

McKenzie Towne Council
Tuesday, October 18, 2016
Board of Directors Meeting @ 6:00 p.m.
McKenzie Towne Hall
MEETING MINUTES

Attending: Rob Van Gastel, Laura St. Croix, Brian Henderson, Preston Thirlwall, Jessica Smith, Shawn MacDougall, Ute Davies, Jim Fitz-Morris, Malik Amery, Roger Doucet

Via Phone: Margaret MacPherson, Rick Leigh
Regrets None

Meeting Called to Order at 6:00

Margaret MacPherson acting as Chair

Meeting moved in Camera at 6:01

Open meeting began at 6:41

Amendments to the agenda: None

Motion: to approve the September 20 minutes as circulated.

Moved by Malik Amery and Seconded by Preston Thirlwall

Carried

Introduction and Attendance 6:42

Jackolynn Coughlin: Has served on many boards, and is a member from Prestwick

GM Report 6:48

1. Fee Collections – 206 went to Miller Thompson for collection, the work of the staff using the email and the phone/voice collection process worked very well. One suggestion that worked last year, which we didn't try this year was to put a sticker "Final Notice" on the last mailing to highlight the situation respecting collections.
2. Waiting to see what happens, usually sent to banks who add it to mortgage
3. Usually drop to 20-30 by November
4. Staffing – Programming and Rec Assistant – Marlee Kanigan has been hired for this position. Customer Service Rep – Adrienne Berger has been hired in a part time role. Adrienne is a resident of McKenzie Towne. Promotion – Candace McCarthy has been promoted to the position of Facilities Coordinator and takes over from Maureen Nordquist who has retired. Congratulations to everyone for joining the McKenzie Towne Council team
5. Staff and Directors Christmas Event – planning has begun with the date set for December 16 (6:00pm) at San Remo.
6. Facilities and Amenities – Sheldon met with the Ops Committee and their report is circulated by email as an attachment

7. Programming Cancellations and Registrations – Dan to provide an updated list to the Board
8. Card of Thanks from Dan to Board
9. Posting for GM due out soon, will include Sheldon if he is on vacation (Rob would ensure it is included)

1. Committee Reports 7:00

- a. Executive Committee
 - i. No report
- b. Finance
 - i. Miss mapping and Miss coding identified at audit which has delayed financial reports.
 - ii. Audit gave a clean and we have adjusted based on identified miss mapping and miss coding, looking at reissuing from June to present
- c. Policy
 - i. No report
- d. Ops
 - i. See report circulated via email, Fitz went over the report to the board

2. Community Association

- a. Stephanie Kusie to run in Jason Kenney's riding thus has resigned her position on community association
- b. Next meeting for CA cancelled
- c. Working on getting registration paperwork done
- d. Not much more to report
- e. New secretary and new treasurer in place

3. New Business

- a. Prestwick Common
 - i. 3 Tenders have been written
 - ii. Looking at changing fire planters from 4 large to three smaller ones
 - iii. City letter has asked for parking study but not transportation study, Rob to discuss further as the land in question is a city park
 - iv. City wants more fire hydrants
 - v. They want the building moved a bit
- b. City Sign study
 - i. Should not be for businesses
- c. No updates on Prestwick pond work being done
- d. New Member

Motion to add Jackolynn Coughlin as a director of the board of MTC
Moved by Rob Van Gastel seconded by Malik Amery
Carried

Next meeting dates October 26 AGM

Motion to adjourn

Moved by Laura St Croix