

West Hillhurst Community Association – Meeting Minutes

Attendees: Craig MacLellan, David Quaintance, Dion Lobreau, Bryan Polak, Ehren Goodall, Brent Alexander, Melissa Buirchell, Christine Fraser

Regrets: Gerard VanGinkel, Richard Raap, Jordan Stuart, Kail Ross, Jan Cerny, Jasna Hendricks, Kerry Baird

Guests: Brenda (City of Calgary), Tyson Bankert (Building Safe Communities), James Dore (Calgary Police), Brant McDermott (NCHL)

Board of Directors Meeting Agenda Monday Jan. 9, 2017

1. **Confirmation of Quorum** – Quorum not reached. Minutes recorded but motions not able to be passed.
2. **Call to Order, Approve Meeting Agenda & Minutes**
Approval to be conducted at next meeting. Require quorum.
3. **Acceptance into minutes of Email Motions passed subsequent to last meeting.** *Nil*
4. **External Reports**
 - a. Introduction – Cst. James Dore – new Community Resource Officer.
 - New Constable to the community as the CRO. Continues to carry on the same duties but a different way; more operational i.e. will personally be in the allies and on the streets in the neighborhood. Working to put together resources to support him. More officers that do surveillance are required and these are tough resources to find. They are resource constrained.
 - Go forward he will try to make it to meetings. Has about 10 or 12 communities. If there are problems we can contact him for help. Email is best.
 - For crime stats check the websites. Most accurate.
 - Break and enters are ongoing but otherwise the area has been pretty good. Most activity around garages and ceiling bikes. Buildings under construction are also getting hit.
 - b. NPC (Brenda Annala) (**Appendix A,B**)
 - Board Orientation power point presentation provided. Everyone should review and go through it at the next meeting. Questions in the interim, contact Brenda.
 - Note: other Community meeting at 7:30 so go-forward Brenda will need to leave shortly after the start of the meeting.
 - c. Building Safe Communities Initiative – Tyson Bankert of the Federation of Calgary Communities

- Non-profit that supports the communities across Calgary; work with the City, Urban Planning, provide Auditing Services.
- Under Building Safe Communities initiative, two or three workshops will be held for WHCA. The purpose will be to gather information on concerns, and to create action plans for addressing the issues raised and pulling on resources available. Seeing the action plans through is a part of Tyson's role.
- Note: it would be good to have the Constable involved in some way.
- Tyson would like to work with the WHCA Marketing Advisor to promote the Building Safe Communities workshops.
- Would expect about 12-15 people to attend the session based on past experience.
- 23 communities have participated in this process so far.
- Members only page is available for more info, password is Community.
- **Action:** Craig to follow-up with Tyson to continue this process and work to schedule the sessions.
- Other information: FCC is holding a fundraiser Cork Connection on February 11 for anyone that would like to attend. Open House at new building this Thursday, January 12 as well.

(Appendix C) d. Summit Kids Presentation / NCHL

Summit Kids cancelled and NCHL came in in their absence.

Brant McDermott, NCHL

- Brant owns NCHL with four partners. Found a void in adult hockey and put a league together. Goal to make rec hockey fun and safe.
- NCHL went from 6 teams in 2004 to 192 teams in Calgary. In 23 different arenas in Calgary.
- Created systems so the team could use for registration. Make things easier for GMs by supporting them with this software.
- Building partnerships with people that have ice is a priority.
- Put a grant proposal in for Ogden and got approval for new dressing rooms. An example of how they supported a community.
- Trying to find communities that will provide them ice times back to back to help them improve the experience for referees. They are known for having the worst ice times in the league.
- Worked to get the Bar up and running, register for summer hockey, and have their offices at WHCA.

5. Internal Reports

- a. President's Report (Craig MacLellan)
- b. General Managers Report (Bryan Polak) **(Appendix D)**
 - a. Utilization Summary
 - b. Social Media Report
 - c. GM Report

- Home maintenance update. Additional information received from Quentin. Option to create a coalition of Communities to support this initiative or work individually as Communities. Will be seeking a Volunteer to work with him on this.
Action: Bryan to keep Craig updated as more information is provided.
- Computer Grant
Action: Dion and Ehren to get Bryan in contact with contacts that could do computer set up.
- c. Treasurer's Report (Jan Cerny) – *Not in attendance. Nothing pressing at this time.*
- a. Preferred timing on AGM
 - d. Planning (Gerard Van Ginkel) – *Not in attendance.*
 - a. Update on planning assistance
 - b. Gerard moving to HH, and stepping aside from PC.
- Craig and Bryan have received information on the possible employee to hire to support planning. Believe the assistance will be worthwhile for the Board. Need to define how much time we need. How is this funded is to be determined.
Action: Craig and Bryan to continue to explore and bring back information to the Board for decision.
- e. Capital Projects (Richard Raap/Melissa) (**Report to follow**)
 - a. Update on Arena project and scope/funding and completion timing
 - b. CCG liaison and add'l scope requests
- Meeting held last Friday with the City and CCG. Met with Jim Sulpher (Manager of Capital Development) and Facility Coordinator CCG, Dan Anderson. Dan will be stepping in to facilitate where the CCG grant money goes and any other projects we will be doing this year. He will work to determine what can be done (additional) within the arena project (i.e. try to find synergies where they can).
- Brenda will also work with Kelly (also of CCG).
- Melissa provided the City / Project team a list of potential projects for this coming year. Some is from the 2012 lifecycle report, some are needs and some are wants. These were presented at the meeting and they are under consideration.
- Other projects include: Fire alarm project is one that is under consideration. Doors. Barrier-free washroom. Front entrance vestibule. Other two projects – are more for sustainability of the building. See attachment.
- Completion date of the project is April 7. This is what was provided by the City but is not confirmed by the contractor.
- We received the \$500k grant but the City wants this money to be put towards the current project. Any money that is saved (e.g. the grant money Bryan

received) from the \$3.84million (total Arena project budget) will go back to the City and won't be added to the arena project.

Action: Melissa will keep Board updated on decision to add additional projects and overlap with Arena scope, if any. Expected timeline is about two weeks.

- City is considering for Canada 150 dividing up money for CAs as a gift from the City. A couple of ideas including a mural for WHCA were discussed. Capital Projects is exploring this further.

Action: Brenda would like us to keep her in the loop as we come up with ideas.

- Melissa to engage SAIT students to come and measure the building and put it into CAD.

Transportation (Kerry Baird) – not in attendance. *Nothing to report.*

Community Engagement (Craig MacLellan) – seeking someone to step into the role. Work with Bryan's group and keep the events going. Role and engagement should be more than event planning. Consider engaging schools, community groups. Higher level look at engagement and incorporating more components/groups in the community.

HR (Dion Lobreau) – *nothing to report.* Annual reviews are end of June.

Governance (Dion Lobreau) – *nothing to report.*

Community Safety (Craig MacLellan) – see update from FCC.

Next Meeting Dates:

Monday Jan. 9th, 2017, 7:30pm Upper Studio A Monday Feb. 13th, 2017, 7:30pm Upper Studio A Monday Mar.13th, 2017, 7:30pm Upper Studio A Monday Apr. 10th, 2017, 7:30pm Upper Studio A Monday May 8th, 2017, 7:30pm Upper Studio A Monday Jun. 12th, 2017, 7:30pm Upper Studio A Monday Sept. 11th, 2017, 7:30pm Upper Studio A Tuesday Oct. 10th, 2017, 7:30pm Upper Studio A Monday Nov. 13th, 2017, 7:30pm Upper Studio A Monday Dec. 11th , AGM tentative

Community Sports (Richard Raap)

- Richard to provide update at Feb. meeting
- Update from Bryan: trying to get some funding from Communities that participate (for the past four years) to support the administration of this at WHCA. Previous years WHCA has been organizing on behalf of the Communities for free.

Community Garden's Report - *nothing to report*

Old Business

New Business

- a. Canada 150, City gift ~\$10,000 – See Capital Projects update.
- b. Board term appointments (**Appendix E**) – defer to next meeting given lack of attendance.
- c. Other Attachments- Warbler Submission Dates 2017 (**Appendix F**) – please adhere to the dates. No rules on word count but keep to 250 words, less than 500 is a general rule.

In Camera Session Review of Action Items for Next Meeting Adjournment