

ST. ANDREWS HEIGHTS COMMUNITY ASSOCIATION



2504 13 Ave. N.W., Calgary, AB. T2N 1L8

Board Meeting Minutes February 23 2015 including Reports and Correspondence.
Meeting held at the SAHCA Community Centre

Present: Lea Meadows, Liz Murray, Kevin Noakes, Ken Zdunich, Michael Fuchs, Brenda Annala, Sylvia Siemens, Meredith Simon

Regrets: Julia Stadnyk Jacques Gendron

Meeting called to order 1900. Quorum achieved.

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

Minutes were approved.

ACTION: Lea will forward minutes to Gwen Schaeffer for upload to the website.

Neighbourhood Partnership Coordinator

Brenda Annala

In addition to the attached report, The City's initiative to create "Community Pages" was discussed. There will be a webpage for each community with information about city services relevant to that community with links to the community's own website, newsletter etc. The Board is invited to forward to Brenda any ideas we may have.

Brenda encouraged attendance at the Planning for Neighbourhood Engagement workshop March 28th.

ACTION: Brenda will ensure that SAH is spelled "St. Andrews Heights" on SAH's community page. She will also forward the ideas shared this evening including:

- A link on SAH's Community Page to DBA and includes the number of Development Permits and their status; other contact links, phone numbers, emails that not only the Board, but residents might need to use;
- Approval that the community can have links on our own page to The City's Community Pages.

Newsletter

Sylvia Siemens

In addition to the attached report, the SAH logo was discussed. SAH's logo includes a "squiggle" that is, in fact, the initials of the original artist of this shield. All copies of the logo used for SAH official business will include that mark.

As per Sylvia's report, she recognised that updating the Newsletter ad policy entailed looking at the full SAH policy statement. Sylvia has offered to work on that as well and so more time will be needed to complete these tasks.

ACTION: Sylvia to include Liz's phone number in the March Newsletter ad for new hall coordinator(s).

Brenda will forward to Sylvia a sample of a policy statement as well as see what other help is available to support SAH in a policy update.

Sylvia will distribute to the SAH board members the sections of the policy which are related to their portfolios for comments.

Sylvia will contact Federation of Calgary Communities (FCC) for any help they have in this area.

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BRING FORWARD: The policy item will be on the March 2015 agenda for the SAH Board.

Hall Related Matters

Meredith Simon

The hall has been well taken of since the last meeting. Finding a new hall coordinator may be challenging given the need to provide and pick up keys from renters if the new coordinator does not live close to the hall as the current coordinators do. The conversation then segued into a discussion of building maintenance and upgrade needs.

Facilities

Michael Fuchs

Discussion took place with regard to security and access to the building as well as possible upgrades. Michael has been unsuccessful in getting a keyless entry system installed as the job is too small. There is a substantial cost differential between this size job and higher grade systems which can cost upwards of \$10,000. The consensus was that surveillance of entry points, the hall itself and the tennis courts is also needed. Questions were raised about whether or not some of the windows need to be replaced to be more secure. Grant deadlines: at least one of these (Capital Conservation Grant; Community Facility Enhancement Programme) is April 1st so time is short.

The floor polisher has been replaced. Michael needs assistance in moving things into the new shed.

ACTION:Michael will pursue grant applications and quotes for a commercial-style security entry and surveillance system for the community hall and tennis courts.

Michael will see about replacing vents.

Michael will talk with Nik Rasula about getting some of his volunteers to help move things into the shed.

Sports

Kevin Noakes

In addition to his report, Kevin noted that he will be attending the Planning for Neighbourhood Engagement seminar on March 28th.

Treasurer's Report

Ken Zdunich

Ken noted that there was not as much rental business as there has been in previous months. Ken will meet with Neil Hogg on Thursday February 26th to discuss the questions (attached) arising from our review of the insurance documents.

ACTION:Ken will see if Julia Stadnyk is available to attend that meeting.

Kevin will forward to Ken a note asking that the conversation include specifics of what kind of damage to the tennis courts is covered by the insurance.

VP Planning Residential

Julia Stadnyk

No updates.

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VP Non- Residential

Liz Murray

In addition to the included report:

Brentwood Care Centre: SAH is asking The City to ensure that the ramp to University Drive from this site is kept open to relieve construction congestion on 16th avenue. 15th avenue will see construction traffic and parking will be very restricted on this avenue.

Foothills Medical Centre: We expect that the Centre will take out notices in the Newsletter as construction ramps up to advise SAH of any neighbourhood impact.

Secondary Suite Information Sessions: Liz will attempt to attend a session.

Foothills Professional Building: DP2015-0530 (renewal of 10 year DP) has been received. This relates to the temporary 78 stall parking lot on municipal land at the north of the building. Liz will respond on behalf of SAH.

President's Report

Liz Murray

In Jacques' absence, Liz will complete the president's report for the newsletter.

Miscellaneous

Service Award:

Bring forward for discussion and decision making at the March Board meeting. (Ken)

Business Cards:

Bring forward to the March Board meeting (Ken)

60th Anniversary of the Community Association:

Bring forward to the April 2015 meeting a discussion of how to celebrate the 60th anniversary in conjunction with the June AGM. Current ideas include holding the meeting earlier or on a different date to allow a larger community celebration than is typically held post-AGM.

SAH Policy Document:

Lea noted that this document references a "community archivist." Liz indicated that this position is currently vacant. Sylvia noted that SAH resident Karen Durbeniuk currently has possession of the physical archives. NOTE: Subsequent to the meeting, Sylvia discovered in the April 2012 Newsletter that Karen had assumed the role of community archivist. The minutes are revised to reflect that update.

Bylaws 2014/Business Plan:

Action:Lea to forward a copy of the 2014 version of the Bylaws to all SAH Board members.

Bring forward to the August 2015 Board meeting for discussion and review both the Bylaws and the Business Plan.

SAH Board positions:

All current position holders (apart from the Hall Coordinator position which is being posted) are prepared to continue for the 2016-2017 term. The Event Coordinator position remains vacant.

Meeting adjourned at 2010

NEXT MEETING: March 23rd at the Hall.



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

February 2015

Contact Information:	
Brenda Annala, Neighbourhood Partnership Coordinator, Community & Neighbourhood Services T403-476-7152 C403-620-0651 F403-476-7141 Email: brenda.annala@calgary.ca Mailing Address: The City of Calgary Mail code: # 94 P.O. Box 2100, Station M, Calgary, AB Canada T2P 2M5	
NPC Requests (ex., Board motions, LOC requirements, etc.)	
City Of Calgary community pages	See attached
Job title change	My new job title is Neighbourhood Partnership Coordinator
NPC Supported Items (ex., Programming, Resources, Best Practices, etc.)	
Capital Conservation Grant Round 2	Deadline is April 1, 2015
Dates to Remember (ex., Workshops, Grant deadlines, etc.)	
Planning for Neighbourhood Engagement	
Date: Saturday, March 28, 2015	
Time: 10:00am – 2:00 pm (Lunch to be provided)	
Location: Canyon Meadows Community Centre 844 Cantabrian Dr. SW	
Do you need to assess your programs, events, services? Do you need input and ideas from your neighbourhood in order to make better decisions? Do you need a plan to create awareness of your community association’s activities?	
This session will help you understand what information you need from your neighbourhood and learn the basics of how to plan for engagement	
To register or for more information visit: http://planningforneighbourhoodengagement.eventbrite.ca	
Did You Know...? (ex., City-wide Events & External Opportunities, etc.)	
2014 Calgary Census is on the web http://www.calgary.ca/CA/city-clerks/Pages/Election-and-information-services/Civic-Census/2014-Results.aspx?redirect=/census	
How NPC can assist your community association/social recreation group:	
Organizational Development	Board Governance, Human Resource Management - Staff and Volunteer, Bylaw Consultation and Review, Operational Policies and Procedures, Risk Management, Strategic Business Planning, Organizational and Community Assessments, Marketing, Promotional and Communication Plans
Financial Management	Budgeting, Financial Practices and Internal Controls, Reviewing Annual Financial Statements, Grants and Funding Resources

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License of Occupation/Lease	Land Stewardship, Administration of LOC/Lease, LOC/Lease Amendments, Third Party Agreements, Liaise with The Corporation, Exiting LOC/Lease
Facility Maintenance & Capital Construction	Life Cycle Review, Life Cycle Funding, Capital Construction Policy and Process
"One Door" Into The City	Navigation and Alignment of City Services, Leverage City Resources to Support Communities, Connections to Other City Business Units and Departments

Planning for Neighbourhood Engagement

Date: Saturday, March 28, 2015

Time: 10:00am – 2:00 pm (Lunch to be provided)

Location: Canyon Meadows Community Centre

844 Cantabrian Dr. SW

Do you need to assess your programs, events, services? Do you need input and ideas from your neighbourhood in order to make better decisions? Do you need a plan to create awareness of your community association's activities?

This session will help you understand what information you need from your neighbourhood and learn the basics of how to plan for engagement

To register or for more information visit:

<http://planningforneighbourhoodengagement.eventbrite.ca>

This event is free and light refreshments will be provided. Register for the event [link] by September 15, 2014.

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Hall coordinator posting and newsletter ad policy

1 message

SAHCA Newsletter <newsletter@standrewsheights.ca>

23 February 2015 at 11:48

To: Jacques Gendron <jacques.gendron@shaw.ca>, Julia.Stadnyk@shell.com, Ken Zdunich <Ken@yycmail.com>, Kevin Noakes <knoakes1@telus.net>, Liz Murray <lizmurray@shaw.ca>, Michael Fuchs <mfuchs2000@hotmail.com>, Lea Meadows <lea@tansay.ca>, Allan Simon <allansimon@hotmail.com>

Hi everyone,

Here's the hall rental coordinator posting I'm planning to run in the March newsletter; thanks to Allan and Liz for their assistance.

Wanted: Hall Rental Coordinator

Our hard-working volunteer Hall Rental Coordinators, Allan and Meredith Simon, will soon be retiring from this role.

Hall rental income is an important part of the Community Association's budget.

Would you like to serve your community in this key role?

Duties include:

- Maintaining a calendar of hall bookings for rental and community use
- Receiving and responding to rental requests
- Collecting rental fees and remitting them to the Treasurer
- Coordinating hall access for renters
- Ensuring that renters have tidied up after hall use

The time commitment is approximately two to three hours per week. If you're interested in finding out more, please contact hallrental@standrewsheights.ca for more information.

Also, last meeting I committed to drafting a newsletter ad policy regarding when we provide free advertising. When I started writing it I realized that it would make the most sense as part of an overall newsletter ad policy that could include items like maximum amount of space sold, how space is sold (i.e., first come, first served), ad sizes and rates (and how/when rates are set), when payment is due, etc.

It will probably end up being about one page...I should have a draft available for your review before the next Board meeting.

See you tonight.

thanks,
Sylvia

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March 31, 2005

St. Andrews Heights Community Association Policies

Records Policy

Community records include agendas, minutes, reports and official print and e-mail correspondence and attachments created by or received by the members of the community executive in carrying out their responsibilities. Executive members will use their discretion in determining what records to keep.

The purpose of the records policy is to assist in keeping executive and community association members informed of issues under current consideration and to provide a permanent record of community activities through the minutes. Community Association records are open and available to community association members upon request to the Secretary.

Creation and circulation of records and information helps the executive and community association members in achieving the goals of the community association as outlined in the bylaws.

All records created by or received by any executive member in the course of carrying out their responsibilities for the community association are the property of the community association.

At the end of an executive member's term of office, any records in the custody of the member that are related to an ongoing issue or responsibilities should be passed on to the successor in office.

Official correspondence or submissions issued by or received by executive members should be highlighted at the subsequent executive meeting for the information of the board and for discussion if necessary.

Copies of all formal correspondence sent and received should be provided to the secretary and a copy should be included with the record copy of the minutes as an attachment.

Any written reports received at the meetings should be included as attachments to the minutes.

Minutes of meetings of committees other than the executive (i.e. nominations committee, planning group, planning committee) should be presented at a subsequent executive meeting and a copy included as attachments.

Minutes, agendas, including attachments and audited financial statements are retained permanently at the Community Hall. Financial records may be destroyed after seven years when they have no further administrative purpose. The community archivist should be given the records prior to their disposal.

Minutes of meetings which have not yet been approved by a subsequent meeting can be circulated to community association members with the annotation 'Draft' to indicate that they are not yet the officially adopted minutes.

Policy Respecting Submissions on Behalf of the SAH Community Association

One of the objectives of the association is to serve and promote the interests of the community. This includes the participation of the association and the executive in assessing issues of significance to the community and providing input on those issues on behalf of the community.

A "submission" is a written statement of the community association position on any issue which is made to the i) City of Calgary or any agency or representative thereof, ii) the Calgary Health Region iii) the Province of Alberta, or iv) any other third party.

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When the submission relates to a routine item, the executive member responsible shall give due consideration to the best interests of the community and any expressed views of community members. The submission will be phrased in a positive and constructive manner that enhances the reputation of the community and the executive, and maximizes the ability of the community association to influence the outcome in the issue.

In determining whether a submission relates to a routine issue, or is a “major submission”, the executive shall consider the potential impact on the community arising from the issue, the expressed views of community members, the frequency with which the issue arises and any other relevant factors.

Where the submission relates to a non-routine matter, the executive may, by majority vote, designate the submission a Major Submission. The nature of the issue may be such that the executive may, i) designate a primary representative of the executive respecting that issue who is not the executive member normally responsible for the area in which the issue arises, or ii) may create a committee of the association to evaluate and oversee the association’s response with respect to that issue.

In managing any issue to be addressed in a Major Submission, the executive shall:

- a) Consider the expectation of the community association members with respect to the handling of the applicable issue
- b) Consider the recommendations of the responsible executive member
- c) Provide clear direction respecting the major components of the community’s response and the steps to be taken with respect to the preparation of a draft of the Major Submission
- d) Review a draft of the Major Submission and provide comments on that draft
- e) Approve, by majority vote, the final version of the major submission prior to its submission
- f) Notify the community association members of the Major Submission in a timely manner in the newsletter and make the text of the submission available to members.

Each executive member shall update the executive on an ongoing basis respecting material developments in the area of that member’s responsibility, including any pending issues with respect to which the executive member may be making a submission on behalf of the community.

Conflict of Interest Policy

Executive members and members of the association are involved in various ways as volunteers in the leadership and day-to-day management and operation of the association. Situations may arise in which the interest of an executive member or other member may coincide or conflict with the interest of the community association.

A conflict of interest exists whenever an individual has an interest in an entity or matter which may influence or cloud his or her judgment as it relates to the discharge of that person’s responsibilities as a member of the executive or other volunteer of the association.

Any potential conflict of interest must be reported to the president of the association. The executive, or a representative designated by the executive by majority vote, shall determine whether a conflict of interest exists.

The executive shall identify a replacement if required.

No executive member shall participate in a decision on behalf of the association if such decision involves any subject matter in which that member has a conflict of interest.

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Community Hall Rental Policy

The hall is rented to outside organizations when not required by the community
Rental rates are established annually by the executive
Community association members receive preferential rental rates
The decision whether to rent to a particular group is at the discretion of the community hall rental coordinator
Proof of insurance must be provided by renters
Liquor license must be obtained by renters if alcohol is to be served
A rental deposit will be charged and refunded when the Hall Rental Coordinator is satisfied with the condition of the premises after the event

Gifts and Donations Policy

The Community Executive of the St. Andrews Heights Community Association is responsible for the finances of the community association. It is the policy of the community association not to buy gifts for community residents no matter how worthy the recipient. Community residents volunteer their time to the association and are recognized in the newsletter, at the annual volunteer recognition night, and, for outstanding service and contribution over the years, are awarded a plaque of appreciation.

The Community Executive does not make cash donations to charitable organizations on behalf of the community association. The annual membership fees of the community association are for the operation of programs, services and the facilities of the St. Andrews Heights Community Association.

Hall Replacement Fund

The St. Andrews Heights Community Association informally designated its surpluses for Hall Maintenance and Replacement based upon a 1991 Life Cycle study. A review of the facility was conducted in 2000 and a projected building replacement date of 2015 was considered reasonable. The replacement cost was estimated at \$100.00 per square foot for the existing 2,200 square foot building. The inflation assumption for the replacement cost is two per cent annually. The projected value of the current surplus and its income, based on a six per cent return compounded annually, would equal the projected replacement cost in 2015. Additional funding for an expanded facility or shortfalls in the projected growth of the fund would need to be addressed by future executives.

This concept was reviewed at the June 7, 2000 AGM. On April 23, 2001 the executive approved the designation of the Building Replacement Fund with the existing surplus and its future annual investment income. The Audited statements since 2001 reflect the separate accounting of the fund. This action was reviewed at the June 2001 AGM.

Newsletter Policy

A community newsletter is published nine times a year and delivered at month's end to every community residence.

The newsletter contains submissions from the community executive, other news of relevance to community residents and public service announcements. Submissions from residents are welcome. The newsletter editor reserves the right to edit all submissions for length, grammar, spelling and content.

Paid advertising including classified ads for items being sold for \$1,000 or less are accepted in the publication. Advertising rates are set annually by the executive based upon the recommendation of the newsletter editor.

Four delivery routes are staffed by community children who are paid for their services. Compensation is set by the community executive and recommendation of the newsletter editor.

Privacy Policy

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The St. Andrews Heights Community Association compiles annual lists of community residents and community association members to ensure the proper conduct of its operations and to account for the membership dues. The lists of community residents and community association members are maintained in confidence by the Community Executive and are not given or sold to any individuals or organizations.

The St. Andrews Heights Community Association records limited information about those who rent the community hall and those who participate in community programs for insurance and accounting purposes. The information collected is not given or sold to any individuals or organizations.

Executive Solidarity Policy*

Once a motion has been moved, seconded, discussed and approved by a majority of the directors present it is the responsibility of all directors to thereafter support the position when representing SAHCA executive even if they individually were not in favour and opposed the approval.

* approved by the executive at the Sept. 29, 2003 meeting.

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VP Sports: Kevin Noakes February 2015

1. Soccer and Tennis activities posted in March Newsletter:

``The Community Soccer League season starts next month in mid-April. Registration for the St Andrews` Green Teams continues until March 7th. Team formation will be finalised during an inter community soccer team formation meeting scheduled for March 15th. At that time teams from communities with insufficient registered players to form a soccer team will either be enhanced (topped-up) with players from other community teams (in particular with those players that may have registered to play out of their home communities on other community teams) or home team players will be asked to transfer to other community teams, or withdraw.

Last year our community was not able to form teams for the U8 to U18 age groups. The players that did register with the St. Andrews U8-U18 Teams were transferred to other community teams. St. Andrews Heights teams could have been formed for the U8 to U12 age groups had the community players that registered with other community teams instead registered with their home community, St. Andrews Heights. The Community Soccer League organizers recognize this as a problem that exists for St. Andrews Heights and some other of the other smaller communities in the soccer league. One solution to the problem of team formation that was adopted by a community in the league was to turn over their soccer program to a professional organizer, the `Royal West Football Club``, a not-for-profit, Calgary Minor Soccer Association affiliated organization, offering city league soccer to inner city Calgarians, who now provide the soccer coordination and organization for their community. Hopefully this will not be a concern for this season here. I will keep you updated if it is otherwise.

The tennis courts will be opening up in April or sooner this year if the weather is so bold to force an early spring on us... Tennis court access is free for St. Andrews Heights Community Association Members and access information will be given to those who register with the Tennis Coordinator, Gwen Schaefer, in April. As well, tennis lessons will be organised if there is an interest shown by community members in having this available for them this year. Please contact the tennis coordinator Gwen Schaefer and let us know of your interest and which month you would like to begin taking lessons in.``

2. Final session of the SAH Soccer Registration and Equipment Exchange event will be held at the Community Hall Wednesday 5 pm to 8 pm Feb. 25th. Registration began Feb. 2nd. Parents have registered three children to date. By email notice the parents of another twelve children have made a commitment to register. Registration ends March 7th.

3. The University Heights Community Association would like to invite St Andrew Heights to join their soccer program. Their representative, Peter Khu, believes that it ``would be a natural fit because most of the kids in the soccer program come from University School and the catchment area for this school extends all the way south to Parkdale.`` He asked that the soccer coordinators, Simon and Glen, I think ``get together some time at the Keg or Moose Mcguire's that might be a great way to kick things off.``

4. I am registered to attend the `Planning for Neighbourhood Engagement` session March 28th.

Kevin

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Treasurer's Report
St Andrews Heights Community Association
Executive Meeting
February 23, 2015

RBC Long Term Investments – Latest Information

No change from report to Jan 26/15 meeting
Quarterly Statement - December 31, 2014 \$266,536.07
(Last Statement: October 31: \$265,207.85)

First Calgary

January 31, 2015 Balance \$9,313.93
(Dec 31/14: \$8,384.44
January Deposits: \$2,137.13
Membership deposits (0)
January Withdrawals: \$1,207.64
Large (or unplanned) withdrawals:
None
Next large withdrawals:
None anticipated

Deposits

Jan 31-15 – All \$2,137.13
No new memberships \$2,137.13

Receipts – on hand for deposit (as at Feb 21/15)

(For deposit by month end) \$549.00

Notables

Insurance follow up – in progress

Ken Zdunich

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Questions regarding Insurance

Thank you to Julia for her comments. They are directly quoted at the end of this eMail
There are no page numbers on the first half of the document which is the Toole-Peet Summary.
For simplicity I have assumed the first part is numbered as TP1, TP2, etc. starting with the cover as TP1.
And for the Second (numbered) part I have referred to the pages with the prefix FCC
The numbers first start with the page headed:
"Official Insurance Provider of ..."

Going in order through the document in order:

TP3:

Sec 1

The valuation of the building at \$450,000 for insurance purposes

- Has been the same for several years
- What process, other than a new approved appraisal, is required to adjust the insured value?

The tennis courts are valued at \$23,000 for insurance purposes

- As above for the building

Sec 3

Commercial General Liability

- Line by line review and discussion – "reasonableness of limits"
- Particularly "injury to participants" and "volunteer actions"
- Rental Considerations

TP4

Sec 2

Directors' and Officers' Management Assurance

- Who is covered (definitions) - FCC3 Section One refers in the "Special Note: to Volunteers and Employees
- What is covered (included/excluded actions/items) – FCC3 Section Two
- Policy limits – "reasonable of limits"
- Occurrences per year/per D/O

Mould Exclusion

- Alternatives available to the Community

TP5

Additional Benefits Coverage Summary

- Appropriateness of sums/limits in the current legal climate

TP7

Additional Benefits Coverage Summary

- Advertising Injury Liability – explanation of coverage
- Medical Payments – explanation of limits
- Tenants Legal Liability – definition and explanation
- Volunteer Compensation – explanation of coverage

FCC4

- Review of the "Principal Sum" and various limits

If I missed anything or, if you have any additional items/thoughts please let me know.

In particular, Kevin, do you have any thoughts about the value of the tennis courts and Michael, the value of the building.

I will finalize the list and try to sort out a time to meet with Neil.

Julia has generously offered attend the meeting and I will be attempting to align the meeting with her sched.

I will send you all a copy of the final version of the list of tems for discussion Neil.

At this point I don't know if I'll copy the FCC before the meeting or, after when we circulate what we learn to you all.regards,Ken

1. Volunteers: According to *Section One - General Liability* (page 3), the association is covered for acts of volunteers which leads to damages. The way I interpret this section is that if a volunteer does something that renders the association liable under the common law (i.e. negligence causing damages) or statutory law (i.e.

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breaks the law), the volunteer's liability will be covered by this policy. However, the wording is somewhat ambiguous so it is worth confirming with the broker.

2. Hall Rental: As for whether we should require renters to acknowledge that they aren't covered under the association's insurance, I believe this is prudent and could be facilitated by a simple acknowledgement to this effect. The rental agreement would be a good place for this acknowledgment. For regular renters, an email confirmation would suffice (although it would be good to have them confirm annually). I can draft some language if needed.

3. Reasonableness of Limits: I'm not familiar with insurance policies, particularly those in connection with community associations, so I can't say what is market but the limits (especially those for *Section 4 – Personal Accident*, the principle sum of which is merely \$15,000) seem relatively low. It may be worth discussing with the broker.

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**Liz Murray, VP Planning Non-residential Report
February 2015**

Foothills Medical Centre Area Communities Working Group (ACWG)

Last meeting was Feb 12th. Stantec (parking structure contractor) is working with the City to address community concerns raised in the DP comments. DP is expected to be approved at the end March. During construction, displaced parking will be addressed by space on West Campus – DP application for that UofC lot will be submitted shortly by the University. Surface lot 8A will be constructed first. The existing lot 1 structure will start demolition in the fall of 2015. Everything is on schedule. The communities provided feedback on the signage that will be required to deal with the parking and movement on the FMC site during construction.

FMC has also started the Master Planning process. They will be building a whole new master plan and will not be revising the old one. The FMC is expected to stay at 1,000 beds in the future with some specialties be located at other centres. The communities will be asked to provide their ideas for the master plan.

Next meeting will likely occur after the provincial budget. There has been information from the City that at the 16th Ave/29th St intersection will be looked at with respect to construction timelines and mitigation strategies.

Calgary Cancer Project

The provincial government is indicating this project will likely be delayed. No update was provided at the Feb 12th FMC ACWG. There should be an update when the budget is released.

West Campus Development

The Trust has just released a Request for Qualifications from builder/developer partners and a Request for Qualifications from assisted living providers. The RFQ process ended on February 20, 2015. More info can be found at www.wcdt.ca/RFQ.

Crowchild Trail Corridor Study

Is starting again in March 2015. The Crowchild Trail Corridor Study has a new six-phase study process that will provide many opportunities for public feedback during each project phase, and will incorporate stakeholder and citizen feedback into the decision-making process. Phase 1 of the new study process focuses on designing a public engagement program. More info can be found at <http://www.calgary.ca/Transportation/TP/Pages/Projects/Current-Planning-Projects/Crowchild-Trail-Corridor-Study.aspx?redirect=/crowchild>

City of Calgary - 2015 Planning & Development Stakeholder Research

As part of The City's new planning system, the Planning & Development department asked people to fill out an online survey. I signed up for further follow-up and was part of a focus group set up Ipsos Reid. They held 6-8 stakeholder sessions looking for feedback. Liz, just by chance, had a one on one session on Feb 9th and was able to give a lot of input on the City planning process.

Brentwood Care Centre

Liz (along with Al, Sue and Ken) met with Victor Kallos from Zeidler BKDI and Lorne Robertson on Feb 2nd to get an update on the next stage of BCC development. The 3rd phase will be a 5 storey addition (191 beds) to bring the total bed count to 334. The west wing will essentially be 2 buildings connected by a common courtyard. A portion of the beds (63) will be for assisted living and the rest will be more intensive care. They will require an ASLI Grant to fund the build. A DP will be submitted within the next couple of weeks with construction starting spring 2016. The City will likely require a TIA – more info to follow.

Secondary Suite Information Sessions

There will be 4 information sessions from Feb 28th to March 4th about this proposed Bylaw amendment, and the requirements to apply and construct a legal and safe secondary suite in impacted Wards (which included Ward 7). Learn more about secondary suites by visiting calgary.ca/secondary_suites.

Avenue Magazine

Liz filled out the community survey as requested by Avenue Magazine. They were asking for basic information only.

ST. ANDREWS HEIGHTS COMMUNITY ASSOCIATION



2504 13 Ave. N.W., Calgary, AB. T2N 1L8

Correspondence:

Received:

- Undated: from Federation of Calgary Communities thanking us for continuing our membership with the FCC and outlining the services provided.
- December 23 2014: from The Office of the Mayor thanking SAH for its help in dealing with the impact of the September 2014 snow storm.
- 2015 January: Directory of Community Association contacts from the FCC (located in the front pouch of the 2014/2015 Minutes binder.)