

Pincher Creek and District



Box 2841, Pincher Creek, Alberta, T0K 1W0 Telephone 403-627-3156 - fcss@pinchercreek.ca

FCSS Board Meeting, May 21, 2019 - Council Chambers Agenda

- 1.) **Call to order: 6:30 PM**
Introduction of new Board Member: Stephanie Smith
Confirmation of Quorum
- 2.) **Approval of Agenda**
- 3.) **Approval of Minutes April 15, 2019**
- 4.) **Presentations: Canyon Cubs Preschool (confirmed)**
SASCI (confirmed)
- 5.) **Financial:**
 - a) Grant fund unallocated and combined with 2018 surplus
 - b) Review Engagement Letter
- 6.) **Correspondence**
- 7.) **New and on-going Business**
 - a.) Social Needs Assessment – Quotations
 - b.) Presentations to Councils
 - c.) Youth Forum Report
 - d.) Emergency Social Services – Lease Negotiation with Vertical Church
 - e.) Outcome Measures Training Sept 11 and 12
 - f.) Revised funding application template
 - g.) Women's Emergency Shelter
- 8.) **Project Coordination (optional information)**
 - a.) Housing
 - b.) Habitat
 - c.) Early Learning Centre planning/land and concept development
 - d.) Transportation – Council decision
- 9.) **Date for Next Board Meeting – June 17, 2019**
- 10.) **Adjournment**

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FCSS Board Meeting, May 21, 2019 - Council Chambers

Minutes – Signature Copy

Board members present: Kathy Verhagen, Don Anderberg, Mary Kittlaus, Bonnie Scott, Bev Everts, Stephanie Smith, Kellie Leblanc

FCSS Staff Present: David Green

1.) Call to order: Kathy Verhagen called the meeting to order at 6:40 PM

Introduction of new Board Member: Stephanie Smith was welcomed to the Board. Stephanie is the Director of the Pincher Creek Community Early Learning Centre facility at St. Michael's School and is originally from the community.

Confirmation of Quorum: A quorum was present

2.) Approval of Agenda

Motion 12 / 210 Leblanc

That the Agenda be approved as amended (with the addition of 7 g) Women's Emergency Shelter), and 5 b) Review engagement letter from Accountants

Carried

3.) Approval of Minutes April 15, 2019

Motion 12 / 211 Anderberg

That the Minutes of April 15 be approved as circulated

Carried

- 4.) **Presentations:** Canyon Cubs Preschool: Amanda Barrett, Director of Canyon Cubs Pre-School presented a detailed overview of the Canyon program. It was noted that the final report for the year will be completed at the end of the school year.

Southwest Alberta Sustainable Community Initiative: James Van Leeuwen, Chair of the SASCI Board provided the Board with a brief summary of SASCI's activities and plans for the community engagement process related to the Socio-Economic Impact Analysis.

5.) Financial:

- a) Grant fund unallocated and combined with 2018 surplus: The grant fund for 2019 was not fully allocated. \$27,325.00 remained in the fund. The 2018 Annual Report showed a surplus of \$3,861.50 (an administration budget remainder). The total unspent is now \$31,550.50
- b) Review Engagement Letter: The Board received the accountant's Review Engagement Letter.

Motion 12/ 212 Scott

That the financial details be accepted as information.

Carried

6.) Correspondence: n/a

7.) New and on-going Business

- a.) Social Needs Assessment – Quotations: The request for expressions of interest request for this Assessment has been delayed by the Alberta Purchasing Connection. (David is working on this with Town Administration)
- b.) Presentations to Councils: David presented the FCSS update/review to the Town Council on May 13th and the M.D Council on May 14th. The presentation to Cowley Council will take place on June 19th.
- c.) Youth Forum Report: As part of the \$1,000.00 funding assistance agreement, the FCSS Board required a report of the event. This report has not been received. David will inquire.
- d.) Emergency Social Services – No new information has been received regarding the negotiation of a formal Lease Agreement with the Vertical Church (for use as a reception/registration centre). David is working with the Canadian Red Cross (Lethbridge) to explore ESS training opportunities.
- e.) Outcome Measures Training Sept 11 and 12: The Outcome Measures Trainer for the FCSS south region will offer an Outcome Measures Training opportunity in Pincher Creek on September 11 and 12. All of our local project/program managers will be expected to attend.
- f.) Revised funding application template: The Board reviewed the proposed funding application form. Items for clarification include: the budget template and a space to provide information related to other grant applications that the applicant is accessing. This item will be brought back to the June 17 meeting.
- g.) Women's Emergency Shelter Association (WESA): The Board received a request for financial assistance from WESA. The request was for \$6,200.00 to assist with costs associated with advertising for and training of a new Executive Director. The Board

raised the question of eligibility according to the FCSS guidelines. David will review that matter with Edmonton.

7. g.) continued: It was agreed that the timeline for consideration of this matter is tight.

Motion 12 / 213 Kittlaus

That this matter be deferred definitely to the next meeting.

Carried

8.) Project Coordination (optional information)

- a.) Housing - Whispering Winds Village is now offering a Low Income Program for 11 one-bedroom suites. The program, designed for persons over 55 years of age, offers an unfurnished one-bedroom suite for as low as \$850.00 based on 40% of total income (with an income of under \$33,500.00)
- b.) Habitat: Two applicant families have been approved. Ground breaking is now scheduled for June 12 at 11:30. Construction will start immediately.
- c.) Early Learning Centre planning/land and concept development: The Town will host a community information night on June 13 at 6:30 in the Town Hall gym. Capital cost estimates have been revised, architectural concepts are complete and land purchase is nearing completion.
- d.) Transportation – Council for the Town of Pincher Creek has decided to cease bus operations at the end of May.

9.) Date for Next Board Meeting – June 17, 2019 6:30 PM Council Chambers

10.) Adjournment: There being no further business, Bev Everts declared the meeting adjourned at 8:45 PM

Read and approved this 17th day of June, 2019



Coordinator



Director