

**COMMUNITY FUTURES YELLOWHEAD EAST**  
**MINUTES OF THE JULY 21, 2016**  
**GENERAL BOARD MEETING**  
**COMMUNITY FUTURES YELLOWHEAD EAST OFFICE**  
**WHITECOURT, ALBERTA**

---

**PRESENT:** Dwight Davidson (Designate), Lac Ste. Anne County  
Chad Merrifield (Designate), Woodlands County  
Glen Wilcox (Designate), Town of Mayerthorpe  
Chris Conlin (Designate), Town of Fox Creek  
Dennis Nanninga (Designate) County of Barrhead  
Judy Tracy (Designate), Town of Onoway  
Eris Moncur (Designate), Town of Whitecourt  
Carol Webster (Designate), Town of Swan Hills  
Leslie Penny (Designate), Town of Barrhead  
  
Roxanne Harper, Manager

**REGRETS:** Don McNair (Designate), Village of Alberta Beach

**I. CALL TO ORDER**

Chairman Dwight Davidson called the meeting to order at 6:35 p.m.

**II. ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**III. ADOPTION OF THE AGENDA**

**MOTION #41/16**

*Moved by Dennis Nanninga*

*That the Agenda be adopted as presented.*

**MOTION CARRIED**

**IV. ADOPTION OF THE MINUTES**

1. Minutes of the June 14, 2016 General Board Meeting

A copy of the June 14, 2016 General Board Meeting Minutes was provided for the Board Members' review.

**MOTION #42/16**

*Moved by Judy Tracy*

*That the Minutes of the June 14, 2016 General Board Meeting be accepted as presented.*

**MOTION CARRIED**

V. **BUSINESS ARISING FROM THE MINUTES**

1. Attendance Record Review

A copy of the Board Member Attendance Record was provided for the Members' review.

**MOTION #43/16**

*Moved by Chad Merrifield*

*To accept the Board Member Attendance Record as presented.*

**MOTION CARRIED**

VI. **WAYNE ELLERINGTON – 2015/2016 AUDITED FINANCIAL STATEMENTS**

A copy of the 2015/2016 Audited Financial Statements and the Auditor's Report to the Board was provided to the Board Members for their review. Wayne Ellerington attended the meeting to discuss the audited financial statements and answer any questions the Board Members had.

**MOTION #44/16**

*Moved by Chris Conlin*

*To accept the 2015/2016 Audited Financial Statements as presented.*

**MOTION CARRIED**

VII. **NEW BUSINESS**

1. Investment Review Committee Report

The Investment Review Committee Report was presented and reviewed.

**MOTION #45/16**

*Moved by Glen Wilcox*

*To accept the Investment Review Committee Report as presented.*

**MOTION CARRIED**

2. Financial Statement Review – June 30, 2016

The Community Futures Yellowhead East (CFYE) financial statements dated June 30, 2016 were presented and reviewed.

**MOTION #46/16**

*Moved by Chris Conlin*

*To accept the CFYE Financial Statements as presented.*

**MOTION CARRIED**

3. Roofing Estimates for Building

The Board Members reviewed a summary of the roofing estimates received by the Condo Association for the re-shingling of the condo building roof. Based on the estimates received, the recommendation was to contract with Mathieson Roofing. Chairman Davidson had been contacted prior to this meeting as the Association required a response to which he agreed with the recommended course of action.

**MOTION #47/16**

*Moved by Glen Wilcox*

*To ratify the decision made by Chairman Davidson to agree to the awarding of the contract to Mathieson Roofing for a total price of \$11,741.74; with the 27.0% cost share of CFYE being \$3,170.27.*

**MOTION CARRIED**

**MOTION #48/16**

*Moved by Chad Merrifield*

*That the Regular Board of Directors meeting go in camera at 7:15 p.m.*

**MOTION CARRIED**

**MOTION #49/16**

*Moved by Leslie Penny*

*That the Regular Board of Directors meeting come out of camera at 7:25 p.m.*

**MOTION CARRIED**

**MOTION #50/16**

*Moved by Glen Wilcox*

*That staff proceed with the collection process against the loan client as discussed.*

**MOTION CARRIED**

4. Draft Marketing Plan

A copy of the draft marketing plan being prepared by CFYE staff was presented to the Board Members for their review.

**MOTION #51/16**

*Moved by Leslie Penny*

*To accept for information.*

**MOTION CARRIED**

5. New Interest Rate Policy

A copy of the new draft interest rate policy was presented to the Board Members for their review.

**MOTION #52/16***Moved by Glen Wilcox**To accept the new interest rate policy as presented effective immediately.***MOTION CARRIED****VIII. COMMUNITY REPORTS****Chad Merrifield – Woodlands County**

- The Hometown Hero's Air Show is scheduled for this weekend, July 23 & 24.
- A while back, the County Economic Development Officer saw a posting for a lithium mine that was being proposed for development in the Fox Creek area. County personal have remained in contact and can report that three companies will be working on this project in the local area.
- The "Synfuels" project may be starting up again.

**Chris Conlin – Town of Fox Creek**

- The Town has put the construction of the new fire hall out for tender.

**Glen Wilcox – Town of Mayerthorpe**

- The annual Ag Fair is scheduled for August 13 & 14.

**Judy Tracy – Town of Onoway**

- The new school is scheduled to open this fall.
- The new off-leash dog park is set to go with the completion of the fence.

**Don McNair - Village of Alberta Beach**

- No report available.

**Dennis Nanninga – County of Barrhead**

- The new school in Neerlandia is scheduled to open this fall.

**Carol Webster - Town of Swan Hills**

- Has been very slow in town this summer.

**Eris Moncur – Town of Whitecourt**

- The "spurs" being constructed as part of the river erosion project are under construction. The Town has received a grant from the federal government to assist with the cost.
- Christenson Developments is getting closer to starting construction. They should be signing contracts in the next couple of weeks. Will be constructing a level 4 facility.

**Dwight Davidson - Lac Ste. Anne County**

- The new County building is coming along, although it is approximately one month behind schedule.

**Leslie Penny – Town of Barrhead**

- The steel is up on the pool site. Planning for the opening next spring.

**MOTION #53/16**

*Moved by Judy Tracy*

*To accept for information.*

**MOTION CARRIED**

**2016 MEETING DATES & TIMES:**

That the Board Meeting dates for 2016 be scheduled as follows:

1. September 22, 2016
2. November 24, 2016

All meetings will be held at the CFYE office in Whitecourt. Supper will be provided at 6:00 p.m. The meeting will commence at 6:30 p.m.

**MOTION #54/16**

*Moved by Dennis Nanninga*

*To accept for information.*

**MOTION CARRIED**

**ADJOURNMENT:**

**MOTION #55/16**

*Moved by Carol Webster*

*That the meeting be adjourned at 8:00 p.m.*

**MOTION CARRIED**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary