

# Pincher Creek and District



Family and Community  
Support Services

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

## FCSS Board Meeting, April 18, 2017 - Council Chambers Minutes – **Signature Copy**

- 1.) **Call to order:** Kathy Verhagen called the meeting to order at 6:30 PM

**Board Members Present:** Kathy Verhagen, Cindy Cornish, Duane Filipuzzi, Brian Hammond (Alt for Fred Schoening)

**Absent with regret:** Kellie Leblanc, Bonnie Scott

**Confirmation of Quorum:** A quorum was present.

- 2.) **Approval of Agenda:**

**Motion 12.162 / Hammond**  
That the Agenda be approved as circulated  
Carried

- 3.) **Approval of Minutes March 20, 2017**

**Motion 12.163 / Filipuzzi**  
That the Minutes of the March 20 meeting be approved as circulated.  
Carried

**Presentations: Ranchlands Victim Services: Postponed to May 15**

- 4.) **Correspondence**

4.1) Board vacancy responses: The Board has received two responses to date. Deadline is April 28.

4.2) GGY Financials: The Board received copies of the 2016 Financial Statements.

- 5.) **Financial:**

5.1) Auditor Review Engagement Report: The Auditors have not completed their review of the FCSS Audit.

5.2) Discretionary fund – review by auditors. The Board received copies of the revised Discretionary Fund as calculated by the Auditors. The Board reviewed the Audit figures. Following the audit review, the Discretionary Fund sits at \$17,952.85.

## **6.) On-Going and New Business**

6.1) Housing Committee (Habitat for Humanity): Habitat's construction director has visited the proposed Dupuy Street site. They have now met with the local Elks Club to discuss fundraising for the project. A second meeting will be held to allow a consortium of local service clubs to discuss a coordinated approach to the \$120,000.00 fund raising effort.

The Board discussed David's continued involvement as the Staff Lead for the Community Housing Committee. It was agreed that the arrangement was satisfactory as long as Housing Committee duties did not interfere with FCSS duties.

6.2) Emergency Social Services – Because of the nature of the FCSS Coordinator's community role, David is expected to take staff positions related to the Emergency Operations Centre, Emergency Reception Centre, and Emergency Social Services functions.

David attended a half-day ESS workshop at the MD Admin office on March 22. The focus was on Emergency Reception Centre operation. David is working with Katarina Oczkowski to coordinate that role.

Emergency Operations Centre Training will take place at the Town Offices on April 25<sup>th</sup> and 26. Instructors will be G o A staff. Participants will include Town staff and three participants from the County of Cardston.

On May 11<sup>th</sup> a "full-scale" Emergency Tabletop exercise will be held at the MD Administration Building. The Town will take the lead role in that exercise. Both Town and MD personnel will participate.

6.3) McMan Youth, Family and Community Services Association – In February, the Board received information describing staffing change at the McMan offices in Lethbridge and Pincher Creek. The changes were confirmed in March and included Administration and FASD Coordinator personnel: McMan had indicated that they were interviewing for the FASD Coordinator position (which FCSS had funded). The Board requested confirmation of the status of that program and agreed to withhold the 2<sup>nd</sup> quarter grant payment until confirmation was received. To date, there has been no response. David will send another request for information.

6.4) Community Adult Learning Council – Integral Strategy Mapping Project: At the March FCSS meeting, the Board asked David to seek information from communities that have had experience with the Mapping process.

### Lethbridge Economic Development: Trevor Lewington, CEO.

Trevor described the "process" as "much needed" and has been effective in solving multi-sectoral linkage issues in Lethbridge. He indicated that a "clear-language" proposal was necessary at the outset in order to "sell" the concept to potential community users. As the process is entered into, strong oversight is vital and responsibilities must be clearly defined. It is critical that the community be involved right at the outset of the mapping process (inclusive).



Wood Buffalo – Fuse Social: Bryan Jackson:

Bryan indicated that this “first-time” Mapping Process has been extremely valuable given the recent extreme community disaster. He went on to say that the process was “all-encompassing” and took into account all previous studies and assessments (with the emphasis that “we are not starting from scratch”) One key to the success of the mapping process is that similar evaluation tools can be used across the whole spectrum allowing consistency, clear linkages, collaboration and consensus. As the map develops, more focused roadmaps can be built within various sectors. The entire map cannot be built quickly, but must evolve over time. (Ultimately, WB produced 272 outcomes)

Cautionary Notes from Bryan: Initially, outcomes should be limited to avoid “data overload”. Limit outcomes to clear immediate, short and long term. The roadmap can then be used to frame on-going development and asset identification work.

Initial concerns expressed by participants

- The concept is too broad (overwhelming)
- The language used creates a sense of “inaccessibility”
- Activity level description was not adequate initially

The Board agreed that David will continue to seek information from other communities.

**Motion 12.164 / Filipuzzi**

**To table discussion on this matter until the May 15<sup>th</sup> meeting.**

**Carried**

6.5) Halton Needs Program – Budget information was presented at the March 20 Board Meeting. The Board agreed that further information related to the operation of the program was required. No new information has been received.

**Motion 12.165 / Cornish**

**To table discussion on this matter until the May 15<sup>th</sup> meeting.**

**Carried**


6.6) Review of procedures and records: Given recent allegations of conflict of interest levelled at FCSS in the press (initially by a resident and then by a “concerned citizen”), the Board agreed to schedule a review of all FCSS operational policies as they relate to both linkages with signatories to the Regional Agreement and to conditions outlined in the FCSS Act and Regulation (with particular emphasis on articles in the Municipal Government Act).

**7.) Date for next Board Meeting – May 15th, 2017**

**8.) There being no further business Brian Hammond declared the meeting adjourned at 7:40 PM**

Read and approved this 29<sup>th</sup> day of May 2017.

  
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Coordinator

  
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Director