



MINUTES OF THE REGULAR BASSANO FCSS ADVISORY BOARD MEETING HELD VIRTUALLY ON MARCH 1, 2021.

Advisory Board Members

- Tammie Hauck, Chair
- Kaylein Wirachowsky, Vice Chair
- Kevin Jones, Town Appointed Representative
- Sandra Mitchell
- Alice Slomp
- Evelyn Jensen
- Juanita Pierson

Administration

- Amanda Davis, CAO

1. Call to Order

Chair Hauck called the meeting to order at 3:37 p.m.

2. Attendance and Regrets

- Kaylien Wirachowsky
- Sandra Mitchell
- Juanita Peirson (on leave)
- Victoria Muhlbeier
- All other members were in attendance.

3. Adoption of Agenda

FCSS11/2021 Moved by **Member Jones** that the March 1, 2021 agenda is approved as presented.

CARRIED

4. Minutes of February 4, 2021

FCSS12/2021 Moved by **Member Slomp** to approve the minutes of the February 4, 2021 FCSS Advisory Board meeting as amended. And, that the January 14, 2021 minutes are amended to include the updated resolution numbering system and format.

CARRIED

5. Financial Summary

A financial summary for the period ending January 31, 2021 was presented.

FCSS13/2021 Moved by **Member Jensen** that the financial summary for the period ending January 31, 2021 is approved as presented as attached to and forming parts of these minutes.

CARRIED



6. Director's Report

A director's report for the period ending February 22, 2021 was presented. Director Muhlbeier is on a short-term leave. FCSS operations will be supported by Town administration during this time.

FCSS14/2021 Moved by **Member Jones** that the director's report for the period ending February 22, 2021 is approved as presented and discussed as attached to and forming part of these minutes.

CARRIED

7. UNFINISHED BUSINESS

7.1 FCSS Bylaw 913/21 – Proposed – Open Discussion

An open discussion was held regarding council revisions to the proposed FCSS Bylaw 913/21.

7.2 FCSS Operational Policy P-FCSS001 – Board Member Orientation

Policy P-FCSS001 – Board Member Orientation was presented and discussed.

FCSS15/2021 Moved by **Member Slomp** that FCSS Operational Policy P-FCSS001 – Board Member Orientation is approved as presented.

CARRIED

7.3 FCSS Operational Policy P-FCSS002 – Code of Conduct

Policy P-FCSS002 – Code of Conduct was presented and discussed.

FCSS16/2021 Moved by **Member Jensen** that FCSS Operational Policy P-FCSS002 – Code of Conduct is approved as presented.

CARRIED

7.4 FCSS Operational Policy P-FCSS003 – HR Director Appointment and Evaluation

Policy P-FCSS003 – HR Director Appointment and Evaluation was presented and discussed.

FCSS17/2021 Moved by **Member Jones** that FCSS Operational Policy P-FCSS003 HR Director Appointment and Evaluation is approved as presented.

CARRIED

7.5 FCSS Operational Policy P-FCSS004 – Board Meeting

Policy P-FCSS004 – Board Meeting was presented and discussed.

FCSS18/2021 Moved by **Member Slomp** that FCSS Operational Policy P-FCSS004 – Board Meeting is approved as presented.

CARRIED

7.6 FCSS Operational Policy P-FCSS005 – New Member Application

Policy P-FCSS005 – New Member Application was presented and discussed. Amendments to the grade matrix were not listed and will be presented at the April board meeting.



7.7 FCSS Operational Policy P-FCSS006 – Financial Planning

Policy P-FCSS006 – Financial Planning was presented and discussed.

FCSS19/2021 Moved by **Member Jones** that FCSS Operational Policy P-FCSS006 – Financial Planning is approved as presented.

CARRIED

7.8 FCSS Operational Policy P-FCSS007 – Programming

Policy P-FCSS007 – Programming was presented and discussed.

FCSS20/2021 Moved by **Member Jensen** that FCSS Operational Policy P-FCSS007 – Programming is approved as amended to include an advertising timeline on a project-by-project basis.

CARRIED

7.9 FCSS Operational Policy P-FCSS008 – Funding Applications

Policy P-FCSS008 – Funding Applications was presented and discussed.

FCSS21/2021 Moved by **Member Jones** that FCSS Operational Policy P-FCSS008 – Funding Applications is approved as presented.

CARRIED

8. UNFINISHED BUSINESS

- None

9. Correspondence

- None for current.

10. Meeting Adjourned

FCSS22/2021 Moved by **Member Hauck** for adjournment of the regular meeting at 4:37 p.m.

CARRIED

Chair Signature

Director Signature