



Board Meeting
July 18, 2019 | 6:30 PM
Town Council Chambers

SIGNATURE COPY

Board Members Present

Don Anderberg, Brian McGillivray, Scott Korbett, Wayne Elliott, Christy Gustavison and
Ola Crook

PCCELC Staff Present

Stephanie Smith

M.D. of Pincher Creek No. 9

Brian Hammond

Town Staff Present

La Vonne Rideout, David Green and Dylan Bennett

1. Call to Order

Don called the meeting to order at 6:32 p.m.

Don welcomed Brian Hammond, Reeve for the M.D. of Pincher Creek, to the meeting.

2. Approval of Agenda

Motion | ELC-059 | Elliott

That the agenda be approved as amended, with the amendment being the addition of an in-camera session to discuss Items 4.b., 5.a.i – 5.a.iii and 5.d.

Carried

3. Approval of Minutes of June 18, 2019 Meeting

Motion | ELC-060 | Korbett

That the minutes of the June 18, 2019 meeting be approved as circulated.

Carried

- In September, we will see the addition of four families, totaling eight children that will be joining in the program in varying capacities (part-time or full-time). We are able to do so largely in part to St. Michael's operating two Kindergarten classes.
- We will be at MAX capacity in September (we do not anticipate any children terminating enrollment between September – December 2019).

La Vonne advised that the Board will become the new license holder for the Centre instead of Sunshine Kids Family Day Homes Ltd.

Motion | ELC-062 | Gustavison

That the Board accept the July 2019 Enrollment Report as presented.

Carried

b. Administrative Processes – Contract Renewal

Motion | ELC-063 | McGillivray

That the Board agree to move in-camera at 6:53 p.m. with the following present:

Don Anderberg, Brian McGillivray, Scott Korbett, Wayne Elliott, Christy Gustavison, Ola Crook, Stephanie Smith, Brian Hammond, La Vonne Rideout, David Green and Dylan Bennett.

Carried

Motion | ELC-064 | Elliott

That the Board agree to move out of in-camera at 7:28 p.m.

Carried

Motion | ELC-065 | Korbett

That the Board accept the contract between Sunshine Kids Family Day Homes Ltd. and the Pincher Creek Community Early Learning Centre Ltd. as amended, with an expiration date of October 31, 2019.

Carried

5. Business Arising

a. Facility Planning Update

- i. Building Committee Report**
- ii. Building Tenders / Recommendation**
- iii. Site Work Tenders / Recommendation**

Motion | ELC-066 | McGillivray

That the Board accept the Building Committee's report and present it to Council for final approval during the Regular Meeting of Council held on July 22, 2019.

Carried

Motion | ELC-068 | McGillivray

That the Board direct Administration to contact HSSD and request a rent abatement due to the non-fulfillment of the janitorial services clause contained in the lease agreement.

Carried

d. Request to GoA Children's Services with Final Cost Numbers

Don advised that the Board needs to compile an information package and move forward with the presentation. David advised that the framework is in place, and that the presentation can be performed once it's approved by the Board. Scott suggested that a meeting could be established after the August long weekend. It was advised that both the Town and M.D. Councils should provide representation at the meeting.

Motion | ELC-069 | Korbett

That the Board direct Administration to schedule a meeting with the Minister of Education and associated departments.

Carried

e. Timeline

Discussed during previous items.

7. Date for Next Meeting

Tuesday, August 27, 2019 at 6:30 p.m. in the Town Council Chambers

The August meeting date was re-scheduled due to a conflict with the Joint Council Meeting on August 15.

8. Adjournment

There being no further business, Brian McGillivray declared the meeting adjourned at 8:23 p.m.

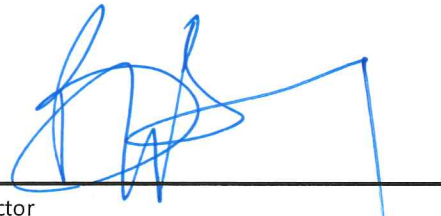
Read and approved this 27th of August, 2019

X



Director

X



Director

Pincher Creek Community Early Learning Centre

DRAFT

BALANCE SHEET

As of June 30, 2019

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1060 ATB Bank Account	-11,802.09
Total Cash and Cash Equivalent	\$ -11,802.09
Accounts Receivable (A/R)	
1202 Government Funding Receivable	12,297.04
1205 Child Care Fees Receivable	5,341.00
Total Accounts Receivable (A/R)	\$17,638.04
1400 Prepaid expenses	454.00
Total Current Assets	\$6,289.95
Non-current Assets	
Property, plant and equipment	
1820 Office Furniture	25,564.00
1830 Computer equipment	2,887.00
Total Property, plant and equipment	\$28,451.00
1825 Office furniture - Accumulated amortization	-2,130.00
1835 Computer equipment- accumulated amortization	-361.00
Total Non Current Assets	\$25,960.00
Total Assets	\$32,249.95
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2100 Accounts Payable	5,000.00
Total Accounts Payable (A/P)	\$5,000.00
2300 Deposits	8,750.00
2400 Payroll Liabilities	6,174.09
Total Current Liabilities	\$19,924.09
Total Liabilities	\$19,924.09
Equity	
3005 Share capital	100.00
Retained Earnings	29,409.86
Profit for the year	-17,184.00
Total Equity	\$12,325.86
Total Liabilities and Equity	\$32,249.95