



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, MARCH 26, 2019 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

Barrhead.....a quality community.....giving a quality lifestyle

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – March 12, 2019
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) There is no Delegation
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) Special Meeting of Council – April 17th
 - (b) Monthly Bank Statement
 - (c) 2017 Financial Indicator Graphs & 2017 Key Measures of Municipal Sustainability Reports

8. Reports - The Council Reports

(a) Council Reports as of March 26, 2019

- Barrhead Cares Coalition
- Barrhead & District Social Housing Association
- Chamber of Commerce
- Community Futures Yellowhead East
- Family & Community Support Services Society
- Library Board/Yellowhead Regional Library Board

9. Minutes

(a) Barrhead & District Family & Community Support Services Society – February 21, 2019

10. Bylaws

(a) There are no Bylaws

11. Correspondence

(a) There is no Information Items

12. For the Good of Council

13. Tabled Items

14. In-Camera

(a) Land – Pursuant to Section 24 of the FOIP Act

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, MARCH 12, 2019,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT

Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, S. Oswald and L. Penny

Officials: Kathy Vickery, Interim CAO and Cheryl Callihoo, Director of Development & Legislative Services

Others: Barry Kerton, Barrhead Leader and Mark Capps, 97.9 The Range

ABSENT

Cr: D. Smith

CALL TO ORDER

Mayor McKenzie called the meeting to order at 5:30 p.m.

AGENDA

The agenda was reviewed.

062-19

Moved by Cr. Klumph that the agenda be accepted with the following addition:

- 8(a) Library Board Report

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of February 26, 2019, were reviewed.

063-19

Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of February 26, 2019 be accepted as presented.

CARRIED UNANIMOUSLY

DELEGATION

Mayor McKenzie and Council welcomed Ms. Terri Flemmer at 5:31 p.m.

Ms. Terri Flemmer provided an overview of her job as a Health Promotion Facilitator to Council and advised that a grant was applied for and they were successful in receiving the grant for the Healthy Community Initiative.

She discussed the Healthy Communities (ie. parks, safe housing, recreation facilities, etc.) and the risk factors such as lack of exercise, lack of healthy food intake and obesity. She stated that she would like to do a follow-up presentation in the future.

EXITED

Mayor McKenzie and Council thanked Ms. Terri Flemmer for her presentation and she exited the Chambers at 5:50 p.m.

064-19

Moved by Cr. Assaf that Council accept Ms. Terri Flemmer's presentation as information.

CARRIED UNANIMOUSLY

RESOURCE COMMUNITIES OF CANADA COALITION

The President of the Alberta Urban Municipalities Association (AUMA) has requested municipalities to support the Resource Communities of Canada Coalition with the Notice of Motion was received.

065-19

Moved by Cr. Assaf that Council support the Resource Communities of Canada Coalition with the Notice of Motion as presented by Resource Communities of Canada Coalition.

CARRIED UNANIMOUSLY

2018 AUDITED FINANCIAL STATEMENTS

The 2018 Audited Year End Financial Statements, following the audit of the financial records for the Town of Barrhead, were presented for Council's review.

Kathy Vickery reviewed and answered questions regarding the 2018 Audited Year End Financial Statements.

066-19

Moved by Cr. Klumph that Council accept the 2018 Audited Municipal Financial Information Return and 2018 Audited Financial Statement as presented and further that

the Annual General Meeting be scheduled for Tuesday, April 23, 2019 at 7:00 p.m. in the Town of Barrhead Council Chambers.

CARRIED UNANIMOUSLY

**MSI AMENDING
MOA**

Municipal Sustainability Initiative Amending Memorandum of Agreement is presented for Council's approval.

067-19

Moved by Cr. Penny that Council authorize the Mayor and Interim CAO to sign the Municipal Sustainability Initiative (MSI) Amending Memorandum of Agreement to March 31, 2022.

CARRIED UNANIMOUSLY

2017 PERFORMANCE INDICATORS

Alberta Municipal Affairs letter regarding 2017 Performance Indicators Report was received.

068-19

Moved by Cr. Oswald that Council accept the Alberta Municipal Affairs 2017 Performance Indicators Report as information.

CARRIED UNANIMOUSLY

**ALBERTA HEALTH COMMUNITIES
INITIATIVE GRANT**

Alberta Health Communities Initiative is presented for Council's approval was received.

069-19

Moved by Cr. Klumph that Council authorize the Mayor and Interim CAO to sign the Alberta Health Services Restricted Funding Agreement, for the Alberta Health Communities Initiative Project for the maximum grant funding amount of \$20,000.00.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of March 12, 2019, were reviewed:

- Barrhead Agricultural Society
- Library Board
- Municipal Planning Commission
- Department Head Report

070-19

Moved by Cr. Oswald that the following Reports to Council as of March 12, 2019, be accepted as information:

- Barrhead Agricultural Society
- Library Board
- Municipal Planning Commission
- Department Head Report

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead Agricultural Society – February 26, 2019
- Barrhead & District Family & Community Support Services Society – January 17, 2019
- Barrhead & District Social Housing Association – January 8, 2019
- Barrhead & District Twinning Committee – February 11, 2019
- Yellowhead Regional Library Board Meeting – November 5, 2018

071-19

Moved by Cr. Penny that the Minutes to Council be accepted as information.

CARRIED UNANIMOUSLY

**INFORMATION
ITEMS**

The following information item was reviewed:

- Alberta Municipal Services Corporation – Municipally focused insurance program
- YRL Board Executive Committee Highlights – February 11, 2019

072-19 Moved by Cr. Oswald that the information items be accepted as information.
CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Cr. Oswald commended the Rotary Music Festival Volunteers on a job well done.

Cr. Kluin thanked the Chamber for the wonderful Awards Ceremony and congratulated the Youth Curling Team on winning Provincials.

Cr. Penny congratulated the Twinning Committee for the great work they are doing. Thanked Ms. Rita Lyster for organizing the skills weekend event, with the participation of 56 Health Students.

**IN-CAMERA – LAND UPDATE
FOIP ACT SECTION 24**

073-19 Moved by Cr. Assaf that Council go in-camera at 6:29 p.m.
CARRIED UNANIMOUSLY

OUT-OF-CAMERA

074-19 Moved by Cr. Penny that Council come out-of-camera at 6:55 p.m.
CARRIED UNANIMOUSLY

RECESSED

075-19 Moved by Cr. Assaf recessed the meeting at 6:55 p.m.
CARRIED UNANIMOUSLY

RECONVENED

076-19 Moved by Cr. Assaf reconvened the meeting at 7:26 p.m.
CARRIED UNANIMOUSLY

**IN-CAMERA – LAND UPDATE
FOIP ACT SECTION 24**

077-19 Moved by Cr. Penny that Council go in-camera at 7:26 p.m.
CARRIED UNANIMOUSLY

OUT-OF-CAMERA

078-19 Moved by Cr. Kluin that Council come out-of-camera at 8:20 p.m.
CARRIED UNANIMOUSLY

ADJOURN

079-19 Moved by Cr. Assaf that the Council Meeting be adjourned at 8:20 p.m.
CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

Interim CAO, Kathy Vickery



REQUEST FOR DECISION

Date: March 26, 2019
To: Mayor McKenzie & Members of Council
From: Kathy Vickery, Interim CAO
Re: Special Meeting of Council – April 17th

Summary

Special Meeting of Council – April 17th

Overview

There will be a Special Meeting of Council on Wednesday, April 17th to discuss:

- 2019 Operating/Capital Budget
- 2019 Property Tax Bylaw

Recommendations

Recommendation #1

That Council accepts the date of April 17, 2019 for the Special Meeting of Council held at noon in the Town Council Chambers.

Respectfully Submitted by:

Kathy Vickery
Interim CAO

TOWN OF BARRHEAD

AGREEMENT TO A SPECIAL MEETING OF COUNCIL

WHEREAS, Section 194(4) of the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta, 1994, states that:

- (4) A Special Council Meeting may be held with less than 24 hours notice to all Councillors and without notice to the public if at least 2/3 of the whole Council agrees to this in writing before the beginning of the meeting.

Also, Section 194(5) states that:

- (5) No matter other than that stated in the notice calling the Special Council Meeting may be transacted at the meeting unless the whole Council is present at the meeting and the Council agrees to deal with the matter in question.

WE, THE UNDERSIGNED MEMBERS OF THE COUNCIL OF THE TOWN OF BARRHEAD, HEREBY AGREE TO HOLDING A SPECIAL MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS AT THE TOWN OF BARRHEAD ON APRIL 17, 2019, AT Noon FOR THE PURPOSE OF DISCUSSING THE FOLLOWING ITEMS:

1. 2019 Operating/Capital Budget
2. 2019 Property Tax Bylaw
3. _____
4. _____

SIGNED: MAYOR _____ DATE: _____

COUNCILLOR _____ DATE: _____

COUNCILLOR _____ DATE: _____

COUNCILLOR _____ DATE: _____

COUNCILLOR _____ DATE: _____

COUNCILLOR _____ DATE: _____

COUNCILLOR _____ DATE: _____



AGENDA
SPECIAL MEETING OF THE TOWN OF BARRHEAD COUNCIL TO
BE HELD WEDNESDAY, APRIL 17, 2019 AT 12:00 NOON IN THE
TOWN OF BARRHEAD COUNCIL CHAMBERS

Barrhead....a quality community....giving a quality lifestyle

Present

Absent

Others Present

Regret

Pursuant to Section 194(4) of the Municipal Government Act, a Special Council Meeting may be held with less than 24 hours notice to all Councillors and without notice to the public if at least 2/3 of the whole Council agrees to this in writing before the beginning of the meeting.

1. Call to Order
2. Consideration of Agenda
3. New Business
 - a) 2019 Operating/Capital Budget
 - b) 2019 Property Tax Bylaw
4. Adjournment



REQUEST FOR DECISION

Date: March 26, 2019
To: Mayor McKenzie & Members of Council
From: Kathy Vickery, Interim CAO
Re: Monthly Bank Statement

Summary

The Monthly Bank Statement for the month ended February 28, 2019.

Overview

Recommendations

Recommendation #1

That Council receive as information the Monthly Bank Statement for the month ended February 28, 2019.

Respectfully Submitted by:

Kathy Vickery
Interim CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED FEBRUARY 28, 2019**

PER TOWN OF BARRHEAD:	ATB FINANCIAL GENERAL ACCT	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	3,470,703.19	0.00	3,526,292.92
Receipts	281,096.54	2,000,000.00	
Direct Deposits	246,887.88	452.14	
Interest	7,525.20	5,469.77	
Loan Proceeds	0.00		
Transfers from/to Term Deposits	0.00	1,000,000.00	4,462.55
Cancelled Cheques	60.37	0.00	
SUBTOTAL	4,006,273.18	3,005,921.91	3,530,755.47
Disbursements	3,092,882.65	0.00	
Debentures/Interest	0.00	0.00	
School Requisition	0.00	0.00	
Transfers from/to General	4,462.55		1,000,000.00
NSF/Returned Cheques or Transfers	579.85	0.00	
Postdated Cheques	0.00	0.00	
NET BALANCE AT END OF MONTH	908,348.13	3,005,921.91	2,530,755.47

PER BANK:			
Balance at end of month	1,030,956.53	3,005,469.77	2,530,755.47
Outstanding Deposits	29,769.56	452.14	
SUBTOTAL	1,060,726.09	3,005,921.91	2,530,755.47
Outstanding Cheques	152,377.96	0.00	
NET BALANCE AT END OF MONTH	908,348.13	3,005,921.91	2,530,755.47



REQUEST FOR DECISION

Date: March 22, 2019

To: Mayor McKenzie & Members of Council

From: Kathy Vickery, Interim CAO

Re: 2017 Financial Indicator Graphs & 2017 Key Measures of
Municipal Sustainability Reports

Summary

2017 Financial Indicator Graphs and 2017 Key Measures of Municipal Sustainability Reports are presented for Council's review.

Overview

On an annual basis the Town prepares the Financial Information Report (FIR) and submits it to Alberta Municipal Affairs, after the financial audit has been completed. After all of the municipalities submit their (FIR) reports, the Province then compiles all financial details and prepares the Financial Indicator Graphs comparative report for each municipality. The details on most pages are for a six year period from 2012 to 2017, with municipalities in the 3,000 to 6,000 population range.

Administration will provide a brief overview of this report at the Council meeting. When looking at the reports the yellow line indicates the Town of Barrhead, the blue line indicates the median or middle value and the shaded area indicates the range of the values for all data that is being used in the comparison.

Variances will differ from year to year based on the various activities undertaken – ie tax collections may appear slightly below the average if one large commercial property had taxes outstanding in a particular year, debt limit used is higher the first year the actual debenture is taken out. In 2015 the Town took out a debenture in the amount of \$5 million for the new Barrhead Regional Aquatic Centre.

The 2017 Key Measures of Sustainability Report is also prepared by the Province. This report is for a three year period, 2015 to 2018. This report will identify any areas that may trigger a concern or area that should be attended to. The Town did not have any items listed as triggered.

A copy of these reports will be placed on the Town's website.

Recommendation:

That Council accept the Alberta Municipal Affairs 2017 Financial Indicator Graphs and 2017 Key Measures of Municipal Sustainability Reports Report for the Town of Barrhead as information.

Respectfully Submitted by:

Kathy Vickery, Interim CAO



2017 Financial Indicator Graphs

Generated for:
BARRHEAD

Financial Indicator Graphs

Introduction

The financial indicator graphs are intended to serve as a tool that may assist council and administration with operational decisions. The comparative measures may be useful in assessing past performance and for budget planning. Each municipality is compared to a group of similar size urban municipalities, or to rural municipalities with similar tax base. The comparison group is shown on the last slide.

Custom graphs can be created comparing your municipality to other Alberta municipalities.

Financial Advisory Services is available to assist you in interpreting the information contained in the graphs. Please be aware that advisors will not have access to any of the custom graphs you create, but would still be able to assist with the underlying formulas and data used to create all graphs.

It should be noted that the financial indicator graphs are point-in-time documents. The system is updated daily as new information is added to the municipal financial database. As such graphs will reflect the current data set and the results will be subject to change as the database is updated and verified. However, most information from the previous reporting year will have been posted by the fall of the subsequent year.

Other points to note are:

- The range for most of the graphs is 2012 to 2017.
- Caution should be used when interpreting results as each municipality has unique characteristics affecting how it compares to the group. Also, circumstances may have changed since the December 31, 2017 reporting date.

Financial Indicator Graphs

Introduction

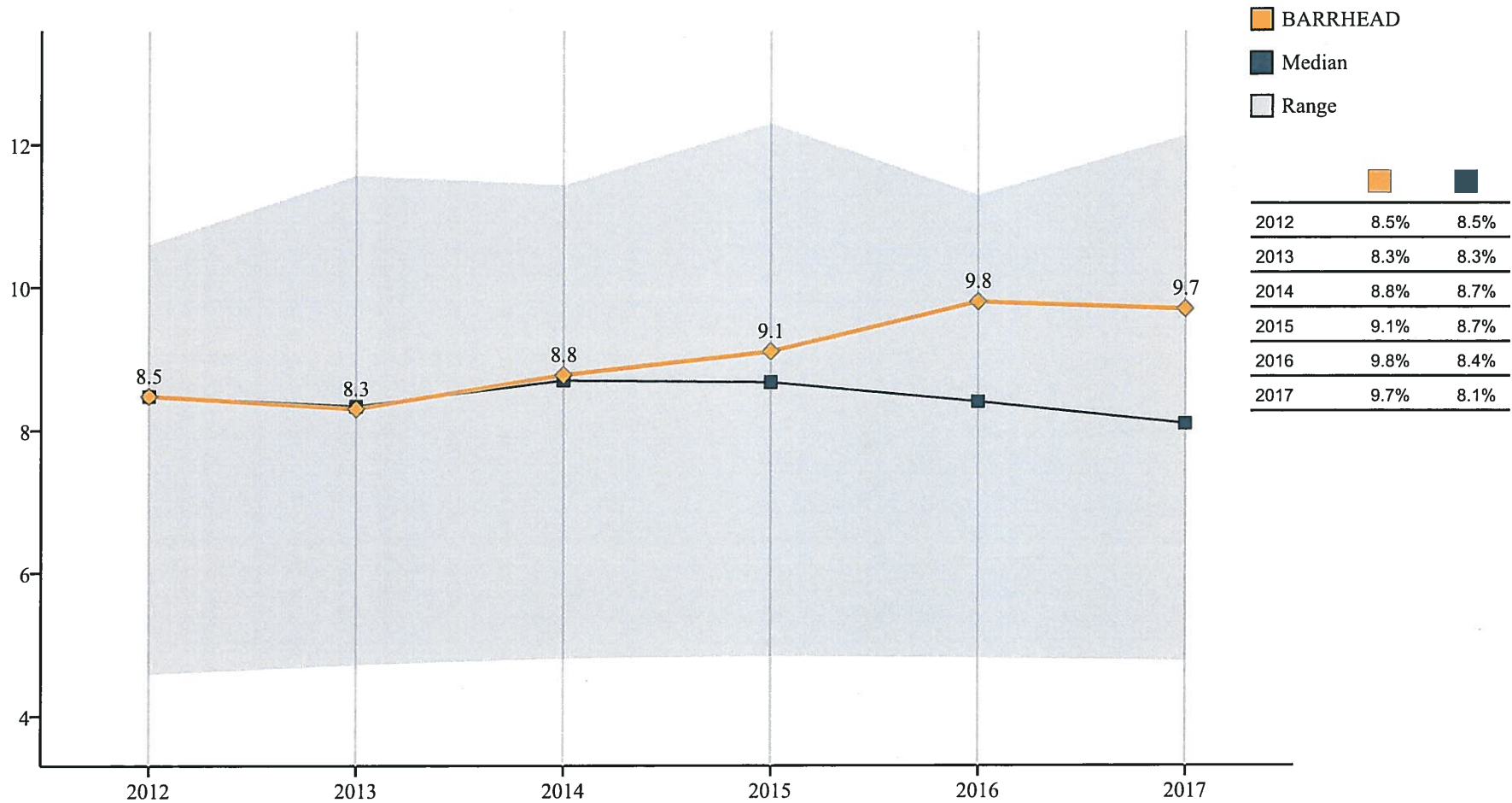
Financial Indicator Graphs include:

- o Equalized Tax Rates - Municipal/Residential/Non-Residential
- o Equalized Assessment Per Capita
- o Non-Residential Equalized Assessment as % of Total
- o Tax Collection Rate
- o Debt & Debt Service as % of the Limits
- o Long Term Debt Per Capita
- o Major Revenue Sources Per Capita
- o Major Revenue Sources As % of Total Revenue (only 2017)
- o Broad Function Expenses Per Capita (only 2017)
- o Per Capita Expenses by Major Type:
 - Salaries, Wages & Benefits
 - Contracted & General Services
 - Materials, Goods, Supplies & Utilities
 - Bank Charges & Interest
 - Amortization
- o Net Book Value As % of Capital Costs
- o Accumulated Surplus Categories, As % (only 2017)
- o Accumulated Surplus Categories, Per Capita (only 2017)
- o Ratio of Current Assets to Current Liabilities

Financial Indicator Graphs

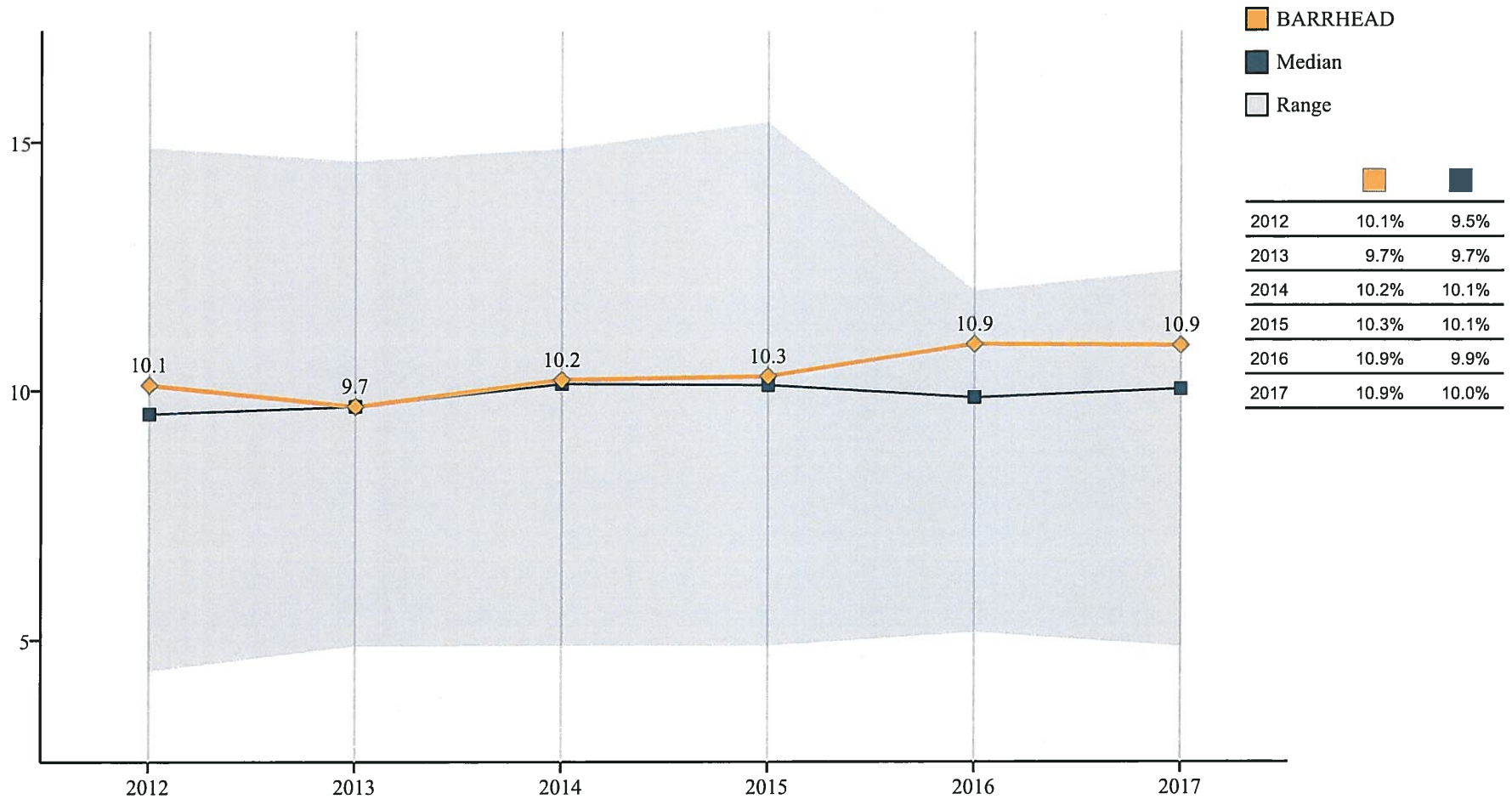
BARRHEAD

Equalized Tax Rates: Net Municipal



Note: Municipal Equalized Tax Rate is calculated based on total equalized assessment and net municipal property tax.

Equalized Tax Rates: Residential

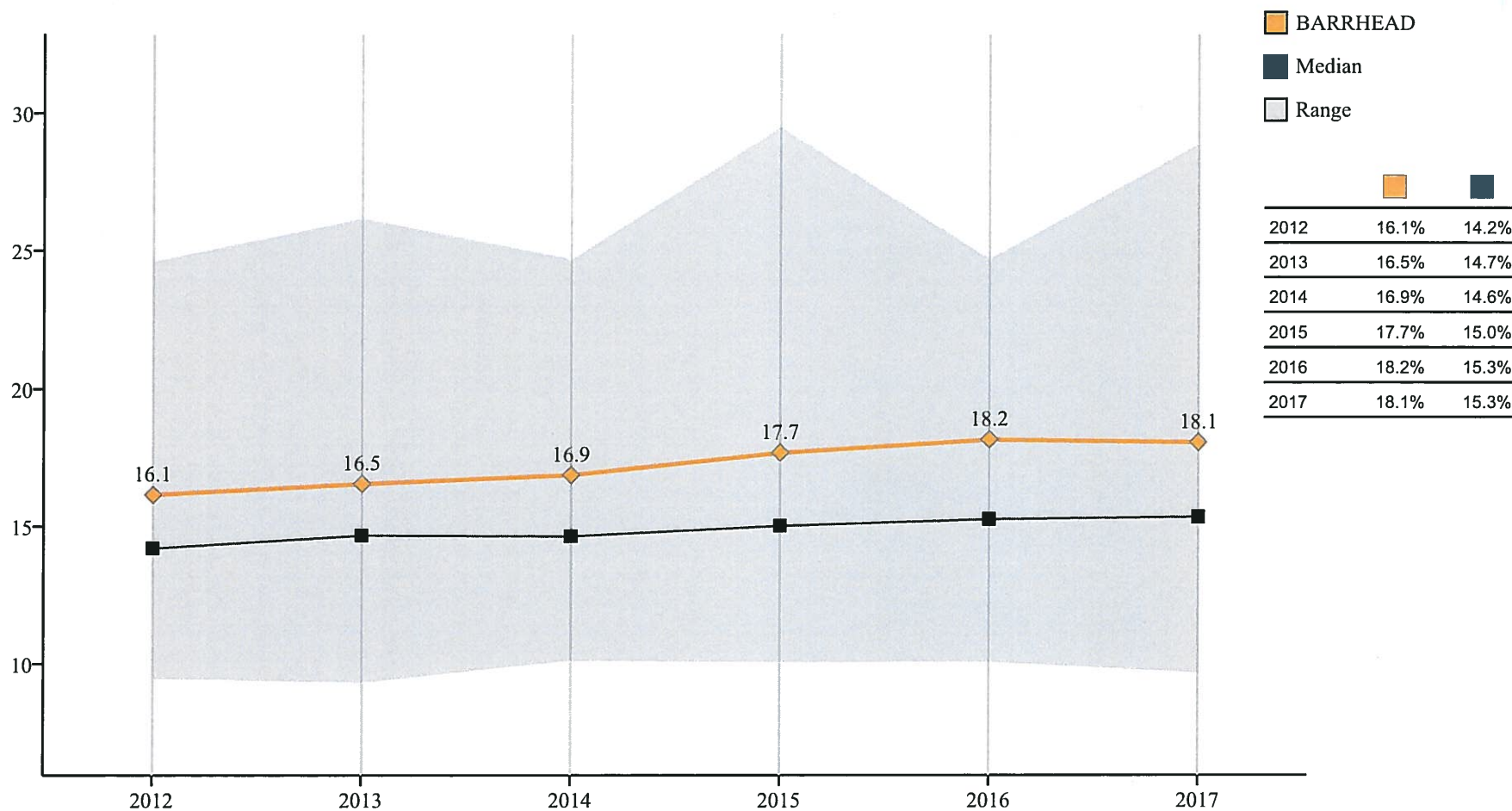


Note: Residential Equalized Tax Rate is calculated based on gross residential property taxes and residential equalized assessment.

Financial Indicator Graphs

BARRHEAD

Equalized Tax Rates: Non-Residential

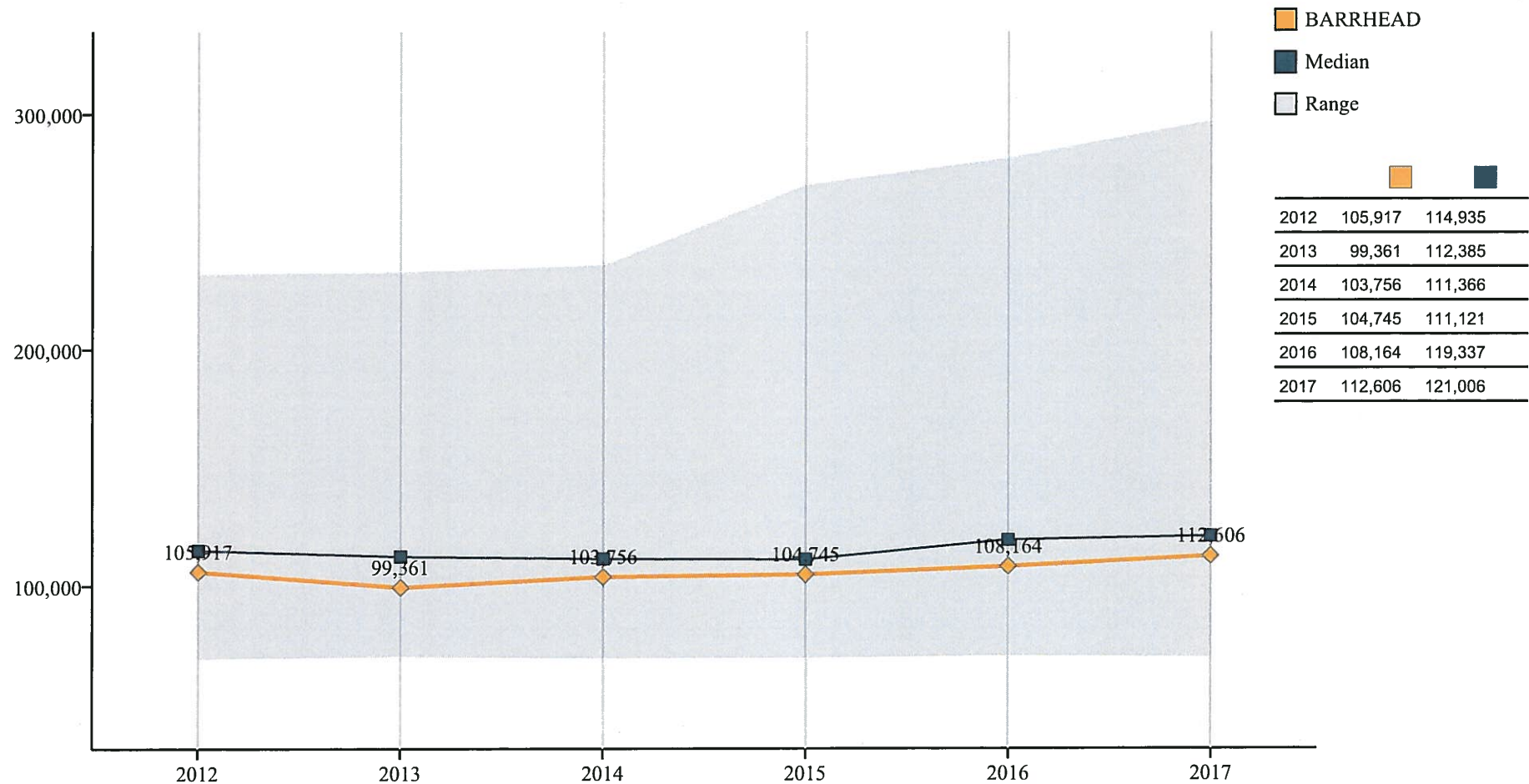


Note: Non-Residential Equalized Tax Rate is calculated based on gross non-residential property taxes and non-residential equalized assessment

Financial Indicator Graphs

BARRHEAD

Total Equalized Assessment Per Capita

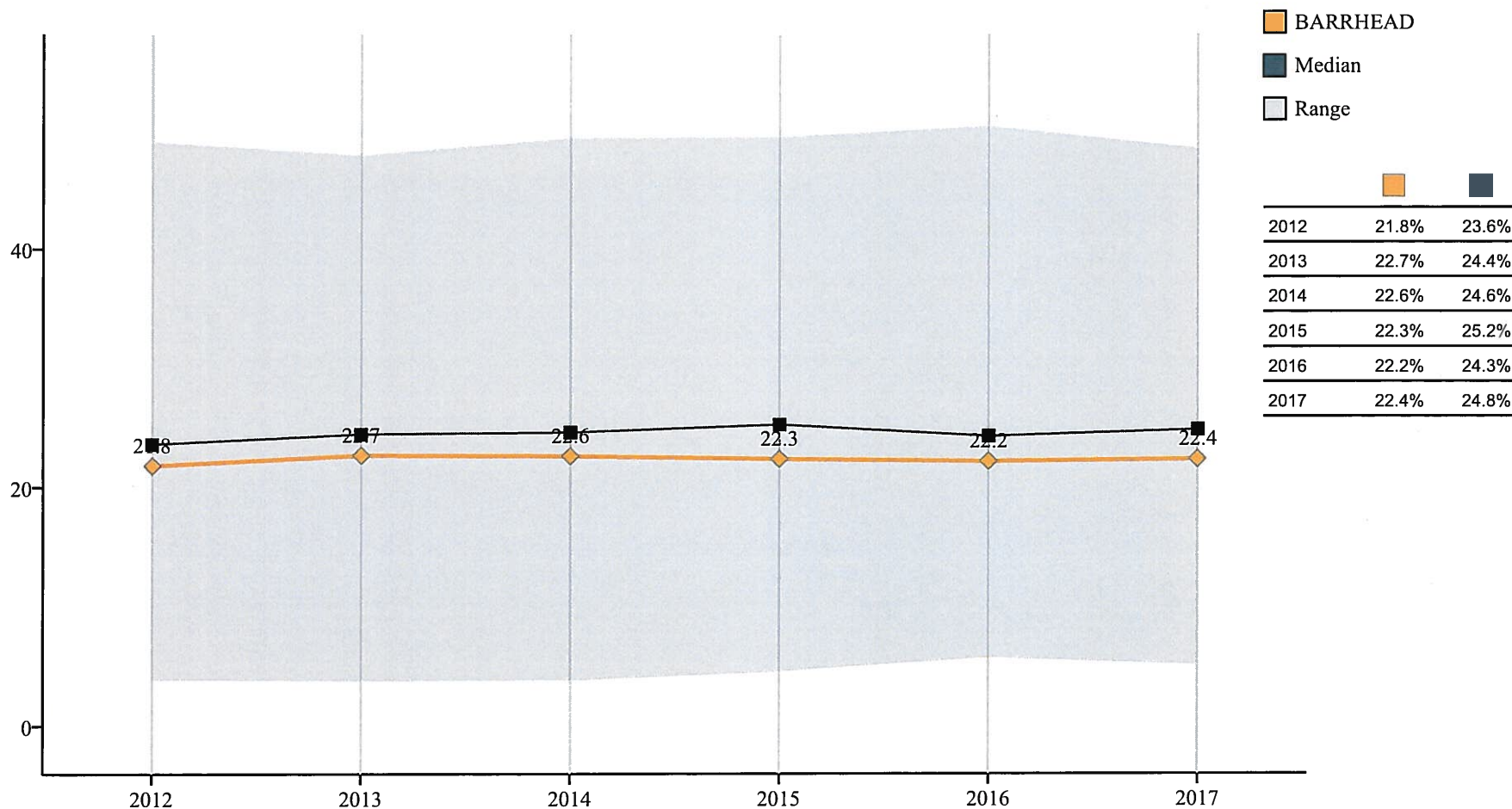


Note: Equalized Assessment Per Capita approximates a municipality's ability to generate property tax revenue in comparison to similar municipalities

Financial Indicator Graphs

BARRHEAD

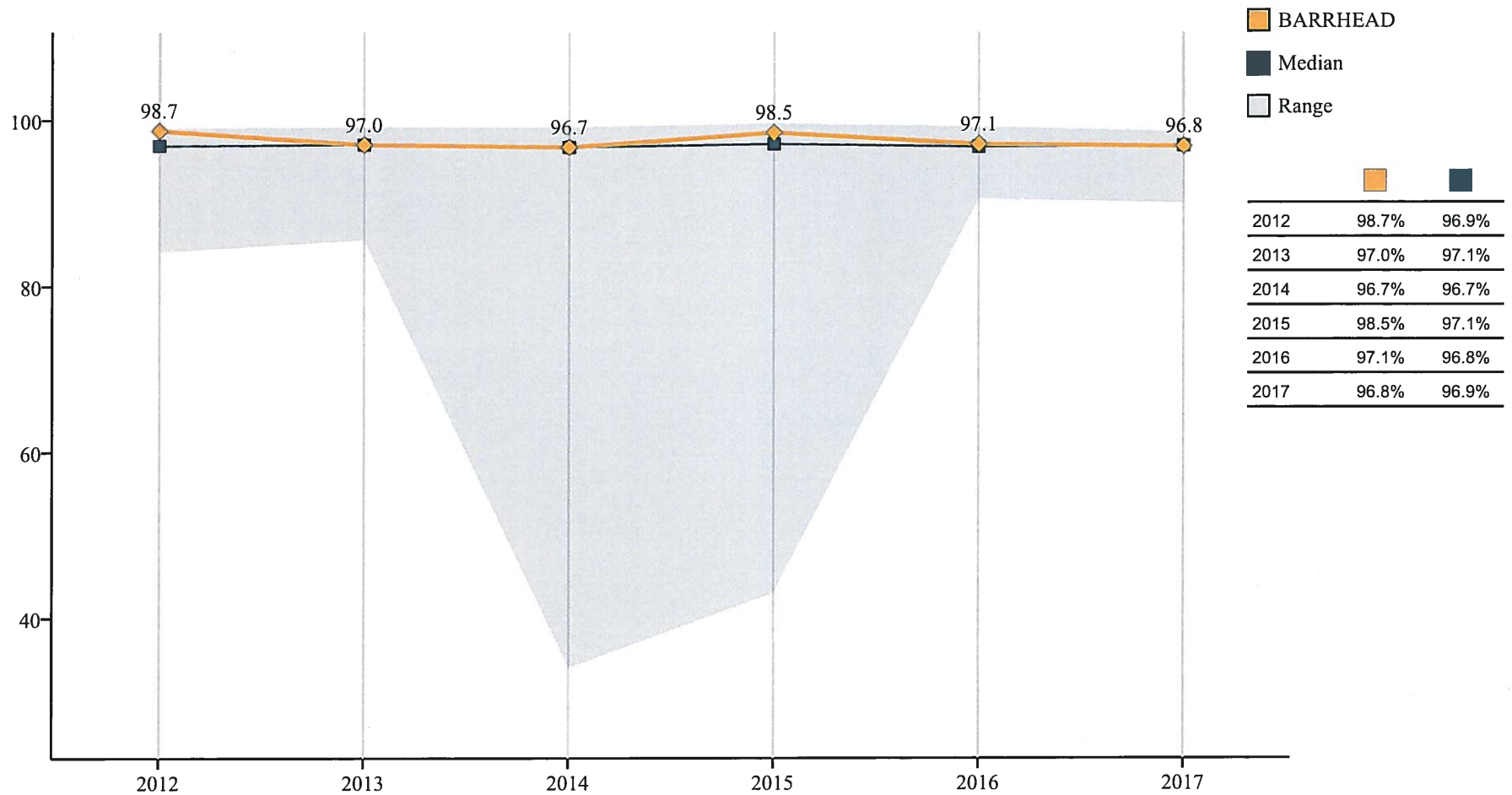
Non-Residential Assessment as % of Total Equalized Assessment



Financial Indicator Graphs

BARRHEAD

Tax Collection Rates

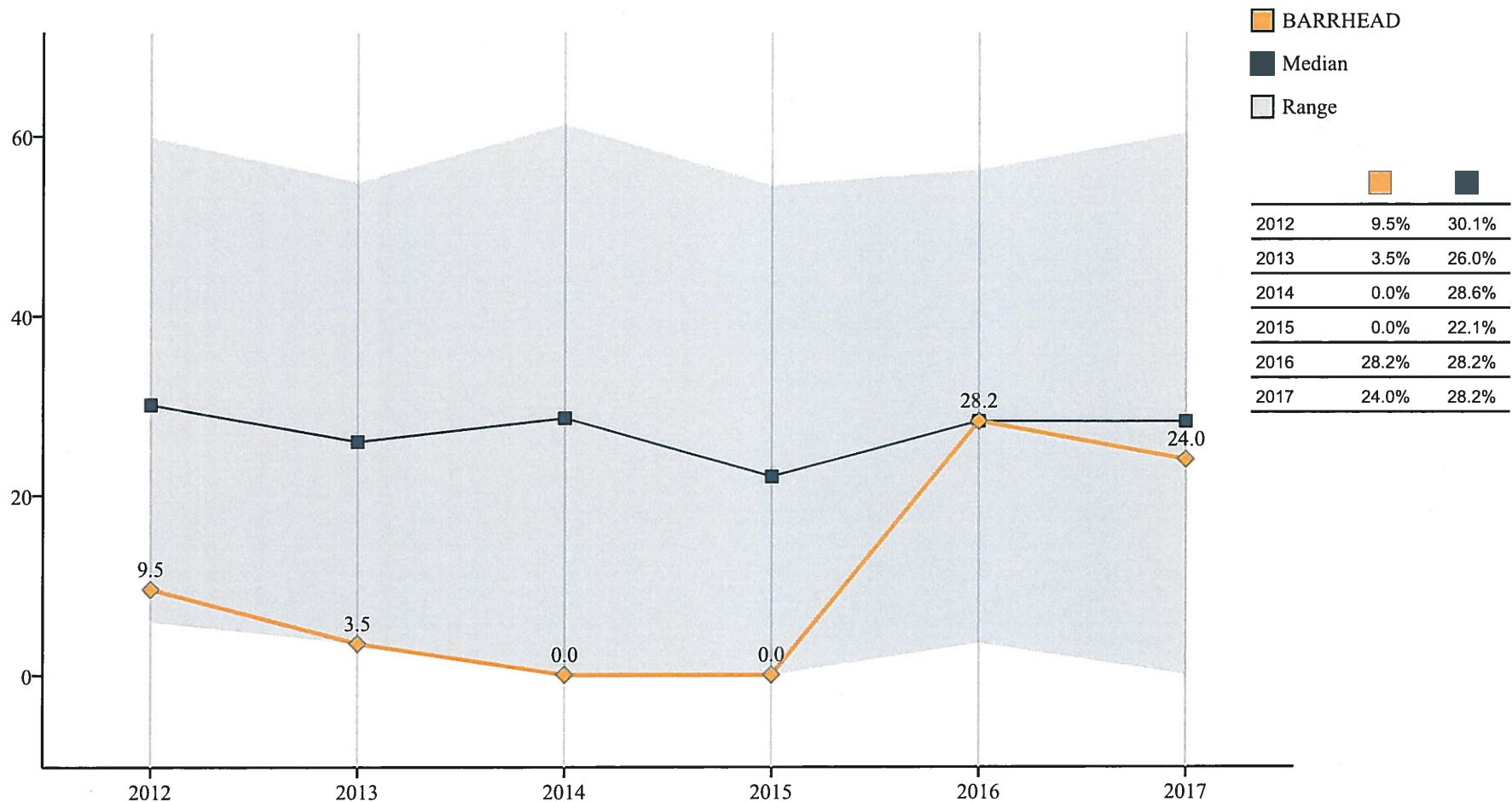


Note: This indicator reflects the percentage of taxes and grants in place of taxes which are collected by the municipality in the year in which they are levied.

Financial Indicator Graphs

BARRHEAD

Percent of Debt Limit Used

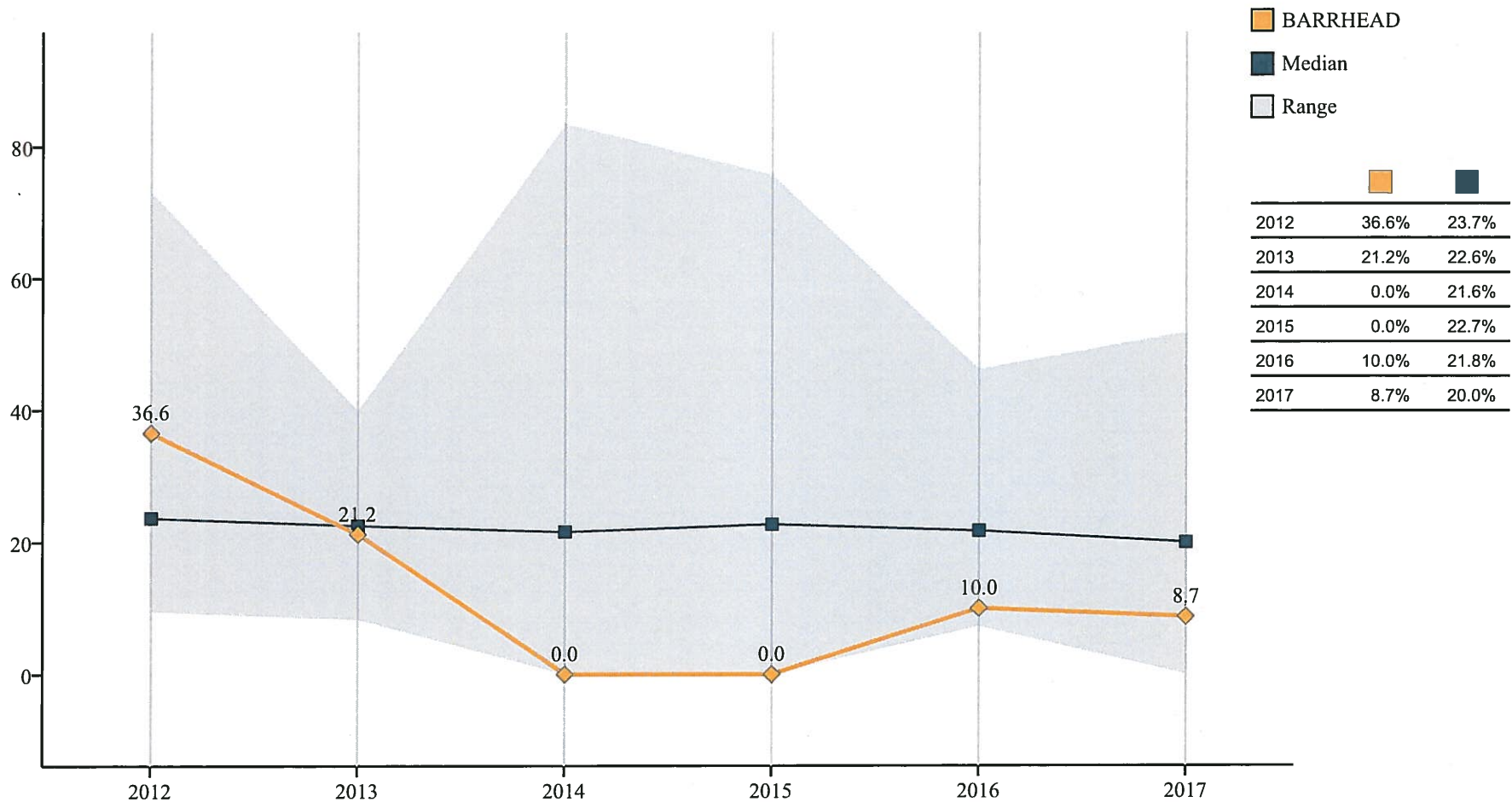


Note: This graph shows, in percentage terms, the municipality's debt as a percentage of the regulated limit. This is compared to the median for the group of similar municipalities.

Financial Indicator Graphs

BARRHEAD

Percent of Debt Service Limit Used

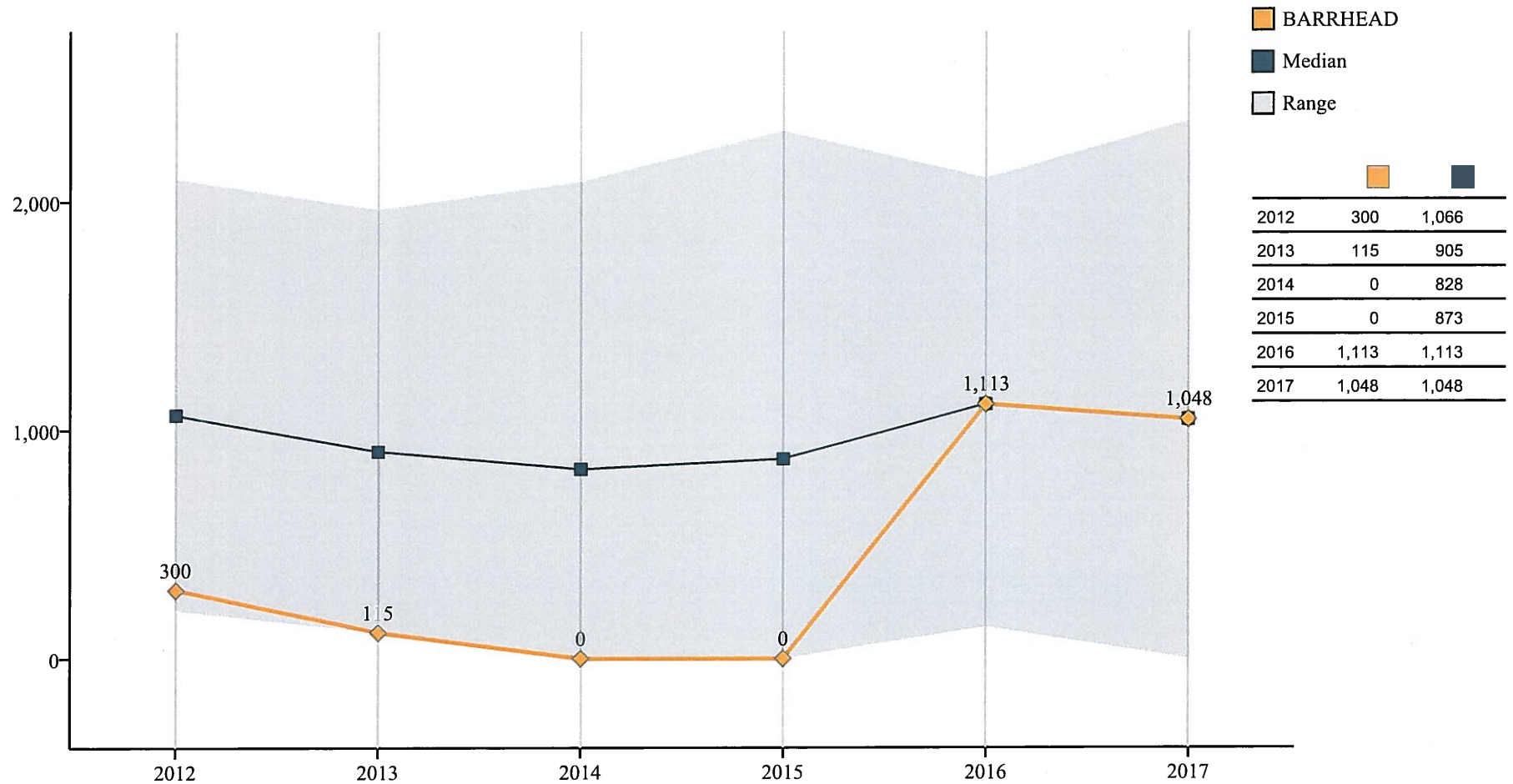


Note: This graph shows, in percentage terms, the municipality's current debt servicing requirement relative to the regulated limit. This is compared to the median for the group of similar municipalities.

Financial Indicator Graphs

BARRHEAD

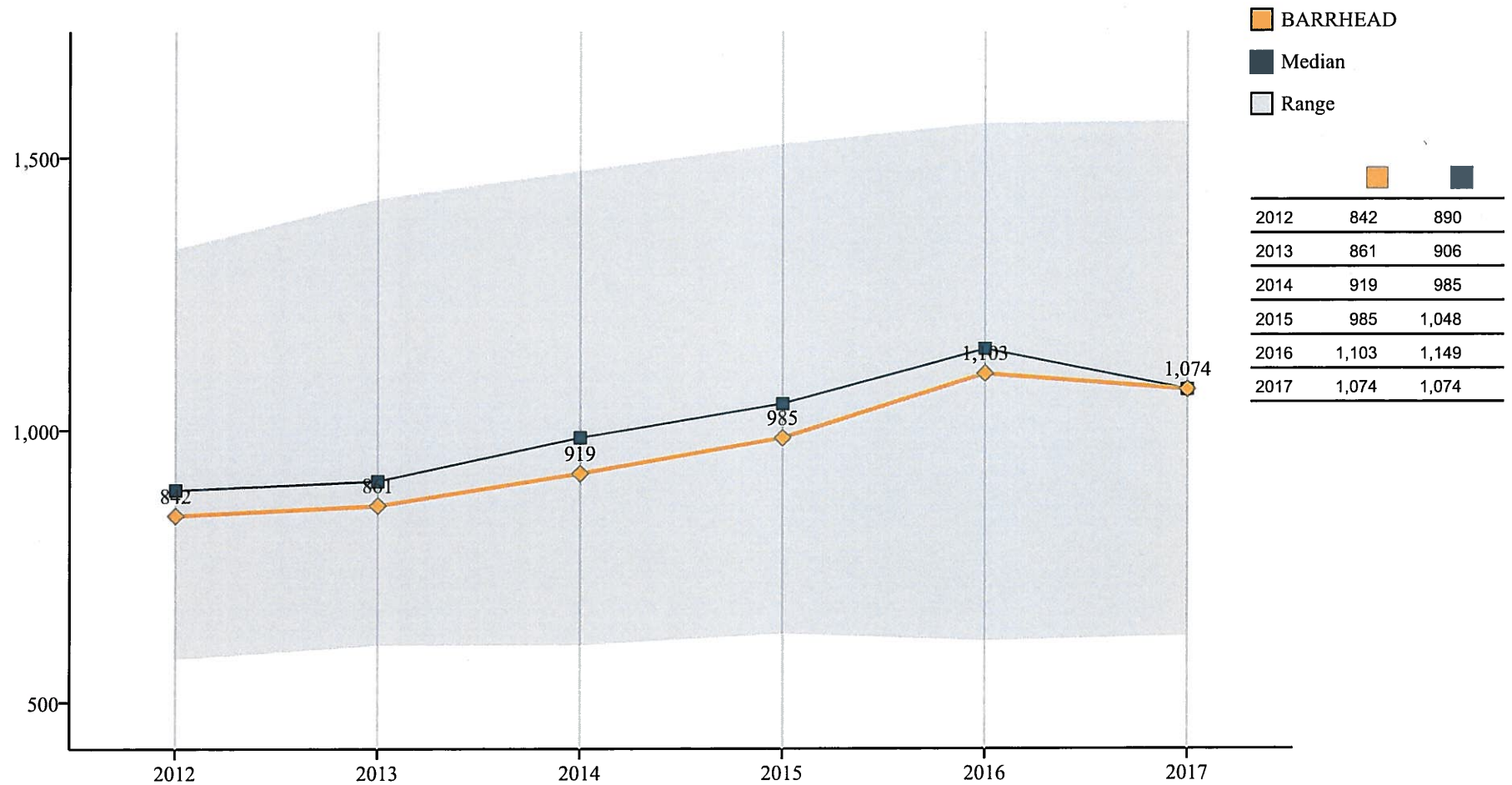
Long Term Municipal Debt Per Capita



Financial Indicator Graphs

BARRHEAD

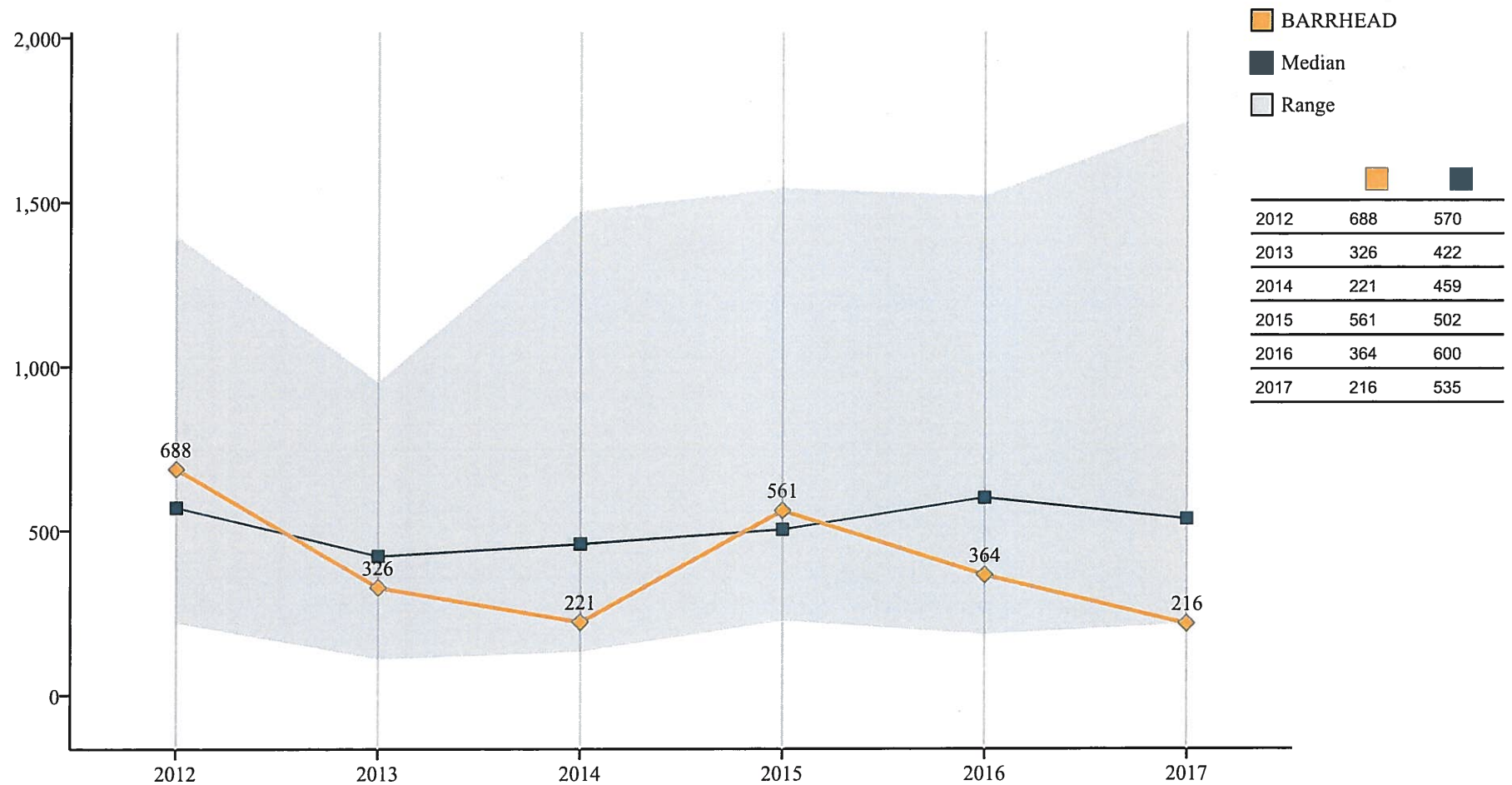
Revenue Sources Per Capita: Net Municipal Property Taxes



Financial Indicator Graphs

BARRHEAD

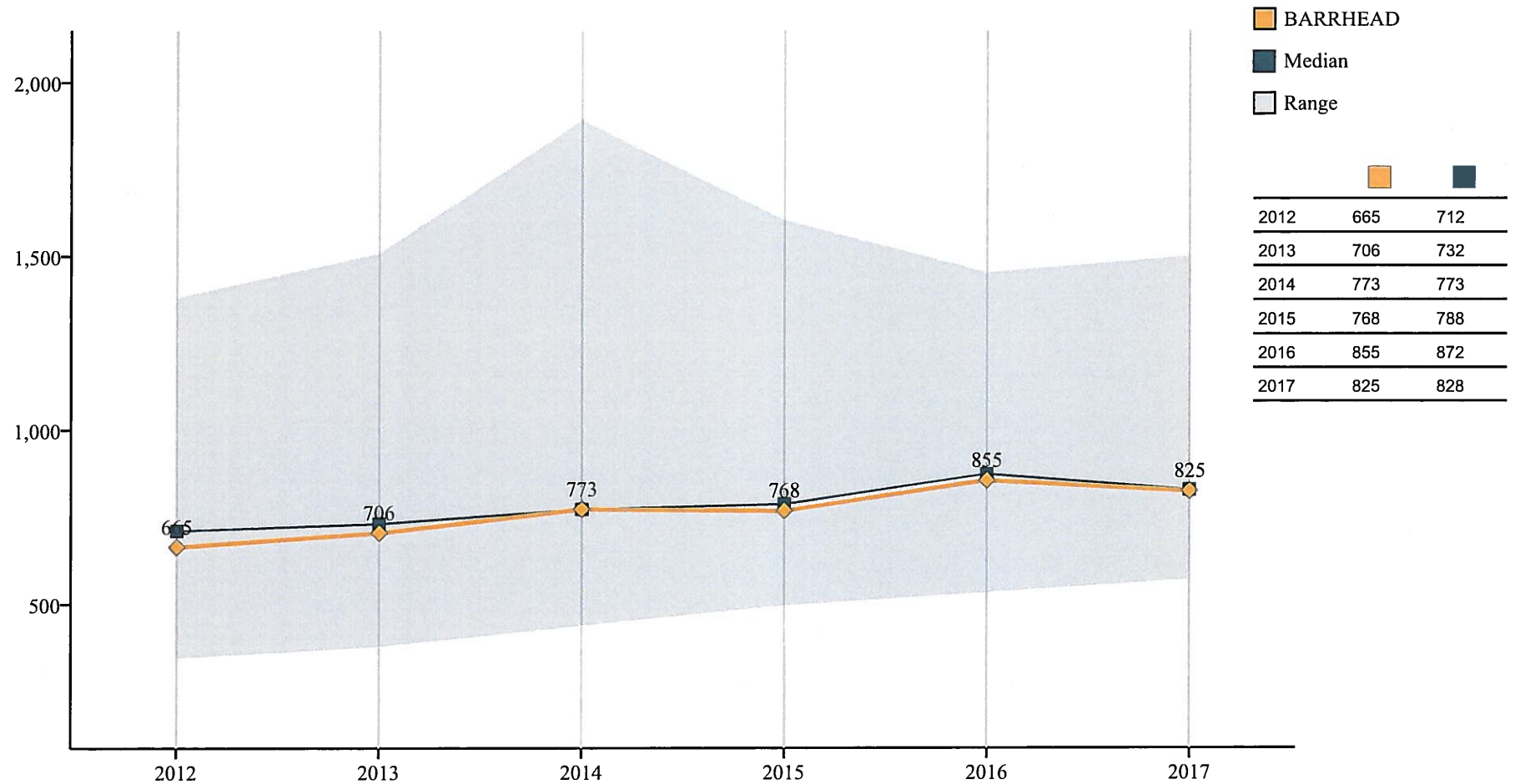
Revenue Sources Per Capita: Total Grants



Financial Indicator Graphs

BARRHEAD

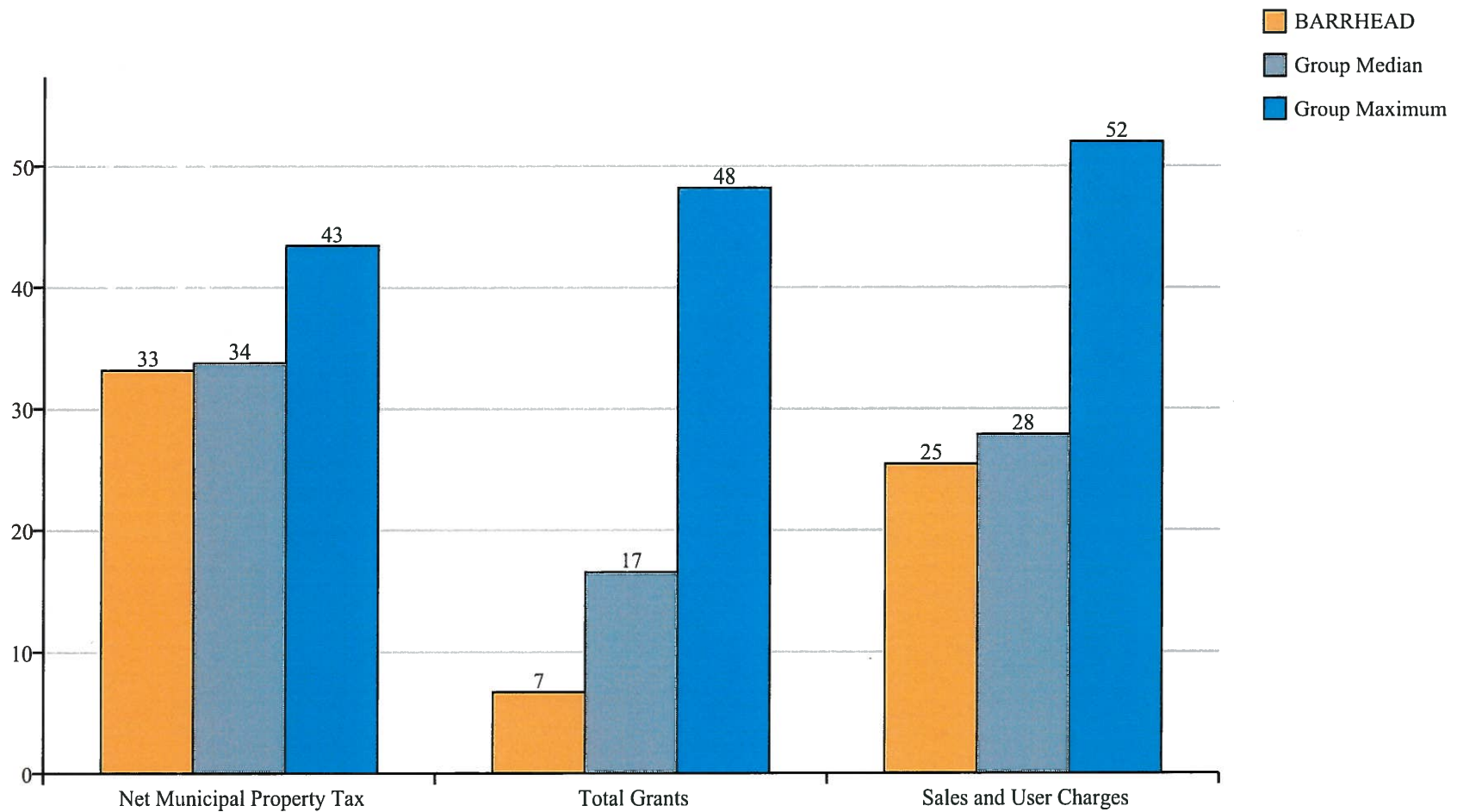
Revenue Sources Per Capita: Sales and User Charges



Financial Indicator Graphs

BARRHEAD

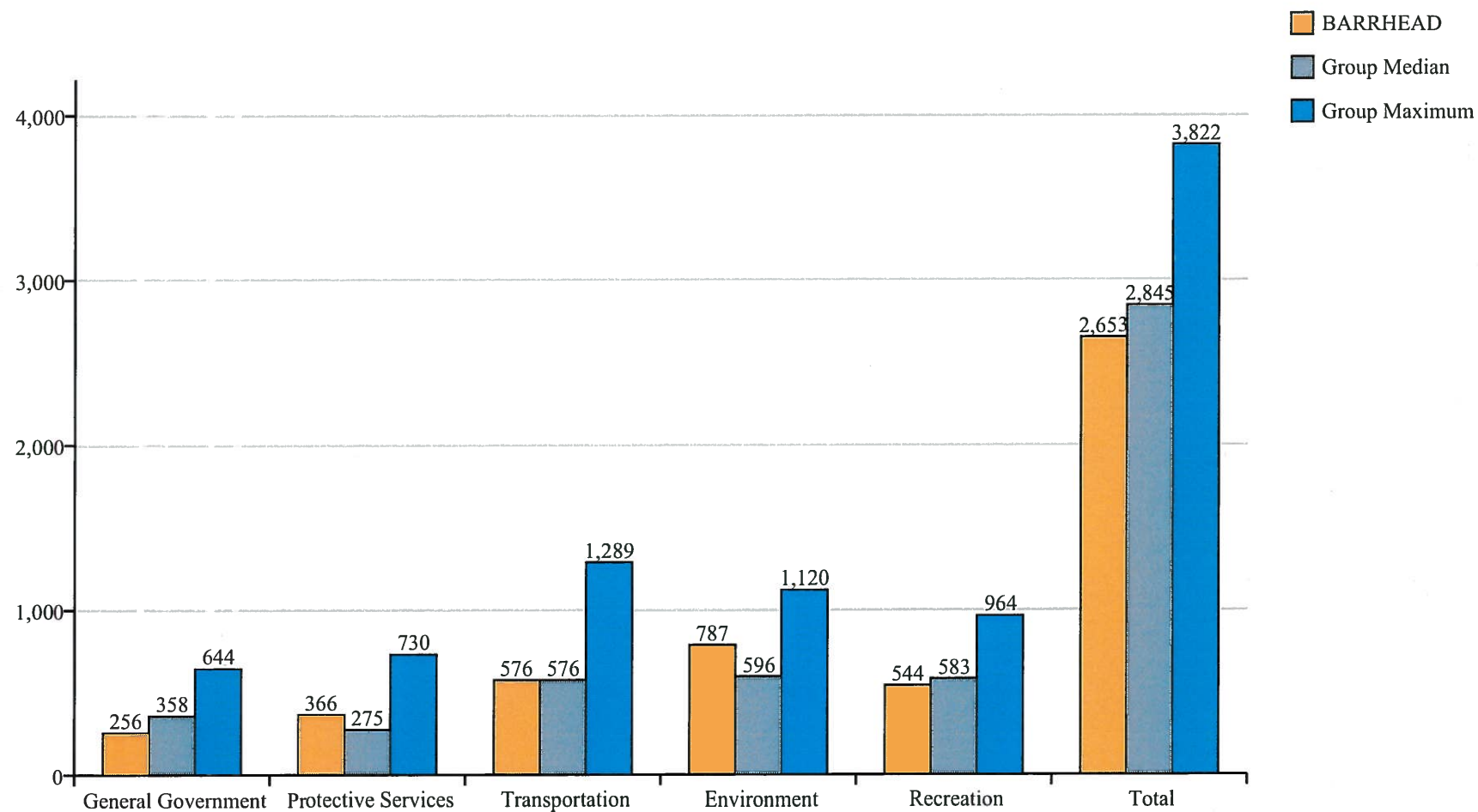
Major Revenue Sources As % of Total Revenue, 2017



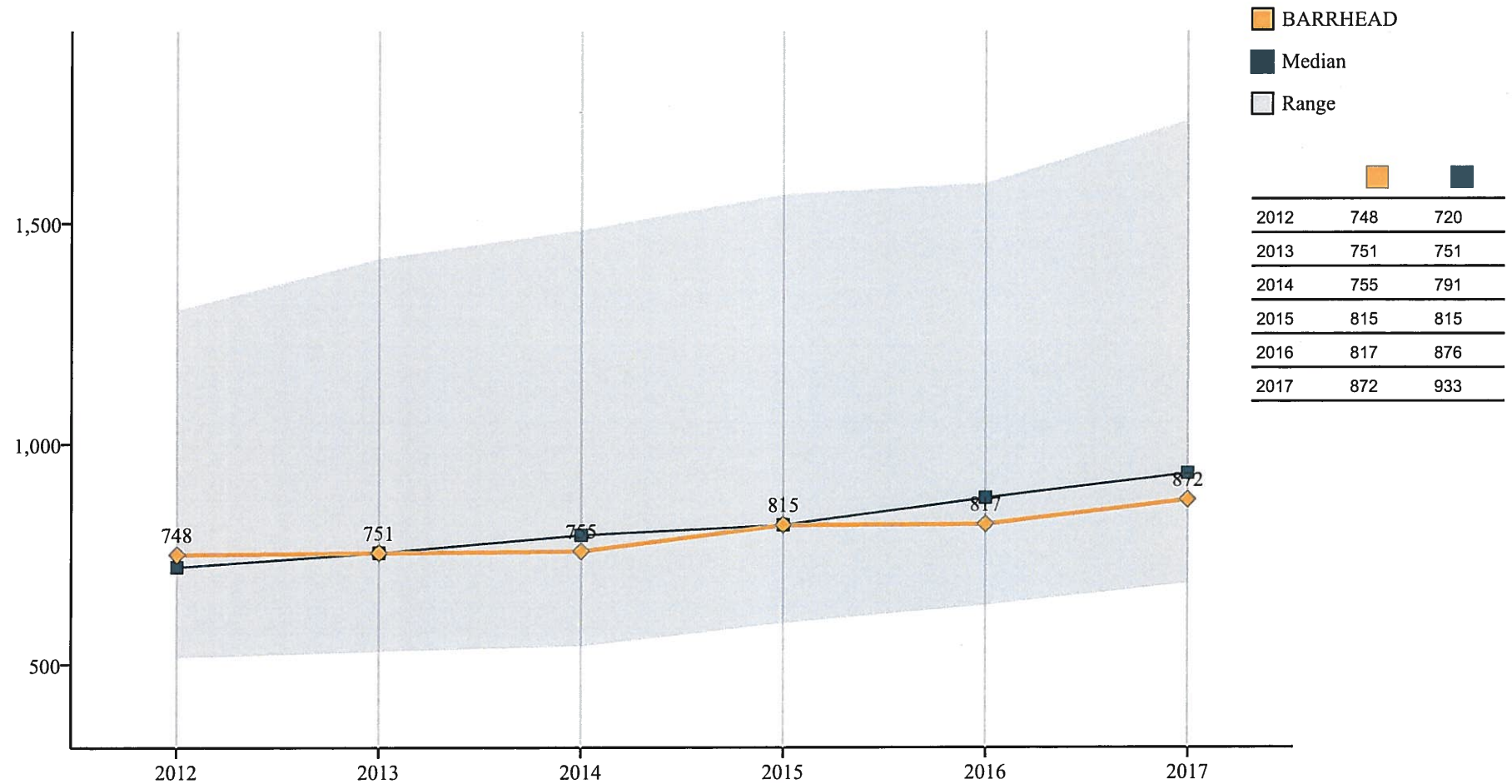
Financial Indicator Graphs

BARRHEAD

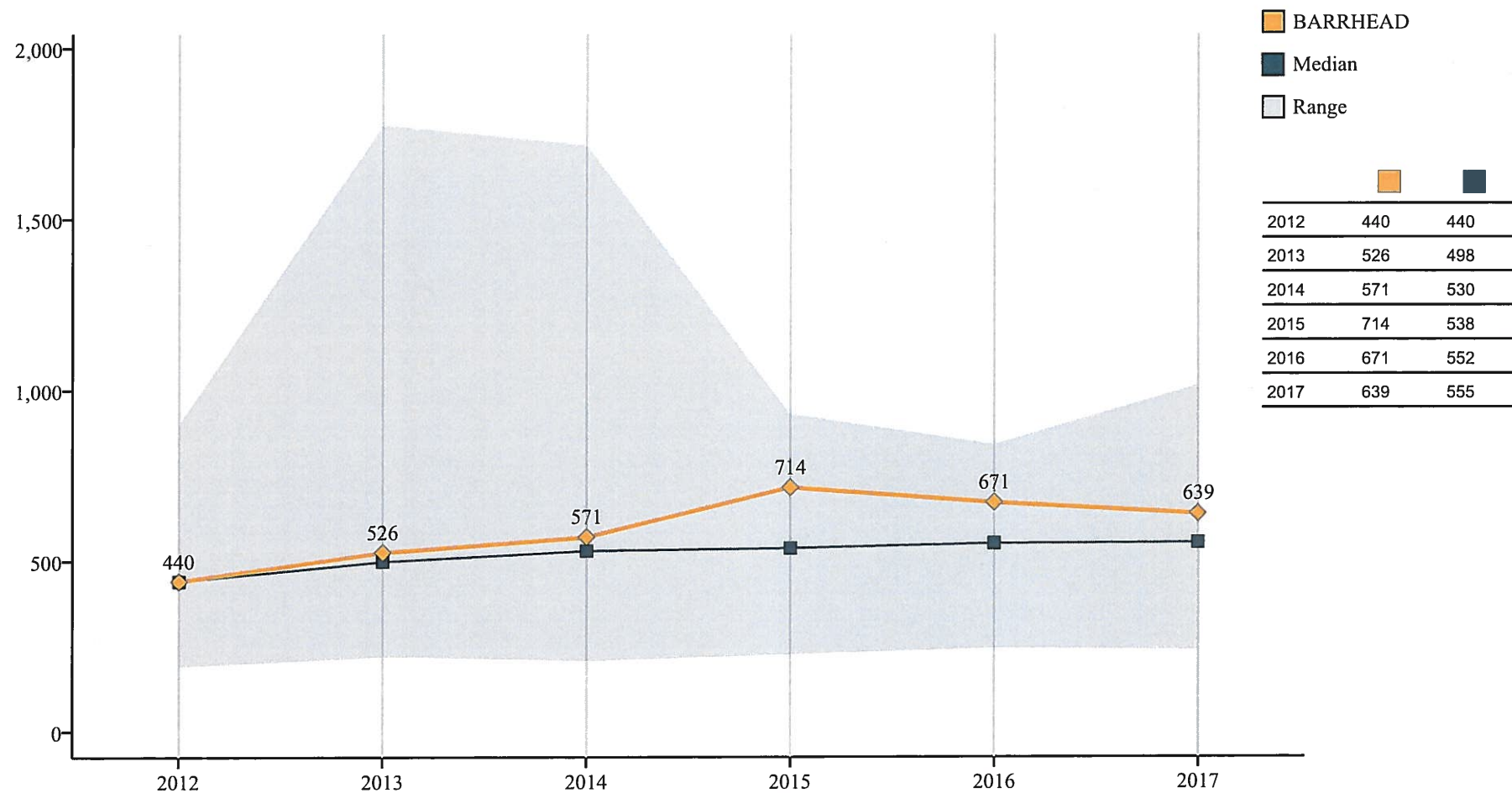
Major Expenditures Per Capita by Broad Function, 2017



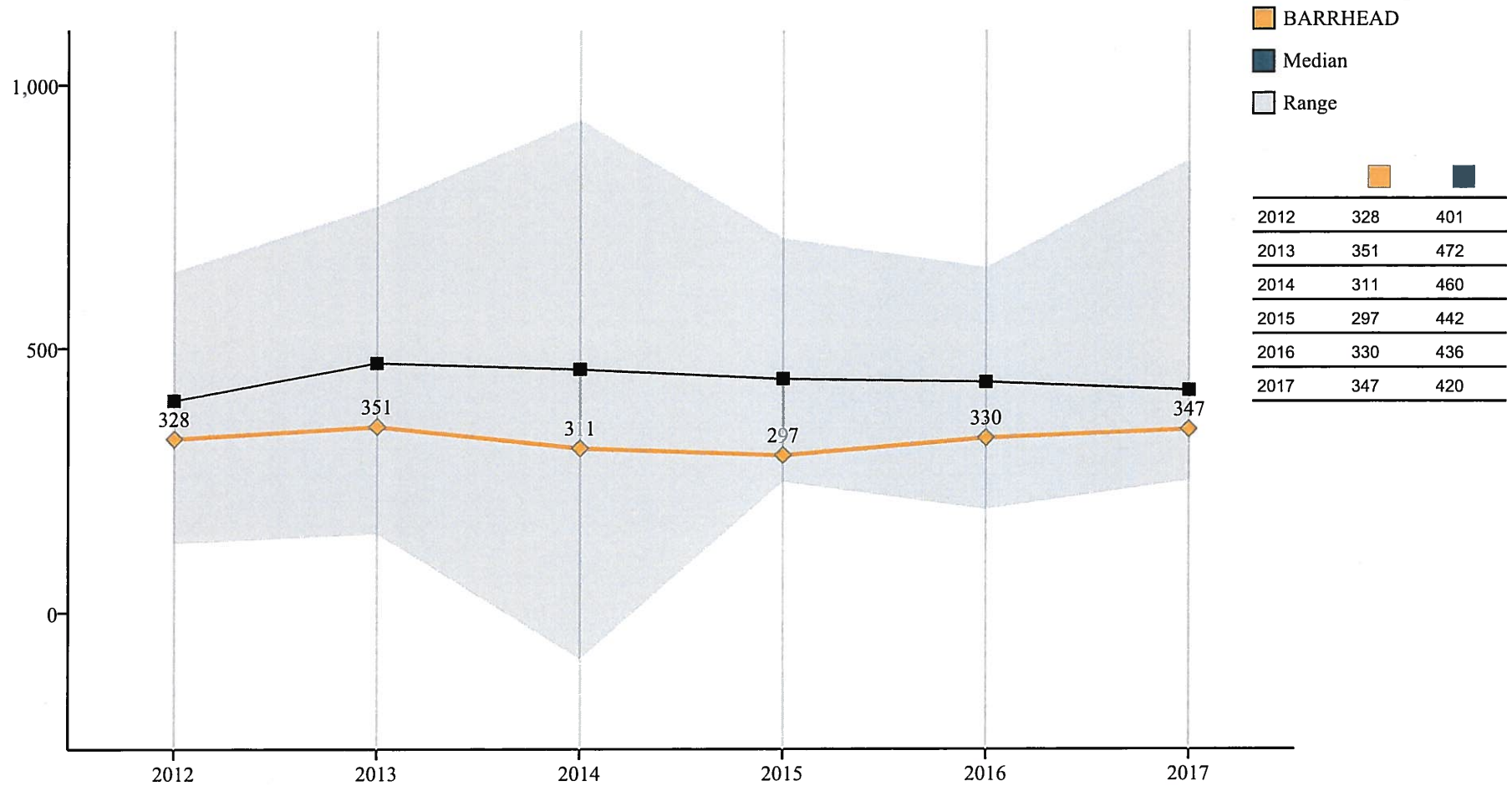
Major Expenditures Per Capita by Type: Salaries, Wages and Benefits



Major Expenditures Per Capita by Type: Contracted and General Services



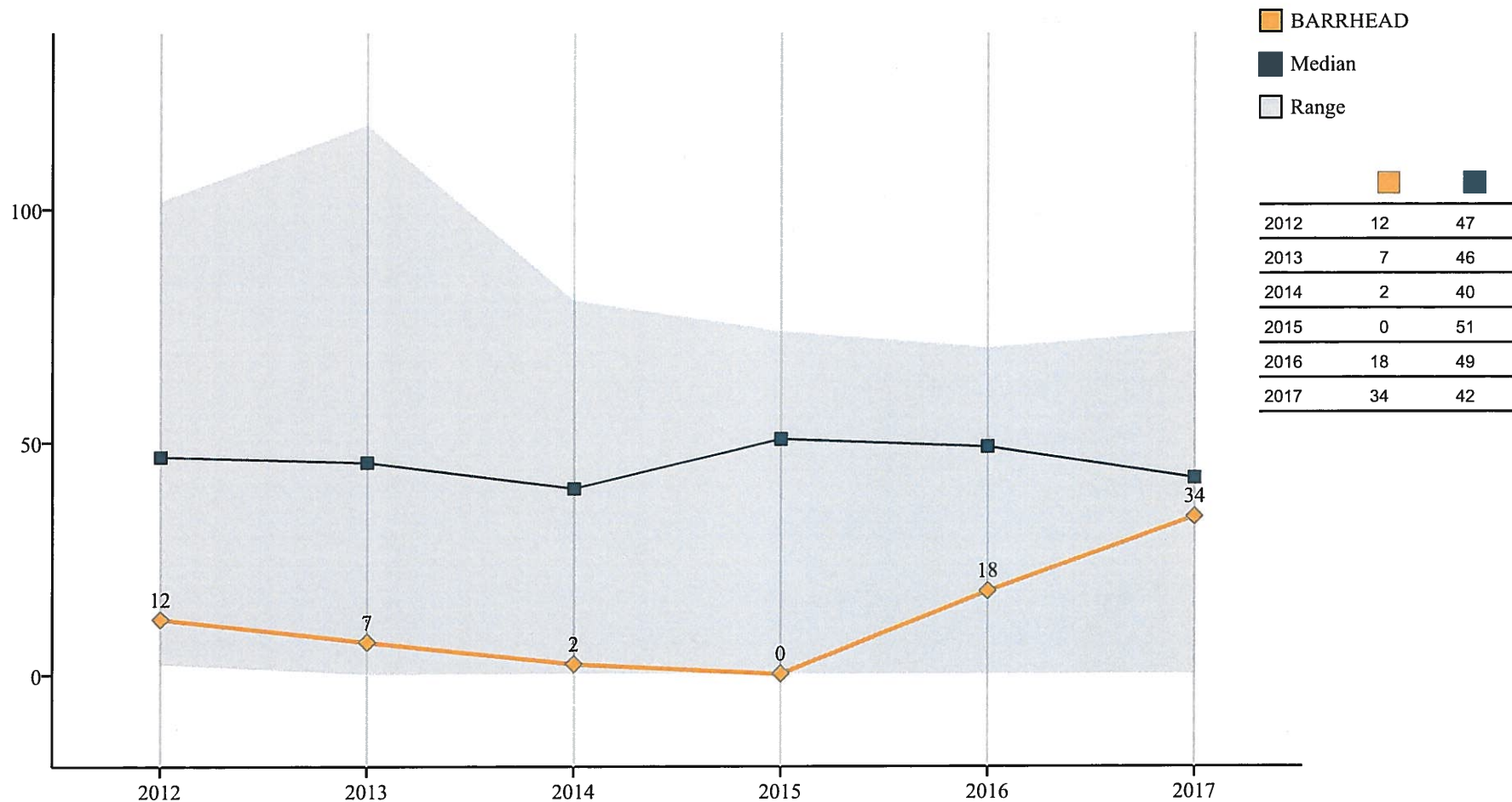
Major Expenditures Per Capita by Type: Materials, Goods, Supplies and Utilities



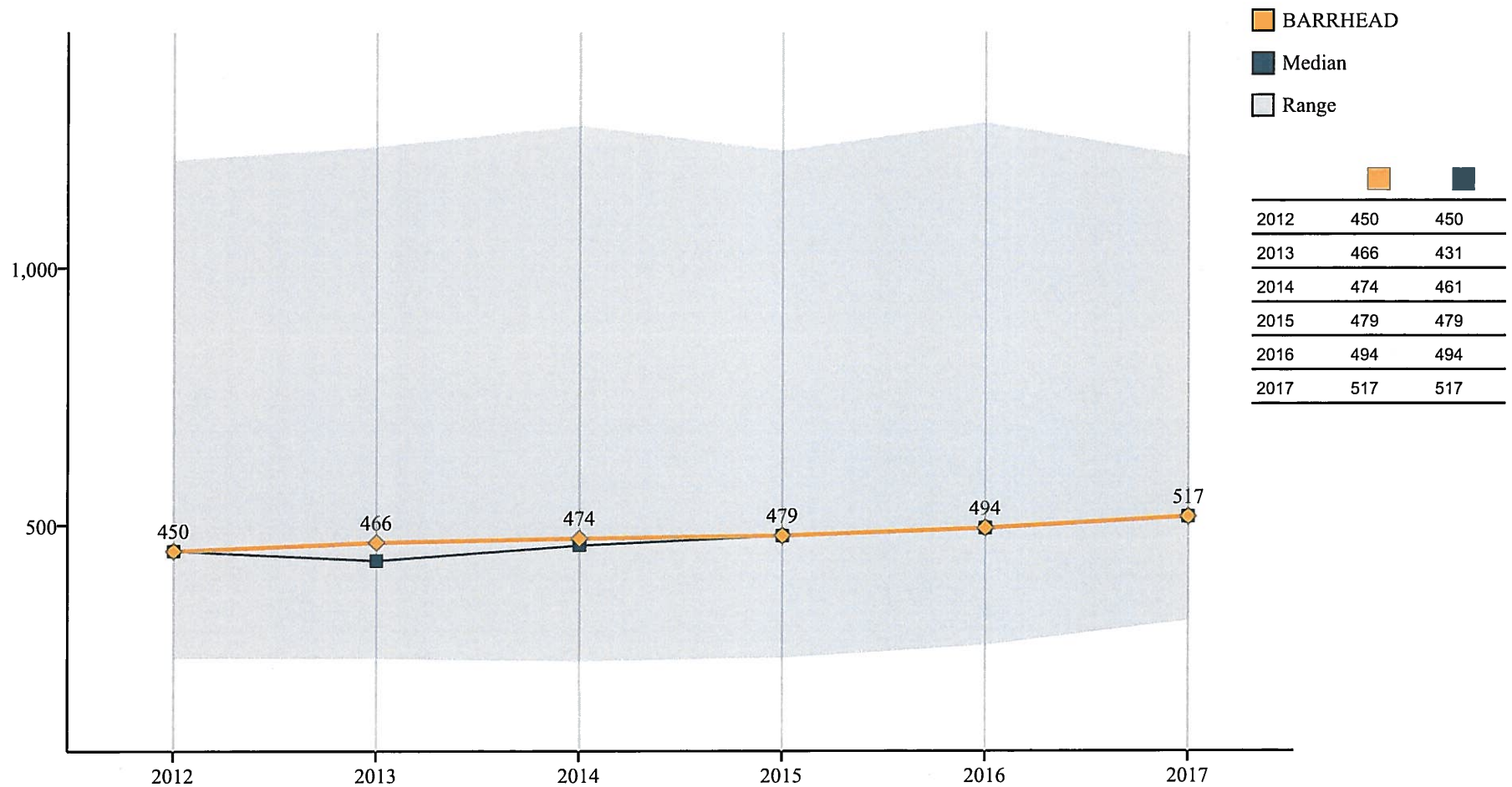
Financial Indicator Graphs

BARRHEAD

Major Expenditures Per Capita by Type: Interest and Banking



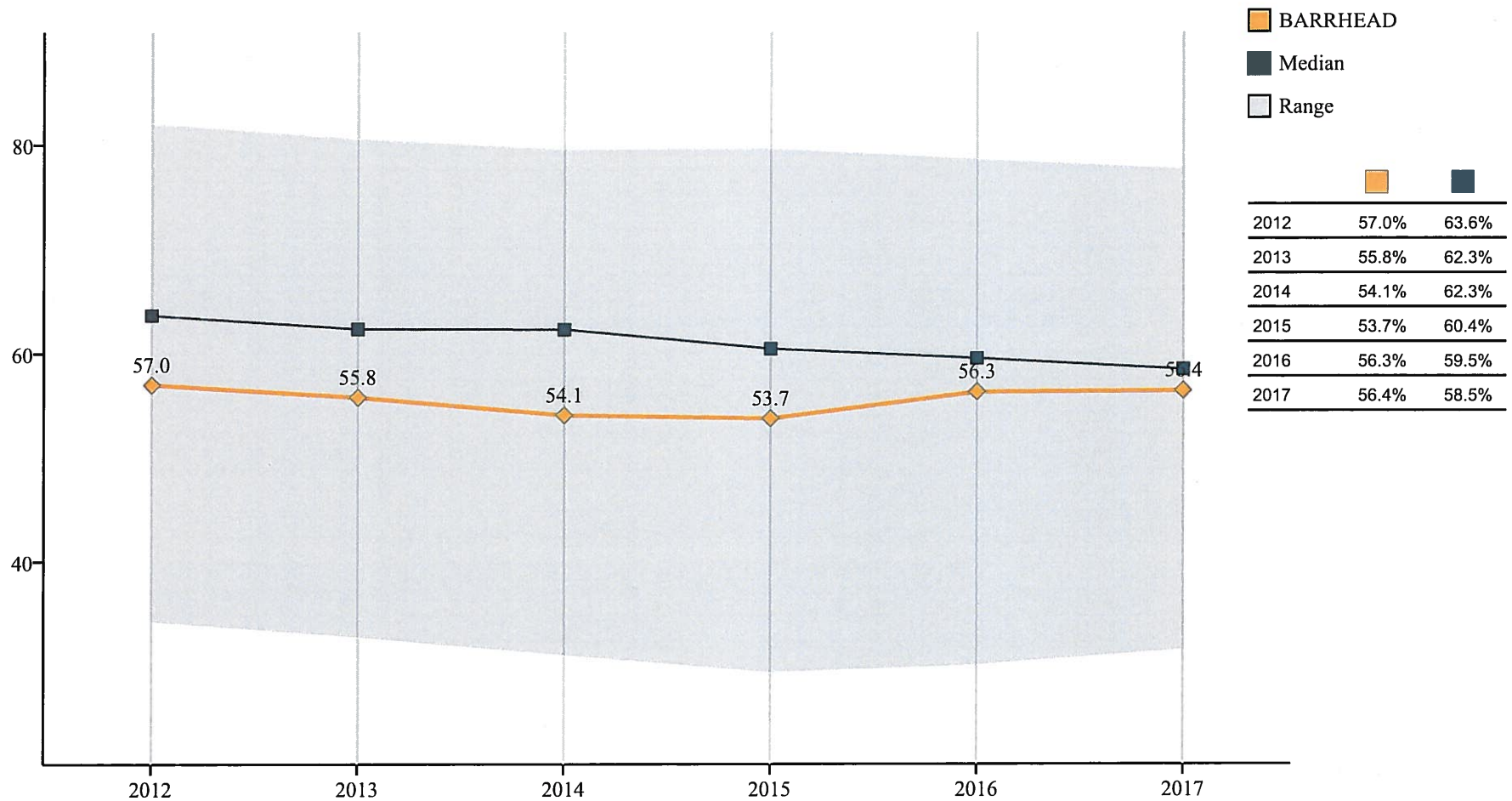
Major Expenditures Per Capita by Type: Amortization of Tangible Capital Assets



Financial Indicator Graphs

BARRHEAD

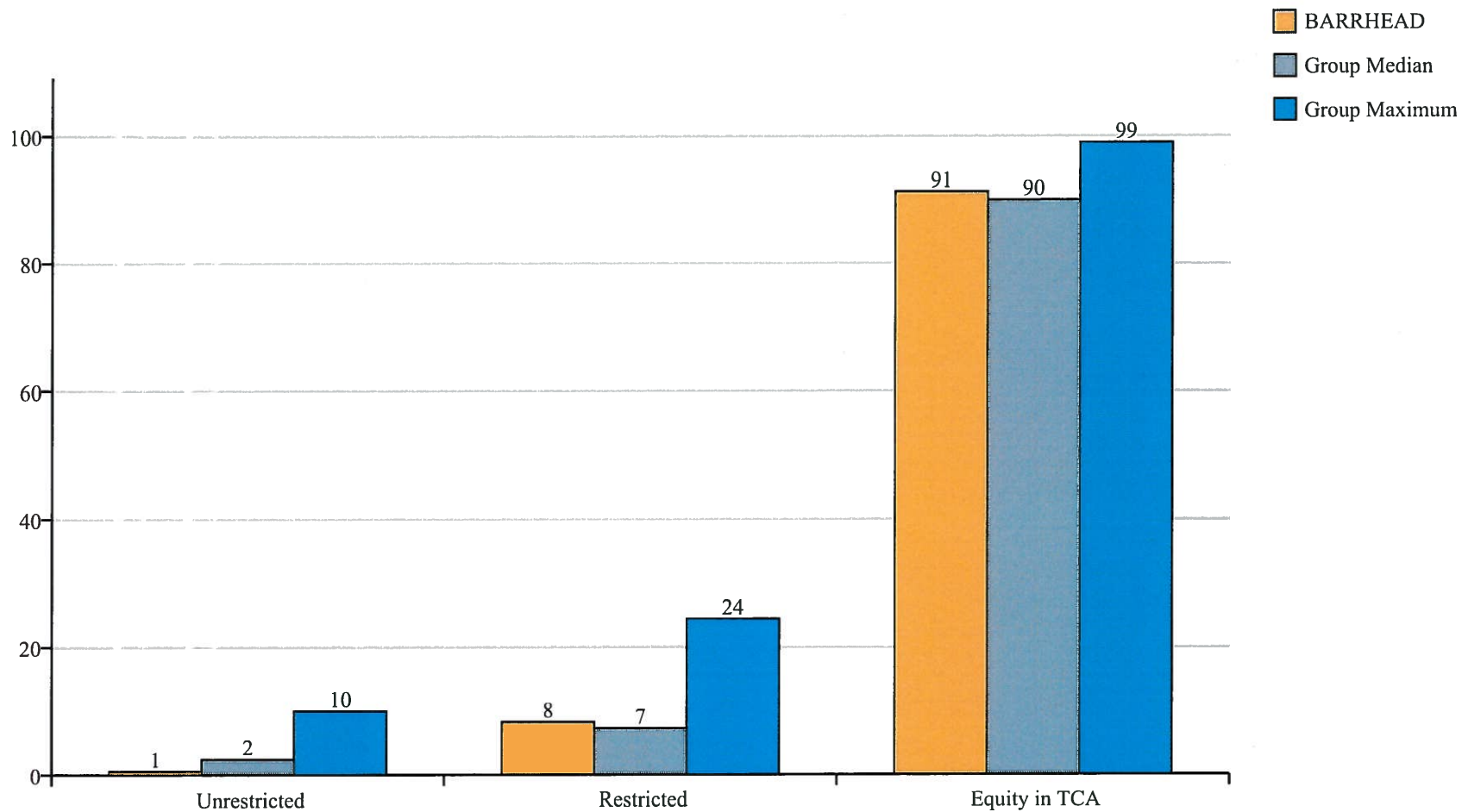
Net Book Value as % of Total Capital Property Costs



Financial Indicator Graphs

BARRHEAD

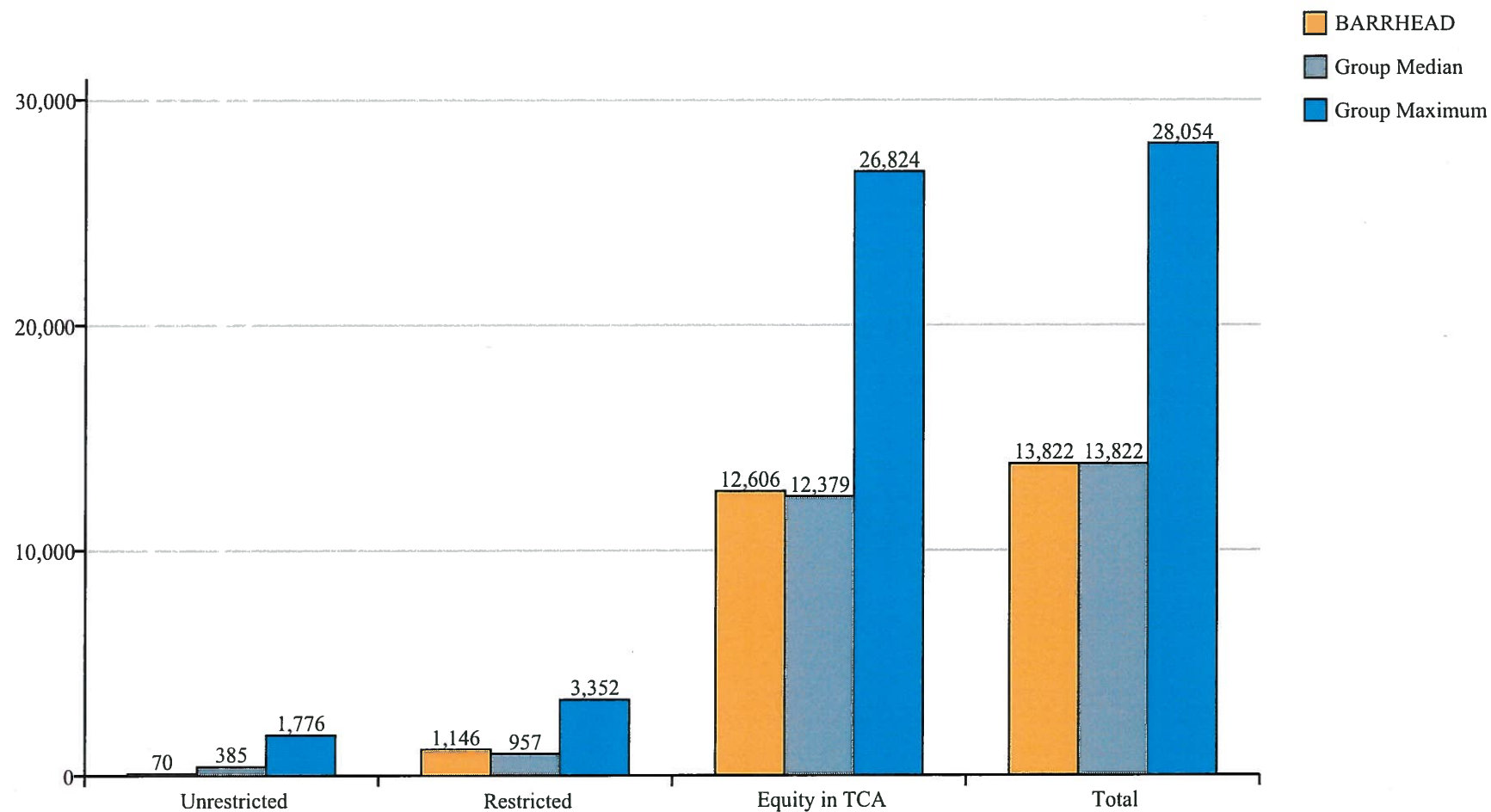
Accumulated Surplus Categories as % of Total, 2017



Financial Indicator Graphs

BARRHEAD

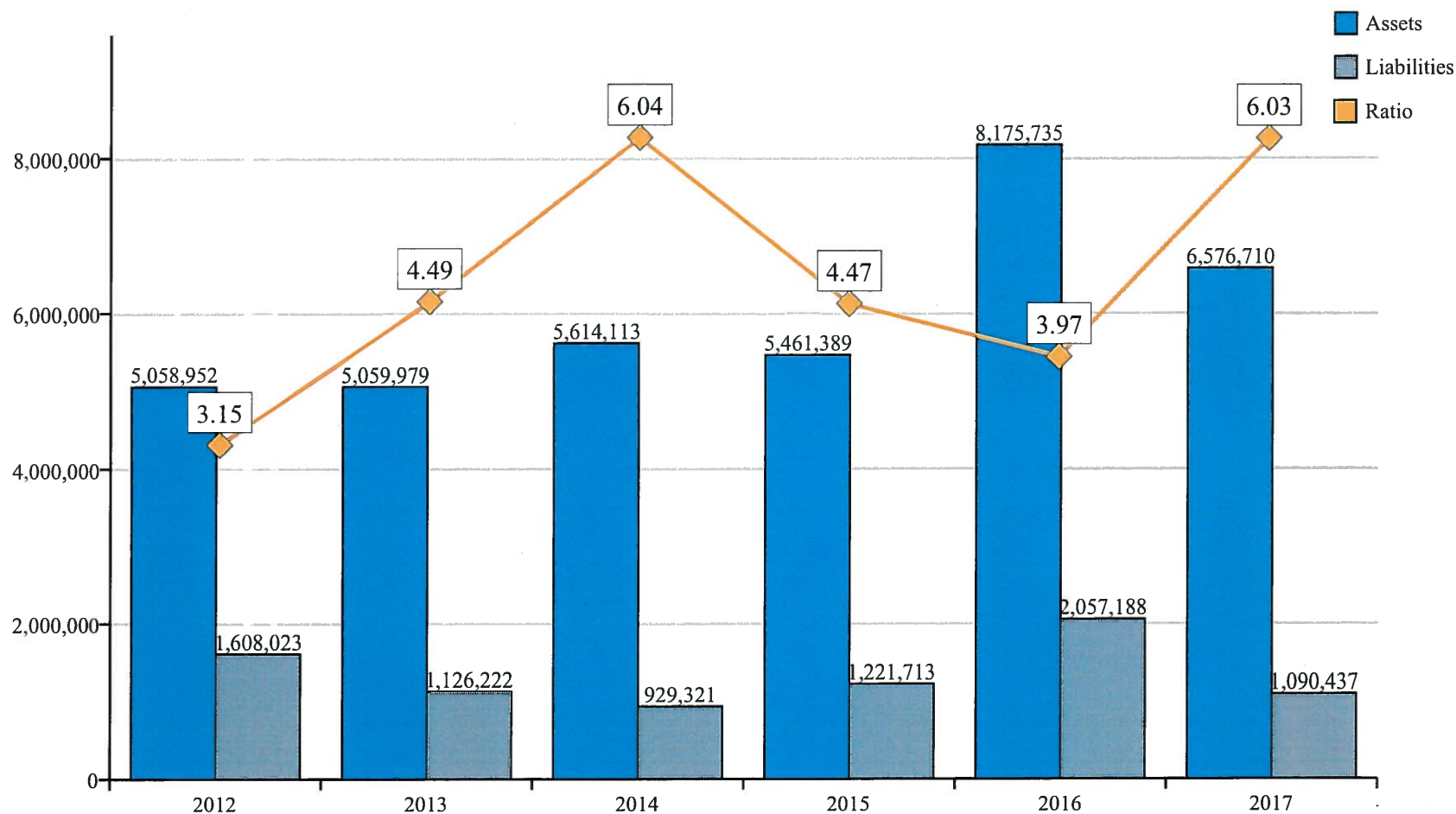
Accumulated Surplus Per Capita, 2017



Financial Indicator Graphs

BARRHEAD

Ratio of Current Assets to Liabilities

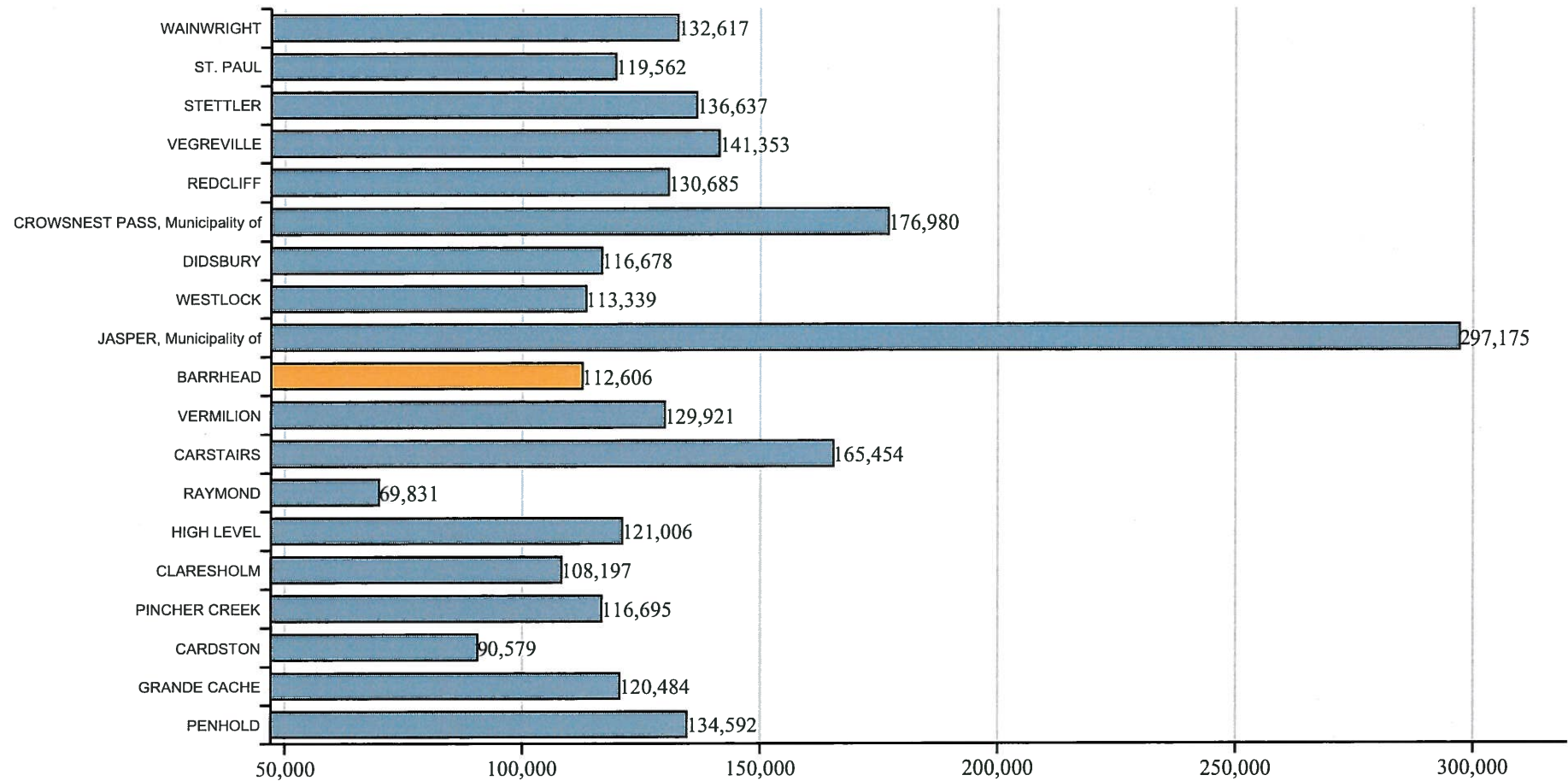


Note: The current ratio calculation measures ability to meet short-term obligations with existing liquid assets. "Current Assets" are those which are liquid in nature (cash or an asset which can be easily converted to cash). Inventory is excluded from the calculation. "Current Liabilities" are generally obligations coming due within the next fiscal year. The ratio is shown in the centre of the column. A ratio greater than one indicates the degree to which current assets exceed current liabilities; a ratio smaller

Financial Indicator Graphs

BARRHEAD

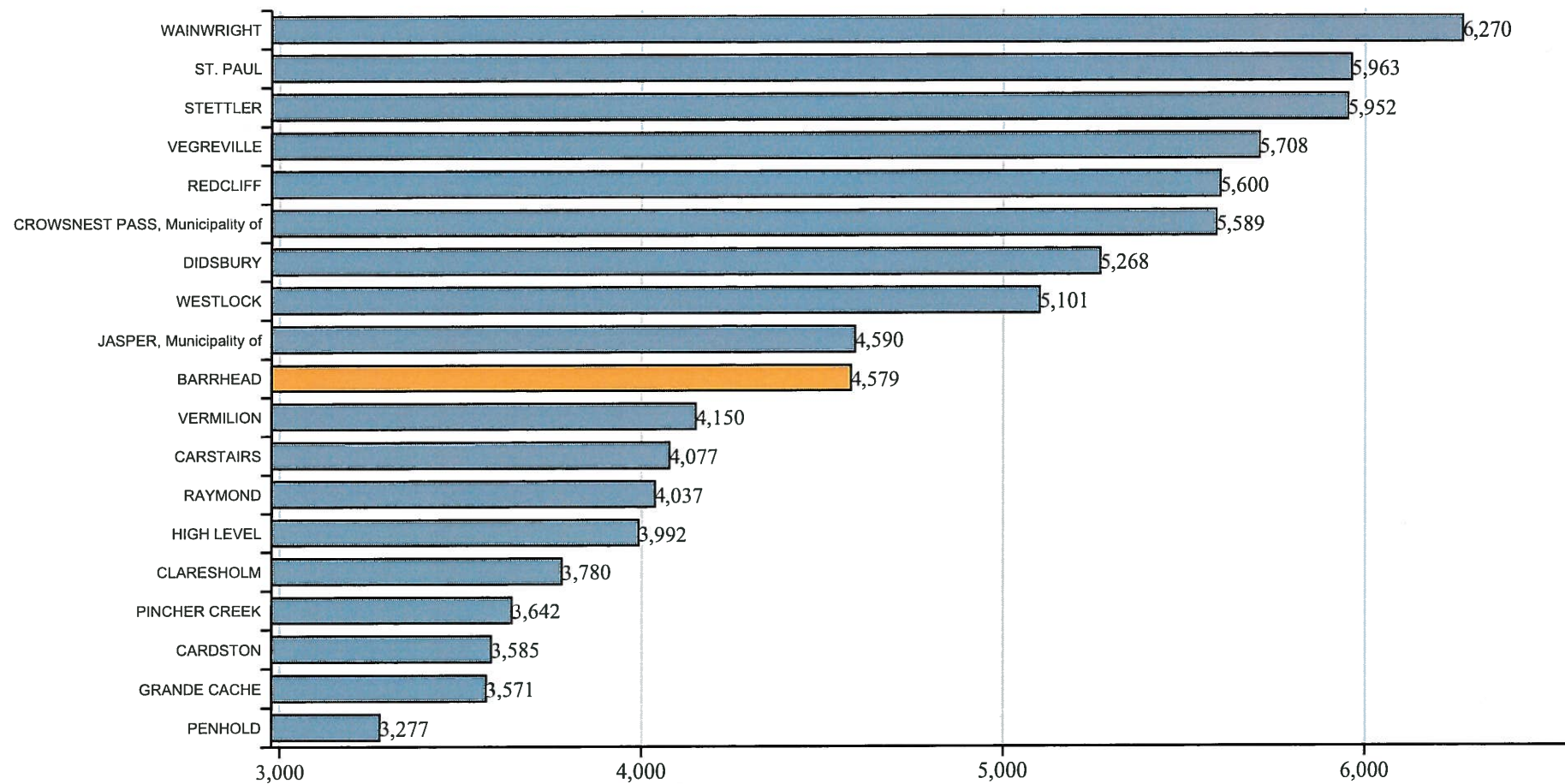
Equalized Assessment Per Capita



Financial Indicator Graphs

BARRHEAD

Group Population





2017

Key Measures of Municipal Sustainability

Generated for:
BARRHEAD

Key Measures

BARRHEAD

In 2012, the Government of Alberta adopted the recommendations in the MSS (Municipal Sustainability Strategy) Working Group Report *"Building on Strength: A Proposal for Municipal Sustainability in Alberta"*.

One of the report recommendations suggested the development of quantifiable KM (Key Measures) of municipal viability to be used as an initial screening tool for identifying municipalities that may benefit from additional ministry support. The most recent results for your municipality are detailed below.

MSS Key Measures of Municipal Viability (2017)			Triggered
KM01	Has your municipality reported an accumulated deficit, net of equity in tangible capital assets, for the past three fiscal (calendar) years?	2017 - \$5,569,247 2016 - \$6,228,926 2015 - \$4,247,356	No
KM02	Does your municipality have less than a 1:1 ratio of current asset to current liabilities?	Ratio = 6.03/1	No
KM03	Has your municipality received a "qualified audit opinion", "denial of opinion" or an "adverse opinion" with respect to your most recent annual financial statements?		No
KM04	Has your municipality reached 80% of its debt or debt service limit?	Debt - 24% Service - 9%	No
KM05	Based on the annual audited financial statements, have provincial & federal grants accounted for more than 50% of your municipality's total revenue in each of the past three fiscal (calendar) years?	2017 - 6.68% 2016 - 9.61% 2015 - 20.09%	No
KM06	Has your municipality's non-residential assessment base declined over the past 10 years?	2017 - \$111,611,965 2007 - \$54,218,400	No
KM07	Does your municipality have more than 5% of current property tax unpaid for the most recent completed fiscal year?	2017 - 3.1% Unpaid	No
KM08	Has your municipality experienced a decline in population of the municipality over the last 20 years?	2017 - 4,579 1997 - 4,239	No
KM09	Is the remaining value of the tangible capital assets less than 30% of the original cost?	56.43% Remaining	No
KM10	Has your municipality missed the legislated May 1 reporting date for the annual audited financial statements in each of the last 2 years?	February 28, 2018 February 28, 2017	No

For assistance on interpreting the key measures or if you have any question regarding the key measures, please contact a Financial Advisor at 780-427-2225, or email lgsmail@gov.ab.ca.

**COUNCIL REPORTS
AS OF MARCH 26, 2019**

		Meeting (since last council)
Agricultural Society	Cr. Klumph (Alt. Cr. Oswald)	_____
Barrhead Cares Coalition	Cr. Kluin	_____X_____
Barrhead & District Social Housing Association	Cr. Penny	_____X_____
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith (Alt. Cr. Kluin)	_____
Barrhead Attraction & Retention Committee	Cr. Penny	_____
Barrhead Regional Airport Committee	Mayor McKenzie	_____
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith	_____
Capital Region Assessment Services Commission	Cr. Penny	_____
Chamber of Commerce	Cr. Kluin	_____X_____
Community Futures Yellowhead East	Cr. Penny (Alt. Cr. Assaf)	_____X_____
Economic Development Committee	Vacant	_____
Enhanced Policing School Resource Officer Committee	Cr. Oswald (Alt. Mayor McKenzie)	_____
Family & Community Support Services Society	Cr. Kluin and Cr. Penny	_____X_____
Library Board/Yellowhead Regional Library Board	Cr. Klumph	_____X_____
Municipal Planning Commission	Cr. Assaf, Cr. Klumph and Cr. Smith (Alt. Mayor McKenzie)	_____
Regional Landfill Committee	Cr. Klumph and Cr. Penny	_____
Subdivision & Development Appeal Board	Cr. Penny	_____
Twinning Committee	Cr. Oswald	_____

APPROVED

March 21/19

**Barrhead & District Family & Community
Support Services Society
Regular Board Meeting February 21, 2019- 9:30 a.m.
Barrhead FCSS Building**

Finance Committee Meeting held at 9:00 a.m.

Present:

Randy Hindy, Chairperson

John Szweg, Secretary/Treasurer

Shelly Dewsnap, Executive Director

Carol Lee, Recording Secretary

Jane Wakeford - Vice Chair

Sally Littke Marsha Smith

Ron Kleinfeldt-County Rep

Leslie Penny-Town Rep

Sharen Veenstra

Marvin Schatz-County Rep

Dausen Kluin-Town Rep

Vicki Kremp

Absent: Shelly Bye

1) Call to Order

The regular meeting of the Barrhead & District Family & Community Support Services Society was called to order at 9:57 a.m. by Randy Hindy

2) Acceptance of Agenda - Additions/Deletions

06-19 Moved by Leslie Penny to accept the Agenda with the following additions: 5c) Request from Volunteer Appreciation Committee, 5d) Board Liability Insurance and 7e) AGLCC Newsletter. Motion seconded by Vicki Kremp.

Carried

3) Items for Approval

a) Minutes of the regular Board meeting of the Barrhead & District FCSS, January 17, 2019.

07-19 Moved by Jane Wakeford to accept the minutes of the Regular Board meeting of January 17, 2019, seconded by Sally Littke.

Carried

b) Financial Statements

08-19 Moved by Ron Kleinfeldt to accept the General Account, Community Account and Casino Account Financial Statements for the period ending January 31, 2019, as presented. The motion was seconded by Sharen Veenstra.

Carried

4) Staff Presentation: Rhonda Waggoner - Parent Link/ECD Coordinator

Rhonda Waggoner gave an overview of the programs run by Parent Link and Early Childhood Development. All programs are well attended. The Communities for Children Coalition brought a free movie to town called 'Resilience' which was well attended. Second movie 'Paper Tigers' is coming to town March 11. The Barrhead Public Library is waiting for their license to be approved and will have both movies at the library for people to view. The Coalition also had a book printed; 'I am Growing Up' with Barrhead and surrounding area community resource information inside. On a sad note, Deb Kushniruk will be leaving PLC/ECD at the end of February. The Board gave kudos to Rhonda and her team for doing such a fine job.

5) New Business

a) Nominations Committee – Chair Marsha Smith recommended to the Board that Mark Oberg be approved as a new Board Member. Mark will be invited to attend the AGM, April 21, 2019. Additionally, he will be invited to attend other Board Meetings prior to the AGM.

b) Bylaws, Policy & Procedures Committee Reports

Chair John Szwec said the committee met January 21, 2019 and reviewed section 100 of the Policies and Procedures Manual and presented recommendations to the Board.

09-19 Sally Littke moved to adopt the Policies and Procedures Committee recommendations, Marsha Smith seconded the motion.

Carried

c) Funding Request from Volunteer Appreciation –

10-19 Dausen Kluin moved to take \$400.00 from the Community Account Undesignated Funds to round up FCSS's contribution from \$1,600.00 to \$2,000.00. The motion was seconded by Marsha Smith.

Carried

d) Board Liability Insurance

11-10 Leslie Penny moved to decline purchasing Board Liability Insurance, seconded by John Szwec.

Carried

6) Old Business

a) The Role of the FCSSAA Directors

The Board is made up of representatives from each of the 8 Regions and now has 4 FCSS Directors' Network Committee reps. The Directors' Network was a stand-alone society for a number of years, but as 2017, became a subcommittee of the FCSSAA Board, and are full-fledged voting Board Members.

7) Items for Information

a) Directors Report

b) Staff Reports

c) 2018 FCSS Fact Sheet

d) Youth as Board Members – Nothing to report at this time

e) AGLCC Newsletter

8) Board Development

a) AGM – April 18 @ 10:30 a.m., lunch to follow

9) Next Meeting

March 21, 2019

10) Adjournment

12-19 Moved by Marsha Smith to adjourn the meeting at 11:43 a.m., motion seconded by Jane Wakeford.

Carried

**Barrhead & District Family & Community Support Services Society Regular
Board Meeting of February 21, 2019**



Chairperson

Recording Secretary