

**Wheatland Family and Community Support Services (WFCSS)  
Regular Meeting Minutes of October 24, 2018**

Minutes of the Meeting of the Wheatland Family & Community Support Services (WFCSS) held at Wheatland County Office – October 24, 2018

Chair: J. Pedersen, Village of Standard  
Vice Chair: A. Link, Wheatland County  
Board Members: L. Schultz, Village of Hussar  
D. Burke, Village of Rockyford  
D. Biggar, Wheatland County [REGRETS]

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

Call to Order  
and related  
Business

**PEDERSEN CALLED** the meeting to order at 6:38 pm.

**Resolution 18-10-01**  
Approval of  
Agenda

**BURKE MOVED** approval of agenda as presented.

Carried.

**Resolution 18-10-02**  
Approve Regular  
Meeting Minutes

**SCHULTZ MOVED** approval of the minutes of the Regular Board Meeting of September 26, 2018.

Carried.

Items for  
Discussion

**Business Arising**

2018 WFCSS  
Grant to YCS

2018 indirect funding cheque to Youth Club of Strathmore was returned to WFCSS due to their inability to utilize funds as they had indicated in their funding application.

Volunteer Appreciation

WFCSS volunteer appreciation dinner – 40 attendees registered.

Location Update

Further details to be reported at next regular board meeting.

Staff Recognition

Staff communicated preference of a lunch rather than a team building exercise; coats with WFCSS logo will be purchased and distributed to staff and board. Staff wearing the coats to client homes will provide another layer of WFCSS brand recognition.

**Resolution 18-10-03**  
WFCSS Bylaws  
(Draft)

**LINK MOVED** the added provision to Part 7 #32, "To be provided with services or funding, you must be a municipal member of WFCSS"

Carried.

**Resolution 18-10-04**  
WFCSS Bylaws  
1<sup>st</sup> Reading

**LINK MOVED** first reading of WFCSS Bylaws.

Carried.

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**Resolution 18-10-05**  
WFCSS Bylaws  
2<sup>nd</sup> Reading

**BURKE MOVED** second reading of WFCSS Bylaws.  
Carried.

**Resolution 18-10-06**  
WFCSS Bylaws  
3<sup>rd</sup> Reading

**LINK MOVED** introduction of third reading of WFCSS Bylaws.  
Carried.

**Resolution 18-10-07**  
WFCSS Bylaws  
3<sup>rd</sup> Reading

**SCHULTZ MOVED** third reading of WFCSS Bylaws.  
Carried – unanimously.

Items for  
Discussion

**New Business**

**Resolution 18-10-08**  
WFCSS Policy Handbook  
2018 Update

Board agreed in principal to accept the 2018 WFCSS Policy Handbook to allow its filing with FCSSAA by 31 October 2018 deadline. Updates/changes will be made as reviews determine.

Reports

**Staff Reports**

**Resolution 18-10-09**  
Financial Services

**LINK MOVED** approval September 2018 income statement as presented based on information provided in the Request for Decision.  
Carried.

**Resolution 18-10-10**  
Financial Services

**PEDERSEN MOVED** approval of the September 2018 reconciliation report for WFCSS based on information provided in the Request for Decision.  
Carried.

**Resolution 18-10-11**  
CAO

**BURKE MOVED** approval of the October 2018 Chief Administrative Officer report as provided in the Request for Decision. Key points of interest included updates the FCSSAA Annual Conference, Christmas Hamper, Wheatland Food Bank, 72 Hour Preparedness and Caregiver Project 2018.  
Carried.

Correspondence:

None

Next Meeting:  
Regular Meeting

December 5, 2018 @ 6:00pm at Rockyford, Alberta (Organizational Meeting followed by General Board Meeting)

Adjournment

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Resolution 18-10-12  
Adjournment

**SCHULTZ MOVED** to adjourn at 7:49 pm.

Carried.

  
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Chair

  
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Recording Secretary