

BOARD OF DIRECTORS MEETING MINUTES
LOCATION: Zoom
10:00 am Thursday, May 25, 2021

PRESENT:

Helen Kelleher-Empey	Chair, Municipality of Jasper
Jacqui Currie	Vice Chair, Town of Edson
Tyler Olsen	Director, MD of Greenview
Tyler Waugh	Secretary/Treasurer, Town of Hinton
Duane Didow	Director, MD of Greenview
Wade Williams	Director, Yellowhead County
Anthony Giezen	Director, Yellowhead County
Scott Wilson	Director, Municipality of Jasper
Marcel Michaels	Alternate, Town of Hinton

STAFF PRESENT:

Nancy Robbins	General Manager
Deanne Fabrick	Youth Coordinator

APOLOGIES:

Wade Williams	Director, Yellowhead County
Dewly Nelson	Director, Town of Hinton
Trevor Bevan	Director, Town of Edson

1. CALL TO ORDER

Chair **KELLEHER-EMPEY** called the meeting to order at 10:02 am

2. ADDITIONS TO THE AGENDA

There are no additions to the agenda

3. APPROVAL OF THE AGENDA

WAUGH Motion to approve the agenda
(CARRIED)
(Unanimous)

4. APPROVAL OF MINUTES

4.1. Board of Directors Meeting Minutes April 29, 2021

OLSEN Motion to approve the Board of Directors Meeting Minutes for April 29, 2021
(CARRIED)
(Unanimous)

4.2. Investment Review Committee Meeting Minutes May 6, 2021

DIDOW Motion to approve the Investment Review Committee Meeting Minutes for May 6, 2021
(CARRIED)
(Unanimous)

5. NEW BUSINESS

5.1. 2020/2021 Performance Report for WD

General Manager Nancy Robbins presented the Annual Performance Report for 2020/2021 that is due to Western Economic Diversification. The report will be summarized and posted on the CFYW website.

OLSEN Motion to accept the 2020/2021 Annual Performance Report as presented
WILSON (2nd)
(CARRIED)
(Unanimous)

5.2. Request for Letter of Support for Jasper Employment and Education Centre

Chair **KELLEHER-EMPEY** discussed a request for the Jasper Employment and Education Centre to write a letter of support for a change in employment services to Jasper. It was decided that the Board of Directors would write a letter of support and include all employment centers in the West Yellowhead.

WILSON Motion to direct administration to work with the Chair to write and submit a letter of support to GOA Ministry of Community Services in support of a change in direction for employment services for the West Yellowhead
CURRIE (2nd)
(CARRIED)
(Unanimous)

6. OLD BUSINESS

6.1. Strategic Planning June 23, 2021

Strategic Planning will take place in Grande Cache on June 23, 2021 as current provincial restrictions should allow this kind of meeting by the end of June.

6.2. Annual General Meeting June 24, 2021

Notice for the Annual General Meeting for June 24, 2021 was presented.

6.3. Lemonade Day 2021 – Deanne Fabrick, Youth Coordinator

Youth Coordinator Deanne Fabrick presented the registrations and plans for Lemonade Day 2021. Lemonade Day will take place in Jasper, Hinton, Edson, Grande Cache and Yellowhead County (with participants hosting stands in Edson). To date, 38 children have signed up. Best Recipe competitions will take place throughout the region the week of June 3rd and June 8th. Discussion ensued on criminal record checks for volunteers as RCMP does not require a group of volunteers who are not alone with youth to have criminal record checks. It was decided that if the board and staff get criminal record checks, it would not be an issue for others who wish to volunteer and help on the day. Ms. Fabrick encouraged all board members to volunteer if they are able. Sponsorship is currently at just over \$12,000 for the region.

6.4. Cybersecurity Update

An update on the cybersecurity project with CFNA was presented with upcoming activities.

7. IN CAMERA

WILSON Motion to go in camera at 10:52 am
(CARRIED)
(Unanimous)

7.1. Delinquency Report and Loan Portfolio Review – April 2021

CURRIE Motion to leave in camera at 11:06 am
(CARRIED)
(Unanimous)

8. GENERAL MANAGER UPDATES

8.1. Monthly Update from April 16th, 2021 to May 21st, 2021

General Manager Nancy Robbins updated the board on general activities during the time including partnership meetings throughout the region, project updates and RRRF program updates.

9. FINANCIAL STATEMENTS

9.1. Financial Reports YTD to April 30th, 2021

OLSON Motion to approve Financial Reports YTD up to April 30th, 2021
(WAUGH 2nd)
(CARRIED)
(Unanimous)

9.2. Cheque Log to April 30th, 2021

DIDOW Motion to approve the cheque log for January 2021 and February 2021
(WILSON 2nd)
(CARRIED)
(Unanimous)

9.3. Budget Update as of April 30th, 2021

The budget was not presented as Sage is being updated by the bookkeeper.

10. REGIONAL ROUND TABLE

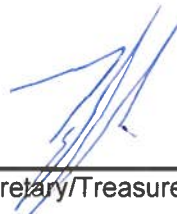
Regional issues around the West Yellowhead were shared and discussed.

11. ADJOURNMENT

OLSON Motion to adjourn at 11:33 am.
(CARRIED)
(Unanimous)



Chair



Secretary/Treasurer