly Jones
		Melinda Griffin	Rejeanne Marcoux
		Vanessa Newcombe	

A steering committee was also formed, consisting of one (1) person from each KIDS Summer Camp Committee, as well as Vanessa Newcombe, Youth Camp Coordinator and Ida Jones, H & SS Development Agent. The following is a list of the steering committee members:

<b>Name</b>	<b>Camp Site</b>
Ana Osborne	Chevery
Jamie Robertson	La Tabatiere
Laurette Gallibois	St. Augustine
Kimberly Buffitt	St. Paul's River
Melissa Lawless	Blanc Sablon

A list of resource persons has also been established consisting of representatives from various organizations along the Lower North Shore to be a member of the steering committee. The following is the list of resource members:

<b>Name</b>	<b>Organization</b>
Cornella Maurice	Coasters Association Inc.
Rev. Susan Hutchinson	Quebec Anglican Church
Stephanie Maynard	Quebec 4-H
Patrishia Nash	Quebec Labrador Foundation
Juanita Jones	Community Learning Center
Meeka Faucher	SADC
Annie May Anderson	Regional Social Development Council

### ***Partnerships***

Partnerships have been formed with local municipalities, sports committee's and governing boards to use their facilities (free of charge) to operate the program. Without the generous support from the following organizations, the KIDS Summer Camp would not have been possible.

<b>Camp Site</b>	<b>Organization</b>
La Tabatiere	La Tabatiere Community Hall La Tabatiere Youth Center
St. Augustine	Sports & Leisure Committee (Arena)
St. Paul's River	St. Paul's School
Blanc Sablon	Corporation of Development of Blanc Sablon (arena)

A partnership was formed with the Eau-Naturelle Discover Camp in Chevery. The camp in Chevery was provided with a student position that was funded by Services Canada; the other two (2) counselors from the Eau Natural Discovery Camp were invited to the training session that was held on June 25th, 2007. The Eau-Naturelle Discover Camp provided the KIDS Summer Camp access to their camp theme and provided the student selected through the Coasters application to Services Canada with material, facility and supervision.

Through a partnership formed with the Coasters Association and the 4H Club of Quebec, insurance was offered for a flat fee of fifteen dollars (\$15.00) per youth for the seven (7) week program.

A partnership was also formed with the Mecatina Community Learning Center in La Tabatiere. They have agreed to assist the KIDS Summer Camp in providing training to the student camp counselors, distribution of pre-enrollment forms, material and provide access to video conferencing.

## **Reports/Documentation**

The Youth Camp Coordinator was responsible in determining the feasibility of opening four camps along the Lower North Shore. In order to achieve this goal an action plan, a schedule of activities, as well as contact list were drafted. The action plan provided an outline of the objectives for the 2007 camp year. The schedule of activities provided an overview of the activities that have been completed in order to ensure the success of the KIDS Summer Camp. The contact list consisted of resource persons from various organizations that have assisted in achieving the goal of opening four camps.

Letters were sent to various local committees in each selected community, requesting the use of their facilities to house the camps, as well as, to local airline companies for discounted traveling rates. Funding requests were made to various organizations/companies on and off the Lower North Shore.

An application was submitted to the Council of Mayors under the National Policy on Rurality program for one student position for eight (8) weeks; however, due to the fact that each community had already contributed to the KIDS Summer Camp by means of donating facilities free of charge, the Council of Mayors decided to refrain from further contributions at this time.

An activity report was drafted and one hundred and twenty copies (120) were dispersed on and off the coast. The activity report outlined all activities that were completed as well as the activities that needed to be accomplished in order to meet our goal of creating a community youth network and/or a co-op. There was a lot of positive feedback received from this report. Stephen Kohner (North Shore Deanery) expressed his appreciation for receiving the report and stating that he was impressed with the KIDS Summer Camp. He also confirmed his support for the 2008 camp year. Marc Normand (SADC) contacted the Youth Camp Coordinator stating that they have a program available that might be useful to the development of the community Youth Network or co-op. Helen Couloumbe (Forum Jeunesse Cote Nord) forwarded information regarding the FRIJ program. Unfortunately this program cannot be used for the KIDS Summer

Camp or the development of the community youth network or co-op.

As a spin off of the KIDS Summer Camp a project application was submitted to Forum Jeunesse Cote Nord entitled "French Immersion Teen Camp Feasibility Study". This project will provide the opportunity to conduct a feasibility study for the implementation of a French Immersion Teen Camp, along the Lower North Shore of Quebec.

The French Immersion Teen Camp will be implemented in one of the three (3) french communities along the Lower North Shore (La Romaine, Tete-a-la-Baleine, and Blanc Sablon) These communities will be contacted and assessed to determine the feasibility of establishing a French Immersion in the community (i.e. infrastructures, availability of work force, etc..).

Partnerships (i.e. steering committee, parents committee's, resource partners) will be formed to assist in the planning and implementation of the Teen Summer Camp. This dynamic team of partners will assist in the development of a highly supportive setting that will increase the students ability to think and act independently in the french language.

While learning the french second language, teens will take part in an unforgettable camp experience complemented by cultural workshops, art projects, trips, entertainment and sports, creating a varied fun program. Upon the completion of the feasibility study we will be ready to progress into the next phase which is implementation of the Teen Summer Camp in 2009.

The overall economic situation of the Lower North Shore Quebec is having a direct impact on the success rate of the teens of the region in the schools, and at home. In order to make progress in addressing these challenges, improvements in French second language acquisition are essential in responding to the deficit in social and employment skills in many youth.

A pamphlet has been drafted and will be dispersed to all the communities along the Lower North Shore. The pamphlet will provide the population of the Lower North Shore with a brief description of the KIDS Summer Camp, an overview of the 2007 camp year, 2007 funding partners as well as some of the next steps needed to be taken in order to ensure the continuation of this program. (*Annex 5*)

A resource contact list has been created of provincial and federal government departments, organizations, agencies and companies of possible funding partners for the 2008 camping year.

## ***Meetings***

A conference call was held with Rev. Susan Hutchinson and Ida Jones to discuss the possibility of the Quebec Anglican Church Diocese to provide funding again this year. The Quebec Anglican Church Diocese informed that they would be assisting again this year by providing two (2) trainers, theme, traveling expenses for trainers and counselors, allocation for a cook, groceries, as well as apply to the North Shore Deanery on our behalf for funds to purchase the craft supplies.

A conference call was held with the members of the steering committee, resource persons, training partners, and funding partners. During the conference call the KIDS Summer Camp background, overview, budget, hiring criteria/selection and other important topics were discussed. (*Annex 4*)

A meeting with Patricia Nash, QLF, Melissa Lawless, Carrefour Jeunesse Emploi, Cornella Maurice and Vanessa Newcombe, Coasters Association Inc., was held to provide an overview of the KIDS Summer Camp initiative, discuss available funding opportunities and the development of partnerships.

A conference call was held with Melissa Lawless (CJE), Helene Coulombe and Dominic Martin (Forum Jeunesse Cote Nord) to discuss the FRIJ program. The Forum Jeunesse Cote-Nord clarified that the FRIJ program could not be used to fund the KIDS Summer Camp or fund the Development of a Co-op. The funding could be used to develop a teen camp, as their mandate is for individuals twelve (12) to thirty (30).

A final conference call was held on November 7th, 2007, with members of the steering committee, resource persons, training persons and funding partners to provide an update of the 2007 camp year and discuss strategies for next year, 2008. (*Annex 4*)

In each camp site, the KIDS Summer Camp Committee's held regular meetings to discuss the progress of the camps and address any issues that might have occurred.

A meeting with the Reverend Susan Hutchinson, Quebec Anglican Church Diocese, and Russ Keuber, CHSSN, Kimberly Buffitt (HSSNPI Development Agent) was held to discuss the sustainability of the KIDS Summer Camp, as well as to discuss the necessary steps in order to develop a Community Youth Network or a co-op.

A conference was held with Juantia Jones (Mecatina Community Learning Center), John Weideman (Mecatina School Principal) and Kimberly Buffitt (HSSNPI Development agent) to discuss the formation of a partnership with the Mecatina Community Learning Center and the KIDS Summer Camp. A brief description of the KIDS Summer Camp was provided and the role of the Mecatina Community Learning Center was discussed.

## Funding Partners

Through a combined effort the necessary funding was secured to open four (4) camps along the Lower North Shore (La Tabatiere, St. Augustine, St. Paul's River, Blanc Sablon), as well as work in partnership with the Eau Natural Discovery Camp in Chevery. The following is a list of the funding partners:

<b>Organization</b>	<b>Category</b>	<b>Funding Received</b>
2006 KIDS Summer Camp	Assist with operating of the 2007 camps	1,527.00
Youth Employment Services (YES) in Montreal	Assist with Coordinator salary	6,370.00
Caisse Populaire de Blanc Sablon	Assist with Coordinator salary	1,603.33
Caisse Populaire de La Tabatiere	Assist with Coordinator salary	1,603.33
Caisse Populaire de Tete-a-la-Baleine	Assist with Coordinator salary	1,603.33
Services Canada	Five student positions	12,746.00
Quebec Labrador Foundation	Assist with student salary	4,500.00

The above chart outlines the funding received, the chart below outlines the expenses incurred during the 2007 camp year:

<b>Expenses</b>	<b>Amount</b>
Project Coordinator	11,180.00
Camp Counselors	22,949.37
Administration	3,750.00

Conference Calls	956.60
Local Travel	785.21
Snacks	2,191.42
Camp Materials	1,326.40
Promotion Material	1,500.00
Insurance	1,380.00
Total	46,083.90

The total contributions received was forty-eight thousand four hundred and sixty-six dollars (\$48,466.00) and the total expenses incurred came to a total of forty-six thousand and eighty-three dollars and ninety cents (\$46,083.90), which leaves us with a surplus of two thousand three hundred and eighty two dollars and ten cents (\$2,382.10). The surplus includes the one thousand five hundred and twenty seven dollars (\$1,527.00) that was carried over from the 2006 camp year. A portion of the surplus will be utilized to fund the salary of the Youth Camp Coordinator for additional two (2) weeks, to prepare and submit project applications, complete and disperse the final report. The remaining surplus funds will utilize to assist in the set up of the 2008 camp year. *(Document Attached)*

Many organizations on and off the coast have contributed (services in kind) to the 2007 camp year, without the support from these organizations the KIDS Summer Camp would not have been possible. The chart below indicates the actual monetary value of their contributions:

<b>Organization</b>	<b>Category</b>	<b>Contribution (services in kind)</b>
La Tabetiere Youth Center	Facility & one student position	2,800.00
Municipality of St. Augustine	One student position	2,912.00
Air Labrador	Discounted traveling rates	1,867.00
Coasters Association Inc.	Administration	8,800.00

Quebec Anglican Church Diocese	Trainers, traveling, cook, groceries, assist in traveling expense to visit camps	6,541.00
North Shore Deanery	Craft supplies	2,000.00
St. Paul's School	Facility	1,750.00
St. Paul's Anglican Church	Facility to house counselors during training	1,800.00
Corporation of Development Blanc Sablon Region	Facility	5,250.00
La Tabatiere Community Hall	Facility	1,750.00
St. Augustine Sports & Leisure	Facility	5,250.00
Netagamou Community Learning Center	Materials, supplies, facility and supervision	5,380.00
Total		\$38,720.00

As you can note from the table above, the total amount of in kind services received amounts to thirty-eight thousand seven hundred and twenty dollars (\$38,720.00). This proves how important the KIDS Summer Camp is to the youth of the Lower North Shore. We would like to thank these organizations for their much appreciated contributions and we look forward to working with you in the upcoming 2008 camp year





## Outline of Camp

### Youth/Counselors

In each camp site, the number of youth pre-registered determined how many counselors would be hired. Camp rules stipulate that there has to be one (1) student camp counselor per seven (7) youth. The number of counselors hired determined the maximum number of youth that could attend the camp. For example, in Blanc Sablon there were two (2) student camp counselors hired; therefore, the maximum number of youth was fourteen (14) per week. As you will note from the table below Blanc Sablon had twenty-nine (29) youth enrolled over a seven (7) week period, due to the fact that each week a different group of youth attended the camp. This is acceptable as long as the number of youth do not exceed fourteen (14) youth per week.

Camp Site	Number of Enrolled Youth	Number of Student Camp Counselors	Student Camp Counselors
La Tabatiere	11	2	Charlene Gallichon & Danielle Roberston
St. Augustine	23	3	Robyn Driscoll, Holly Driscoll & Keith Shattler
St. Paul's River	30	3	Adam Wellman, Heather Roberts & David Fequet
Blanc Sablon	29	2	Megan Letto & Alex Letto Morency
Chevery	N/A	1	Erica Strickland

A total of ninety-three (93) youth attended the 2007 KIDS Summer Camps in four (4) camps along the Lower North Shore and eleven (11) student jobs were created. Once the camps were opened and the community had an opportunity to witness the positive influence the camps demonstrated, the number of youth participants doubled.

## ***Training***

In the last week of June, the Anglican Church Diocese in partnership with the Coasters Association Inc. held a three day training session in the Municipality of Bonne Esperance for the fourteen (14) student camp counselors. The curriculum included information about learning styles; child development; Christian formation for children; managing challenges and stress; games; curriculum specific material; legal responsibilities and several other interesting topics. Unfortunately, due to weather conditions, the Anglican Church Diocese was unable to provide the training; therefore, the training was carried out by the following resource persons:

<b>Name</b>	<b>Organization</b>
Priscilla Griffin	Coasters Association Inc.
Vicki Driscoll	CEDEC
Serena Etheridge	Quebec Labrador Foundation
Ida Jones	H & SS Development agent
Vanessa Newcombe	Youth Camp Coordinator

This training provided the counselors with rewarding work experiences and has, without a doubt, improved their leadership skills and the local capacity of the youth in their respective community.

## **2007 Camp Outcome**

The theme of the KIDS Summer Camp was the “Amazing Race”. Each week the camper’s visited a new country. The campers were divided into three groups; each group had a mental and a physical challenge to undertake. After completing the challenges, each group was given a clue to the next leg of the race, and at the end of the week they were given a clue to the next country. Points were awarded and the team with the highest score at the end of the summer won the Amazing Race. The amazing race took place three days a week, the other two days were dedicated to traditional games and art activities that pertain to the country of the week. The weekly themes were Canada, Mexico, Australia, China, France, South Africa and the final week was a wrap up. The Quebec Anglican Church Diocese provided a one (1) week theme (LIFT OFF!) that was implemented over the seven (7) week period of the camp.

The KIDS Summer Camp opened on July 3rd, 2007 and ran until August 17th, 2007 (7 weeks). Throughout the camping experience, the youth were introduced to new and exciting activities that not only provided them with a fun experience but also gave them a chance to learn about

different countries and test their knowledge about Canada.

At the end of the 2007 camping year, each camp site held an open house. The youth invited their families to visit the camp to showcase the crafts created throughout the summer and to perform a talent show/play. Snacks and refreshment were provided and was enjoyed by all.

An inventory of craft supplies at each camp site was conducted and crafts were stored at their respective camps for next year, 2008.

Throughout the 2007 camp year, pictures were taken at each camp site. These pictures are currently being collected and will be copied to a disk. At a later date, these pictures will be placed in an album to showcase the various activities that took place at each camp site. A group picture of each camp site and the list of funding partners have been prepared and will be framed and distributed to everyone involved in the project.

An evaluation form was drafted and sent to all families who participated in the 2007 camp year. The purpose of the evaluation form is to determine the interest in the continuation of the KIDS Summer Camp, as well as to improve the quality of the camps. The information obtained from the evaluation forms has been compiled and disseminated, and the results is included this report.

## **2008 Theme**

Ocean Odyssey is the theme of the 2008 camp year, where youth connect to nature, arts and the sea. Make new friends and explore new places! This camp is a perfect blend of nature and adventure for youth ages six (6) to twelve (12). The Ocean Odyssey camp provides the youth in our communities a chance to be a part of a fun filled educational, observational and hands on experience. Below is a list of some the activities that will be a part of the Ocean Odyssey experience;

- Boat Tours
- Canoeing
- Nature Studies
- Land Exploration

Along with great ocean based activities, youth will participate in different types of arts and crafts, as well as enjoy traditional camp activities.

The concept of the 2008 theme “Ocean Odyssey” was developed in partnership with the Netagamio Community Learning Center and the Quebec Labrador Foundation. The Ocean Odyssey theme is in the initial stages of development and needs to be fine tuned with the assistance of partners.

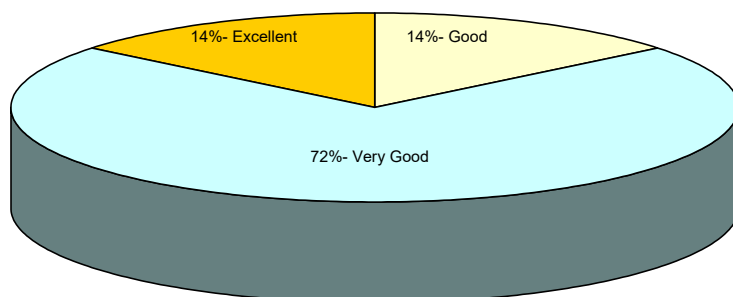


## Evaluation Results

The following is a summary of the questionnaire that was distributed to the families who participated in the 2007 camp year. In La Tabatiere there were fourteen (14) questionnaires sent and seven (7) responses received. In St. Augustine there were twenty (20) questionnaires sent and seven (7) responses received. In St. Paul's River there were twenty five (25) questionnaires sent and ten (10) responses received. In Blanc Sablon there were twenty (20) questionnaires sent and four (4) received. A follow-up was conducted by letter; unfortunately there were still a very low number of completed forms received. Therefore, please note that the results listed below are entirely based on the responses collected via questionnaire.

### La Tabatiere

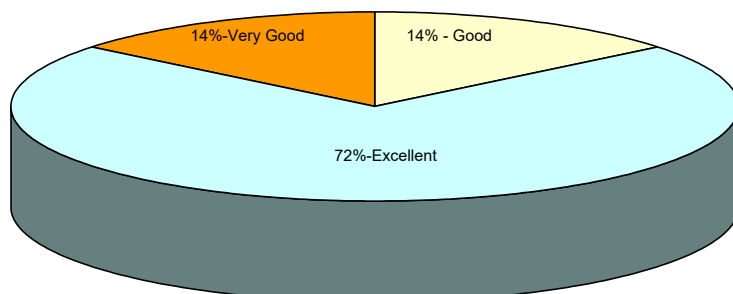
Question #1: *Rate your overall satisfaction with KIDS Summer Camp.*



Comments:

- My child was very eager to attend camp each day, especially Monday and Wednesday, when it evolved around the theme “Amazing Racing” (challenges).
- It was quite well organized. I liked the theme of visiting different countries through the amazing race. They’re learning while having fun!
- Very well organized. Kids loved the art activities and games.
- Wonderful! My daughter looked forward to going each day.

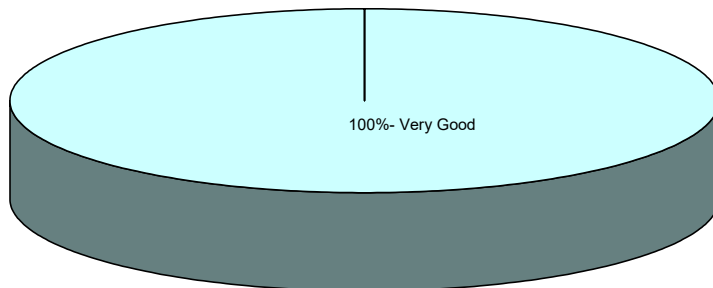
Question # 2: *Rate your child’s overall satisfaction with the KIDS Summer Camp.*



Comments:

- She enjoyed it very much. She wished there wouldn't be any weekends, so she could go everyday.
- He was eager to go everyday! That speaks for itself.
- Many of the same activities/games were repeated too often.

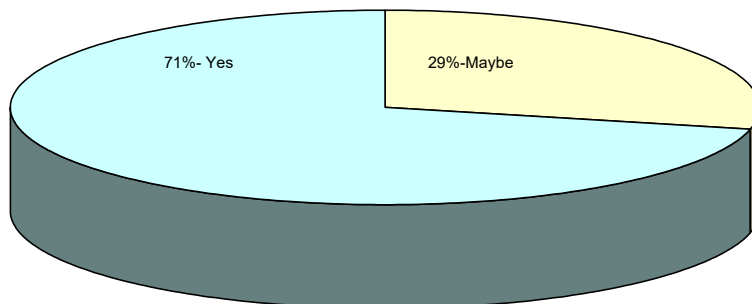
Question # 3: *Rate your overall satisfaction with the student camp counselors.*



Comments:

- When your child shares his day with you and mentions what the counselors did with enjoyment, you know they are really involved in their job.
- They took their responsibility seriously and did a very good job. Even provided a parents night to display all the kids work and activities.
- One of the counselors had to leave a week early before the camp was done, so the kids had a new counselor for one week.
- Did a great job, kids loved them.

Question # 4: *Would your child consider attending the KIDS Summer Camp again next year (if available)?*



Comments:

- Yes, assuming similar conditions are provided.
- Maybe, if there were more outside activities.

- Maybe, if my child is here for the summer.

*Question # 5: What changes, if any, would you like to see implemented for the upcoming year?*

Comments:

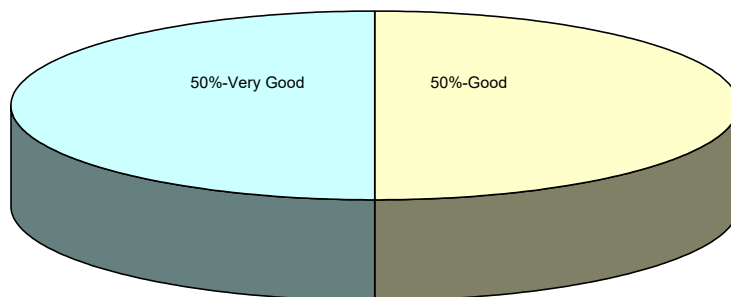
- To have more sports implemented and more field trips.
- More outdoor activities including survival skills. Also if there would be a way to incorporate more swimming, the kids would really enjoy that.
- Maybe a traveling lifeguard could spend a week or two in each village.
- More outdoor activities (soccer, baseball).
- More field trips-had only a ½ day per week. There were many other times that kids could have gone somewhere else.
- Nothing really, I believe if it continues it will become even better than it is already.

*Other Suggestions and/or comments.*

- It was understanding that Christine (QLF intern) was here for only one (1) day per week-would like to see someone here next year in authority more often with kids. Counselors were good but sometimes needed someone in authority to make decisions just because it was their first job and were a little unsure of themselves.
- I think a camp T-shirt would be a fun addition. A ten to fifteen dollar fee could be requested at registration to cover the cost of these.
- Charlene Danielle did a wonderful job. Very pleased.
- We really hope to see this offered again next year.

## **St. Augustine**

*Question # 1: Rate your overall satisfaction with the KIDS Summer Camp.*

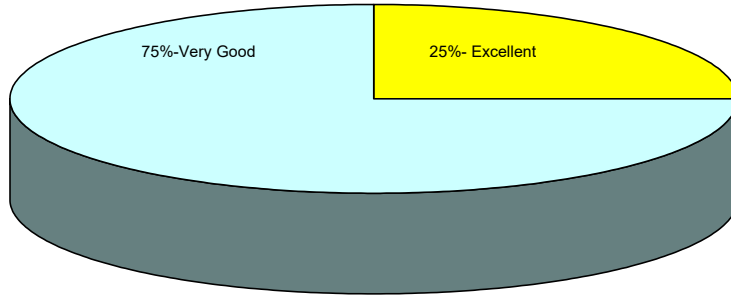


Comments:

- It was very nice for the children to have somewhere to go each day and learn new ideas.
- My son really enjoyed the camp the last two years.



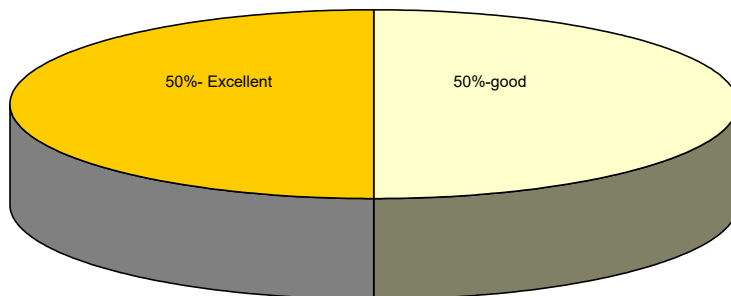
Question # 2: *Rate your child's overall satisfaction with the KIDS Summer Camp.*



Comments:

- My son was extremely pleased with the camp.
- Never had a complaint.

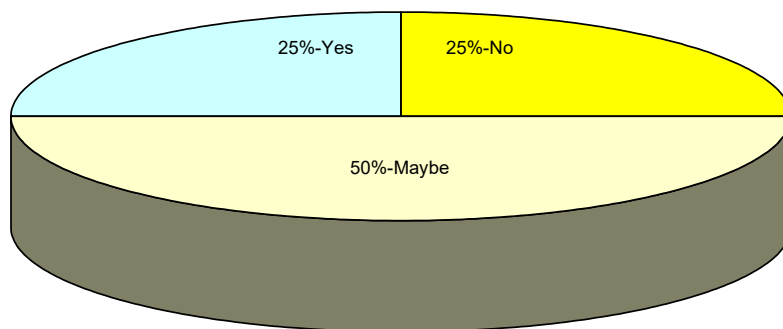
Question # 3: *Rate your overall satisfaction with the student camp counselors.*



Comments:

- Little difficult to say since my child went for two weeks only.
- They kept the children entertained.
- They were very cordial and respectful. Very good with children.

Question #4: *Would your child consider attending the KIDS Summer Camp again next year (if available)?*



Comments:

- Yes my child would go back next summer if there is a camp.
- She really enjoyed it.
- She would if she is eligible but due to her age she may not be permitted.

*Question # 5: What changes, if any, would you like to see implemented for the upcoming year?*

Comments:

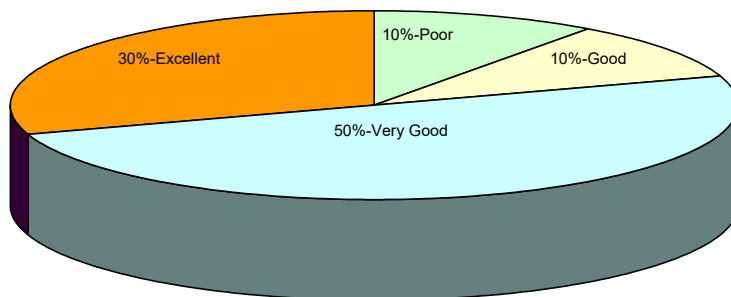
- Omit the three (3) day sick leave and implement two (2) full days (1 for opening and 1 for closing).
- More outdoor activities if possible.
- Nothing I can think of.
- I would probable like to see an overnight campout.
- I would like to see the children start at an earlier age, Children should start when their 5 years old because that's when they go to school.

*Other Suggestions and/or comments.*

- Overall my child truly enjoyed his summer camp experience; it gave him the opportunity to be with other children and not be cooped up into the house all summer long.
- I really do hope this camp continues each year; at least the children have somewhere to go and be able to interact with children their own age.
- Thanks for the fun filled summer! Looking forward again next year!

## St. Paul's River

*Question # 1: Rate your overall satisfaction with the KIDS Summer Camp.*

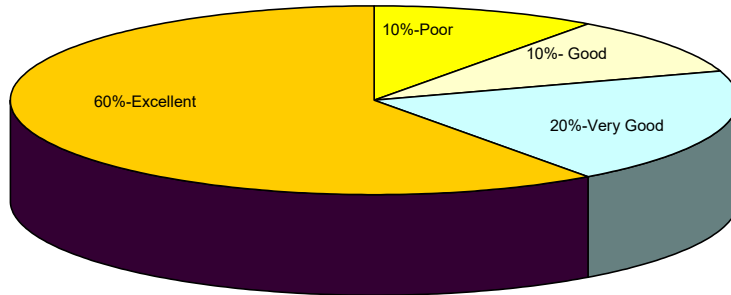


Comments:

- The schedule is not convenient. Instead of 8 to 4 - 9 to 5 preferable.
- My child loved the theme activities.
- I would write excellent but the ending hour was inconvenient.

- I am very disappointed in the responsibilities and actions of the camp counselors this year. They lacked enthusiasm, among a few other qualities it takes to run a summer camp.

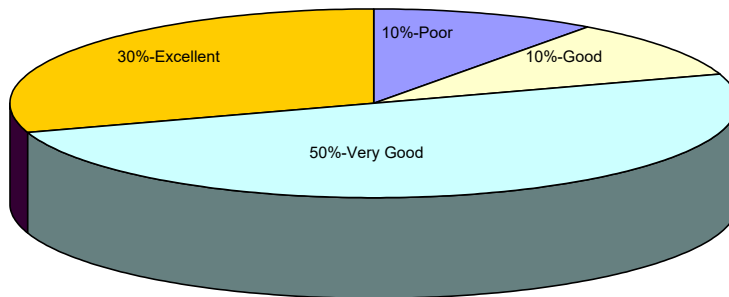
Question # 2: *Rate your child's overall satisfaction with the KIDS Summer Camp.*



Comments:

- The boys loved all the sports.
- My child loved the themes; she would come home and look for things she owns that related to the theme so she could bring it to camp.
- For the next year I would like to see the groups divided by age. My child expressed concern about the unfairness of the group division.
- Not long enough.
- My child didn't enjoy being thrown in with older children and made to do things. She would have preferred to have been with her own age group.

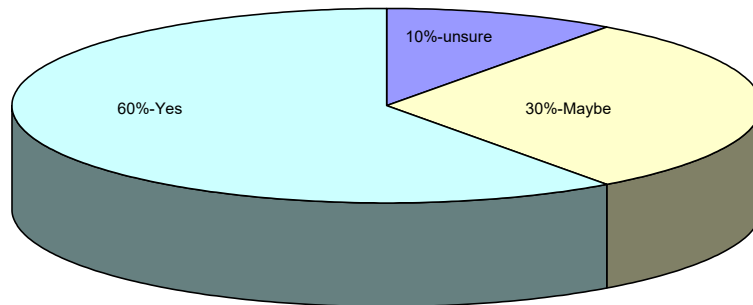
Question # 3: *Rate your overall satisfaction with the student camp counselors.*



Comments:

- The counselors needed to follow the outline a little closer but they were great with the kids.
- Next time hire counselors who actually like kids and enjoy doing different activities other than touch Frisbee.

Question # 4: *Would your child consider attending the KIDS Summer Camp again next year (if available)?*



Comments:

- As I travel during the summer, I am not in need of the camp; however, the camp is offering an excellent service to our young citizens.
- Not, if there aren't better facilities and respectable counselors available.

Question # 5: *What changes, if any, would you like to see implemented for the upcoming year?*

Comments:

- My child would like to see more different games.
- As a working parent, I would like to see my child stay during lunch time, considering that kids from Old Fort stay in.
- Maybe for some activities they can be divided by age. Some of the bigger kids who are more competitive in some indoor sports tend to play a bit rough with the smaller ones, sometimes ending in injury.
- Less movies, not have the counselors stay through lunch hour and have the camp end later in the afternoon, easier for working parents. More people need the later camp as opposed to one child at lunch.
- Field trips, camping, etc.
- A better set up for inscription (publicity)
- Better hours.
- I hope next year the facilities are cleaner. The counselors are not just there for their pay checks and I hope there's a better organization of activities and choice.

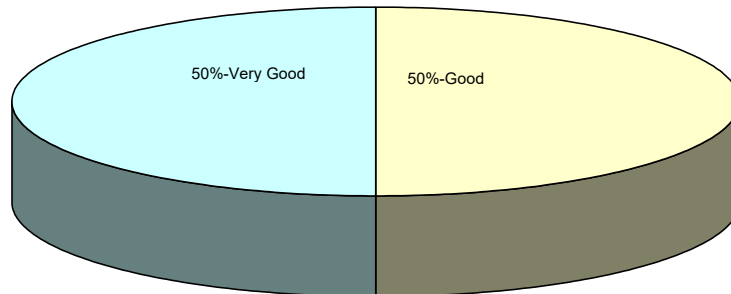
*Other Suggestions and/or comments.*

- Good project, something to continue.
- Great program. I hope it continues.
- This is the second year of camp with little interest from Old Fort so why accommodate.
- It is my opinion that any films shown to young children should be viewed by the youth camp coordinator, before showing.
- Parent's day at camp with child.

- There was a movie shown to the kids that was very inappropriate to the kids, someone should have read the parental rating on the movie because of the extreme coarse language in reference to the movie “Norbit”.

## Blanc Sablon

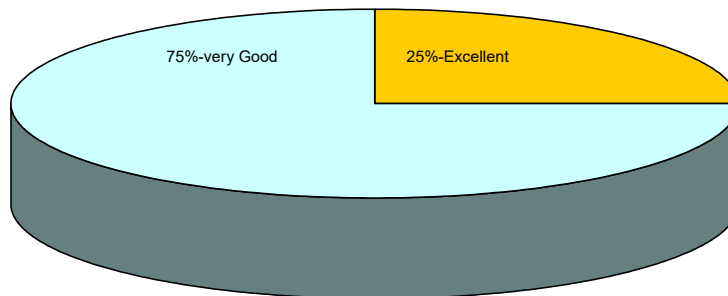
*Question # 1: Rate your overall satisfaction with the KIDS Summer Camp*



Comments:

- Many activities planned, lots of time spent outside.
- It was fun.
- The camp was a very enjoyable experience for my children.

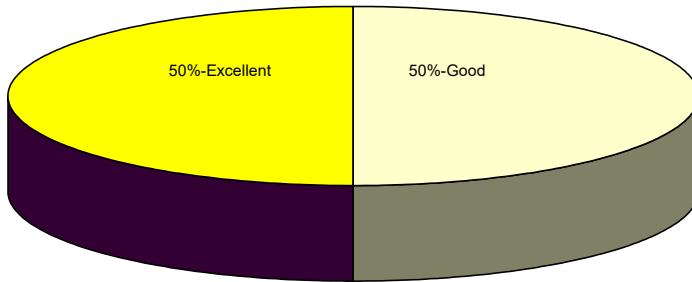
*Question # 2: Rate your child's overall satisfaction with the KIDS Summer Camp.*



Comments:

- They loved being with other kids their own age. They also loved the activities that were planned each week.
- Child said “people were always fighting and screaming”.
- Nice and kind.
- She enjoyed it. I didn't have any problem getting her to attend. Some of her friends were there, so I guess that helped.

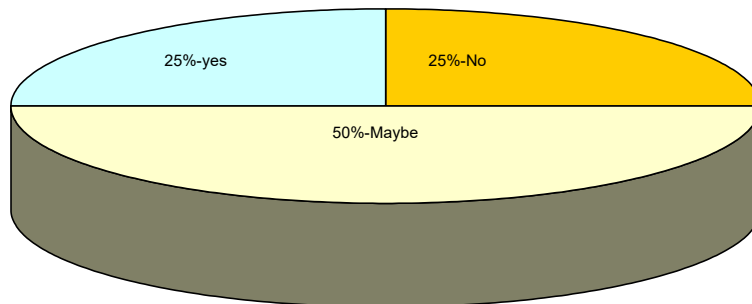
Question # 3: Rate your overall satisfaction with the student camp counselors.



Comments:

- The girl was great, patient and the kids seemed to like her.
- They did a good job.
- I didn't have interaction with the counselors.
- Megan and Alex did a great job! Our girls related very well to Megan.

Question # 4: Would your child consider attending the KIDS Summer Camp again next year (if available)?



Comments:

- The time wasn't very convenient I work from 8:30 to 4:30 and had to always find someone to pick up my child.
- No, because I am going swimming.

Question # 5: What changes, if any, would you like to see implemented for the upcoming year?

Comments:

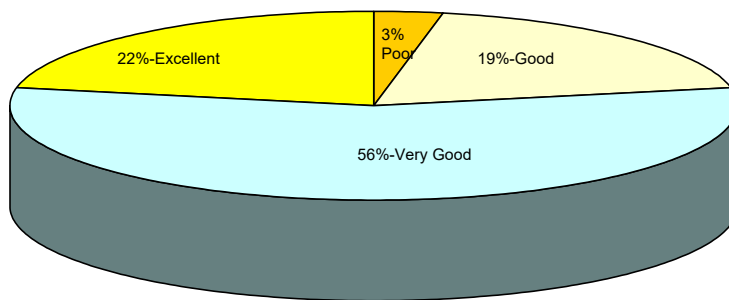
- Play more sports.
- Big age gap in groups, 6 year olds in with 12 year olds. They have different interest and different tolerances.
- We would prefer if there were more activities outside. We felt that the kids spent too much time inside when the weather was nice.

*Other Suggestions and/or comments.*

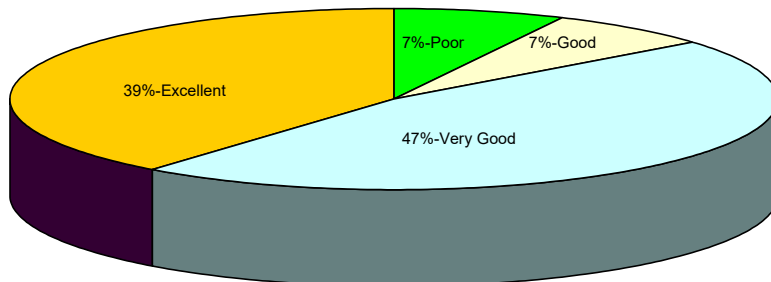
- It would be great if dinner could be provided by the camp. We would not mind paying extra for this service.
- More outdoor activities, activities that are based around learning, ex types of wildlife around the area or different foods and facts around the world. It is nice to see your child come home with knowledge and excitement about what they've learned.

## Four camp sites combined

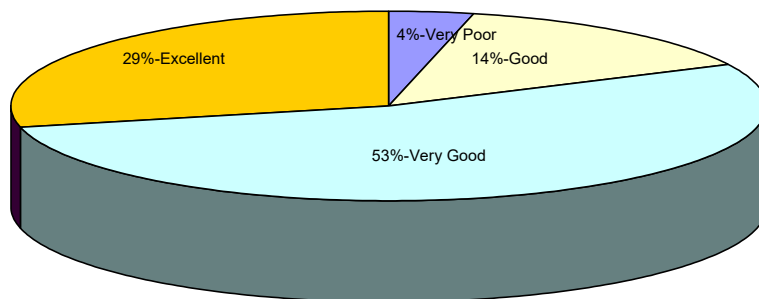
*Question # 1: Rate your overall satisfaction with the KIDS Summer Camp*



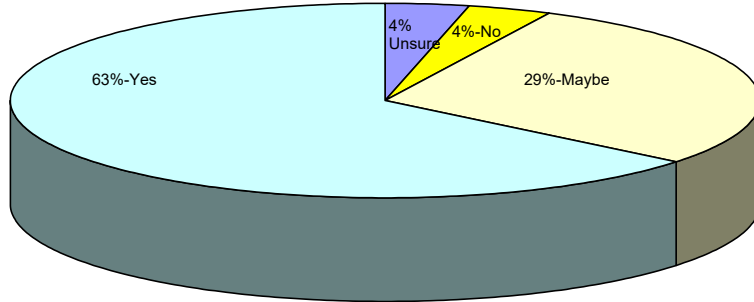
*Question # 2: Childs overall satisfaction with the KIDS Summer Camp.*



*Question # 3: Overall satisfaction with the student camp counselors.*



Question # 4: Would your child consider attending the KIDS Summer Camp again next year (if available)?



## Summary of Findings

Below is a summary of the changes the parents would like to see implemented in the KIDS Summer Camp.

1. Have the camps open longer during the day (i.e. 8:30 am to 5:00 pm instead of 9:00 am to 4:00 pm).
2. Youth to be divided by age groups.
3. More Outdoor activities.
4. Omit three (3) day sick leave and use those days to prepare for camp
5. Children start at an earlier age (5 instead of 6).
6. Youth from all camps have the opportunity to stay for lunch





## Conclusion

Living in such a remote area, finding new and exciting activities for our youth is a constant challenge. We do not have access to the amenities in which a larger community would, therefore we have to be creative in our endeavor to provide a place where our youth can interact with other youth, as well as create an environment in which they can express themselves, learn new and exciting things and most importantly have fun.

In 2006, the KIDS Summer Camp was established in the communities of St. Augustine and St. Paul's River. In 2007, the KIDS Summer Camp expanded to two (2) additional communities (La Tabatiere and Blanc Sablon) as well as continued the two (2) camps already established. Our goal now is to ensure the continuation and expansion of these camps as well as to establish a Community Youth Network or a Co-op.

Throughout this project it has been brought to light how the youth on the Lower North Shore are severely deprived in programs, services and activities offered to them. Just because our youth live in a remote area does not mean that they should not have access to the same opportunities as those living in urban areas.

Furthermore, with the economic downfall on the Lower North Shore, many parents have no other choice but to leave the coast to seek employment, leaving their children behind for periods up to four (4) to six (6) months, with grandparents or guardians, thus causing problems for youth in the early stages of his/her life. Through this project our goal was to provide services to assist parents, and guardians, to improve the social and learning capacities of children ages six to twelve (6-12) years.

Socialization is an important component of a well-rounded, healthy lifestyle. Isolation and a lack of interpersonal skills increase the stress of everyday situations and contribute to negative self-esteem. Therefore, the involvement with a social group increase the youth's sense of community and social support, as well as providing an environment in which youth can improve their health and obtain skills that will assist them in their future lives.

The continuation and expansion of Kids Summer Camp to all communities along the Lower North Shore is a worthwhile initiative, one that I am proud to be a part of.

On behalf of the KIDS Summer Camp, The Coasters Association would like to thank everyone for assisting in achieving our goal of opening four (4) camps along the Lower North Shore. Without your contributions the 2007 KIDS Summer Camp would not have been possible.

Our hats are off to you ALL!





## **Next Steps/Recommendations**

Due to the 2007 camp year being a tremendous success, our goal now is to develop a new organization (Community Youth Network) or a co-op to ensure the continuation of this program. While the possibility of establishing a community youth network and/or co-op is being researched, funding is also required to ensure the continuation and expansion of the camp in 2008.

Therefore, we are currently seeking information on funding programs available for the continuation and expansion of the KIDS Summer camp, as well as for the development of a community youth network and/or co-op.

Research has been conducted and material gathered regarding the development of a community youth network and/or co-op. Jennifer Gauthier (CDR) was contacted and a meeting has been organized for the first week in December to discuss the steps necessary to achieve this goal. Donna Seymore (Co-operative Secretariat) was contacted requesting information regarding the set up of a co-op and to determine when applications will be accepted for financial assistance.

In order to ensure the success and smooth transition into the 2008 camp year a working group will be established to develop a policy for the KIDS Summer Camp Committee, which will clearly state the role and responsibilities of the committee, a hiring criteria, which all KIDS Summer Camp Committee's will follow when selecting the student camp counselors, an employee guideline to clearly define the rules and regulations which govern the camp, a policy developed for the Quebec Labrador Foundation interns to clearly outline their role in the KIDS summer Camp, etc.

### **The following are the recommendations:**

1. Employ a full-time coordinator to continue the KIDS Summer Camp initiative.
2. Establish a working group to draft QLF intern policy, KIDS Summer Camp role, hiring criteria, employee guideline, rules and regulations, course outline, etc. prior to the opening of the 2008 camp year.
3. Hire one (1) adult counselor to be head counselor instead hiring all student counselors in each camp site.
4. Continue the four (4) camps already established and expand to two (2) additional communities in 2008
5. Training conducted by video conferencing
6. Registration conducted earlier by KIDS Summer Camp Committee, prior to the opening of the 2008 camp year.
7. Survey conducted by Coordinator with parents to determine the camps hours of operations
8. Student Camp Counselors must provide proof of sickness (doctors or nurse note) to justify use of sick days
9. Develop a French Immersion teen Camp for ages 13 to 16
10. Establish a community youth network and/or co-op



## **Acknowledgements**

A special thank you goes to the Caisse Populaire de La Tabatiere, Caisse Populaire de Tête-à-la-Baleine, Caisse Populaire de Blanc Sablon and the Youth Employment Services (YES) in Montreal, for providing the funding necessary to hire a coordinator to undertake the KIDS Summer Camp initiative.

We would like to thank the members of the steering committee for their guidance and support throughout the project, the four (4) KIDS Summer Camp Committee's for assisting in the development of the course outline, and the day to day operating of the camps and to the Resource Persons, Training Partners and Community Partners for their support and guidance throughout this project.

Also we would like to express our thanks to the Municipality of St. Augustine and the La Tabatiere Youth Center for awarding a student to work in the KIDS Summer Camp. To the St. Augustine Sports & Leisure, Municipality of La Tabatiere, La Tabatiere Youth Center, St. Paul's River Governing Board, and the Corporation de Development de Blanc Sablon for permitting us to utilize their facilities free of charge to house the camps and the Netagamiou Community Learning Center for providing facility, material, supervision for our student and the development of the 2008 theme, the Quebec Labrador Foundation for their assistance in the development of the 2008 theme "Ocean Odyssey".

A huge thank you to our funding partners for their financial assistance, to Air Labrador for providing discounted rates to the student camp counselors during training and to the parents and kids who participated in the 2007 camp year, without their financial assistance and support the KIDS Summer Camp would not have been possible.

Last, but not least, a huge thank you goes out to the Coasters Association and its Staff whose help was invaluable to this project. I am extremely proud to have been a part of this important initiative and working in such an enjoyable environment.

Vanessa Newcombe  
Youth Camp Coordinator



# **Annexes**





Coasters Association Inc.

### Feasibility of implementing Youth Summer Camps on the Lower North Shore

**Goal:** Create five (5) sustainable KIDS Summer Camps along the Lower North Shore, in the five (5) municipalities

Action Plan – May 2007 to November 2007

Objectives	Planned Activities	Performance Measurements	People Responsible	Timeframe
Re-establish operations of the KIDS Summer Camps in St. Paul's River and St. Augustine	<ul style="list-style-type: none"> <li>Contact community representatives and various organizations to establish steering committee</li> <li>Contact 2006 KIDS Summer Camp Committees to determine their continued participation</li> <li>Conduct inventory of supplies</li> <li>Compile 2006 invoices</li> <li>Contact initial partners to secure funding</li> </ul>	<ul style="list-style-type: none"> <li>One steering committee developed</li> <li>Two parents committees (one St. Paul's and one St. Augustine) confirmed</li> <li>Inventory achieved</li> <li>2006 invoices compiled</li> <li>Funding secured</li> </ul>	<ul style="list-style-type: none"> <li>Coordinator</li> <li>Coasters Association Inc.</li> <li>Steering Committee</li> <li>KIDS Summer Camp Committee (2)</li> </ul>	May - July 2007
Expand operations of the KIDS Summer Camp for other communities along the LNS (Chevery, La Tabatiere, Blanc Sablon)	<ul style="list-style-type: none"> <li>Contact community representatives and various organizations to establish steering committee</li> <li>Build partnership with municipalities (5) (i.e. Governing Board, LNSCH)</li> <li>Follow up on project applications already submitted</li> </ul>	<ul style="list-style-type: none"> <li>Three parent committees formed (one (1) in Harrington Harbour, one (1) in Blanc Sablon and one (1) in La Tabatière)</li> <li>Municipal partnership established</li> <li>Applications approved</li> </ul>	<ul style="list-style-type: none"> <li>Coordinator</li> <li>Coasters Association Inc.</li> <li>Steering Committee</li> <li>KIDS Summer Camp Committees (3)</li> </ul>	May - July 2007

	<p>(i.e. Services Canada)</p> <ul style="list-style-type: none"> <li>• Contact various organizations in search of funding on and off the coast (i.e. CHSSN, QLF, CJE etc.)</li> <li>• Establish partnerships with local, provincial and federal governments</li> <li>• Develop project applications (if applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• Funding obtained</li> <li>• Government partners established</li> <li>• Three or four project applications submitted (i.e. SADC, Council of Mayors, Hydro Quebec)</li> </ul>		
Oversee the overall working administration of the camps	<ul style="list-style-type: none"> <li>• Confirm partnerships (i.e. Quebec 4-H)</li> <li>• Develop overall budget</li> <li>• Develop Summer Camp outline</li> <li>• Find available space for camps</li> <li>• Conduct pre-enrollment</li> <li>• Hire student camp counselors (15 to 20)</li> <li>• Arrange student camp counselors training</li> <li>• Advertise the opening of the KIDS Summer Camp</li> <li>• Prepare, plan set up summer camps</li> </ul>	<ul style="list-style-type: none"> <li>• Partnerships confirmed</li> <li>• Budget developed</li> <li>• Course developed and available for implementation</li> <li>• Youth Summer Camp locations found</li> <li>• List of potential students established for the 2007 camping year</li> <li>• Animators hired</li> <li>• Animators trained</li> <li>• The population is informed of the opening of the KIDS Summer Camps</li> <li>• KIDS Summer Camps opened in S. Paul's River,</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinator</li> <li>• Coasters Association Inc.</li> <li>• Steering Committee</li> <li>• Kids Summer Camp Committees (5)</li> <li>• Quebec Anglican Church Diocese</li> <li>• Quebec 4-H Club</li> </ul>	July – August 2007

	<ul style="list-style-type: none"> <li>• Ensure animator evaluation reports completed</li> <li>• Monitor Youth Summer Camps</li> <li>• Develop an evaluation form (one for KIDS Summer Camp Committee, one for parents committee)</li> <li>• Prepare final report</li> </ul>	<p>St. Augustine, Harrington Harbour, La Tabatiere, and Blanc Sablon</p> <ul style="list-style-type: none"> <li>• Animator evaluation reports completed</li> <li>• Coordinator informed of all KIDS Summer Camp activities</li> <li>• Received feedback from parents, and KIDS Summer Camp Committees</li> <li>• Final report developed</li> </ul>		
Research the possibility of continuation of the youth camps	<ul style="list-style-type: none"> <li>• Research funding opportunities</li> <li>• Develop partnerships</li> <li>• Establish a new organization or co-op to continue the youth camp initiative</li> </ul>	<ul style="list-style-type: none"> <li>• Funding obtained for next year</li> <li>• New partnerships developed</li> <li>• A new organization or co-op formed to continue youth camp initiative</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinator</li> <li>• Coasters Association Inc.</li> <li>• Steering Committee</li> </ul>	August – November 2007



## Coasters Association

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### KIDS Summer Camp (April. 30/07 – Nov. 09/07)

### Schedule of Activities

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#### **May 2007**

- Set up office
- Work Session with Cornella Maurice and Ida Jones to discuss coordinator duties
- Contact Kim Buffitt and Laurette Gallibois concerning KIDS Summer Camp Committee Titles
- Produce and disperse action plan to steering committee
- Schedule meeting on Thursday May 10th, 2007 with Kimberly Buffitt and Ida Jones to go over action plan and schedule of activities
- Produce and disperse introduction letter ( steering committee, coasters board members, governing board members, LNSCH, YES Montreal, Caisse Populaires (3))
- Produce contact list ( i.e.: steering committee, potential partners, funding partners, governing board, community partners, sports & leisure committee, governing boards and resource persons)
- Produce overall budget for the 2007 KIDS Summer Camps
- Produce and disperse April 30 – June 30 schedule of activities to steering committee
- Contact Rev. Susan Hutchinson (Anglican Church Diocese) and Council of Mayors concerning funding opportunities
- Write to Air Labrador (Lloyd Jones) requesting discounted rates for trainers and counselors
- Forward letter to governing boards, sports & leisure committees, municipalities requesting facilities to each community
- Contact Vicki Driscoll (CEDEC) and Annie May Anderson (Regional Social Development) to become a resource person on the steering committee
- Contact Sister Reine Driscoll and Juanita Jones to become a potential training resource person
- Follow up on status of HRD Summer Career placement 2007 and CHSSN applications
- Contact mayors requesting information on potential student summer placement within their municipality
- Contact Carrefour Jeunesse Emploi concerning student positions and possible project applications
- Contact Ana Osborne (Community Learning Center) concerning the youth camp in Chevery
- Schedule meeting with SADC and QLF to discuss potential funding and possible project applications
- Schedule meeting with Hugh Maynard to discuss social economy and possibility of forming a co-op
- Establish KIDS Summer Camp Committees per camp site

- Contact Laurette Gallibois and Kimberly Buffit requesting supply inventory (St. Augustine & St. Paul's River) and to discuss 2006 invoices
- Open bank account
- Organize conference call with steering committee
- Prepare and disperse pre-enrollment forms to schools
- Continue research on potential funding, and submit required funding applications and requests (if applicable)
- Schedule meeting with KIDS Summer Camp Committee to discuss course outline in each community
- Schedule work session with Cornella Maurice

### **June 2007**

- Organize weekly schedules per camp
- Perform feasibility report (i.e. determine if camp can be extended for 8 weeks and determine if camps in La Tabatiere, Harrington Harbour, and Blanc Sablon can be established)
- Organize and conduct training for student camp counselors (June 25)
- Follow up on potential partners
- Create and disperse publicity flyer (poster)
- Post job, review resumes and select candidates for students positions
- Organize and compile KIDS Summer Camp binders
- Finalize weekly schedule for each camp and each age group
- Set date for enrollment and set date of opening (each camp)
- Determine the number of camp counselors needed per camp (i.e. one (1) counselor per seven (7) youth)
- Develop snack and art supply list
- Develop and conduct pre-enrollment
- Obtain and disperse supplies for each camp
- Prepare, plan and set up summer camps
- Schedule work session with Cornella Maurice and Ida Jones

### **July 2007**

- Determine and inform each camp site their snack and craft budget
- Contact steering committee regarding request from parents who have kids under 6 who was wondering if they could be placed in the camp.
- Draft, finalize and disperse weekly camp themes to each camp site
- Contact Vincent Joncas (St. Theresa School Principal) to find out if the breakfast club in Blanc Sablon could donate the left over supplies
- Contact the KIDS Summer Camp Committees in each camp site concerning depositing the revenue from the registration fees
- Visit Blanc Sablon camp
- Draft, finalize and disperse welcome letter to parents
- Contact Stephanie Maynard (Quebec 4-H) to request craft material and to request insurance forms

- Contact Rev. Susan Hutchinson (Quebec Anglican Church) to discuss the possibility of the Diocese assisting in the traveling expense for me to travel to the other camps
- Draft and finalize schedule of activities
- Contact Susan Hutchinson (Quebec Anglican Diocese) concerning payment of invoices for cook and travel expenses
- Draft and finalize article for the Health Matters newsletter
- Contact La Tabatiere and Blanc Sablon camps to request completed insurance forms
- Contact Ana Osborne (Eau Natural Discovery Camp) to follow up on camp in Chevery
- Email Trish Nash (QLF) requesting the QLF intern to replace a counselor in the Blanc Sablon camp for two days
- Draft and finalize one week job posting for the camp in Blanc Sablon
- Follow up on all camp sites
- Work session with Cornella Maurice

### **August 2007**

- Visit each camp site
- Draft and disperse thank you letter to all funding partners, resource people
- Organize meeting with steering committee
- Draft, finalize and disperse evaluation forms to families who participated in the 2007 camp year
- Produce and disperse activity report to partners and resource people
- Organize KIDS Summer Camp wrap up activities (BBQ)
- Organize clean up of all camp sites
- Request inventory of craft supplies from each camp site
- Meeting with Yan (Youth Internship Program) from industry Canada to discuss youth internship initiative
- Research possibility for developing a co-op
- Work session with Cornella Maurice

### **September 2007**

- Research possible funding opportunities for next year
- Meeting with Rev. Susan Hutchinson (Quebec Anglican Church Diocese) and Russ Kueber (CHSSN) in Quebec City to discuss developing a co-op
- Contact and organize a meeting with Jennifer Gauthier (Counseilere en Developpement Cooperatif) to determine the steps needed to be taken to set up a co-op
- Organize conference call with steering committee and resource people
- Work session with Cornella Maurice

### **October 2007**

- Contact YES in Montreal to clarify the end date of project
- Compile and forward evaluation results to steering committee



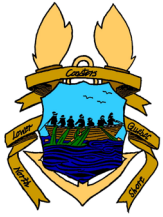
- Contact Rev. Susan Hutchinson (Quebec Anglican Church Diocese) to arrange meeting with Russ Kueber (CHSSN) to discuss the development of a community youth network or a co-op
- Research, draft and forward possible outline of the 2008 theme to steering committee
- Contact Trish Nash (QLF) to discuss the possibility of using QLF's equipment next year
- Produce and finalize schedule of activities
- Produce and forward pamphlet to steering committee
- Research various funding possibilities and possibility of establishing a co-op or community youth network
- Finalize budget
- Draft and disperse outline for 2008 camp year
- Participated in work OCOL work session with Coasters staff
- Conference call with Melissa Lawless (CJE), Helen Coulombe (Forum Jeunesse Cote-Nord) and Kimberly Buffitt (HSSNPI) regarding project application to Forum Jeunesse Cote-Nord
- Submit project application to Forum Jeunesse Cote-Nord
- Draft and finalize final report
- Prepare and disperse material for conference call
- Work session with Cornella Maurice

### **November 2007**

- Organize conference call (November 6)
- Type minutes of conference call
- Complete and distribute pamphlet
- Complete and disperse final report
- Wrap up all activities of the project
- Final work session with Cornella Maurice

/VN

Ref: Vanessa/schedule of activities



# KIDS Summer Camp Conference Call Monday, June 11<sup>th</sup>, 2007 2:00 pm – 4:00 pm

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**In Attendance:** Stephanie Maynard (Quebec 4-H), Ana Osborne (Eau-Natural discovery Camp), Jody Anderson (Eau-Natural discovery Camp), Jamie Robertson (Steering Committee), Melissa Lawless (Steering Committee), Vicki Driscoll (CEDEC) Serena Etheridge (QLF), Priscilla Griffin (Coasters Association Inc.), Laurette Gallibois (Steering Committee), Sister Reine Driscoll (St. Augustine RC Church) Annie May Anderson (Regional Social Development), Kimberly Buffitt (KIDS Summer Camp Committee), Cornella Maurice (Coasters Association Inc.), Ida Jones (H & SS Agent), Vanessa Newcombe (Youth Camp Coordinator)

**Absent:** Rev. Susan Hutchinson (Quebec Anglican Diocese)  
Meeka Faucher (SADC)

## 1 Opening Remarks

Cornella Maurice welcomed everyone and the meeting opened at 2:10 pm.

## 2 Adoption of the agenda

### MOTION 1:

It was proposed by Priscilla Griffin and seconded by Vicki Driscoll, that the agenda be accepted with varia open.

CARRIED

## 3 Background of KIDS Summer Camp

Kimberly Buffitt and Laurette Gallibois were supposed to give a brief talk about the 2006 camps, due to the fact that they were not present at the beginning of the call, it was

moved that if they arrived in time during the call they would then give a brief talk. At this point there was no questions regarding the 2006 KIDS Summer Camp

## **4 Project Presentation**

Cornella Maurice gave a brief description on how the application to Services Canada was developed and gave thanks to Ida and Shannon for assisting with the Services Canada application.

At this point Laurette Gallibois and Sister Reine Driscoll joined the call. Cornella provided a brief summary and asked Laurette if she wanted to give a brief description of the background of the camps. Laurette informed that the 2006 camps were a great success and the only issue experienced was the head camp counsellor had to return to Gaspé, but they were able to manage fine with three student camp counsellors.

### **4.1 Overview**

Vanessa provided an overview of what work has been done to date and the work remaining is to achieve the goal of opening four camps along the Lower North Shore. At this point there were no questions.

### **4.2 Schedule of Activities**

A copy of the schedule of activities for April 30 to June 30, 2007 was provided. Vanessa reviewed briefly the schedule of activities outlining some of the points. At this point there were no questions.

### **4.3 Action Plan**

A copy of the action plan was provided. Vanessa briefly explained the objectives for the upcoming year.

### **4.4 Steering Committee**

A copy of the steering committee was provided. Vanessa gave a brief overview of the members on the steering committee, the resource persons contact list and what their role would be. Cornella stated that at the next meeting only the steering members would participate, not the resource persons. At this point there were no questions.

## **5. KIDS Summer Camp**

### **5.1. Financial Status**

### **5.1.1 Budget Report**

A copy of the budget was provided. Cornella stated that some items of the budget have changed. She briefly reviewed the budget stating the changes. She mentioned that the Municipality of St. Augustine offered a student to work in our camp for the summer at \$10.50 per hour. Also due to the generous contribution from St. Augustine, we will approach the other municipalities to see if they could top up one salary in each camp site. Vanessa stated that she talked to Randy Jones and he requested a letter. Vicki Driscoll stated that providing 13 student jobs for our youth is a great initiative.

### **5.1.2 Funding and Potential Funding Partners**

A copy of funding and potential funding partners was provided. Cornella briefly described how the funding was obtained to hire a coordinator to oversee the KIDS Summer Camp initiative. Vanessa briefly listed all the funding partners who helped reach our goal of opening four camps along the Lower North Shore.

### **5.1.3 Project-Council of Mayors**

Vanessa stated that on May 29, an application was submitted to the Council of Mayors under the National Policy on Rurality program for one student position for 8 wks and should receive an answer soon. Cornella gave a brief summary of how many students would be hired and who were funding these positions.

### **5.1.4 Bank Account**

Cornella stated that there was money left over from the 2006 KIDS Summer Camp (\$1,527.00) and that this money would not be used unless it was necessary. She also explained that the new bank account has not been opened yet because it has to be approved by the Coasters Association Inc. Board of Directors.

## **5.2 Resource Persons**

### **5.2.1 Community Partners**

A copy of the community partners was provided. Vanessa explained that the list consists of Governing Boards, Sports and Leisure's committees and the Regional Development Council for each camp site. These organizations helped to find facilities to house the camps.

*Kimberly Buffitt joined the conference call.*

### **5.2.2 Training Partners**

Vanessa explained that the list was composed of individuals who have leadership skills and have agreed to assist in the training of the student camp counsellors.

### **5.2.3 Camp Committees**

Vanessa explained that in each camp site a KIDS Summer Camp committee was established, these committee's would be responsible for obtaining snacks, assist in developing the course outline and be available to assist the student camp counsellors if necessary.

### **5.2.4 Facilities**

Vanessa gave a brief summary of where the camps will be held in each community. Cornella made a comment concerning the camp in St. Paul's. Some parents of St. Paul's were concerned that holding the camp at the school was providing too much of a school atmosphere and they were wondering if the camp could be held elsewhere. Vanessa explained why the school was chosen. Kimberly stated that they had permission to use the community hall last year but the committee found it easier to use the school. Ida Jones asked if the St. Paul's Sports & Leisure committee was contacted regarding the use of the Community Hall. Vanessa stated that they were not contacted. At this point it was agreed to approach the Sports and Leisure Committee of St. Paul's to request permission to use the community hall, as well as the school.

## **5.3 Camp Theme/Outline**

Vanessa explained that the Anglican Church Diocese provided the theme again this year. The theme is LIFT OFF! This theme will be integrated into the camp outline determined by each camp. The new camps can use last years outline if they chose to do so. Kim gave a brief outline of the 2006 theme. Kim suggested that this year be more structured. She also suggested using The Amazing Race theme this year. Everyone agreed to the theme. Stephanie Maynard offered to provide material on crafts. Ana asked if there were any resources available regarding the Lift Off! Theme. Vanessa explained that the Anglican Church would be providing all material relating to the Lift Off! Theme.

## **5.4 Enrolment**

### **5.4.1 Package Information**

A copy of the forms that were required to be completed by parents on registration day was provided. Laurette asked Stephanie Maynard if the forms from last year could be used this year. Stephanie said yes. Kimberly explained the code of conduct.

## **5.4.2 Pre-enrolment number per camp site**

Vanessa stated the pre-enrolment numbers per camp site. Cornella and Vanessa explained the cost of the camp. Cornella stated that if receipts were to be issued the money would have to go through QLF. Kimberly thought it was a great idea. Cornella stated that this would have to be discussed with Trish Nash (QLF). She also explained that the money obtained from inscription fees would be used to obtain snacks, help fund the counselor's salary and obtain craft supplies. Vicki Driscoll asked "what was the minimum number of kids registered for the camp to be viable". Vanessa explained that the camp needed 21 youth in order for the camp to be sustainable. Kimberly and Laurette explained how the camp was governed last year with regards to enrolment, age limit, and other rules that were put in place. Vanessa informed everyone when registration day should take place.

## **6 Promotion**

### **6.1 Pamphlet**

Vanessa stated that a copy of the 2006 pamphlet was provided as an example. She then asked if the overview and background that was provided was sufficient material to create a new pamphlet, fact sheet for this year. Cornella stated that if the money is available a more detailed pamphlet would be created, stating all partners, formation of a co-op, as well as create a newsletter. Kimberly gave a brief description about the 2006 pamphlet. Ida suggested updating the 2006 pamphlet for this year. Everyone agreed to use the updated 2006 pamphlet for this year. Priscilla suggested setting up a donation box, and the money collected would be used to fund dispersing the newsletter along the Lower North Shore. Cornella said it would be a great idea for next year. Kimberly explained that last year the kids created a newsletter called Board Walk News, which they wrote themselves and was distributed in the community.

### **6.2 Fact Sheet**

Vanessa stated that if the funding is available a fact sheet containing the KIDS Summer Camp background, overview, future plans, etc, would be produced and distributed to everyone.

### **6.3 Other Ideas**

Vanessa asked if there were any suggestions regarding awareness of the KIDS Summer Camp. Ida suggested creating Board Walk News again. Kimberly suggested creating T-shirts with the KIDS Summer Camp Logo and sell them. Serena suggested using the local radio and television to promote the KIDS Summer Camp. Laurette suggested interviewing the campers from each camp site. Melissa suggested announcing the registration day on the radio. Ana Osbourne suggested combining Canada Day Celebration and the camp opening.

## **7 Student Camp Counselors**

### **7.1 Salary**

Vanessa stated that the salary has been determined by Services Canada for \$8.00 per hr/wk. Due to Camil Fequet (Mayor Municipality of St. Augustine) awarding the camp with one student for St. Augustine camp at 10.50/hr, She has contacted the other municipalities requesting if they are able to top up one position in order to meet the same salary as Mr. Fequet's. Cornella stated that if the other Municipalities are unable to contribute, unfortunately, we will not be able to top up one salary in each camp site.

### **7.2 Training**

Vanessa explained that the training will take place on June 25<sup>th</sup> to June 28<sup>th</sup>, 2007. The trainers from the Quebec Anglican Church will arrive on June 24<sup>th</sup> to prepare. Unfortunately, due to scheduling issues the trainers are only able to provide one full day of training. Therefore Vanessa, Ida, Priscilla, Serena, and Vicki would provide the training. At a later date, Juanita Jones would provide training in La Tabatiere and Sister Reine in St. Augustine. Kimberly suggested asking Lana Rowsell to also assist with the training. Kimberly suggested setting aside time for the counsellors to work on their binders during training.

Vanessa stated that the Anglican Church Diocese is paying \$300.00 for a cook to prepare meals during training. Vanessa asked if the position for the cook be posted. Everyone agreed that the position should be posted.

### **7.3 Hiring Criteria/Selection Process**

Cornella explained that each camp site would select their own counsellors, except for the positions awarded by the Municipality of St. Augustine and the La Tabatiere Youth Center. Ana wanted to know when the job postings would be available. Cornella explained that the job posting would not be available until pre-registration is completed. Cornella asked that if a student who worked in the camps last year applied and was re hired again this year are they required to attend the training. Ida stated that she had spoken to Rev. Susan Hutchinson regarding this and was told that every camp counselors is required to attend training. Ida stated that the Quebec Anglican Church Diocese suggested hiring the student who were employed last year again this year if they are available Cornella disagreed with the suggestion, she stated that every one should be given equal opportunity. She stated that it is up to the camp committees how they select the counsellors. Kimberly stated that the reason that the Anglican Church made that suggestion is because the students who were hired last year are already aware of the camp set up and the rules and regulations.

It was decided that the hiring of the student camp counsellors would be conducted by each KIDS Summer Camp Committee.

**8. Eau-Natural Discovery Camp – Ana Osborne**

Ana gave a brief background of the Eau-Natural Discovery Camp. She explained how the theme for the camp was chosen, and the theme would be science, nature and culture. The theme was based on a survey conducted. She briefly stated the camps partners. Kimberly asked Ana if they have a theme outline available to share with the other camps. Ana thought that was a good idea.

At this point the conference call was disconnected, due to a technical problem. Vanessa called everyone involved with the conference to explain why we were disconnected and stated that if they have any questions or comments concerning the camp in Chevery they could contact Ana directly. Also she reviewed the final points on the agenda and stated that they would be contacted at a later date with the date and time of the next meeting.

**9. Varia**

There were no items under varia.

**10. Follow-up Form**

**(Form Attached)**

**11. Dates of next KIDS Summer Camp Conference Call**

Meeting was set for September 18<sup>th</sup> at 6:30pm.

**12. Closure**

Meeting closed at 4:00pm

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Youth Camp Coordinator

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Date

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Executive Director

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Date



## Coasters Association

### KIDS Summer Camp

**Conference Call  
(June 11<sup>th</sup>, 2007)**

#### FOLLOW-UP ACTIVITY FORM

#### {REMINDERS}

NO.	ISSUE/ACTIVITY	RESPONSIBILITY	TIME-FRAME
1.	Contact all Municipalities for a top-up salary for one student position	Vanessa	June (Completed)
2.	Follow-up on the Council of Mayors application for one student position	Vanessa	June (Completed)
3.	Present the opening of a bank account for the KIDS Summer Camp to the Coasters Association Inc. Board of Directors	Cornella	June (Completed)
4.	Approach St. Paul's River Sports & Leisure Committee to request the use of the community hall	Vanessa	ASAP (Completed)
5.	Contact Quebec Labrador Foundation to determine if they could issue receipts for the KIDS Summer Camp	Vanessa	ASAP (Completed)
6.	Update the 2006 pamphlet	Vanessa	ASAP (Completed)
7.	Produce fact sheet/activity report	Vanessa	August (Completed)

**KIDS Summer Camp  
Conference Call  
Tuesday, November 7<sup>th</sup>, 2007  
2:00 pm – 3:00 pm**

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**AGENDA**

**In Attendance:** Ana Osborne (Eau-Naturelle Discovery Camp), Melissa Lawless (Steering Committee), Laurette Gallibois (Steering Committee), Annie May Anderson (Regional Social Development), Juanita Jones (CLC), Patricia Nash (QLF) Kimberly Buffitt (KIDS Summer Camp Committee), Vanessa Newcombe (Youth Camp Coordinator)

**Absent:** Cornella Maurice (Executive Director)  
Vicki Driscoll (CEDEC)  
Rev. Susan Hutchinson (Quebec Anglican Diocese)

**1 Opening Remarks**

Vanessa Newcombe welcomed everyone and the meeting opened at 2:10 pm.

**2 Adoption of the agenda**

**MOTION 1:**

It was proposed by Laurette Gallibois and seconded by Melissa Lawless, that the agenda be accepted with varia open.

CARRIED

**3. Adoption of minutes of Conference Call - June 11<sup>th</sup>, 2007**

**3.1 Business arising from minutes**

Vanessa stated that the conference call minutes were forwarded to everyone and asked if there were any questions or comments regarding the minutes. Ana Osborne made a correction to the spelling of the Eau-Naturelle Discovery Camp, which was noted and corrected. There was no other business arising from the minutes.

**MOTION 2:**

It was proposed by Annie-May Anderson and seconded by Ana Osborne, that the Conference Call Minutes –June 11<sup>th</sup>, 2007 be accepted.

CARRIED

**3.2 Follow-up to minutes of meeting**

Vanessa read through the follow-ups explaining the steps that were taken to complete all follow-up activities. She then asked was there any other follow up activities. There were no other follow-up activities.

**4. KIDS Summer Camp**

**4.1 Activity Report**

Vanessa stated that there were 120 copies of the activity report distributed on and off the coast. She also stated that there was some very positive feed back received from that report. Stephen Kohner (North Shore Deanery) sent an email stating that he was impressed with the 2007 KIDS Summer Camp and looks forward to supporting the camp again next year. Marc Normand (SADC) contacted Vanessa stating that they may have some funding available for the development of a co-op or community youth network. She then went on to ask if everyone received their copy and were there any questions regarding the activity report. Trish Nash stated that the report was great but suggested that the font be changed to a bigger size because some of the older individuals she spoke with stated that they found the document hard to read. There were no other comments at this time.

**4.2 Schedule of Activities (October 1<sup>st</sup> to November 9<sup>th</sup>, 2007) (DA)**

Vanessa stated that the schedule of activities were forwarded to everyone and asked if they had any questions regarding the schedule of activities. Vanessa stated that if anyone had any questions at a later date to contact her by phone or email. There were no questions at this time.

**4.3 Evaluation Results (DA)**

Vanessa briefly explained that the questionnaire was distributed to all families who participated in the 2007 camp year. The responses were compiled and the results were included in the conference call material. Kimberly Buffitt stated that in the St. Paul's Camp one of the few suggestions was that some of the funds collected were utilized to fund the salaries of the student camp counselors so why not hire an adult to be head counselor to ensure that the rules and regulations are followed, another was the age groups, that because of small age groups the counselors would put all the age groups together to play a game etc. Vanessa stated that most of the comments were positive and that the kids enjoyed the camp. Trish Nash (QLF) asked how many questionnaires were received. Vanessa stated that there were seventy-nine (79) questionnaires sent out, and in Blanc Sablon four (4) returned, in St. Paul's River ten (10) returned, in St. Augustine seven (7) returned and in La Tabatiere seven (7). Overall there were thirty one (31) questionnaires received. Vanessa also stated that the final evaluation results will be included in the final report. Trish Nash (QLF) stated that she found the evaluation results were great especially with the pie charts.

#### **4.4 Pamphlet (DA)**

Vanessa stated that a draft of the pamphlet was forwarded to everyone and she asked if they had any comments, suggestions or changes they would like to see in the pamphlet. Kim suggested putting in a paragraph stating if another village was interested in having the camp in their community they could contact the Coasters Association Inc. Laurette stated that it was a good idea. Vanessa suggested adding some of the comments that were received through the questionnaire. Vanessa stated that if anyone had any comments or suggestions regarding the pamphlet they could contact her by phone or email.

#### **4.5 Final Report**

Vanessa explained that she was in the process of completing the final report outlining the KIDS Summer Camp Initiative and activities completed to date. She also stated that the evaluation results, 2008 theme, next steps and a more detailed look at the budget will be included in the final report. The report should be finalized by next week and will be dispersed. Vanessa asked if there were any questions or comments regarding the final report. There were no questions at this time.

#### **4.6 Financial Status**

##### **4.6.1 Budget Report (DA)**

Vanessa stated that she forwarded everyone the new updated version of the budget that morning and she asked if everyone received a copy. Kimberly stated that we were on target with our estimated budget. She said we did really well with the budget. Vanessa stated that there was a surplus of two thousand three hundred and eight-six (2386.10). Vanessa stated that the surplus from the 2006 camp year was deposited into the KIDS Summer Camp account in case it was needed for the 2007 camp year; therefore we managed to keep the surplus from last year and added to it. Vanessa asked if there were any questions or comments concerning the budget. Kimberly explained that the bolded figures were funds that

were taken out of the surplus but hasn't been spent yet; for example for the pamphlet and the conference call.

Ana Osborne asked a question regarding the breakdown of the budget. Vanessa explained that a detailed breakdown of the budget will be included in the final report.

Trish Nash asked if we had to provide liability insurance for the camp. Kimberly stated that that it was recommended by the schools to provide insurance. She went on to explain that the way the insurance worked is that the kids from our camps would become members of the Quebec 4-H club; therefore they would be covered for field trips, etc. Vanessa explained that it was a one time low fee of fifteen (15) dollars per child at the beginning of camp therefore it was very reasonable. Kimberly and Vanessa explained that this partnership also gave them access to the Quebec 4-H camp material as well. There were no other questions or comments at this time.

#### ***4.6.2 Potential Funding Partners (DA)***

Vanessa explained that she drafted a table of all the organizations/groups that she contacted in the past couple of weeks in search for funds for the development of the co-op or community youth network and for the 2008 camp year. Vanessa asked if there were any questions or comments regarding the potential funding partners. Kimberly stated that we can look back at this table when we discuss the development of the co-op and the teen camp. Trish Nash stated that they just applied for a grant called the Promo Science Program, it is a federal program under Engineering Science Committee of Canada, as part of that QLF put in an allocation for summer camps. Trish went on to say that if their application is successful (will know by February) they would have some funds available for the KIDS Summer Camp. Trish explained that the 2008 theme fits in well with their application. Vanessa stated that she would contact Trish later to obtain more information regarding the Promo Science Program. There were no other questions or comments at this time.

### **4.7 Next Steps**

#### ***4.7.1 2008 Theme/Outline (DA)***

Vanessa stated that she and Kim put together an outline of what we would like to see in the 2008 camp. She went on to thank the Netagamiou Community Learning Center and the Quebec Labrador Foundation for their help in the development of the 2008 theme. Kimberly stated that certain activities would be carried on longer; maybe if equipment is not available, do an activity for a longer period. She went on to say that the biggest obstacle this year was the development of the programming. A lot of time is needed to work on the programming to ensure that it's new and fun. She then stated that every year we receive comments regarding the lack of outdoor activities, but due to the amount of flies in the area it is impossible to have more outdoor activities, therefore, she recommended including activities near the water where there seems to be less flies. Ana stated that in Chevery a lot of their activities were conducted outdoors at the beach, but when it was raining to have similar activities that could be done indoors. Kim agreed that there has to be back up activities planned. Kimberly stated

that the program needs to be developed sooner and it should be included in the training of the counselors. Trish stated that she thought that it was an excellent idea. Kimberely stated she would like to have the budget, program, and funding in place by February. Trish asked if she sent us a binder containing different activities, it is a great reference material. Vanessa said no she did not receive it and asked if it was still available.

Laurette asked why there was three sick days for the counselors. She stated she did not agree to it. Vanessa stated that it is in the Coasters Association Inc. rules and regulations that every employee is entitled to three (3) day sick leave. Kimberly stated that it is important to have our own organization (co-op) because if they are under the Coasters Association Inc. they have to follow their by-laws.

Susie Martin and Juanita Jones would like to have a clearer understanding of the role of the Parents Committee. It was discussed to develop a hiring criteria, employee guidelines, QLF intern Policy. Ana Osborne wanted to have a better clarification of their role in the KIDS Summer Camp. Kimberly stated that a smaller working group be formed to a draft the hiring criteria, QLF policy, etc... and develop it and send it out. Kimberly suggested a training for the parents committee before the camps began. Juanita Jones stated that a person kept going to the camp in La Tabatiere and it made the counselors uncomfortable. Laurette stated that it was the parents committee to step in. Juanita sated that they did and this person was permitted to come to the camp once a week to help in the camp. Kimberly suggested the working group get together to clarify the rules and regulations governing the camp, the programs and any other issues that needed to be addressed before the camp begins in 2008. She then went on to say that whoever was interested in being on the working group could forward their name to Vanessa or she could send a request asking who would like to be a part of the working group. Melissa suggested having the registration earlier because she stated that she could have had 21 youth every week if the registration was held earlier. Ana stated that she has a manual for counselors and she would check and see if she could forward it to us, as long as it was recognized where it came from.

Trish asked if the QLF intern that was situated in some of the camps useful. Juanita stated that the kids in La Tabatiere enjoyed them and all the activities. Ana stated their kids enjoyed them as well but she would like to have the role of the QLF intern be clarified. Kim stated that a policy could be drafted concerning the role of the QLF interns in the camps. Trish stated that if the KIDS Summer Camp is interested in having a QLF intern in each camp site to let her know because she has to apply for these positions. Kim stated a working group could be formed to determine if a QLF intern is needed and the role drafted. Laurette asked what would be the commitment of community to have access to a QLF intern. Trish stated the commitment would be to provide the opportunity to participate in a community based project. Trish would like to know by the end of November which camp site would like to have a QLF intern. There were no other comments or questions at this point.

#### ***4.7.2 Development of a Co-op or Community Youth Network***

Vanessa briefly explained what steps were taken to date to develop a co-op or community youth network. There were no other comments or questions at this point.

### ***4.7.3 Development of a Teen Camp***

Kimberly stated where the concept of the French Immersion Teen Camp came from. She gave a brief description of how the camp would work. Vanessa explained the FRIJ program under the Forum Jeunesse Cote Nord. Melissa Lawless (Carrefour Jeunesse Emploi) briefly explained the FRIJ program. It was agreed unanimously to try and develop a French immersion Camp.

### ***4.7.4 Continuation Youth Camp Coordinator***

Kimberly stated that there is a lot of work left to do to ensure the continuation and success of the KIDS Summer Camp. She asked if everyone agreed to use some of the surplus to fund Vanessa's salary for a few more weeks to submit the Forum Jeunesse Cote Nord application and to finish all the activities. It was agreed unanimously to go ahead and use some of the surplus funds for a few week's salary.

## **5. Varia**

There were no items under varia

## **6. Follow-up**

(Form Attached)

## **7. Dates of next KIDS Summer Camp Conference Call**

Meeting tentatively set for January 2008

## **8. Closing remarks**

Vanessa thanked everyone for participating in the call and stated that the minutes would be included in the final report.

## **9. Closure**

Meeting closed at 3:30pm

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Youth Camp Coordinator

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Date

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Executive Director

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Date

**Coasters Association**

**KIDS Summer Camp**

**Conference Call  
(November 7<sup>th</sup>, 2007)**

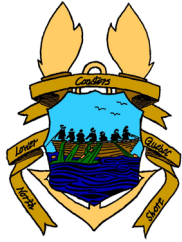
**FOLLOW-UP ACTIVITY FORM**

**{REMINDERS}**

<b>NO.</b>	<b>ISSUE/ACTIVITY</b>	<b>RESPONSIBILITY</b>	<b>TIME-FRAME</b>
1.	Contact Trish Nash (QLF) to request information on the Promo Science Program and obtaining a QLF intern per camp site	Vanessa	ASAP (Completed)
2.	Contact each camp site to determine interest in obtaining QLF intern per camp site	Vanessa	ASAP (Completed)
3.	Establish a working group to draft QLF intern policy, KIDS Summer Camp role, hiring criteria, employee guideline, rules and regulations, course outline, etc.	Vanessa	Before 2008 camp year
4.	Submit project application to Forum Jeunesse Cote Nord to develop a French Immersion Teen Camp	Vanessa	November 15 (Completed)
5.	Complete and disperse final report	Vanessa	November 23 (Completed)
6.	Complete the table of potential funding partners (2008)	Vanessa	November (Completed)
7.	Complete and disperse pamphlet	Vanessa	November (Completed)







# KIDS Summer Camp

## Evaluation



Coasters Association Inc.

In order to help us improve the quality of the KIDS Summer Camp, please complete this evaluation. Your comments, opinions and ideas are very much appreciated.

Camp Site: \_\_\_\_\_

### 1) Rate your overall satisfaction with the KIDS Summer Camp.

*Very Poor*                      *Poor*                      *Good*                      *Very Good*                      *Excellent*

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 2) Rate your child/children's overall satisfaction with the KIDS Summer Camp.

*Very Poor*                      *Poor*                      *Good*                      *Very Good*                      *Excellent*

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 3) Rate your overall satisfaction with the student camp counsellors.

*Very Poor*                      *Poor*                      *Good*                      *Very Good*                      *Excellent*

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4) **Would your child consider attending the KIDS Summer Camp next year (if available)?**

*Unsure*                      *No*                      *Maybe*                      *Yes*

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5) **What changes, if any, would you like to see implemented for the upcoming year?**

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

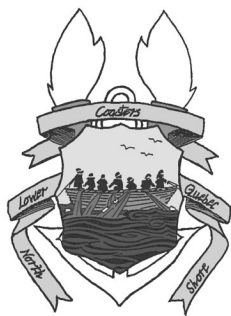
6) **Other suggestions and/or comments.**

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Please Return to:***

Coasters Association Inc.  
**Att: Vanessa Newcombe**  
**Youth Camp Coordinator**  
P.O. Box 188  
St. Paul's River, Qc  
G0G 2P0  
Telephone: (418) 379-2006  
Fax: (418) 379-2621  
E-Mail: [coastar@globetrotter.net](mailto:coastar@globetrotter.net)

*Thank-You for your feedback, it is much appreciated!*



# COASTERS ASSOCIATION INC.

UNITED FOR A BETTER FUTURE

## Sample Thank You Letter

September 24<sup>th</sup>, 2007

Mr. Steven Kohner, Rural Dean  
North Shore Deanery  
2473 Le Carnon  
Baie Commeau, PQ  
G5C 2G7

Dear Mr. Kohner:

On behalf of the KIDS Summer Camp, I would like to thank you for your generous donation of \$2,000.00, which was used to purchase the necessary craft supplies. Your contribution has made it possible to open four camps along the Lower North Shore.

Since its inception in 2006, The KIDS Summer Camp has strived to create a safe and healthy environment in which the youth in our communities can participate in educational activities and enable them to develop skills at a young age. In 2007, we were able to further our mission in bettering the lives of our youth by creating more camps in different communities, as well as creating eleven (11) student positions across the Lower North Shore. This was only made possible through the generous contribution from organizations such as yours.

In the future, we plan to develop a Community Youth Network or a co-op to administer this initiative. The Community Youth Network or co-op would be responsible for the continuation of the camps already established, as well as to determine if additional camps can be implemented on the Lower North Shore. As you know the cost of undertaking such an important initiative is enormous, therefore, we hope to have your continued support in the future.

We are pleased to enclose a package outlining the KIDS Summer Camp initiative. If you have any questions or comments, please do not hesitate to contact me at the numbers listed below.

Once again, thank you for your charitable donation, it was greatly appreciated.

Sincerely,

Anthony Dumas  
President

