

Barons-Eureka-Warner Family & Community Support Services (FCSS)
Minutes of Board Meeting – Wednesday, June 3, 2026
Coaldale Hub (2107-13th Street)

Attendance

In-person

Degenstein, Dave – Town of Milk River, Board Chair
Chapman, Bill – Town of Coaldale, Vice-Chair
Firth, Carly – Town of Taber
Foster, Missy – Village of Barnwell
Glendinning, Ian – Village of Warner
Heggie, Jack – County of Warner
Norris, Nikole – Village of Stirling
Prince, Kyle – Village of Barons
Sayers, Mark – Lethbridge County
Stewart, Pam – Town of Raymond

Staff:

Morrison, Zakk – Executive Director
DeBow, Petra – Manager
Florence-Greene, Evelyn – Finance and HR Coordinator

Online

Feist, Teresa – Town of Picture Butte
Harasem, Lori – Town of Coalhurst
Jensen, Melissa – Town of Nobleford
Payne, Megan – Village of Coutts

Absent

Deleeuw, Shelley – Town of Vauxhall
Torrie, David – M.D. of Taber

Call to Order

D. Degenstein called the meeting to order at 4:33 p.m.

1. Approval of Agenda

M. Sayers moved the Board to approve the agenda as presented.

Carried

K. Prince entered the meeting at 4:33

2. Delegation

a) Community Needs Assessment Update – Dr. Lars Hallstrom, Prentice Institute

Dr. Lars Hallstrom presented the final Community Needs Assessment report.

B. Chapman entered the meeting at 4:43.



The Board discussed the information provided.

The Board thanked Dr. Lars Hallstrom for the presentation.

M. Fedunec left the meeting at 5:10 p.m.

P. Stewart moved the Board to accept the Community Needs Assessment presentation for information.

Carried

Dr. Lars Hallstrom left the meeting at 5:13 p.m.

- b) Community Volunteer Income Tax Program Update – Becky Fitton, Community Services Supervisor
B. Fitton provided an update on the Community Volunteer Income Tax Program.

The Board discussed the information provided.

The Board thanked B. Fitton for the presentation.

B. Chapman moved the Board to accept the Community Volunteer Income Tax Program Update presentation for information.

Carried

Becky Fitton left the meeting at 5:27 p.m.

3. Minutes

J. Heggie moved the minutes of May 6, 2026, FCSS Board meeting be approved as presented.

Carried

4. Correspondence

- a) Correspondence Received

The following correspondence was presented for information:

- May 4, 2026 – FCSSAA Board Meeting Highlights.

C. Firth moved the Board to receive the correspondence as presented for information.

Carried

5. Reports

- a) Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

- Summer Priority
 - Information Management Policies



- Reports
 - FRN Annual Activity Report is due on June 30, 2026.
 - FRN Final Activity Report is due on July 31, 2026.
 - FRN Annual Financial Statement is due on June 30, 2026.
 - FRN Annual Audited Financial Statement is due on June 30, 2026.

The Board discussed the Executive Director Report.

K. Prince 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.

I. Glendinning moved the Board to approve the April 2026 Financial Report including:

- Financial statement – April 2026;
- Monthly accounts – April 1-30, 2026;
- ATB Financial Mastercard April 14, 2026, to May 12, 2026.

Carried

6. **New Business**

a) Proposed BEW FCSS Budget 2026

**Barons-Eureka-Warner FCSS
Budget
2026**

REVENUE

Provincial FCSS funding	1,493,200
Municipal Requisitions	467,151
Interest Income	40,000
Revenue Other	64,466
Family Resource Network (Children's Services)	658,500
RDN - Reaching Home Grant	99,980
Project Grant Funding	9,900
TOTAL	2,833,197

EXPENDITURES

Child & Caregiver Support	705,945
Community Development	170,994
Community Events	169,236
Community Outreach	305,394
Information & Referrals	173,729
Mental Health Promotion	420,241
Administration	119,277
Family Resource Network (Children's Services)	658,500
RDN - Reaching Home Grant	99,980
Project Grant Funding	9,900
TOTAL	2,833,197



The Board discussed the proposed 2026 Budget for Barons-Eureka-Warner FCSS.

B. Chapman moved the Board to approve the proposed 2026 Barons-Eureka-Warner FCSS Budget as presented.

Carried

Closed Session

B. Chapman moved the Board move in-camera, based on the Governance Policies Board Meeting in Absence of the Public, at 5:37p.m.

Carried

Evelyn Florence-Greene and Petra DeBow left the meeting at 5:37 p.m.

J. Heggie moved the Board back to regular session at 5:58 p.m.

Carried

M. Sayers moved the Board approve a retro-active 2% salary grid increase, effective April 1, 2026, applicable solely to permanent employees who were employed as of April 1, 2026. This increase shall exclude the position of Executive Director.

Carried

b) Executive Director Annual Evaluation – Evaluation Committee

The evaluation committee requires the Board Chair and three Board members to form a committee.

J. Heggie moved the Board to appoint D. Degenstein (Board Chair), K. Prince, M. Sayers and B. Chapman (Board Vice Chair) to the Executive Director Evaluation Committee.

Carried

The Executive Director Evaluation Committee will meet on Wednesday September 2, 2026, 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.

c) Signing Authority

Z. Morrison requested that the Board authorize Becky Fitton, Community Services Supervisor, to be granted cheque signing authority in accordance with Administrative and Finance Policies, Section 6.6.

P. Stewart moved the Board to authorize the addition of Becky Fitton, Community Services Supervisor for signing authority effective June 3, 2026.

Carried



7. Round Table

The Board shared municipal updates.

8. Date of Next Meeting

The date of the next regular Board meeting will be September 2, 2026, at the Coaldale HUB (2107 – 13th St.) in person and online (via Teams) starting at 4:30 p.m.

9. Adjournment

J. Heggie moved the meeting to adjourn at 6:21 p.m.

Carried

D. Degenstein moved the meeting back into session at 6:22 p.m.

Carried

M. Sayers moved the meeting to adjourn at 6:23 p.m.

Carried

Chairperson

Executive Director

02 SEP 26

Date

Sept. 2 / 2026

Date