

McKenzie Towne Council -Board of Directors Meeting
 Tuesday August 16 at 6:00p.m.
 McKenzie Towne Hall
 Meeting Minutes

Present: UTE DAVIES, RICK LEIGH, ROB VAN GASTEL, BRIAN HENDERSON, MALIK AMERY, JESSICA SMITH, PRESTON THIRLWALL, MARGARET MCPHERSON, JIM FITZ-MORRIS (conf)

Regrets JAMES BOYLE, LAURA ST. CROIX, ROGER DOUCET

Guests Stephanie Kusie

Item	Action Item
Call to Order- meeting called to order by Rob Van Gastel at 6:02 p.m.	
In Camera 6:02	
<p>Open Meeting 6:49</p> <p>Motion: "Approve the minutes of the July 19 meeting." Moved by Malik Amery Seconded by Jessica Smith Carried</p> <p>Meeting Agenda: no amendments</p>	
<p>Motion: Moved by Malik Amery Seconded by Brian Henderson to accept Absent Directors as excused: Carried</p>	
<p>GM Report:</p> <ul style="list-style-type: none"> • Update on Performance Reviews – received from Dan and Sami, and Sheldon. There were none on the part time CSR personnel. All personnel reporting to Department Heads are fulfilling their duties and living up to the MVV. • Summer Camps and Programs – numbers not received from Dan prior to the meeting • 600 collections higher than last year at the same time. The final overdue notices have gone out. 1209 outstanding, and last year it was 1850. • The summer crews will be done at the end of the week. We are delaying the hiring of a Programmer and will direct the funds to staffing the landscaping crews for the month of September to give us the ability to cut the grass after all the rain. • The project costing has been initiated with Enmax to look at the price of larger transformer for Prestwick Common. • The work on the sign has been completed and new lettering on the outside was asked to be installed to show that the sign belongs to us. 	

McKenzie Towne Council -Board of Directors Meeting
 Tuesday August 16 at 6:00p.m.
 McKenzie Towne Hall
 Meeting Minutes

<ul style="list-style-type: none"> From the Stampede Breakfast, there as 4600 people served, \$13600 raised in sponsorships and we have submitted our intent to the Stampede to have a 5 year commitment. <p>No new information from sit reps.</p>	
<p><u>Committee Reports</u></p> <p>Executive:</p> <p>MOTION: In the absence of the three business unit heads, as defined by McKenzie Towne Policy, they will continue to be responsible for their business unit and when an issue arises, concerns will be brought to the President of MTC All policies relating to GM Approval or oversight are amended and the word "General Manager" is replaced with the word "President" until (DAY AFTER NEXT BOARD MEETING September 20,2016, with the exception of payroll approval which will be directed to the Treasurer."</p> <p>Moved by Malik Amery Seconded by Preston Thirlwall Carried</p> <p>Rob Van Gastel abstained Carried</p>	
<p>Finance:</p> <ul style="list-style-type: none"> Discussion on the salary packages for staff were discussed arising from the performance reviews. <p>MOTION: "To provide a salary increase to the cost centre of salaries and wages \$13800 retroactive to June 1, 2016.</p> <p>Moved by Malik Amery Seconded by Brian Henderson Carried</p> <ul style="list-style-type: none"> Malik brought up the concept of one-time salary adjustments for staff in keeping with a review of the budget and wages. <p>MOTION: "To approve a salary adjustment of \$19500 to be reallocated to one time performance initiatives."</p> <p>Moved by Preston Thirlwall Seconded by Malik Amery Carried</p> <ul style="list-style-type: none"> Discussion on doing electronic payments for certain credit cards <p>MOTION: "MTC to allow for e-payment on bills associated to Enmax, Direct Energy, Home Depot, and ATB online using the same internal controls currently place for cheque issuance."</p> <p>Moved by Malik Amery Seconded by Brian Henderson Carried</p> <ul style="list-style-type: none"> Financial Reports from March and April were presented. <p>MOTION: "To approve the March and April financials as presented."</p>	

McKenzie Towne Council -Board of Directors Meeting
 Tuesday August 16 at 6:00p.m.
 McKenzie Towne Hall
 Meeting Minutes

<p>Moved by Brian Henderson Seconded by Preston Thirlwall Carried</p> <ul style="list-style-type: none"> • Malik discussed the auditors report and the progress they have made. We are looking good at this point, there were some questions raised about the conversion of accounts between Active Net and IvNet that caused some anomalies. The auditors need to confirm the process and what was done. 	
<p>Policy: None</p>	
<p>Prestwick Common</p> <ul style="list-style-type: none"> • Brian presented the status of the project. They are at 95% drawings and planned to submit to the City on Friday August 19. The initial thought was that we had 3 phase power to site, but it turns out that we didn't. As such, we need to increase the size of the transformer to allow for the extra pumps. We will not upsize to 3 phase for the site. • The building will be about 800 square feet. • There was discussion about a start date, the feeling is that we break ground and get the firepit and fountain area done prior to freeze up. This ensures skating and firepits for the winter. The spring will see the demolition of the pumphouse, building of the splash pad and construction of the new pumphouse with an opening of July 1 planned. • We need to be mindful of the groundbreaking and to notify the Ministry to provide a photo op. • Malik brought up the concept of one time salary adjustments for staff in keeping with a review of the budget and wages. <p>MOTION: "To amend the Prestwick Common project motion to include up to \$900 thousand in funding committed by MTC, exclusive of grants received."</p> <p>Moved by Brian Henderson Seconded by Jim Fitz-Morris Carried</p>	
<p>Community Association</p> <ul style="list-style-type: none"> • Stephanie Kusie, President of McKenzie Towne Community Association was present for the meeting. • An update on the Community Association was provided: <ul style="list-style-type: none"> ○ Provincial filing for the Societies Act was submitted but 2 deficiencies were noted and need to be rectified which is being done in the next few weeks ○ A new treasurer has been found and will be nominated at the next meeting. ○ A letter of support for Malik Amery was provided to the Joint Consultation Committee on Community Associations and Residents Associations. Malik was interviewed by that City committee and is awaiting a determination if he will be a full member. 	
<p>New Business</p>	

McKenzie Towne Council -Board of Directors Meeting
Tuesday August 16 at 6:00p.m.
McKenzie Towne Hall
Meeting Minutes

<ul style="list-style-type: none">Given the timelines for hiring a GM, the process will be initiated in September by way of a posting, but the hiring will not occur until after a new Board is selected. This ensures that the new Board is not bound by the decisions of an outgoing Board on something as critical as the GM.	
<p>Motion: 8:25</p> <p>To Adjourn the meeting: Preston Thirlwall</p>	