

McKenzie Towne Council

Tuesday April 19, 2022

Board of Directors Meeting @ 6:00 p.m.

McKenzie Towne Hall

Attendance Rick Leigh, Shirley Wilson, Debra Klippenstein, Teresa Hargreaves, Shawn MacDougall, Patrick Giroux, Dar Zuch, Farooq Qadir.

Regrets: Margaret McPherson, Jim Clement, Renato Echavez.

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1. Call to Order 6:05 PM
 2. In Camera
 3. Open Meeting 7:18 PM
 4. Approval of Previous Minutes:

Motion: To Approve March Meeting Minutes – circulated by email for April 19th meeting package.
Moved by Teresa Hargreaves; Seconded by Shirley Wilson.

Carried

5. Introductions and Attendance.
 - a. Board attendees as above and GM. No additional persons present.
6. GM Report — Maryann Miller in person circulated and presented verbally her GM Report Dated April 19, 2022. Items covered in said report:

Administration:

- Reception / Facility Coordinator role filled and individual started as of April 19th.
- Facility Manager role filled and individual starting May 2nd
- Application to Federal Micro grant, Launch Program for FT facility staff. Receiving a \$3150.00 wage subsidy.
- Resident Fees 2021/2022 – 50 accounts in collections as of this report.
- Budget preparation (2023) and related discussions have begun with staff. Plan to review with Finance Committee in weeks ahead (May)
- Meeting with Friday afternoon group on resolutions to issues moving forward. Successful implementation has commenced.

Operations/Building (MTC):

- MTC playground (parks) inspected in April with report forthcoming.
- Vendor engaged and scheduled for pre start up work of Prestwick Common splash-park. Board feedback requested on start up and shutdown dates for 2022.
- Equipment related to manifold identified independently of above requiring repair at splash park; repairs to occur in next week. A through plant inspection will occur at same time.
- Annual flowers order placed at cost of \$15,000
- Three seasonal Lawn and Maintenance position have been filled with a start date of May 22nd
- Interviews continue for remaining (4) positions within Lawn and Maintenance staff area.

Programs:

- Spring program registration optimal. Offering many new programs/activities.
- Spring break camp was successful and reached capacity. A second session also took place.
- Summer camps planning in progress.

Events:

- Paint & Sip night – Friday April 29th.
- Community Clean-Up Saturday August 20th (9:00AM – 2:00PM) Booked are:
 - City of Calgary Crusher Trucks (2)
 - Metal Bin
 - Techno Bin
 - Calgary Drop-In Clothing / small furniture bin.
 - Ongoing planning of seasonal events in progress
- Opportunity – Casino License (off premises). Board feedback requested on this AGLC approved opportunity as a potential revenue stream.

Motion: To accept GM report as presented.

Moved by Rick Leigh; Seconded by Shawn MacDougall.

Carried

7. Committee Reports:

- a) Executive Committee – Executive has met since prior Board Meeting. TOR's of reference will be reviewed and submitted to Board Development Committee (May)
- b) Finance / IT – Finance and IT reports submitted to Board and presented in person by Chair.
- c) Operations – President outlined next steps for Committee to meet.

- d) Board Development – Chair reported no meeting this past month and progress on items from previous months meeting.
- e) Operations – Chair provided an operations update. Focus topics were potential GPS devices in Towne Hall maintenance vehicles as well as progress towards Hall based day care opening.

8. **Other business –**

- Strategic Planning Session (Annual Board Activity) – Consensus was this session should occur in September 2022 and be led by an experienced outside Board resource as a volunteer host/facilitator.
- Zoom option for future MTC Monthly Meetings. Discussion amongst Board members occurred on this topic and motion was raised as an outcome:

Motion: To provide option to make the Monthly MTC meetings available via a technology platform (Zoom, Teams etc.)

Moved by Shawn MacDougall.

Failed.

- In regards to Casino opportunity, the Board was not supportive of moving ahead with such at this time. In regards to Splash Park opening, the start-up would be predicated on weather, equipment readiness and GM's discretion. The shut down would follow the weather guidelines post Labour Day laid out in 2018. This policy was shared verbally and in follow up email to GM.