

**West Hillhurst Community Association Board of Directors  
January 9, 2023 7pm Meeting Minutes**

**Directors Present:** Cher Jacobs - President, Christine Brown - Treasurer, Dylan Richards (via Zoom), Dave Best, Leigha Pidde (via Zoom), Marc Coyte - Secretary (via Zoom), Lawrence Brault, Julie Impey (via Zoom), Peter Stunden

**Directors Absent:** James Heater, Jan Cerny - Vice-President, Patrick Craddock - Past President

**Attending by Invitation:** Bryan Polak (General Manager), Brenda Annala - City of Calgary (via Zoom), Karen Dahl - Planning Committee (via Zoom), Janice Paskey - Transportation Committee (via Zoom)

1. Call to Order: quorum achieved
2. Motion to approve December 2022 meeting minutes:
  - a. moved by Peter Stunden,
  - b. seconded by Christine Brown
  - c. approved unanimously
3. City of Calgary report tabled by Brenda Annala - City of Calgary:
  - a. Brenda Annala to report back to Brian on status of CCGS funding application sent to City of Calgary in December for project to replace 2 arena compressors
4. Motion to revise Green Committee Terms of Reference (appended below)
  - a. moved by Cher Jacobs
  - b. seconded by Dave Best
  - c. approved unanimously
5. Christine Brown committed to work with Jan Cerny to schedule 2 Human Resources (HR) Committee meetings in 2023 as per HR Committee Terms of Reference.
  - a. 2 meeting dates will be tabled at February WHCA BoD meeting
6. General Manager Report tabled by Bryan Pollack
  - a. agreed financial summary will reflect fully allocated arena costs starting in February
  - b. agreed to circulate 2023 budget for lounge reopening approved by BoD in Sept 2022
  - c. Amanda to start compiling Casino volunteer list in February
  - d. Bryan Pollack & Lawrence Brault to confirm a process is in place to ensure fire regulations are met for lounge kitchen
  - e. Bryan Pollack agreed to report back to BoD on results of kitchen wares/equipment repurchase negotiations with Non Contact Hockey League in February
  - f. Bryan Pollack to communicate to BoD location of nearest fire hydrant to WHCA building
  - g. Bryan Pollack reported securing \$50,000 grant for resurfacing of tennis courts (expiring in 2024) and pending response regarding a further \$40,000 (Doc Seamans) grant in coming weeks, he agreed to:
    - i. schedule the tennis court resurfacing work for this spring on condition that this does not require a deposit,

- ii. inquire about possibility/pros cons of work needed to use tennis courts as base for outdoor skating rink in future,
  - iii. review next steps of the tennis court resurfacing at the February BoD meeting
- 7. Planning Committee Report verbally tabled by Karen Dahl
  - a. Noted decreased community engagement on Planning matters over past 2 years
- 8. Transportation Committee Report tabled by Janice Paskey
  - a. Cher Jacobs to investigate paid positions to work on WHCA transportation and planning issues with Janice Paskey and Karen Dahl
- 9. 2023 Community Events discussion
  - a. Bryan Pollack indicated that paid staff were handling most community events listed on calendar circulated to BoD in January meeting agenda
  - b. Peter Stunden volunteered to lead role for 3 largest community events in 2023 (Winter Carnival in February [Christine Brown to help], WHCA 75 Anniversary Celebration in June and, lounge reopening event in September-October
- 10. Termination of Meeting

Terms of Reference  
WHCA GREEN COMMITTEE  
Date: January 2023

Vision/Purpose:

The Green Initiatives Committee will promote environmentally sustainable projects, events and education at the West Hillhurst Community Centre and in the community of West Hillhurst.

Mandate:

1. To create opportunities for neighbours to connect, and participate in events that promote sustainability and environmental stewardship in West Hillhurst.
2. To help the WHCA facility and citizens reduce their carbon footprint.
3. Provide opportunities for West Hillhurst neighbours to learn more about environmental issues.
4. Provide support where needed to WHCA staff with community gardens.

Vision/Purpose:

The building and management of sustainable community gardens to create a focus for neighbourhood engagement and environmental education while beautifying the grounds of the WHCA facilities.

Mandate: 1. To create opportunities for the people of our community to have a communal place to garden, 2. To have a beautiful place to congregate and connect with nature, contributing to the well-being of the community and its residents. 3. To encourage gardening for the enhancement of our environment and quality of life. 4. Create opportunities to learn/teach, bringing young and old together

Membership

Membership in the committee is open to all WHCA members, both General and Associate. A chair will be selected by the Green Committee members to represent the Committee and the Chair shall report to the WHCA board of directors on a regular basis.

Funding

Funds for the Green Committee will be provided by the general funds of the WHCA. The Committee shall provide an annual budget each spring to WHCA General Manager for review, after which it will be presented to the WHCA board of directors for approval. Note that approval from the City of Calgary (CNS or Parks groups) may also be required for some projects. The

Committee may separately solicit donations of goods, services and/or cash amounts; however, all must be reported through the WHCA accounting and records system.

**Meeting Frequency**

As needed to meet the objectives. Meeting dates are to be publicised through the website and newsletter, where possible.