

McKenzie Towne Council

Tuesday, August 15, 2017

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

McKenzie Towne Hall

MEETING MINUTES

Present: Rob Van Gastel, Malik Amery, Shawn MacDougall, Ute Davies, Jackolynn Coughlin, Preston Thirlwall, Jessica Smith

Absent: Margaret McPherson, Rick Leigh, Laura St. Croix

Resident Member: Don Innes

Item Number:

1. Call to Order – 6:01 pm
2. In Camera
3. Open Meeting - 6:37 pm
4. Approval of Minutes from previous monthly meetings (April, May, June) –

Motion: To approve the minutes as circulated

Moved: Jackolynn Coughlin

Second: Malik Amery

5. Introductions & Attendance
6. GM Report — as circulated
 - a. Fee Collections – update from Sami, per GM report
 - b. Staffing – landscaping team done at the end of August, last week for summer camp staff
 - c. Renovations to Lower Level – will be completed by the end of the month
 - d. Rentals and Programs Updates – per GM report
7. Committee Reports
 - a. Executive Committee
 - i. Departures – due to moving out of the community Director Janise Bachler and Secretary Roger Doucette, both were thanked for their volunteer time
 - ii. Appointment of Secretary

Motion: To appoint Malik Amery as Secretary/Treasurer until the AGM

Moved: Jackolynn Coughlin

Second: Preston Thirlwall

Motion: To appoint Shawn Macdougall as a signing officer until the AGM

Moved: Preston Thirlwall
Second: Ute Davies

- b. Policy – no report
 - c. Finance/HR/IT – Malik
 - i. Status of Audit – received a favourable report from PWC with no issues
 - ii. Ivnet Update – software is now working and able to complete the reports necessary for the audit
 - iii. Monthly Financials – April to Current, not circulated will be provided at next meeting
 - d. Operations – Preston – no meetings have been held, he will call one in the next few weeks
8. Prestwick Common – building to be assembled starting next week. ATCO gas has been contracted to bring in the service line, concrete to be poured first week of September. Road closure will be required to install the wall panels, Sami to get the residents notified on Social Media/Digital Sign/In Person door knocking. Prices for irrigation are coming in higher than anticipated. Coordination between the 2 builders will be a challenge. Looking at replacing the trees, Don Innes (resident member) knows of someone that can possibly supply trees. Completion date is still planned to be before the AGM.
9. McKenzie Towne Community Association – no meetings have been held, the AGM for the Community Association will be at the Towne Hall on September 20, 2017.
10. Other Business/ New Business Arising
- a. Stampede Breakfast – nearly 5000 people participated in the event. Great volunteers were provided by both businesses and from the community. Thanks to Jessica and Sami for obtaining significant sponsorships. Other businesses now wish to participate more fully with the event. Some lessons were learned dealing with recyclables as well as need to get traffic permits in place earlier. Have a good template for the future.
 - b. Social Media Resident Comments – provided updates on social media, nothing of note
 - c. AGM – Record Date to be set, Sami has the template for the necessary dates

Motion: The record date is to be set for the MTC AGM as September 26, 2017

Moved: Malik Amery

Second: Jackolynn Coughlin

11. Next Meeting Dates

No July Meeting

September 19, 2017

12. Adjournment – 8:10 pm - Motion to adjourn, Malik Amery