

**Wheatland Family and Community Support Services (WFCSS)
Regular Meeting Minutes of January 27, 2021**

Minutes of the Meeting of the Wheatland Family & Community Support Services (WFCSS) held virtually on January 27, 2021.

Chair: J. Pedersen, Village of Standard (video)
Vice Chair: L. Schultz, Village of Hussar (video)
D. Burke, Village of Rockyford (video)
D. Biggar, Wheatland County (video)
G. Koester, Wheatland County (video)

WFCSS Chief Administrative Officer: L. Walker (video)
Recording Secretary: C. Harder (video)

Call to Order
and related
Business

PEDERSEN CALLED the meeting to order at 6:00pm

Resolution 21-01-01
Approval of
Agenda

BURKE MOVED approval of agenda.

Carried.

Resolution 21-01-02
Approve Regular
Meeting

KOESTER MOVED approval of the minutes of the Regular Board Meeting of November 25, 2020.

Carried.

Items for
Discussion

Business Arising

Wheatland County
Counselling

CAO provided update that Wheatland County Counselling appreciated the \$1200 funding money and will put in a formal application for funding for 2021.

Staff Recognition

CAO provided positive feedback from staff who received their recognition gifts from the Board.

New Business

Policy Updates

Discussion of updates to sick bank, meeting dates and Office Assistant job description. No actionable items were put forward.

Resolution 21-01-03
2021 Mileage Rates

BIGGAR MOVED approval of 2021 mileage reimbursement rates at \$0.59 / first 5,000 km and \$0.53 / each kilometer thereafter.

Carried.

Reports

Staff Reports

Resolution 21-01-04
Financial Services

SCHULTZ MOVED approval of Financial Statements for November 2020 and December 2020 for WFCSS based on information provided in the Request for Decision.

Carried.

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Resolution 21-01-05
Financial Services

BIGGAR MOVED approval of the November 2020 and December 2020 reconciliation reports for WFCSS based on information provided in the Request for Decision.

Carried.

Resolution 21-01-06
Collabria Credit Limit

BURKE MOVED to increase the Collabria credit limit to \$4,000.

Carried.

Resolution 21-01-07
CAO Report

SCHULTZ MOVED approval of the January 2021 Chief Administrative Officer report as provided in the Request for Decision. Key points of interest include 2021 income tax season, Christmas Hamper wrap up information, food bank update, Virtual Compass program (rescheduled), Home support program, Seniors' Wellness bags and rural housing instability update.

Carried.

Closed Session

Resolution 21-01-08
Labour

BURKE MOVED to go in-camera at 6:34pm.

Carried.

Resolution 21-01-09
Labour

KOESTER MOVED to come out of camera at 6:46pm.

Carried.

Resolution 21-01-10
Business Arising
Labour

SCHULTZ MOVED that CAO unused vacation time be carried over into the 2021 year.

Carried.

Resolution 21-01-11
Meetings

BURKE MOVED to change virtual WFCSS Board Meeting start time to 6:30pm (previously 6:00pm).

Carried.

Next Meeting:
Regular Meeting


February 24, 2021 at 6:30pm - venue TBD

Adjournment

Resolution 21-01-12
Adjournment

SCHULTZ MOVED to adjourn at 6:48pm.

Carried.



Chair



Recording Secretary