

**FINAL**  
**Strathcona, Christie, Aspen Community Association (SCA)**  
**Board Meeting Minutes**  
**November 18, 2020**

**Online 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  
Adam Schwartz, Development

**Also in Attendance:**

Meagan Ladouceur, Constituent Liaison, Councillor's Office Ward 6  
James Runge, City of Calgary, Neighbourhood Partnership Coordinator (NPC)

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

Maureen called the meeting to order at 7:04pm.

**Item 2: Additions to Agenda**

The Board briefly reviewed the agenda for concurrence.

**Item 3: Approval of Past Minutes**

Board members made edit recommendations to the October 21, 2020 Meeting Minutes. They will be redistributed once edits are complete therefore approval is postponed for a future meeting.

**Item 4: President's Report - Maureen Smith**

**Tennis Court Renovations Capital Conservation Grant (CCG) Reapplication:**

Maureen shared that a recent application for an extension of an awarded City of Calgary Capital Conservation Grant (CCG) to be used for the postponed tennis court renovations, now planned for the spring of 2021, was denied. An

appeal submitted to the grant committee to reconsider their decision was unsuccessful. James Runge, City of Calgary Neighbourhood Partnership Coordinator, told the SCA that the City of Calgary Capital Conservation Grant (CCG) for the tennis courts will be approved.

Maureen requested a Motion from the Board to reapply for the City of Calgary Capital Conservation Grant (CCG) for tennis court renovations. Motion made by Kathy Underhill. Seconded by Shelley Bartole. Motion carried.

#### City of Calgary Covid Relief Fund:

The City of Calgary Covid Relief Fund committee has reviewed the SCA submission for Q3 reassessment. The decision has been made for the SCA to receive additional funding for Q3 based on the submitted cash flow projection. The approved amount includes an overpayment for Q2 which will be reduced from the approved relief funds. Applications will soon be open for further support.

#### Fire Inspection Deficiencies:

The SCA has received a list of Fire Alarm, Emergency Light and Kitchen Suppression Deficiencies from the Annual Inspection on November 2, 2020. Maureen will request quotations from three companies.

Maureen requested a Motion from the Board to include the Fire Inspection deficiencies in the City of Calgary Capital Conservation Grant (CCG) application. Motion made by Dave Bryan. Seconded by Marlene Bainborough. Motion carried.

#### Insurance Renewal:

Maureen invited Board discussion on payment options for the upcoming 2021 Insurance Policy renewal. After thorough discussion, it was agreed to pay in monthly instalments to assist with our current loss of income.

Maureen requested a Motion from the Board for the Insurance Policy renewal to be paid in monthly instalments. Motion made by Dave Bryan. Seconded by Kathy Underhill. Motion carried.

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

#### **Vice President's Report – Kathy Underhill**

Kathy commented on an email distributed to all Board members prior to the meeting from James Runge, City of Calgary, Neighbourhood Partnership Coordinator. His email states that the SCA received an Elevated Risk Financial Rating from The City of Calgary based on the 2019 year-end audited financial statements. A formal report from The City is expected soon. Detailed examination of the report's data and discussion to be held at a future meeting.

#### **Treasurer's Report - Dave Bryan**

The Treasurer's Report will be postponed for a future meeting.

#### Federation of Calgary Communities - Insurance with Toole Peet Workshop:

Dave offered to attend a Federation of Calgary Communities online Insurance Workshop on November 24. Toole Peet representatives will answer questions and discuss changes in the insurance market, product coverage, and risks that community associations should think about when renewing insurance. Maureen thanked Dave for representing the SCA at this workshop and put forward the possibility of consolidating all Calgary community association's insurance policies and wondering if that would decrease premiums. Dave will garner information and report back to the Board at a future meeting.

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

Shelley attended a Ward 6 President's Meeting sponsored by City Councillor, Jeff Davis. Ward 6 staff and representatives from Calgary 311 were in attendance. Topics included Calgary 311 Service Request communication, the proposed lowering of the residential speed limit, a request for more community skating rinks, pathway connectivity once ring roads are complete and sidewalk snow removal around community association halls.

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

Carrie shared anonymous written correspondence that she received from a member of the public. She is unable to follow up with the individual on their development concerns as they did not provide contact information.

#### **Programs & Events - Marlene Bainborough**

##### Online Programs Available:

Marlene is in ongoing discussion with Shelley Lakatos, SCA Office Manager, about current SCA Programs and Events. She updated that Seniors Chair Yoga and Tai Chi are now available online for participants. Marlene acknowledged that the Covid 19 Pandemic continues to challenge short-term and long-term plans.

##### Office Staff Abuse:

In light of reports of SCA Office Staff being subjected to verbal/email abuse from the public, Marlene recommends that a future President's Report in the Gazette Newsletter mention that the SCA operates under a Respectful Workplace Policy.

#### **Development - Adam Schwartz**

##### Federation of Calgary Communities - Exploring Communities: Community Collabs:

Adam introduced an interesting opportunity for the SCA. The Federation of Calgary Communities is partnering with the Urban Studies class from the University of Calgary to offer a community program called Exploring Communities: Community Collabs. Exploring Communities focuses on implementing placemaking projects through engaging the Board of Directors of community-based organizations and identifying assets unique to each community. To qualify, an SCA representative will be required to attend a virtual Exploring Communities 1 hour Info Session in January 2021 about the program and its requirements. If accepted to participate in the program, SCA Board members will attend a virtual Pitch Night (2 hour event - date TBD in April). The SCA Board will then allocate 30 minutes to meet with the

students in February and March, committing to implementing the project as funded on a reimbursement basis before August 31, 2021. The SCA will be asked to provide feedback within 30 days of the project/event completion.

Adam will update the SCA about this opportunity further at the next Board meeting.

#### **Item 6: City of Calgary Neighbourhood Partnership Coordinator (NPC) - James Runge**

James Runge reviewed his monthly NPC Report for the Board's consideration:

##### NPC Requests:

- SCA Board members are invited to complete the annual External Partnership Survey. The Survey is conducted each fall with the goal of assessing the level of support that groups are receiving from The City through Neighbourhood Partnership Coordinators (NPC).
- Covid 19 Physical Distance signage will soon be available for the SCA outdoor rink (similar to City playground signage).

##### Elevated Risk Financial Rating:

The SCA has received an Elevated Risk Financial Rating from The City of Calgary based on the 2019 year-end audited financial statements. A formal letter with explanation and analysis of this rating will be forwarded to the SCA in coming days.

#### **Item 7: Councillor's Office Ward 6 Report - Meagan Ladouceur, Constituent Liaison**

Meagan spoke on the following information:

- An inquiry will be made to determine if funds available from the Councillor's Community Events Fund can be diverted to other community initiatives at this time due to Covid 19 event restrictions (ie: new hockey nets).
- City Pathways, Bikeways, Walkways Snow Removal Map -- <https://maps.calgary.ca/PathwaysandBikeways/>

#### **Item 8: Next Meeting**

Board discussion and agreement for the next Board meeting to be on December 16, 2020 at 7:00pm. This will once again be an Online meeting.

#### **Item 9: Online Meeting Called to Close**

Maureen requested a Motion from the Board to adjourn the meeting at 8:40pm. Motion made by Dave Bryan. Seconded by Shelley Bartole. Motion carried.