

PERSONNEL, FINANCE AND SOCIAL DEVELOPMENT COMMITTEE

Friday, February 23, 2007 at 12:00 noon
Council Chambers

Members Present: Councillor Paul Bailey (Chair)
Darren Ottaway, Chief Administrative Officer
Carolyn Ferraby, Chief Financial Officer
Kelly Smith, Director of FCSS
Lisa Brown, Executive Assistant

Regrets: Councillor Jackie Dube
Councillor Tony McCormick

1. CALL TO ORDER

Councillor Bailey called the meeting to order at 12:07 pm.

2. APPROVAL OF AGENDA

The agenda was approved as amended.

3. DEPARTMENTAL REPORTS, CORRESPONDENCE, AND/OR PRESENTATIONS

3.1 **FCSS Monthly Report for February 2007**

K. Smith, FCSS Director gave a verbal overview of her written report for the month of February. The following points were noted:

- Youth Coordinator
- Community Coordinator
- Early Intervention Program (Family Relief & Creative Kids Preschool)
- Positive Relationships Program
- Seniors & Youth Mentorship Program
- Subsidized Homemaker Program
- Community Outreach Program Enhancement (COPE) Board of Directors
- FCSS Office
- Parent Resource Link Centre
- Grief & Loss Support
- Training/Meetings

K. Smith added to the report that the ALIVE program has over eighteen participants, and will have to be divided into age groups. Phone books have been ordered to add to the Newcomers Packages. Have a replacement for Nancy Modeste's position. Jon from Wild Blue Yonder will be job shadowing with Nancy for the month of March. It was suggested that all Town employees take part in the Aboriginal Awareness training.

Applied for a STEP position to help Travis with programs for this summer.

D. Ottaway told the Committee that Councillor Dube is attending the Housing Task Force meeting in Hinton today. She will present the Grande Cache Housing Study to the group.

K. Smith presented the proposed 2007 Budget for FCSS. She also gave a copy of a letter from Jocelyne Hamel regarding the statistics for the Loss and Recovery Program.

4. NEW BUSINESS

4.1 Approval of Accounts

The accounts for the Town for the period ending February 22, 2007 were reviewed and the following items were noted:

Cheque No. 20070369	Lisa Brown	Purchase new desks for FCSS
Cheque No. 20070370	Kevin Gramm	Purchase new desks for Rec Centre
Cheque No. 20070523	Raymax Equipment	Purchase twelve garbage bins
Cheque No. 20070534	Star Choice	Television Package (Fitness Club)

RECOMMEND TO COUNCIL FOR APPROVAL

K. Smith requested that the Committee approve signing Cheque No. 20070511 today payable to N. Modeste. Committee agreed, and signed the cheque.

4.2 Financial Statement

C. Ferraby gave a verbal overview of 2006 Year End Financial Statement, with the following notes:

- Proceeds from land sales in Phase VI were never posted in the system, added revenue of approximately \$1.3 million
- Audit will be moved to May
- Additional revenue from Investment Interest

C. Ferraby told the Committee that with the land sale proceeds, the Town will have to pay approximately \$60,000 in GST. She explained that the land sales in Phase VI were lots for manufactured homes.

C. Ferraby gave a verbal overview of the January Financial Statement.

RECOMMEND TO COUNCIL FOR APPROVAL

4.3 Salary/Wage Grid Information

D. Ottaway explained the process of establishing the grid. Councillor Bailey asked what the employees think of the new grid. D. Ottaway said a Committee was formed with

managers and staff. They discussed the positions in each department and established the wage grid based on various factors. D. Ottaway recommended that the Committee ask to discuss this item with Council in camera at the Regular Meeting.

RECOMMEND TO COUNCIL FOR DISCUSSION “IN CAMERA”

4.4 Grande Cache Municipal Library, Proposed Budget for 2007

Councillor Bailey asked that the 2006 Budget be submitted for comparison.

RECOMMEND TO COUNCIL FOR DISCUSSION

4.5 Letter from Grand Taxi

D. Ottaway explained that the owner cancelled the contract with the Town to provide vouchers for Seniors through FCSS. K. Smith said she contacted the new taxi company and they will honor the vouchers until a new contract is drafted.

4.6 Letter from Evergreens Foundation

D. Ottaway said he is unable to attend the upcoming meeting. He said this is an information item for Council.

4.7 Letter from Yellowhead Region Educational Society

D. Ottaway explained that the Town has donated \$100 to the Student Award Program in the past, and recommended the same for this year.

RECOMMEND TO COUNCIL FOR APPROVAL

4.8 GAER, Shared Service Initiative

D. Ottaway told the Committee that he had a conference call with the CAO's involved with this agreement. He said that Grande Cache has not dealt with any appeals, but other municipalities, such as Yellowhead County, have had more than twenty.

Councillor Bailey asked if there are costs or savings for the Town to get involved in this project. D. Ottaway said that any costs encountered would be offset by appeal application fees. He added that a non-political member of the community would be appointed by Council, and costs for an honorarium and expenses may be incurred.

RECOMMEND TO COUNCIL FOR APPROVAL

5. OLD BUSINESS

None

6. **NEXT MEEETING**

The next meeting is scheduled for Friday, March 23, 2007 at 12 noon in Council Chambers.

7. **ADJOURNMENT**

The meeting was adjourned at 1:02 pm.