Barons-Eureka-Warner Family & Community Support Services (FCSS)
Minutes of Board Meeting – Wednesday, June 4, 2025
Coaldale Hub (2107-13th Street)
In-person and Online

Attendance (in-person)

Degenstein, Dave – Town of Milk River, Board Chair
Doell, Daniel – Village of Barons
Jensen, Kelly – Town of Raymond
Kirby, Martin – Village of Warner
Nilsson, Larry – Village of Stirling
Deleeuw, Shelley – Town of Vauxhall
Caldwell, Heather – Town of Coalhurst
Heggie, Jack – County of Warner
Foster, Missy – Village of Barnwell
Hickey, Lorne – Lethbridge County
Harris, Merrill – M.D. of Taber

Attendance (online)

Jensen, Melissa – Town of Nobleford
Payne, Megan – Village of Coutts

Absent – Board Members

Chapman, Bill – Town of Coaldale, Vice-Chair
Bekkering, Garth – Town of Taber
Feist, Teresa - Town of Picture Butte

Staff (in-person):

Morrison, Zakk – Executive Director
Florence-Greene, Evelyn – Finance and Human Resources Coordinator
Fitton, Becky – Community Services Supervisor

Call to Order

D. Degenstein called the meeting to order at 4:01 p.m.

1. **Approval of Agenda**

Additions:
1. (a) Introductions
7. (e) Northern Alberta Fires

M. Foster moved the Board to approve the agenda as amended.
Carried

DD
ZM

2. Delegation

a) Tim Hortons Smile Cookie Campaign Update Delegation

Kim Fehr and Madison Hanson provided an update on the Coaldale and Taber 2025 Smile Cookie campaign.

The Board discussed the campaign, and thanked staff for this year's exceptional efforts.

L. Nilsson moved the Board to accept the Tim Hortons 2025 Smile Cookie Campaign Update for information.
Carried

b) Cheers to Volunteers Update

Cindy Lauwen provided an update on the Cheers to Volunteers annual initiative.

The Board discussed the initiative and expressed appreciation to the winners and nominees for their volunteer contributions.

J. Heggie moved the Board to accept the Cheers to Volunteers annual initiative Update for information.
Carried

Cindy Lauwen, Kim Fehr, and Madison Handson left the meeting at 4:12 p.m.

c) Report to Municipalities – Counselling Services

Mike Fedunec, Counselling Services Supervisor presented the Draft Report to Municipalities – Counselling Services 2025.

The Board discussed the information provided.

The Board thanked Mike Fedunec for his presentation.

H. Caldwell moved the Board to approve the Report to Municipalities – Counselling Services 2025 as presented, and request administration to distribute the report to our Municipalities and Alberta Government funders.
Carried

Mike Fedunec and Becky Fitton left the meeting at 4:25 p.m.

3. Minutes

a) April 2, 2025

K. Jensen moved the minutes of April 2, 2025, FCSS Board meeting be approved as presented.
Carried

4. Business Arising from the Minutes

a) Letters of congratulations to Z. Morrison, P. DeBow, and M. Fedunec.

D. Degenstein shared the letters of congratulation with the Board and asked Administration to deliver the letters to Z. Morrison, P. DeBow and M. Fedunec for information only.

5. Correspondence

a) Correspondence Received

The following correspondence was presented for information:

- FRN Partner Survey – March 26, 2025.
- Registration is Live for Provincial FCSS Accountability Framework Reporting Training – April 23, 2025.
- FCSSAA Board Meeting Highlights – April 25, 2025.
- Role of Community Navigator in FCSS Survey Summary – April 2025.
- FCSSAA News – April 2025.
- FCSSAA News – May 2025.
- Reflections on the 2025 FCSS All Council Gathering – April 4, 2025.

S. Deleeuw moved the Board to receive the correspondence as presented for information.

Carried

6. Reports

a) Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

Professional Development

- 2025 Certified Health Executive (CHE) Convocation (May 28th) (attached).
- FCSS Accountability Framework Reporting Training, online (June 24th – 25th). Eva Penner will also be attending.
- CCHL National Conference (Theme: Unstoppable), Edmonton, AB (June 15th – 17th).

Reports

- FCSS Annual Report completed and submitted April 30, 2024.

Facilities

- Since March 19th, 2025, management has increased discussions and shared resources with staff regarding measles within our region.

Staff

- Staffing updates.

M. Harris moved the Board to approve the Executive Director's Report as presented.

Carried

b) Financial Report

Z. Morrison reviewed the Financial Report.

The Board discussed the Financial Report.

L. Hickey moved the Board to approve the February 2025 Financial Report including:

- Financial statement for April 2025.
- Monthly accounts for March 2025;
- Monthly accounts for April 2025;
- ATB Mastercard Statement March 13, 2025, to April 10, 2025; and
- ATB Mastercard Statement April 11, 2025, to May 12, 2025.

Carried

c) 2024 Annual FCSS Program Report

Z. Morrison reviewed the 2024 Annual FCSS program report.

M. Kirby moved the Board to approve the FCSS program report for information.
Carried

7. New Business

a) Proposed Budget 2025

Z. Morrison reviewed the proposed budget for 2025.

Budget 2025

REVENUE	
Provincial FCSS funding	1,493,196
Municipal Requisitions	458,168
Interest Income	40,000
Revenue Other	46,726
Family Resource Network (Children's Services)	658,500
Project Grant Funding	11,874
TOTAL	2,708,464
EXPENDITURES	
Counselling Services	638,712
Family Services	781,647
Program Support	299,209
Senior Services	200,259
Youth Services	118,263
Family Resource Network (Children's Services)	658,500
Project Grant Funding	11,874
TOTAL	2,708,464

The Board discussed the proposed 2025 Budget for Barons-Eureka-Warner FCSS.

L. Nilsson moved the Board to approve the proposed 2025 Barons-Eureka-Warner FCSS Budget as presented.
Carried

S. Deleeuw moved the Board approve a retro-active 3% salary grid increase, effective April 1, 2025, applicable solely to permanent employees who were employed as of April 1, 2025. This increase shall exclude the position of Executive Director.
Carried

b) All Councils Meeting Review
The Board discussed the 2025 All-Councils meeting, including the *Reflections on the 2025 FCSS All Council Gathering, April 4, 2025,* letter received from the Town of Coalhurst as correspondence.

D. Degenstein discussed the *Reflections on the 2025 FCSS All Council Gathering* letter and suggested the following future recommendations:

- Offer all participating BEW FCSS municipalities the opportunity to host the All-Councils meeting, including time for Board members to discuss the event at their Council meetings before choosing a location.
- Include an Indigenous story or land acknowledgement during the Welcome portion of the All-Councils Agenda.
- Provide a blessing or invocation that meets the time constraints of the event and is inclusive to all faiths and those who choose not to participate.

Comments from Board members included:

- M. Harris said it was a great evening.
- M. Foster said her two board members had a great evening.
- L. Nilsson thought it was well done. A good evening that was handled well.
- J. Heggie thought it was a nice venue to hold that number of people. FCSS had a lot of Banners and presentations. FCSS kept the presentations to a minimum but handled the evening really well. His Council thought the event was great.
- S. Deleeuw and her two board members enjoyed it, but the photos at the end took too long.
- M. Kirby enjoyed having an FCSS staff member sit at their table.
- H. Caldwell provided further context from the letter, including specific examples such as the diversity of attendees at their table, the context of the invocation, concern for the background within the photos taken as well as a more inclusive representation from all 16 municipalities.
- L. Hickey stated the main objective was for FCSS and did not think that the Town of Coaldale was overstated.
- M. Payne and her Council enjoyed the evening.
- M. Jensen appreciated the convenience of the location.

J. Heggie moved the Board to accept for information.
Carried

c) FCSSAA South Region Meeting

D. Degenstein and Z. Morrison attended the FCSSAA South Region meeting and provided an update.

d) Executive Director Annual Evaluation – Evaluation Committee
The evaluation committee requires the Board Chair and three Board members to form a committee.

L. Hickey moved the Board to appoint D. Degenstein Board Chair, M. Harris, M. Kirby and L. Hickey to the Executive Director Evaluation Committee.
Carried

The Executive Director Evaluation Committee will meet on Wednesday September 3, 2025, at 2:00 p.m. prior to the regular Board meeting.

D. Degenstein will send out the information to the Committee prior to the meeting.

e) Northern Alberta Fires
L. Hickey brought the concern forward and shared the importance of being ready to accept evacuees if required.

Z. Morrison reminded the Board that the FCSS management team and staff have been part of reception centre exercises and are available to support if requested.

8. Round Table
The Board shared municipal updates.

M. Jensen left the meeting at 5:44

9. Closed Session
No closed session was held.

10. Date of Next Meeting
The date of the next regular Board meeting will be September 3, 2025, at the Coaldale HUB (2107 – 13th St.) in person and online (via Teams) starting at 4:00pm.

11. Adjournment
D. Doell moved the meeting to adjourn at 5:46 p.m.
Carried

Chairperson	Executive Director
03 SEP 25	Sept 3/2025
Date	Date