

COMMUNITY FUTURES YELLOWHEAD EAST
MINUTES OF THE JUNE 14, 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
Don McNair (Designate), Village of Alberta Beach
Chris Conlin (Designate), Town of Fox Creek
Dennis Nanninga (Designate) County of Barrhead
Judy Tracy (Designate), Town of Onoway

Roxanne Harper, Manager

REGRETS: Eris Moncur (Designate), Town of Whitecourt
Carol Webster (Designate), Town of Swan Hills
Leslie Penny (Designate), Town of Barrhead

I. CALL TO ORDER

Chairman Dwight Davidson called the meeting to order at 6:30 p.m.

II. ADDITIONS TO THE AGENDA

- VI. NEW BUSINESS – ACTION ITEMS
 - 8. CFNA Annual Conference 2016

III. ADOPTION OF THE AGENDA

MOTION #25/16

Moved by Chad Merrifield

That the Agenda be adopted as amended.

MOTION CARRIED

IV. ADOPTION OF THE MINUTES

1. Minutes of the March 22, 2016 General Board Meeting

A copy of the March 22, 2016 General Board Meeting Minutes was provided for the Board Members' review.

Moved by Glen Wilcox

MOTION #26/16

That the Minutes of the March 22, 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 #27/16

Moved by Chris Conlin

To accept the Board Member Attendance Record as presented.

MOTION CARRIED

2. Signage

A request has been received from one of the other condo tenants to install a portable sign in the parking lot next to the CFYE office.

MOTION #28/16

Moved by Chad Merrifield

That any and all condo tenant signage must be directly connected to the property owned or leased by that tenant, or immediately in front of or behind their physical site location.

MOTION CARRIED

VI. NEW BUSINESS

1. Investment Review Committee Report

The Investment Review Committee Report was presented and reviewed.

MOTION #29/16

Moved by Glen Wilcox

To accept the Investment Review Committee Report as presented.

MOTION CARRIED

2. Financial Statement Review – May 31, 2016

The Community Futures Yellowhead East (CFYE) financial statements dated May 31, 2016 were presented and reviewed.

MOTION #30/16

Moved by Dennis Nanninga

To accept the CFYE Financial Statements as presented.

MOTION CARRIED

3. Draft Audited Financial Statements 2015/2016

The draft audited financial statements for 2015/2016 were provided to the Board Members for their review.

MOTION #31/16

Moved by Don McNair

To accept for information.

MOTION CARRIED

4. Loan Write-Offs 2015/2016

In conjunction with the annual audit, recommendations on which existing loan accounts should be written off at year end were presented to the Board Members for their review.

MOTION #32/16

Moved by Glen Wilcox

Moved that all of the loan accounts as presented be written off in full as of March 31, 2016.

MOTION CARRIED

5. New Interest Rate Policy

MOTION #33/16

Moved by Glen Wilcox

That Management present a draft policy at the next regularly scheduled Board Meeting.

MOTION CARRIED

6. 2016 – 17 Operating Plan Acceptance Confirmation

A copy of the correspondence received from Western Economic Diversification confirming their acceptance of the CFYE 2016-17 Operating Plan was provided to the Board Members for their review.

MOTION #34/16

Moved by Dennis Nanninga

That the correspondence received from Western Economic Diversification be accepted for information.

MOTION CARRIED

MOTION #35/16

Moved by Dwight Davidson

That the CFYE 2015-16 Annual Performance Report be approved as presented.

MOTION CARRIED

Dwight Davidson left the meeting at 7:35 p.m.

7. Notes from Strategic Planning Session

The notes from the CFYE Strategic Planning Session held on March 22, 2016 were provided for the Board Members review.

MOTION #36/16

Moved by Chris Conlin

To accept the new Vision Statement, Mission Statement, Values and Goals as detailed on page 7 of the report as the basis for CFYE's strategic plan for 2016-2017.

MOTION CARRIED

8. CFNA Annual Conference 2016

Information on the upcoming CFNA Annual Conference scheduled for September 28 – 30 in Medicine Hat was provided to the Board Members for their review.

MOTION #37/16

Moved by Chad Merrifield

To accept for information.

MOTION CARRIED

VII. COMMUNITY REPORTS**Chad Merrifield – Woodlands County**

- The new catholic high school is tentatively scheduled to be completed for next fall (2017).
- Have received funding to try to stop the erosion happening along the banks of the Athabasca River. A \$4 million dollar contract has been awarded to Kana Oilfield Services.
- The County is doing a photo contest this year to encourage people to visit various sites in the County. First prize is a \$3,000 Camping Package and second prize is a \$1,500 Adventure Package. To date 20 teams have registered.
- Have begun development of a recreational plan for the County.
- Pembina Pipelines is scheduled to start construction by the end of June. They will be constructing both a 16" and a 24" pipeline from Fox Creek to Namao. Proposing to hire between 80 – 100 people from the Whitecourt area. Have committed to everyone staying in local hotels which will be a huge boost to the local economy.

Chris Conlin – Town of Fox Creek

- The Town has signed a partnership agreement with the MD of Greenview. The agreement includes \$30 million for a multi-use facility and \$7 million for the fire hall.
- The road north to Iosegun will be paved with assistance from the MD.
- Next weekend a fire fighting competition is coming to Town. It is a provincial team event competition.

Glen Wilcox – Town of Mayerthorpe

- Will be doing more resurface paving in town this summer.

- The Focus on 4-H is back in Town again this coming long weekend.
- The Town had received both federal and provincial grants for a new water well. A test well was dug and was successful. An RFP is out for the construction of a pipeline to join the new well with the existing wells.

Judy Tracy – Town of Onoway

- Lots of rain Heritage Days weekend but many events still went ahead and overall the event was a success.
- The water line out to the Halliburton location is complete.
- The Town is looking at upgrading the bridges in the local parks.

Don McNair - Village of Alberta Beach

- Plans for a new motel in town. 21 suites plus 2 commercial spots. One already spoken for by an existing pizza restaurant and the second may be a hairdresser.
- The Village public works staff is in the process of lifting approximately 100 manhole covers that have been “buried” over the years and then either raising them or lowering them as needed.
- Will also be doing needed repairs to the sewage system.
- Renovations on the fire hall are complete. Moved in this past Saturday. The Grand Opening is scheduled for June 25th.
- The Grand Opening for the new pier is June 24th.

Dennis Nanninga – County of Barrhead

- Discussion around the amalgamation of the Town and County has ceased. They are now exploring the possibility of a recreation agreement.
- The Minister of Municipal Affairs has requested that the parties come up with a recreation agreement and have given them six months to comply.

Carol Webster - Town of Swan Hills

- No report available.

Eris Moncur – Town of Whitecourt

- No report available.

Dwight Davidson - Lac Ste. Anne County

- No report available.

Leslie Penny – Town of Barrhead

- No report available.

MOTION #38/16

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. July 21, 2016
- 2. September 22, 2016
- 3. 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 #39/16

Moved by Judy Tracy

To accept for information.

MOTION CARRIED

ADJOURNMENT:

MOTION #40/16

Moved by Don McNair

That the meeting be adjourned at 8:30 p.m.

MOTION CARRIED

Chairman

Secretary