

Pincher Creek and District



FCSS Family and Community
Support Services

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

FCSS Board Meeting, December 17, 2018 - Council Chambers **Minutes – signature copy**

Board members present: Mary Kittlaus, Kathy Verhagen, Rick Lemire, Bonnie Scott, Sussanne O'Rourke, Kellie Leblanc

Absent with regret: Marie Meckelborg

Staff present: David Green, La Vonne Rideout

Confirmation of Quorum: A quorum was present

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

2.) Approval of Agenda

Motion 12.196/Lemire

That the agenda be approved as amended

Carried

3.) Approval of Minutes November 5, 2018

Motion 12.197/Scott

That the minutes be approved as circulated.

Carried

4.) Presentation: Pincher Creek Family Centre

Linda Mackinnon and Jacqui Bruns attended to present on behalf of the Family Centre.

5.) Financial:

- a) 2019 Grant Contracts – Board signatures were applied to 2019 funding contracts that have been received to date.

- b) Cheque Requisitions & Quarterly Payment Schedule: The Board reviewed the cheque requisition form and the 2019 Quarterly Payment Schedule.
- c) Administration Budget 2019 to 2022 (as approved by Council): The Board reviewed the FCSS Administration budget.

Motion 12.198 / Leblanc

That the Board approve the request from Council for a maximum 3% per year increase in the Administration budget for 2019 thru 2022.

Carried

- d) Director and Officer Liability Insurance: The Board agreed that the standard Directors and Officers Liability Insurance policy was a necessity.

6.) Correspondence n/a

7.) New Business

- a.) Review of FCSS Funding Application: At the recent FCSS conference, some recommendations for change were received from delegates. Those recommendations are to be considered by the Government and the Association.
- b.) Review of Budget Template: At the recent FCSS conference, some recommendations for change to the budget structure were received from delegates. Those recommendations are to be considered by the Government and the Association. Once received, the final budget template will be sent to agencies for input.

Motion 12.199 / O'Rourke

That the review of the FCSS Funding Application and the Budget Template be tabled definitely to the January meeting.

Carried

- c.) Disaster and Trauma Workshop: David attended this workshop in Lethbridge and found it informative and very much in alignment with his role as Coordinator of Emergency Social Services in the community.
- d.) Meals on Wheels: It has been suggested that FCSS consider becoming involved in the local "Meals-on-Wheels" program (currently being operated by Crestview Lodge). The Board agreed that Crestview Lodge be advised that certain elements of that program can be funded by FCSS (support components including volunteer training, public awareness, and/or the purchase of container). Core operating costs including salaries, rent, utilities, and purchase of food cannot be funded by FCSS. The matter will be discussed again at the January meeting.

- e.) Socio-Economic Impact Analysis (SEIA) report: The Southwest Alberta Sustainable Community Initiative has completed the SEIA report related to the eventual closure of the Shell Waterton Complex. It was suggested that copies be made available at both the Town and M.D. offices.
- f.) Social Needs Assessment – The Municipal District of Crowsnest Pass has just completed a Social Needs Assessment. The report is extremely valuable as a planning tool for municipal governments. Electronic copies are available. David will obtain a quotation for a similar study to be conducted with our greater community.
- g.) Review of Administration Agreement by Town/MD and Village; The Board recommended that the FCSS Administration Agreement be reviewed by the partner municipalities.
- h.) Request to Council for increase in Administration Budget: See 5 c)
- i.) Joint Council Funding Application: The Board reviewed the list of organizations & grant requests submitted to Joint Councils. \$261,500.00 was granted boosting the per capita allocation to \$39.58.

8. Date for next Board Meeting – January 21, 2019

8.) Adjournment: There being no further business, Mary Kittlaus declared the meeting adjourned at 8:20 PM

Read and approved this 19th day of ~~January~~^{FEBRUARY}, 2019


Coordinator


Director