

**TOWN OF COCHRANE**  
**Development & Community Service**

**COCHRANE FAMILY & COMMUNITY SUPPORT SERVICES ADVISORY BOARD**

Minutes

**DATE:** Mar 4, 2020  
**TIME:** 6:00pm – FCSS Advisory Board Meeting  
**PLACE:** The ‘Stable’ Meeting Room, Cochrane FCSS

**Chairperson & United Way Rep:** Margaret Stevens  
**Vice Chairperson & Rural Rep:**  
**Town Council Rep:**

**Members:** Valerie Borsos  
Ryan Koudys-Stone  
Lorraine Palmer  
Lyle Balmer

**FCSS Staff:** Kim Krawec, Manager, FCSS  
Nicole Copses, Administrative Assistant

**Regrets:** Rick Lancaster  
Councilor Marni Fedeyko  
Gresal Tapulao

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**Cheque presentation night for 2020 Grants**

1. **Call to Order – Margaret Stevens, Chair**
  - a) Welcome and Introductions
    - i. Margaret called the meeting to order at 7pm.
2. **Agenda**
  - a) Agenda Additions/Deletions Welcome and Introductions
    - i. N/A
  - b) Adoption of the Agenda

**MOTION:** Moved by Valerie Borsos that the FCSS Advisory Board adopt the Agenda for the Mar 4, 2020, Regular Board Meeting with the additions and deletions. All in favor.

**CARRIED**

3. **Adoption of Minutes from Previous Meetings**
  - a) Feb 5, 2019 – Regular Meeting

**MOTION:** Moved by Lorraine Palmer that the FCSS Advisory Board adopt the Minutes from the Feb 5, 2020, Regular Meeting. All in favor.

**CARRIED**

#### **4. Delegations/Committee Reports**

- a) Town Council Report – Councilor Fedeyko
  - i. N/A
- b) Manager’s Report – Kim Krawec
  - i. Kim provided a funding update regarding Children Services Grant. We have been in active negotiations with the Province for the past 2 weeks; she is expecting a contract within the next week. Kim provided overview of program closures and transitioning of Resource Centre and Parent Link Centre programs.
  - ii. Kim presented an update to Council at the Strategic Planning Session on Feb 18, 2020 and will providing another update to Council on Mar 9, 2020 (in camera) as well.
  - iii. Kim shared that she has selected a contractor to facilitate Strategic Planning for FCSS – the process will be starting mid-Mar.
  - iv. We have had some significant changes within the Town – FCSS now falls within the Development and Community Services Division. Dave Devana, CAO resigned from his position effective Mon, Feb 24. Drew Hyndman has been appointed interim CAO
  - v. Kim provided an update on FCSS staffing.
  - vi. Kim provided information on the Housing Needs Assessment.

#### **5. New Business**

- a) Debrief cheque presentation night
  - i. The Advisory Board discussed the cheque presentation night and having the funded organizations complete a 3-5 min speech from each group at the presentation.
  - ii. Discussion on adding the Advisory Boards Vision, Mission and Values to future agendas.
- b) Discuss funded group presentations (Apr, May, Jun, Sep & Oct)
  - i. The Advisory Board discussed having group presentations at the beginning of certain Board meetings. The Board decided that we should continue with the presentations as presented.
- c) Discuss monthly program highlights
  - i. The Advisory Board discussed the monthly program highlights. We will revisit in a few months.

#### **6. Ongoing Business**

- (a) Review final reports from the 2019 Grants
  - i. The Advisory Board discussed the final reports from the 2019 grant funded organizations. It was decided that we will review the applicable grant reports before organization presentations.
- (b) Discuss Grant schedule for 2021 Grants
  - i. Discussion around the grant schedule for the next year.

#### **7. Standing Items**

- a) Fundraising – Margaret
  - i. The Advisory Board discussed fundraising for the upcoming year. The Board will revisit the ideas every meeting and discuss the options.

- b) Cochrane Cares (Standing Item) – Kim
  - i. N/A
- c) United Way Update – Margaret
  - i. N/A
- d) Rural Update – Rick/Margaret
  - i. N/A
- e) Caregiver Support Update (Standing Item) – Rick
  - i. N/A

**8. Round Table Items**

- a) Board members information sharing
  - i. Margaret shared information about the Cochrane Hospice Society AGM on Mar 29, 2020. Margaret also shared that Cochrane Hospice Society will be obtaining their charitable status.

**9. Correspondence**

- a) N/A

**10. Next Meetings**

- a) Apr 1, 2020 – 6:30pm, Homestead Building, Regular meeting
- b) May 6, 2020 - 6:30pm, Homestead Building, Regular meeting

**11. Adjournment:**

Adjournment 8:46pm

May 6, 2020

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Date

*Marg Stevens*

\_\_\_\_\_  
Margaret Stevens, Chair

May 6, 2020

\_\_\_\_\_  
Date

*Nicole Copses*

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Nicole Copses, Recording Secretary