

Pincher Creek and District



Family and Community
Support Services

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FCSS Board Meeting, June 18, 2020 – Council Chambers 6:30 PM

Agenda **2.0**

- 1.) **Call to order: 6:30 PM**
Confirmation of Quorum
- 2.) **Approval of Agenda**
Motion 12 / 239
- 3.) **Approval of Minutes of February 18, 2020 (attached)**
Motion 12 / 240

Note: March 16/20 meeting was cancelled

Combined notes of April 9/20 and April 22/20 meetings (attached)

4.) **Financial**

a.) Surplus remaining in project grant fund.	\$32,923.00
Minus amount used for Emergency Food Bank	\$15,028.67
Balance	\$17,894.33 **** draft only

- b.) Audit 2019 Review Engagement Report
- c.) 2019 Annual Report to Edmonton

5.) **New and on-going Business**

- a.) Social Needs Assessment – discussion #1
- b.) Food Bank – on-going
- c.) Family Centre Manager Job Posting
- d.) Outcome Measures reporting
- e.) FCSS Emergency Grant results

6.) **Date for Next Board Meeting – _____, 2020**

7.) **Adjournment**



FCSS Board Meeting, June 18, 2020 – Council Chambers 6:30 PM **Minutes – signature copy**

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

Board Members present: Kathy Verhagen, Don Anderberg, Alice Wagenaar, Mary Kittlaus, Roxanne Debroux, Bev Everts

Absent with regret: Stephanie Smith

Staff present: David Green, Wendy Catonio

Confirmation of Quorum: A quorum was present

2.) Approval of Agenda

Motion 12/239 / Anderberg

That the agenda be approved as amended to include 5. e Grants

Carried

3.) Approval of Minutes of February 18, 2020

Motion 12/240 / Debroux

That the Minutes of the February 18 meeting be approved as circulated

Carried

Note: March 16/20 meeting was cancelled

Combined notes of April 9/20 and April 22/20 meetings.

Motion 12/241 / Everts

That the notes from the April 9 and 22 meetings be approved as circulated.

Carried

4.) Financial

- a. FCSS Food Bank Reconciliation: When the community food bank announced closure, FCSS recognized the immediate need for on-going service. The board

agreed to provide operating funds from its 2020 project fund surplus on the understanding that the fund would be reimbursed through the FCSS Emergency Covid fund. Wendy presented the current financial details showing that the Emergency Covid fund would allow FCSS to be reimbursed for Food Bank expenses.

That report is attached to these minutes.

Motion 12/242 / Wagenaar

**That the FCSS Food Bank account report be received as information.
Carried**

- b. Audit 2019 Review Engagement Report: Every year, the annual FCSS financial information is included in the Town audit. The Board reviewed the KPMG Review Engagement Report.

Motion 12/243 / Kittlaus

**That the 2019 Review Engagement Letter be received as information.
Carried**

- c. 2019 Annual Financial Report to Edmonton: To be submitted by June 30, 2020

5.) New and on-going Business

- a.) Social Needs Assessment: The Board discussed the assessment. The following questions/comments were noted:

- Project "intent" should be reviewed
- Stats Canada information conflicts with current demographic/economic conditions
- The consultant should be able to confirm their data source
- The draft report should be compared to the Crowsnest Pass assessment.
- The Town receives Crime Statistics on a monthly basis from the RCMP.
- The trends indicated require more substance.
- Figure 4-5 requires clarity
- Is the information relevant to Pincher Creek focused enough
- Item 4.2 Priority Social Issues – are they ranked the way they are presented?
- Pages 56 and 57 Needs less focus on the economy and more on social need
- It was agreed that David would send out Nichols proposal.
- It was also agreed that David would send out the Napi survey

NOTE: It was agreed that the consultant should be brought in to provide further clarity.

David will ask if the consultant could attend the July meeting or participate via conference phone.

- b.) Food Bank – David reported that client numbers at the food bank have remained stable throughout the Covid crisis. The Vertical Church will allow the food bank to use their auditorium until August 15th. The location has proven to be ideal for receipt of

food shipments, the preparation of hampers, and as a “drive-through” hamper pick-up venue.

There is a new group forming to assume control and management of the food bank. They are in the process of becoming a Registered Charity. Rhonda Oczkowski has been working with the group. The new group is exploring the use of the old RCMP Detachment building and other locations.

Piikani Food Bank announcement: It has been announced that the Piikani Food Bank will close its doors on June 30.

c.) Family Centre Manager Job Posting:

Motion 12/244 / Anderberg

That the Pincher Creek Family Centre be asked to attend the July 9 Board meeting to present an update related to budget and program changes that happened as a result of the Family Resource Network core funding realignment. Carried

d.) Outcome Measures reporting: The outcome measures report will be submitted to the Government by June 30th.

e.) Covid Emergency Grants: The following grants have been awarded to Pincher Creek agencies as a result of the FCSS Emergency Covid Funding program:

FCSS Food Bank	\$122,000.00
Lions Club	\$ 26,601.00

6.) Date for Next Board Meeting – July 9, 2020 6:30 PM Council Chambers

7.) Adjournment

There being no further business, Roxanne Debroux declared the meeting adjourned at 8:35 PM.

Read and approved this 9th Day of July 2020


Coordinator


Director