

Community FUTURES YELLOWHEAD EAST

REGULAR ZOOM BOARD Meeting Minutes

November 19, 2020

PRESENT: CHAIR CAROL WEBSTER, VICE CHAIR DARYL WEBER, SECRETARY LESLIE PENNY, TREASURER RAY HILTS, DIRECTORS: MARVIN SCHATZ, PAT BURNS, JUDY TRACY STAFF; EXECUTIVE DIRECTOR; MICHELLE JONES, BA- MATTHEW HARTNEY

REGRETS:	Board Members: John Burrows, Nick Gelych
1) CALL TO ORDER:	Chair Carol Webster called the meeting to order at 1:10 PM
2) ADOPTION OF AGENDA:	<p><u>Motion# 63 Moved by Ray Hilts</u> That the Agenda be accepted as amended to move new business item, 10.5 Staff Christmas/Bonus, to In Camera.</p> <p style="text-align: right;">CARRIED</p>
3) MINUTES OF PREVIOUS MEETING:	<p><u>Motion # 64 Moved by Leslie Penny</u> That the minutes of the September 17, 2020 be accepted as amended</p> <p><u>Motion # 65 Moved by Ray Hilts</u> That the minutes of the October 15, 2020 meeting be accepted as presented</p> <p style="text-align: right;">CARRIED</p>
4) CHAIRPERSON'S REPORT:	<p>Accepted as Information – Carol Webster</p> <ul style="list-style-type: none"> • Ray noted that Town of Whitecourt has no alternate • Discussion around Leslie Penny's appointment to board will expire in October of 2021 • Request for improvements to the Board Introduction Package • Staff has already completed this and will add any other necessary information before presenting to the board.
5) TREASURER'S REPORT	Accepted as Information: Daryl Weber Budget being brought forward for board review, is to include the forwarded amounts from previous years budget.
6) EXECUTIVE DIRECTOR REPORT:	Accepted as Information: Leslie Penny
7) IRC REPORT:	Accepted as Information – Judy Tracy
8) CED REPORT:	Accepted as Information – Daryl Weber
9) OLD BUSINESS:	<p>9.1 RRRF Funding update & Confirmation of Previous RRRF Funding Approval: allowing ED to approve the RRRF Loan Applicants.</p> <p>9.2 Board Conflict of Interest <u>Motion# 66 Moved by Ray Hilts</u> To accept the New Board of Directors Conflict of Interest Policy as presented, ensuring that it aligns with our Amended Articles of Association as required by the WD Compliance Review.</p> <p style="text-align: right;">CARRIED</p>

9.3 Changes to Student/Youth Loan Program

Motion # 67 Moved by Leslie Penny.

That the Student/Loan Program, be approved as amended

CARRIED

9.4 Ec Development Planning with Swan Hills

Board provided with an update on the project

9.5 Strategic Planning with Swan Hills

Board provided with an update – Discussed the following Fee options

Non-Profit Groups \$100

Municipal Partners \$300

Businesses \$300-\$500

Suggested these might be advertised as COVID rates

Accepted as Information by Judy Tracy

10) NEW BUSINESS:

10.1 2021/2022 Draft Operating Plan

Motion # 68 Moved by Ray Hilts

That the operating Plan be accepted as presented with the addition of including outcome measurements to the Awareness Goal and the Final Budget numbers being met.

CARRIED

10.2 Sun Life Financial Annual Paperwork

Executive Director to send forms for signing through Electronic Signature.

10.3 Program Updates

Board provided with updates on Lunch n Learn and ANSN Incubator, Regional Christmas Social.

10.4 In Camera – Christmas Holiday/Bonus

Board In Camera at 2:30

Board Out of Camera 4:25

Motion # 69 Moved by Ray Hilts

That the board approves the office being closed from December 24th – January 4th, with staff being paid for the 3 stat days as well as the additional four days, along with each staff member being awarded a \$50 gift card of their choosing.

CARRIED

11)

- **Daryl Weber – Alberta Beach** – Lots of snow received. Break & Enter at the Beach Store.
- **Pat Burns – Town of Mayerthorpe** – Library moved to the fallen four site. Access to Gasoline Alley North close to completion including Grass Seeding etc. Council chambers will be moving downstairs of town office building.
- **Leslie Penny – Town of Barrhead** – Meeting with Alberta Transportation, about access to the 11-acre development looking favourable. Mask Bylaw passed with restrictions. No festival of tress this year, which will affect non-profits.
- **Ray Hilts – Town of Whitecourt** – Mandatory Mask Bylaw passed, until the community has been off the watch list for 30 days. Grant announced for

16 million to be used towards the Performing Arts Centre. Town continues to look for additional funding sources before final decision to go ahead in support of the new centre. Town of Whitecourt just passed their Economic Strat plan for 2021. Geothermal Business Park & Business Development strategies still underway. Downtown Parking bylaw under review. Eastlink Park has added additional runs to the park as well as a T-bar. Ongoing budget deliberations continue.

- **Judy Tracy – Town of Onoway** – Mandatory Mask Bylaw Survey conducted, not making mandatory at this time. Chamber will be hosting a virtual Business Awards Gala Dec. 3 at 7:00 pm, Light up canceled.
- **Marvin Schatz-County of Barrhead** – Budget meeting underway. Marvin is currently the Deputy Reeve.
- **Jim Hailes – Town of Fox Creek** – Report of COVID-19 Case being identified coming from the new Rec Centre. Town hired a company to do conduct fog treatment of the facility and was able to re-open the next day. COVID-19 Cases now on the rise in Fox Creek as well.
- **Carol Webster – Town of Swan Hills** – No positive COVID-19 cases reported so far. The town website is being updated; the town received a fire smart grant to conduct fire guard protection for the community. Light up will go ahead with a drive by Santa. Chamber of Commerce will be sponsoring candy bags for kids from Santa. Community working on mapping the walking trails. Communities in Bloom improving trails with junk art & special site areas throughout the trail system. Golf course is experiencing great difficulties getting volunteers and is at the threat of closing, another meeting to be held before final decision. Snow Goers won an Award and are planning the 50th anniversary rally with plans in works to comply with COVID restrictions while running the rally. Chamber is working on advocacy ideas for the town of Swan hills.

ADJOURNMENT:

Motion # 70 Moved by Leslie Penny

Moved to adjourn at 3:36pm

NEXT MEETING:

December 19,2020

Zoom Meeting 1:00 pm

SIGNING AUTHORITY

Chair, Carol Webster

Secretary, Leslie Penny