

**ST. ANDREWS HEIGHTS COMMUNITY ASSOCIATION**  
**2504 13 Ave. N.W., Calgary, AB. T2N 1L8**

- 1. Board Meeting Minutes May 30 2016**
- 2. Meeting held at the SAHCA Hall**

Present: Jacques Gendron, Lea Meadows, Michael Fuchs, Liz Murray, Ken Zdunich, Kevin Noakes, Julia Stadnyk, David Cory Brenda Annala

**Meeting called to order** 1905. Quorum achieved.

NOTE: Quorum consists of four elected members of the Board.

2016 April minutes were approved.

ACTION:

Lea Meadows to share link with Gwen Schaeffer, Webmaster to publish the last meeting's minutes on SAH Website.

Lea to share the link with Ken Zdunich for the auditor's purposes.

## **Annual General Meeting Preparations**

All

It was agreed that the presentations will be focussed on a) highlights of the year and, b) what are the key expectations for the next 12-24 months. If more detail is required it can be in the form of a report to be attached to the AGM minutes, but is not part of the verbal presentation. It is expected that, apart from the VP Non-residential and Treasurer, presentations will be less than 10 minutes.

ACTION:

Everyone will time check their own presentations to ensure that they are concise.

Lea will contact Gwen Schaeffer, Membership Coordinator and Judy Wark, Hall Rental Coordinator to request they send her written reports for their areas of work.

Lea will ensure that there is a working link on the website for the 2016 Bylaw amendments.

Everyone to send their electronic presentation to Ken Zdunich by June 16<sup>th</sup> at the very latest; earlier is preferred.

Ken will format them into one document and immediately forward that to Michael Fuchs.

Michael will create a single slideshow presentation and ensure the SAHCA computer is loaded with the presentation.

Michael, Ken, Jacques Gendron and David Cary will meet at the hall on June 20<sup>th</sup> at 1800 for set up and ensure all electronics are working as required.

Lea will be present by 1830 with the sign in sheet.

All other Board members/presenters to be present by 1840.

## **Hall Cleanup**

All

This was completed. With the extensive 'triage' work Liz did on May 13<sup>th</sup>, the Board members who were able to attend completed the task. Thanks extended to Elaine Fuchs for the prompt cleaning following the Board's work.

**ACTION**

Lea to bring to the hall for storage her predecessor's and her own completed official minutes binders.

## **Neighbourhood Community Coordinator**

Brenda Annala

Further to Brenda Annala's report:

### **Grant Applications**

Michael Fuchs

Awaiting the Life Cycle Study report before grant applications can be made.

**ACTION:**

Brenda Annala will look into the delay on the publishing of this report.

### **Green Space**

Jacques Gendron

**ACTION**

With the Roads contact Brenda Annala is providing, Jacques will explore options for managing safety with parking on the curved portion of Toronto Crescent closest to the Hospital.

### **Fire Inspection**

Michael Fuchs

This has not been arranged as yet.

**ACTION**

Michael will call this week to arrange a date for a Fire Inspection and will notify Brenda of that inspection.

### **Parklands and soccer beside Rundle School**

Jacques Gendron

**ACTION**

Jacques will talk with Kevin Noakes and Liz Murray and then discuss SAHCA view with the Parks representative, keeping Brenda apprised.

***AMENDED at 2016 06 June 27 meeting:***

***Brenda to provide the Parks assessment email sent to her by the Pars' representative so that it can be reviewed and responded to by Jacques. Jacques will forward all information to Kevin and Liz.***

## **Facilities**

Michael Fuchs

The wiring has been completed for the hall and is ready for keyless entry to be installed at the back door.

**ACTION:**

Jeremy Mortis will be asked to complete a keyless entry system for the back door.

## **VP Residential**

Julie Stadnyk

Julie noted that there is an application for one recently completed home to modify the second floor balcony and add a third floor balcony. The process for soliciting input and what constitutes official SAHCA correspondence were also reviewed.

**ACTION:**

Julie will be clarifying with The City where the third floor balcony is located and will solicit input from her committee and the Board before finalising SAHCA response.

Julie will review earlier submissions and ensure that the Secretary has copies for SAHCA official correspondence files.

## **Treasurer**

Ken Zdunich

In addition to his report:

As part of the hall clean up, Ken took all financial records that were older than seven years.

**ACTION**

Liz will check with an Archivist to determine what physical financial records need to be maintained and for how long.

**MOTION:** That the investment which comes due 2016 June 02 will be retained in cash until the SAHCA Board meeting of June 27<sup>th</sup> for decision.

Moved: Ken Zdunich

Seconded: Liz Murray

Passed unanimously.

## **Newsletter**

David Cary

Discussed current classified and advertising rates. The Board agreed with David cleaning up the SAHCA Coat of Arms, improving its resolution. The Board agreed with David exploring options for the newsletter to increase content while remaining revenue neutral; should an option require funding by the SAHCA he will bring it to the Board for approval. Amongst others, David is considering a 'photo contest' in that he will photograph something in the community, and publish an image captioned "Where is this?" The first person responding will receive a prize (e.g. a certificate for a meal provided by a local restaurant).

**MOTION:** That the classified ad rate increase to \$5.00 each and three months for \$10.00.

Moved: Ken Zdunich

Seconded: Liz Murray

Passed Unanimously.

## **Sports**

Kevin Noakes

*Amended at the 2016 06 June 27 Board meeting:*

### Tennis

Tennis lessons are underway. The wrap has been installed. As the wrap went up before tennis volunteers could be convened to see how it was installed and learn how to take down and install it themselves, the Board agreed to ~~consider paying~~ pay the installer to take down the net in the fall with volunteers present to learn.

#### ACTION:

Kevin will get a quote from the installer what take down costs will be and present them at the next Board meeting.

### Soccer

Soccer is in the final month. Approximately \$1900 has been received with \$700 having been spent to date. The remainder is for the photos (next week) and the windup party (with 34 players can expect upwards of 100 people in attendance).

MOTION: that the SAHCA will subsidise the windup party up to \$300.00 if needed.

Moved: Kevin Noakes

Seconded: Jacques Gendron

Passed unanimously.

## **VP Non-Residential**

Liz Murray

In addition to the attached report:

Public consultation being done on the Municipal Government Act.

- Date: *June 8, 2016*
- Time: *2:30 pm - 5:00 pm*
- Venue: *Carriage House Inn – 9030 Macleod Trail South*
- [Register to join this conversation in Calgary](#)

## **3. President**

Jacques Gendron

### Rundle School

Moving for 2016 September. The owners of the existing school have been contacted by another private school to potentially rent it.

### Presidents' Council

Jacques attended a meeting of some Ward 7 Community Association Presidents to explore the opportunities to learn from one another and work together on common issues.

### Hall Rentals

Jacques met with Judy Wark, Hall Rental Coordinator, recently. The hall is very busy with up to 23 days a month with one or more renter groups using the facility. Judy wonders if SAHCA Hall rental rates are competitive.

#### ACTION

Judy is asked to physically tour some other halls to see how comparable they are with our facility and report back to the Board.

Next Meeting: AGM June 20<sup>th</sup> at 1900 at the Hall

**Next Board Meeting: June 27 at 1900 at the Hall.**

## Attachments

Attachments are included in the order in which they are referenced in the minutes.

1. Neighbourhood Partnership Coordinator Report
2. Treasurer Report
3. VP Non-residential Report

## St Andrews Heights Community Association Neighbourhood Partnership Coordinator Board Report

May 2016

<b>Contact Information:</b> Brenda Annala, Neighbourhood Partnership Coordinator, Calgary Neighbourhoods <span style="float: right;">T403-476-7177   C403-620-0651</span>   F403-476-7191   <b>Email:</b> <a href="mailto:brenda.annala@calgary.ca">brenda.annala@calgary.ca</a> Mailing Address: The City of Calgary   Mail code: # 88 P.O. Box 2100, Station M, Calgary, AB Canada T2P 2M5	
<b>NPC Requests</b> (ex., Board motions, LOC requirements, etc.)	
<b>Hazmat check</b>	<b>Complete, all ok, and was forwarded on.</b>
<b>Lifecycle plan</b>	<b>Will forward as soon as I get it</b>
<b>Fire inspection</b>	<b>Have you called for your inspection yet?</b>
<b>AGM, June 13</b>	<b>I am bringing meat &amp; cheese, crackers, veggie trays and dessert trays. I do have another meeting to attend after so may have to sneak out early.</b>
<b>Toronto Crescent parking</b>	<b>Finally made a connection. Although Roads did reiterate what parks had said, Minh Huynh, <a href="mailto:minh.huynh@calgary.ca">minh.huynh@calgary.ca</a> is the contact at roads that you can chat with regarding any possibility of restrictions.</b>
<b>Parks space at Rundle school</b>	<b>The set up they have there at the moment is the preferred, something super simple and totally movable. Be it that residents can pick up the nets at the CA, or some other kind of system to keep them at the site would be excellent...but fixed posts of any kind will not be considered at this time.</b> <b>The portables we do have are heavy duty and we have on booked sites for the appropriate age groups. The booked group at this location – the CA – has indicated they DO NOT use the field as it previously oriented and we won't put portables up to accommodate casual play. What they already have on site is a good compromise and is limiting the already worn out site.</b> <b>The goal mouth wear here is terrible and we would like to repair this in the future. But we will not do</b>

	<p><b>any repair to this site until the school has left the building...a bit of a catch 22, but it will require a shut-down of the field (with fencing and everything) and therefore will be much easier when the school kids are gone. If the school leaves the site in June as expected, we may be able to start this process this year.</b></p> <p><b>Once the field has been repaired, we can re-assess this site and take a look at other options.</b></p>
<p><b>NPC Supported Items</b> (ex., Programming, Resources, Best Practices, etc.)</p>	
<p><b>Dates to Remember</b> (ex., Workshops, Grant deadlines, etc.)</p>	
<p>The Canada 150 Fund - information sheet attached  <a href="http://www.canada150.gc.ca/eng/1424795454758">http://www.canada150.gc.ca/eng/1424795454758</a></p> <p><b>Meet the Funders Workshop</b>  <b>Date:</b> Tuesday, June 7, 2016  <b>Time:</b> 7:00 – 9:00 pm (6:30 – 7:00 light dinner provided)  <b>Location:</b> Albert Park Radisson Heights, 1310 – 28 ST SE  Meet representatives from The City of Calgary, Province of Alberta, The Calgary Foundation, Parks Foundation Calgary and others to learn how their grant programs may fit with your projects. Following some brief presentations, there will be an opportunity for you to discuss your specific project ideas with funders. For more information or to register go to:  <a href="https://meet-the-funders-2016.eventbrite.ca">https://meet-the-funders-2016.eventbrite.ca</a></p>	
<p><b>Did You Know...?</b> (ex., City-wide Events &amp; External Opportunities, etc.)</p>	
<p><b>How NPC can assist your community association/social recreation group:</b></p>	
<p><b>Engagement</b></p>	<p>Engagement Needs, Engagement Plans, "Telling the Story", Raise Awareness, Connect with Residents, Reporting and Evaluation Actions</p>
<p><b>Organizational Development</b></p>	<p>Board Governance Practices, Strategic/Business Plan Development, Bylaw Review, Risk Management Practices, Operational Policy and Procedures, Committee Structure, Human Resources, Marketing, Promotions and Communication, Programming</p>
<p><b>Connecting City Resources</b></p>	<p>Land Needs, Programming Needs, City Information</p>
<p><b>Financial Management</b></p>	<p>Financial Best Practices, Annual Financial Statements and Reviews, Grant and Funding Resources</p>
<p><b>License of Occupation (LOC/Lease)</b></p>	<p>Initiating LOC/Lease, Land Stewardship, Administration of LOC/Lease, Third Party Agreements, Letter of</p>

	Understanding, Exiting LOC/Lease
<b>Facility Maintenance &amp; Capital Construction</b>	Capital Construction Projects, Policy and Process, Lifecycle Management of Facilities and Amenities
<b>Connecting City Resources</b>	Navigation and Alignment of City Services, Leverage City Resources to Support Communities, Connections to Other City Business Units and Departments

**Liz Murray, VP Planning Non-residential Report  
May 2016**

**Foothills Medical Centre Area Communities Working Group (ACWG)**

Meeting was held Thursday April 28<sup>th</sup>. Only SAH was in attendance. The FMC Master Plan was reviewed. Lot 1 construction should start in the fall. Construction is expected to be occurring Monday to Saturday from 7 am to mid-evening. Temporary lot located at West Campus should be ready by September and will be for daytime staff parking. It will be closed at night.

**Calgary Cancer Project**

Cancer will be located in lot 7. Construction is expected to begin in the fall of September 2017. Public opening will be 2024. Stakeholder engagement with communities will be beginning again soon.

**Western Securities - Stadium Shopping Centre**

Liz and Jacques met with Western Securities along with reps from University Heights on May 6<sup>th</sup> to discuss the development. Meeting was collegial and was held to give the communities a chance to ask questions and have their concerns addressed. The DP application for new construction (DP 2016-0305) was recirculated to the communities last week following the detailed team review. Comments were due May 11. Jacques and Liz agreed SAH had no further comments to submit.

Both the LOC and DP applications were approved by the Calgary Planning Commission on May 19<sup>th</sup> and will both go to City Council for approval. The LOC application will be heard on July 4<sup>th</sup>.

**West Campus Development**

Phase 1 builders will be identified shortly. Site grading work has commenced. Street naming ceremony was held April 30<sup>th</sup>.

**University of Calgary's Long Range Development Plan**

On-line input for the LRDP. Feedback can be provided online at: <http://www.ucalgary.ca/campusforward/openhouse/feedback>

**16<sup>th</sup> Ave – 29<sup>th</sup> Street**

Utility upgrades to this intersection will begin this summer. The intersection will be widened in all directions and the traffic circle will be put in in 2017. Traffic signals will be upgraded. Two BRT (bus rapid transit) stations will be put in near this intersection. Bikes lanes will be put in both directions. Work will be completed late 2017

**South Shaganappi Trail Study**

A stakeholder meeting to review workshop outcomes was Tuesday April 26<sup>th</sup>. This was very poorly attended. Parkdale did not participate. The participants helped form the content of on the online public survey. Survey was available until May 25<sup>th</sup>.

**Crowchild Trail Corridor Study**

Phase 4: Concept Evaluation workshops are upcoming in June. Registration is required. Dates are:

Workshop #1: Monday, June 13, Time: 6 to 8:30 p.m., Location: West Hillhurst Community Association - 1940 Sixth Ave. N.W.

Workshop #2: Saturday, June 18, Time: 9:30 a.m. to noon, Location: Sunalta School – 536 Sonora Ave. S.W.

Workshop #3: Wednesday, June 22, Time: 6 to 8:30 p.m., Location: Red and White Club, McMahon Stadium – 1833 Crowchild Tr. N.W.

**16<sup>th</sup> Ave Corridor Study**

Will begin in 2017 to look at the portion of 16<sup>th</sup> Ave from Shaganappi Trail to 10<sup>th</sup> St.

**Brentwood Care Centre – Phase 3 Expansion**

The ground breaking ceremony was held Friday April 29th. Liz, Jacques and Al attended. Removal of the old building is under way.

**Bylaw Changes**

Documents were submitted. Was confirmation received?

**Chief Crowfoot / Rundle School**

Liz has sent Dick Walls an email – there is nothing to update.

**South Shaganappi Area Strategic Planning Group (SSASPG)**

The SSMCCG (South Shaganappi Major Construction Coordination Group) - nothing to update.

**Market Mall**

Target and Sportchek construction is about to begin. Construction fencing and trailers have been set up beside Sportchek.

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