

## **FINAL**

### **Strathcona, Christie, Aspen Community Association (SCA)**

#### **Board Meeting Minutes**

**March 15, 2017**

#### **Board Attendance:**

Maureen Smith, President  
Roy Kuhnlein, Vice President  
Simon Fletcher, Treasurer  
Karla Pollock, Secretary  
Shelley Bartole, Development/New Schools/Traffic  
Azad Chandler, Christie Park Liaison  
Kathy Underhill, Dementia Friendly Communities Liaison

#### **Also in Attendance:**

Shelley Lakatos, SCA Office Manager  
Ron Liepert, Calgary Signal Hill MP  
Eric Ostertag, SCA Office IT Technician (present at meeting until Item 6)  
James Runge, City of Calgary, Neighbourhood Partnership Coordinator (NPC)  
Rich Lam, Communications & Community Liaison to Councillor Richard Pootmans, Ward 6

#### **Item 1: Meeting Called to Order**

Maureen Smith called the meeting to order at 7:00pm.

#### **Item 2: Guest Visit - Ron Liepert, Calgary Signal Hill MP**

Mr. Liepert introduced himself to the Board. He endeavors to visit all community associations in his Calgary Signal Hill riding at least once per year to touch base and to thank us for our volunteer service. He spoke about Canada 150 events across the country. Maureen Smith made an inquiry that if SCA were to host a Town Hall Meeting, open to all residents in our community, would Mr. Liepert like to speak and he agreed that he would be interested in attending.

#### **Item 3: Additions to Agenda**

Maureen Smith briefly reviewed agenda for concurrence.

#### **Item 4: Approval of Past Minutes**

Motion made by Maureen Smith to accept the Meeting Minutes from February 8, 2017. Motion seconded by Kathy Underhill. Motion carried.

#### **Item 5: Introduction of New SCA Office IT Technician Staff - Eric Ostertag**

Roy Kuhnlein introduced our newly hired SCA Office IT Technician, Eric Ostertag. The Board thanked Eric for coming in and welcomed him to the SCA staff. Eric invited us to contact him for any email or technology support. After his introduction, Eric left the meeting and a discussion followed about his Contract Service Agreement being finalized and a request for an increase in his hourly pay rate.

Motion made by Maureen Smith to increase Eric Ostertag's current hourly rate from \$13.00 to \$15.00 per hour.  
Motion seconded by Shelley Bartole. Motion carried.

## **Item 6: Programs Review**

### Events / Programming:

Roy Kuhnlein updated that the Family Day Skate event was well attended by over 100 skaters.

Shelley Lakatos updated on two recent SCA events -

The Wine & Chocolate Tasting Event was a success with over 100 adult attendees.

The Family Spaghetti Dinner & Movie Night was well attended and many volunteers helped.

### Canada 150:

Shelley Lakatos updated on the The Canada 150 Celebration On The Hill planning committee.

Planning continues for the September 2, 2017 event. Approval granted to host an official Canadian Citizenship Ceremony for 50 citizens. There will be a cake and coffee reception following the Citizenship Ceremony. SCA Board member, Azad Chandler, volunteered to speak at the ceremony, sharing pride that he became a new Canadian citizen only 4 years ago. The planning committee anticipates between 5,000 to 10,000 attendees.

Shelley Lakatos updated on some details of the Canada 150 event:

An official flag-raising ceremony lead by local military cadet groups, a family activity area, a sports showcase, an entertainment stage with various multicultural performers throughout the day, breakfast and lunch served by the Calgary Stampede Caravan Committee, an indoor art exhibition, a Lego competition, six off-duty Calgary Police officers will be hired for security, a first aid company will be hired, Calgary Fire Department is bringing an interactive exhibit, an Open House Spotlight event will be held in the main hall, event attendees will be brought in via shuttle-buses from neighbouring parking lots and our SCA caretaker, Mukesh Kumar, is organizing logistics.

Shelley Lakatos invites many more volunteers to join the Canada 150 planning committee as several more organizers are needed.

Update on Canada 150 planning budget:

Heritage Canada awarded \$20,000

City of Calgary Council Ward 6 awarded \$4,000

Mike Ellis, Calgary West MLA pledged \$5,000

## **Item 4: President's Report – Maureen Smith**

### **Board Resignation of Director, Sanjeev Kad**

Sanjeev submitted a formal letter of resignation from the SCA CA Board of Directors, effective immediately.

### **Grant Application Review**

Alberta Community Initiatives Program (CIP) Application - SCA has received \$67,945 toward 50% of approved project costs (parking lot, main hall floor, basement washrooms, refrigerator, air conditioning, electronic sign). Total project costs \$135,890

City of Calgary Sport Facility Renewal Grant Application - declined.

Enmax Energizing Spaces Application - applied.

Energy Audit Grant Application - applied.

### **Grant Project Review**

Maureen Smith distributed and reviewed the current Grant Application Schedule and Grant Project Summary. Discussion of projects, approved project costs, total project costs and costs covered by grants.

City of Calgary Capital Conservation Grant (CCG)  
Alberta Community Initiatives Program (CIP)  
Alberta Community Facility Enhancement Program (CFEP)

Motion made by Maureen Smith to accept Grant Project Summary. Motion seconded by Roy Kuhnlein. Simon Fletcher abstained. Motion carried.

Parks Foundation Calgary Amateur Sport Grant - future application will be submitted October 2017.

### **Community Garden & Orchard Grants**

#### Co-op Community Spaces Grant

Motion made by Maureen Smith to apply for the Co-op Community Spaces Grant in order to expand our number of garden boxes and to install a decorative iron fence around them to protect from deer.

#### City of Calgary Community Orchards Grant

Motion made by Maureen Smith to apply for the City of Calgary Community Orchards Grant for 10 new fruit trees. Motion seconded by Roy Kuhnlein. Motion carried.

Motion made by Maureen Smith to dedicate two new garden boxes for the neighbouring Olympic Heights School for their students to use for planting. Motion seconded by Roy Kuhnlein. Motion carried.

### **Healthy Practices Working Group**

Maureen Smith will attend this Federation Program. She will report back at future meetings.

### **Community Associations President's Meeting**

Maureen Smith and Shelley Bartole attended a meeting for City of Calgary Ward 6 Community Associations. Shelley Bartole updated some of the meeting topics: West Ring Road planning, Springbank Hill structure plan development, Bow Trail expansion, secondary suites, West Springs gravel pit, street snow removal, bike pathway plans, closing of Lower Springbank Road and policy changes for screening volunteers who work with youth.

### **Introduction Request by Sanjeev Kad**

Previous SCA Board member, Sanjeev Kad, requested that the SCA write him a letter of introduction for other Ward 6 Community Associations. Maureen Smith tabled discussion. Board group consensus that this action would be a conflict of interest and could be seen as bias. The request will be declined.

### **Item 5: Committee and Directors Reports**

Rinks / Casinos - Roy Kuhnlein, Vice President

Roy Kuhnlein requests protective eyewear be provided for rink staff.

Roy Kuhnlein reports no date yet scheduled for Elbow River Casino involvement.

Financial Audit - Simon Fletcher, Treasurer

Simon Fletcher reports that he is waiting for the final 2016 Financial Audit. It is anticipated to be completed soon.

Development / New Schools / Traffic - Shelley Bartole

Ongoing discussion about traffic access with proposed new high school in Aspen Woods.

#### **Item 6: Board Governance Review**

Maureen Smith distributed our Compliance Checklist. She invited interested Board members to help establish a formal Advertising Policy for the SCA Gazette and program posters. Group consensus made to attempt to contact neighbouring community associations to request if we could review their current Advertising Policies for ideas.

#### **Item 7: City of Calgary Neighbourhood Partnership Coordinator (NPC) - James Runge**

James Runge distributed his monthly NPC Report for the Board's consideration.

##### NPC Requests:

Park N Play - The Park N Play / Stay N Play dates have been confirmed.

Breakout Youth Summer Program

August 21-25, 2017, 1:00-4:00pm

SCA has been awarded a Breakout Youth summer program. This program is targeted towards youth ages 12-17.

James Runge tabled specific SCA Action Items: (1) Would SCA be willing to provide building access? (2) Would SCA support the following kinds of programs (sports, leadership, art, cooking, etc..)?

Motion made by Maureen Smith to approve building access for program attendees and to support appropriate program activity for the Breakout Youth Summer Program to be held at SCA hall. Motion seconded by Roy Kuhnlein. Motion carried.

City of Calgary Capital Conservation Grant Application (CCG) - The CCG reimbursement request has been received and submitted to finance. A reimbursement cheque will be issued to the CA within 4-6 weeks

##### NPC Supported Items:

Communities Choosewell

The Calgary Joint Graffiti Investigative Team (JGIT)

Celebrate Canada 150 in Calgary

##### Grant Opportunities:

Enmax Energizing Spaces

Alberta Community Initiatives Program (CIP)

Alberta Community Facility Enhancement Program (CFIP)

##### Training Opportunities:

Various ongoing Federation Workshops

#### **Item 8: Communications & Community Liaison to Councillor Richard Pootmans, Ward 6 - Rich Lam**

Rich Lam announced an upcoming Councillor Chat on April 8, 2017 from 9-12pm at the SCA Community Association Hall. He also announced a Ward 6 Open House on May 3, 2017 from 5-8pm at Glendale Community Association, where representatives from Calgary Police Services, Calgary Fire Department, Calgary Neighbourhoods, City of Calgary Waste and Recycling Management, City of Calgary Water Management, etc.. will be in attendance.

**Item 9: Dementia Friendly Communities Event - Kathy Underhill**

Kathy Underhill updated on the recent Dementia Friendly Communities event hosted by the SCA and the Brenda Strafford Foundation. This education campaign was very well attended and involved a panel of three speakers - a Dementia caregiver, a Brenda Strafford Foundation staff and a representative from the Calgary Seniors Resource Society. The panel held a Q&A with attendees. There were 12 booths of local community resource groups set up around the room. The goal is to form task groups and committees to reach out to local businesses, devise education materials and to mobilize resources. A consensus was made to allow Dementia Friendly Communities to post occasional articles in the Gazette, as space allows.

**Item 10: Meeting Called to Close**

Motion made by Maureen Smith to adjourn the meeting at 9:36pm. Motion seconded by Azad Chandler. Motion carried.

**~ Next Board Meeting - April 12, 2017 at 7:00pm, SCA Community Association Board Room.**