

**DRAFT**

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

**ANNUAL GENERAL MEETING MINUTES**

**September 23, 2020**

**Board Attendance:**

Maureen Smith, President  
Kathy Underhill, Vice President  
Karla Pollock, Secretary  
Dave Bryan, Treasurer  
Marlene Bainborough, Programs and Events  
Shelley Bartole, Development, New Schools and Traffic  
Carrie Ferguson, Development, New Schools and Traffic  
Mark Lukwinski, Development, Ring Road and Bow Trail Expansion  
Adam Schwartz, Development

**Also in Attendance:**

Jeff Davison, Councillor Ward 6  
Meagan Ladouceur, Constituent Liaison, Councillor's Office Ward 6  
Filip Majcherkiewicz, Calgary Transit  
Charles Rushton, Calgary Transit

Sign-in sheet of all attendees

**1. MEETING CALLED TO ORDER**

Current Strathcona, Christie, Aspen Community Association President, Maureen Smith, called the Meeting to order at 7:00pm. Maureen introduced herself, welcomed all attendees and then introduced the Board of Directors, staff and special guests. She announced that she would be acting as Chairperson for the Annual General Meeting and advised that the Meeting Agenda was distributed to all attendees as they arrived.

**2. CALLING OF THE ROLL AND CERTIFYING PROXIES**

Chair Maureen Smith declared that the Meeting was duly constituted for the transaction of business pursuant to Section 5.06 of the Association Bylaws that provides that a quorum for the transaction of business at any General Meeting of the Association consists of not less than fifteen (15) members present. Maureen advised that the Strathcona, Christie, Aspen Community Association Secretary would keep record of the Minutes of this Meeting and that these Minutes would be published on the [www.scacalgary.ca](http://www.scacalgary.ca) website.

### **3. NOTICE OF ANNUAL GENERAL MEETING**

Chair Maureen Smith confirmed that in accordance with Section 5.04 of the Bylaws of the Association, proper notice of the Strathcona, Christie, Aspen Community Association Annual General Meeting was given in the August and September editions of the community printed newsletter, The Gazette, and by email newsletter.

### **4. SPECIAL GUEST - Councillor Ward 6, Jeff Davison**

Councillor Davison introduced himself to attendees and answered questions. He is hosting a Transit On Demand Virtual Town Hall on September 29 at 7:00pm. He and Calgary Transit staff will address any questions or concerns from residents. Councillor Davison also extended an invitation to Transit On Demand Pop-up Information Sessions at 69 Street Station on September 29, October 1 and October 7 during afternoon peak hours.

### **5. SPECIAL GUESTS - Calgary Transit, Filip Majcherkiewicz and Charles Rushton**

Charles Ruston and Filip Majcherkiewicz from Calgary Transit introduced themselves to attendees and offered information on the incoming On Demand bus service being introduced in Christie Park and in parts of Aspen and Strathcona. They explained that the existing bus/shuttle routes will be removed and replaced by an on demand service, which will allow customers to book travel as needed and to be picked up and dropped off at any of the existing stops in the community and other major locations (e.g. Westhills, 69 Street Station, grocery stores, large commercial areas).

The On Demand bus service will begin on October 13, 2020. The cost of ridership will remain the same and the hours of service will be 6am-12midnight.

### **6. SPECIAL GUEST - Strathcona Park Community Entrance Maintenance & Revitalization, Marlene Fritzier**

Marlene Fritzier introduced herself to attendees and explained how her committee of gardening volunteers work together to maintain the entrance features and plant beds of the Strathcona community. She recognized local businesses for their support and she welcomes new volunteers, donations of plants, supplies, mulch, water services and financial support.

### **7. APPROVAL OF PAST MINUTES**

Chair Maureen Smith advised that the Minutes of the last Annual General Meeting held on May 8, 2019 were distributed to all attendees as they arrived. Maureen inquired to any errors or omissions noted in these Minutes. There was no response from attendees. Maureen Smith requested a Motion from the floor to accept the Meeting Minutes from May 8, 2019.

**Motion** made by Marlene Bainborough to approve the Minutes of the 2019 Annual General Meeting as presented. **Seconded** by Shelley Bartole. All in favour. **Motion carried.**

## 8. FINANCIAL REPORT

Chair Maureen Smith advised that the Audited Financial Statements for the fiscal year, ending December 31, 2019, are available to attendees on the SCA website or can be emailed upon request.

The Financial Report was presented at this Meeting by Dave Bryan. He shared about recent financial challenges that the SCA CA is facing due to the Covid 19 pandemic, including a significant decrease in revenue from facility rentals. The Board and Staff remain cautious with budgetary planning and spending. Thankfully the SCA was awarded financial assistance from the City of Calgary Covid Relief Fund to help with expenses such as utilities and insurance. Dave gave a brief overview of the 2019 Financial Statements and answered questions from attendees.

## 9. APPROVAL OF THE AUDITED FINANCIAL STATEMENTS

Chair Maureen Smith requested a Motion from the floor to approve the Audited Financial Statements for the fiscal year, ending December 31, 2019, as presented.

**Motion** made by Richard Bloemhof to approve the Audited Financial Statements for the fiscal year ending December 31, 2019, as presented **Seconded** by Adam Schwartz. All in favour. **Motion carried.**

## 10. APPOINTMENT OF THE AUDITOR

Chair Maureen Smith explained that in accordance with Section 8.01 of the Bylaws of the Association, the members may appoint the Auditor of the Association and fix the remuneration of the Auditors or such matters may be deferred to an alternate Meeting of the Directors. Maureen proposed that the Federation of Calgary Communities be retained and appointed as Auditor for the 2020 fiscal year Financial Report.

Chair Maureen Smith requested a Motion from the floor to retain and appoint Federation of Calgary Communities as Association Auditor for 2020 fiscal year.

**Motion** made by Dave Bryan to retain and appoint Federation of Calgary Communities as Association Auditor for the 2020 fiscal year. **Seconded** by Marlene Bainborough. All in favour. **Motion carried.**

## 11. PRESIDENT'S REPORT

Chair Maureen Smith provided an overview of 2019.

### SCA Office and Facility Staff Appreciation:

Maureen offered special appreciation to the following SCA Office and Facility Staff for their ongoing commitment to the SCA Community Association:

Cathy Duke, Communications Manager  
Mukesh Kumar, Caretaker Services  
Shelley Lakatos, SCA Office Manager  
Trevor Lakatos, SCA Building Manager  
Barb McNeil, Office & Event Support  
Eric Ostertag, IT Support  
Michael Smith, Webmaster  
Lorna Stasiuk, Office & Event Support

~ Immense gratitude to all SCA Staff, Board Members and volunteers for their participation!

#### SCA Community Support:

Maureen expressed sincere gratitude to the following individuals for their valuable contribution to the SCA Community Association:

Evette Berry, Little Free Library  
Katherine Casey, Community Safety  
Marlene Fritzler, Strathcona Park Beautification  
Joanne McKenzie Hicks, Community Safety  
Robin Schaefer, Community Safety  
Constable Suzanne Sheppard, City of Calgary Community Resource Officer  
Judy Wong, Pro Bono Legal Support

#### SCA Sponsored Events and Programs:

Maureen reported that the SCA was proud to sponsor many memberships drives, programs and special events during the year.

#### SCA Lease Agreement with City of Calgary and Capital Grant Projects:

Maureen shared that the SCA building and lands are owned by the City and leased to the Community Association who is trusted with their stewardship and upkeep. Revenue generated by operations is crucial and supports the day-to-day cost of running the building. There are also immense capital cost projects that a building of this large size requires on an annual basis. Maureen assured that a continual review is done for future facility renovation needs and prioritizing capital grant projects. The tennis court renovations, including pickleball lines, are postponed for spring 2021.

A show of gratitude to the City of Calgary for important financial support from the Covid Relief Fund that is assisting our current loss of revenue.

### Community Gardens and Community Orchard:

Maureen reported that the Community Garden and Community Orchard celebrated 7 years and continued to be a huge success with school groups and volunteers.

### SCA Facility Recycling Program:

Maureen shared that the SCA is proud to have established a comprehensive Recycling Program that significantly reduces landfill garbage.

### SCA Website and Newsletters:

Maureen reported that great improvements have been made by SCA office staff to the website making it more informative, easier to navigate and increasing rental traffic. A newsletter is periodically emailed to all members and our published Canada Post newsletter, The Gazette, is delivered across the three communities and welcomes local contributions and advertisers. Advertisers are welcome to support our programming and events!

## **12. REPORTS OF DIRECTORS**

### **Casino Fundraiser - Karla Pollock**

Karla Pollock reported that due to the Covid 19 pandemic, there could possibly be an approximate 6 month delay in the SCA being able to host a casino fundraising event.

### **Development, Traffic and Schools - Shelley Bartole and Carrie Ferguson**

Shelley Bartole and Carrie Ferguson reported that there have been no new material development applications over the past year and recent applications are primarily requests for home businesses.

### **Development, Ring Road and Bow Trail Expansion - Mark Lukwinski**

Mark Lukwinski reported that the anticipated completion date for the Southwest section of the Ring Road is Fall 2021 and the West section of the Ring Road has been postponed to 2024.

### **Development - Adam Schwartz**

Adam Schwartz reported ongoing participation in Federation of Calgary Communities virtual workshops, urban planning education and organization learning opportunities.

### 13. ELECTION OF DIRECTORS

The following Directors are returning for a two-year term:

Maureen Smith, President  
Kathy Underhill, Vice President  
Karla Pollock, Secretary  
Dave Bryan, Treasurer  
Shelley Bartole, Development, Traffic and Schools  
Carrie Ferguson, Development, Traffic and Schools

Marlene Bainborough and Adam Schwartz joined the Board mid-year and are standing for election for a two year term.

The following Directors are retiring from the Strathcona, Christie, Aspen Community Association Board: Mark Lukwinski, James Inglis

Chair Maureen Smith invited Director Nominations from the floor. There was no response from attendees. Maureen requested a Motion from the floor to close Director Nominations.

**Motion** made by Richard Bloemhof to close Director Nominations. **Seconded** by Maureen Smith. All in favour. **Motion carried.**

Chair Maureen Smith requested a Motion from the floor that those Nominated be duly elected by acclamation as Directors of the Association for the next year.

**Motion** made by Shelley Bartole that those Nominated be duly elected by acclamation as Directors of the Association for the next year. **Seconded** by Dave Bryan. **Motion carried.**

### 14. ADJOURNMENT

Chair Maureen Smith expressed appreciation for those in attendance and requested a Motion from the floor for Meeting adjournment at 8:14pm.

**Motion** made by Adam Schwartz to Adjourn the Annual General Meeting. **Seconded** by Carrie Ferguson. All in favour. **Motion carried.**