

COMMUNITY FUTURES YELLOWHEAD EAST
MINUTES OF THE NOVEMBER 30, 2017
GENERAL BOARD MEETING
COMMUNITY FUTURES YELLOWHEAD EAST OFFICE
WHITECOURT, ALBERTA

PRESENT: Ray Hilts (Designate), Town of Whitecourt
Judy Tracy (Designate), Town of Onoway
Daryl Weber (Designate), Village of Alberta Beach
Leslie Penny (Designate), Town of Barrhead
Nick Gelych (Designate), Lac Ste. Anne County
Jim Hailes (Designate), Town of Fox Creek
Pat Burns (Designate), Town of Mayerthorpe
Carol Webster (Designate), Town of Swan Hills

Roxanne Harper, Manager

REGRETS: John Burrows (Designate), Woodlands County
Dennis Nanninga (Designate), County of Barrhead

I. CALL TO ORDER

Treasurer Carol Webster called the meeting to order at 1:10 p.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF THE AGENDA

MOTION #57/17

Moved by Judy Tracy

That the Agenda be adopted as presented.

MOTION CARRIED

IV. ADOPTION OF THE MINUTES

1. Minutes of the October 12, 2017 General Board Meeting

A copy of the October 12, 2017 General Board Meeting Minutes was provided for the Board Members' review.

MOTION #58/17

Moved by Leslie Penny

That the Minutes of the October 12, 2017 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 #59/17

Moved by Leslie Penny

To accept the Board Member Attendance Record as presented.

MOTION CARRIED

VI. **CFYE PROGRAM ORIENTATION**

Management provided information on the programs and services offered by the Community Futures Program in general and more specifically those provided by Community Futures Yellowhead East.

MOTION #60/17

Moved by Nick Gelych

To accept for information.

MOTION CARRIED

VII. **ELECTION OF OFFICERS**

CHAIRMAN:

Leslie Penny nominated Dennis Nanninga for the position of Chairman. Dennis Nanninga had indicated that he would accept the nomination.

MOTION #61/17

Moved by Judy Tracy

That the nominations for the position of Chairman cease.

MOTION CARRIED

Dennis Nanninga was declared Chairman by acclamation.

VICE CHAIR:

Daryl Weber nominated Carol Webster for the position of Vice Chair. Carol Webster accepted the nomination.

MOTION #62/17

Moved by Ray Hilts

That the nominations for the position of Vice Chair cease.

MOTION CARRIED

Carol Webster was declared Vice Chair by acclamation.

SECRETARY

Pat Burns nominated Leslie Penny for the position of Secretary. Leslie Penny accepted the nomination.

MOTION #63/17

Moved by Nick Gelych

That the nominations for the position of Secretary cease.

MOTION CARRIED

Leslie Penny was declared Secretary by acclamation.

TREASURER

Leslie Penny nominated Ray Hilts for the position of Treasurer. Ray Hilts accepted the nomination.

MOTION #64/17

Moved by Judy Tracy

That the nominations for the position of Treasurer cease.

MOTION CARRIED

Ray Hilts was declared Treasurer by acclamation.

MOTION #65/16

Moved by Judy Tracy

That the signing authorities for all bank accounts shall be any two of the following: Chairman Dennis Nanninga, Vice Chair Carol Webster, Treasurer Ray Hilts, Secretary Leslie Penny and Manager Roxanne Harper.

MOTION CARRIED

VIII. APPOINTMENT OF COMMITTEE MEMBERS:

IRC COMMITTEE MEMBERS

Jim Hailes nominated Dennis Nanninga for the position of IRC Committee Member. Dennis Nanninga had indicated that he would accept the nomination.

Daryl Weber nominated Carol Webster for the position of IRC Committee Member. Carol Webster accepted the nomination.

MOTION #66/17

Moved by Leslie Penny

That the nominations for the position of IRC Committee Members cease.

MOTION CARRIED

Dennis Nanninga and Carol Webster were declared IRC Committee Members by acclamation.

IX. NEW BUSINESS

1. Investment Review Committee Report

The Investment Review Committee Report was presented and reviewed.

MOTION #67/17

Moved by Nick Gelych

To accept for information.

MOTION CARRIED

2. Financial Statement Review – October 31, 2017

The Community Futures Yellowhead East (CFYE) financial statements dated October 31, 2017 were presented and reviewed.

MOTION #68/17

Moved by Judy Tracy

To accept the CFYE Financial Statements as presented.

MOTION CARRIED

MOTION #69/17

Moved by Jim Hailes

That administration review CFYE's current banking arrangements and explore possible changes that may lead to operational efficiencies.

MOTION CARRIED

3. Office Holiday Hours

The Board Members discussed scheduled office hours for the 2017 Holiday Season.

MOTION #70/17

Moved by Judy Tracy

That the CFYE office will be closed from December 25, 2017 to January 1, 2018 inclusive, re-opening at 8:30 a.m. on January 2, 2018.

MOTION CARRIED

4. Community Futures Lending – Community Futures Pan West Board Training

Management provided information on the Board training available through the Community Futures Pan West Association.

MOTION #71/17

Moved by Jim Hailes

That Management book Module 6 – Community Futures Lending, preferably in conjunction with the January 25, 2018 Board Meeting if possible.

MOTION CARRIED

5. Sun Life Investment/Community Projects

The Board Members present discussed various ideas for possible community projects in our region, including scheduling the Elected Officials Course offered by the Economic Developers of Alberta in January/February 2018.

MOTION #72/17

Moved by Judy Tracy

To accept for information.

MOTION CARRIED

6. Sponsorship Request 2018 Career Exposure Boot Camps

Correspondence received from Northern Gateway Public Schools requesting sponsorship for the 2018 Career Exposure Boot Camps was provided to the Board Members for their review.

MOTION #73/17

Moved by Leslie Penny

That Community Futures Yellowhead East sponsors \$8,500.00 on the condition that the Career Exposure Boot Camps are opened to all eligible students in the Yellowhead East region.

*In favour – 5
Opposed - 3*

MOTION CARRIED

X. COMMUNITY REPORTS

Carol Webster - Town of Swan Hills

- Fish and Wildlife office is closing. Have scheduled a meeting with the ministry to discuss/oppose the closure.
- Light Up was November 16th. Very well attended.
- The gun range has been recertified.
- Doug Griffiths' presentation was on Monday – hosted by the Chamber of Commerce. 75 people attended. Town has plans to move forward – have submitted a CARES grant application.

Jim Hailes – Town of Fox Creek

- The roof and walls are up on both the new fire hall and the multi-use facility.

- Land has been sold to a developer. Plans are for a new building that will have one floor of retail/commercial space and 2 floors of residential condos above.

Pat Burns – Town of Mayerthorpe

- The health food store has moved into the former Sears building.
- Has been announced that there will be traffic lights at the intersection of highway 43 and 22.
- Light Up is December 1st.
- The Town has assumed responsibility for the operation of the arena.
- A new candy store, Hadley and Asher's, is open in Mayerthorpe. They were in town last Christmas also.

Judy Tracy – Town of Onoway

- Attended AUMA last week.

Daryl Weber - Village of Alberta Beach

- Light Up is December 9th. Will include light up of the gazebo on Main Street. Received donations of lights and money to make this possible.

Dennis Nanninga – County of Barrhead

- No report available.

Ray Hilts – Town of Whitecourt

- Council received a presentation from consultants of a concept drawing of a new building which would house the municipal administration offices, a new library and a performing arts centre.
- The Caribou Range plan is expected to be released next week.

Nick Gelych - Lac Ste. Anne County

- The number of recreational RV subdivisions in the County is increasing. 2 have been developed and an additional 2 are still in the application stage. Some are as big as 300 lots.

Leslie Penny – Town of Barrhead

- The arbitration proceedings have been completed on the recreation agreement between the Town and the County. The County of Barrhead's submission was chosen.
- Festival of Trees Gala was last week. \$33,000 was raised for local charities.

John Burrows – Woodlands County

- No report available.

MOTION #74/17

Moved by Ray Hilts

To accept for information.

MOTION CARRIED

2018 MEETING DATES & TIMES:

That the Board Meeting dates for 2018 be scheduled as follows:

1. January 25, 2018
2. March 22, 2018
3. May 24, 2018
4. July 26, 2018
5. September 27, 2018
6. November 22, 2018

All meetings will be held at the CFYE office in Whitecourt.

PLEASE NOTE CHANGE – LUNCH will be provided at **12:30 p.m.** The **meeting** will commence at **1:00 p.m.**

ADJOURNMENT:

MOTION #75/17

Moved by Leslie Penny

That the meeting be adjourned at 4:30 p.m.

MOTION CARRIED

Chairman

Secretary