

ST. ANDREWS HEIGHTS COMMUNITY ASSOCIATION



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

Board Meeting Minutes October 26 2015

Meeting held at the SAHCA Hall

Present: Jacques Gendron, Lea Meadows, Michael Fuchs, Liz Murray, Kevin Noakes, Gwen Shaeffer, Sylvia Siemens

Regrets: Ken Zdunich, Brenda Annala

Absent: Julia Stadnyk

Guests: Jeremy Mortis (IT support options for SAH Community and Board); Al Rasmussen (future of Rundle School property)

Meeting called to order 1901. Quorum achieved.

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

2015 September Board minutes were approved.

Information Technology: Options for Board and Community Support

Jacques Gendron/Jeremy Mortis

Jacques Gendron invited Jeremy Mortis to attend this meeting given his expertise and willingness to provide IT support to the CA and the Board. Jeremy provided some options for the Board to consider with regard to electronic document storage, community email and website which will be sustainable in the long term, accessible for those who need it and maintain appropriate security. The Board has been discussing these items for some time.

MOTION: Jeremy to develop a specific plan for email/website and document storage and report back to the Board on what that will entail and the costs.

Moved: Liz Murray

Seconded: Michael Fuchs

Approved Unanimously.

ACTION:

Jeremy to prepare a proposal for the Board's consideration.

Each member of the Board to identify what their 'file cabinet' in electronic storage should contain (e.g. electronic file folders); who will have 'write' access to those documents; who will have 'read only' access to those documents; which documents will need to be linked to the Website for public access.

Those Board members who have responsibility for the following areas (Membership Coordinator, Newsletter, Hall Rental, and Ice Rink) are to advise the senior resource person in the area that they need to complete this task as well.

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Community Association related Email Addresses

All Board

In the discussion of IT support, the topic of CA related email addresses came up. It was agreed that the Board is responsible for any CA related email addresses and determines what is used.

ACTION:

Lea will provide Jacques with the contact information for the new hall coordinator.

Jacques will discuss with the new hall rental coordinator any issues she may be having with the official SAHCA hall rental email address.

Keyless Entry System for the Hall

Michael Fuchs/Jeremy Mortis

Michael had an electrician complete the necessary work to support the keyless entry system. A different internet router is required so that the door lock system is accessible outside the building. The current combination ADSL modem/WiFi router needs to be replaced by a new ADSL modem and a separate WiFi router. Jeremy indicated that once the lock hardware is in hand, the project can move forward quickly. Given that the hardware is available promptly he expects to have the keyless entry system in place before year's end.

ACTION:

Gwen Shaeffer will get the TELUS ADSL account information to Michael.

Michael will arrange for the TELUS modem/access point to be replaced and advise Ken Zdunich of the account information for financial purposes.

Jeremy will acquire a new WiFi router.

Michael and Jeremy will acquire the necessary lock hardware.

Rundle School

Liz Murray/Al Rasmusen

The School has been sold. Al has had contact with the new owners. The historic process used for community and Board representation/involvement in non-residential developments was discussed. The current representation of Board and resource people in non-residential developments was reviewed. It was agreed that transparency and engagement with the community were priorities in managing the multi-year process of this school property being developed. To ensure that the Board representatives and the resource people involved in non-residential developments know that they have the Board's support the following motion was made.

MOTION: That the Non-residential Development Committee for SAHCA consists of: Ken Zdunich (SAHCA Board member), Liz Murray (SAHCA Board member), Jacques Gendron (SAHCA Board member), Al Rasmusen (Board resource person), Guy McLaughlan (Board resource person), Susan Sim (Board resource person), Will Lock (Board resource person).

Moved: Lea Meadows

Seconded: Kevin Noakes

Approved unanimously

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It was agreed that the Non-residential Development Committee will attend a 'meet and greet' with the new owners and report back to the Board on proposed next steps.

ACTION:

Liz will contact the new owners and organise a date for the 'meet and greet' with the Board sanctioned committee.

Business Plan Review

Liz Murray

Liz advised that neither she nor Al (who was key to first business plan) is available November 9th as planned.

ACTION:

Jacques will contact Brenda and ask that this session be deferred to January 2015.

VP Non-Residential

Liz Murray

Please see the report.

Rentals

The Board

Wednesday Art Group: Rental Charges

The Board discussed at some length whether this group should begin to pay rent. No consensus was reached. The item will be added to the BF (bring forward) list for November 2015 where it was agreed a decision must be made.

Rental Coordinator Job Description

Due to limited time, this was not discussed and will be added to the BF list.

VP Sports

Kevin Noakes

Dinos' tennis association owes the CA \$30.00. The November newsletter will announce a survey of tennis players regarding a potential ball machine, a vinyl windscreen and a tennis registration fee. The survey will be done mid-November.

ACTION:

Kevin will develop the survey, administer it to the current tennis registrants and see that it is available on the website for others to participate should they choose to do so. He will report findings to the Board at the next meeting.

Soccer registration will be available November 15-January 15. Should there be insufficient registrants for an intercommunity soccer league, Kevin will arrange for those who are interested to be captured by the University Heights' league. Kevin will then provide the Board with a proposal for how best to deal with the related community-owned equipment.

Heather Makoweki, Board resource person, has six children registered for skating lessons.

The hockey nets have been fixed.

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VP Facilities

Michael Fuchs

The hall floors will be refinished this week. The people doing this will determine if they can do something to clean the stained/marked tables.

A new snow shoveller(s) is/are needed for the hall. \$10 is paid for snowfall of less than 10cm and \$20 for greater snowfalls. The shoveling needs to be done first thing in the morning.

ACTION:

Sylvia and Liz will enquire with potential community residents.

Hallowe'en and Volunteer Appreciation

Gwen Shaeffer

The membership drive volunteer appreciation event was a success. Gwen said she would pay for the costs of this event. The Board stressed \$200.00 has been authorised to cover this event's costs. The Hallowe'en party is organised and read to go on the 31st.

Newsletter

Sylvia Siemens

Sylvia advised that she wished to step down from this role at the next AGM. Possible new newsletter editors were discussed and Sylvia will follow up with them as well as begin advertising for a newsletter editor in the newsletter. One new advertiser has been acquired and there are more enquiries coming in regarding advertising in the newsletter.

Bylaws

The Board

This remains outstanding.

Action:

Michael will check at the registry office for dates and numbers of revisions to the Bylaws and share that information with Sylvia.

Sylvia will include the revision history in the Bylaws and provide a final copy to Liz.

Liz will complete the necessary paperwork, collect the signatures, and forward the Bylaws to the Province.

Codes of Ethics

Lea Meadows

Due to limited time this item was not discussed. It will be added to the BF list for November.

ACTION:

Board members to review documentation previously shared as well as the current (2005) SAH policies for this discussion.

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Building Safe Communities

Jacques Gendron

As Michael has attended a one-day seminar on this subject in recent years, the Board will not pursue a special SAH-based seminar.

Hall Clean up

The Board

The Board will convene on **December 12 1000-1400** for a hall clean up.

ACTION:

Board members to make themselves available.

All Board members to bring with them historical records they are maintaining outside the Hall for consideration for archiving, hall storage or destruction.

Allan and Meredith Simon will be invited to attend to help us determine what are renters' materials and what can be destroyed.

Jacques offered to bring beverages.

Liz will share the information she has received from the City archivist about determining what should be kept and where it can be housed.

President's Report

Jacques Gendron

In addition to his report, Jacques attended a meeting with Western Securities. Progress continues on their plans.

Treasurer's Report

Jacques Gendron for Ken Zdunich

Ken will be returning October 31st and will make deposits. He will update the board on SAHCA financials thereafter.

Absences

Lea Meadows will be away mid/late November and will not be able to attend the next meeting.

Meeting adjourned 2102

Next Meeting: Monday November 23rd at 1900 at the hall.

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Attachments

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

1. VP Non-residential Report
2. President's Report

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Liz Murray, VP Planning Non-residential Report October 2015

Foothills Medical Centre Area Communities Working Group (ACWG)

Last meeting was Thursday Oct 1 and the FMC site master plan strategy was reviewed.

FMC Master Planning Engagement Working Group

This group is meeting regularly on Friday afternoons so Jacques and Ken have replaced Liz on this committee.

Calgary Cancer Project

Nothing to update.

Western Securities - Stadium Shopping Centre

Jacques attended the meeting and will provide an update.

West Campus Development

The stripping and grading phase has begun onsite. This phase should be completed by the spring.

University of Calgary's Long Range Development Plan

The university is in the process of implementing its public consultation plan for the development of its LRDP. Kiran Kadavil (kiran.kadavil@ucalgary.ca), Community and Municipal Engagement Specialist University Relations, University of Calgary, is leading the initiative. The first stakeholder workshop is Oct 28, and will involve a tour of the community.

South End of Shaganappi Trail

Liz will be the community representative for this community advisory group. The south end of Shaganappi where it dead ends at point MacKay has been broken out into its own corridor study. Study area includes 16th Ave at Shaganappi and 16th Ave at Bowness Rd. The study will look at integrating south Shaganappi Trail with the road network, creating a safe space for people who bike and walk, and identifying potential land use and repurpose opportunities. The study is expected to be completed by the spring of 2017 at which time a plan will be presented to the Standing Policy Committee on Transportation and Transit. An open house to introduce project to local communities will be held Nov. 19 from 5-8 p.m. Parkdale Community Association. Lei Ma of the City of Calgary (Lei.Ma@calgary.ca) is the contact.

Crowchild Trail Corridor Study

There are 2 upcoming workshops for other community residents. Liz and Al will be attending Public Workshop #2 – Monday, Nov. 9, Best Western Village Inn (1804 Crowchild Tr. N.W.) 6 p.m. to 8:30 p.m.

Brentwood Care Centre – Phase 3 Expansion

Nothing to update.

Bylaw Changes

These still need to be registered with the province once finalized. Liz will bring the documentation to the next meeting.

Rundle School

Rundle has been purchased by 2 new owners. They are supporters of Rundle and purchased the property to enable Rundle to build the new school. They will rent the property back to Rundle until needed. If the construction goes well, they will be in the new school in Sept 2016 but if delayed they would remain in Chief Crowfoot until Sept 2017. Their plans are to redevelop the site and they want to involve the “community” in their plans. Their aspiration is to develop a high quality senior’s care facility with multiple levels of care. They would also like to include some complimentary community service such as a day care. While developing plans for the redevelopment, they would rent the facility (the University and others have expressed interest in renting for offices, admin etc.). Al is committed to arranging a meeting with the new owners and about a half dozen community representatives in latter part of November. Liz will take the lead in representing the community following the introductory meeting.

Market Mall

Market Mall is planning to do a small expansion @ Sportchek 12000 sq. ft. on each of 2 floors. This would be done in conjunction with changes to the Target space. The Target space will probably be occupied by 3 tenants. One in most of main floor space using outside access. Probably Homesense occupying most of 2nd floor with outside entrance from

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ground and a small tenant accessing portions of main and 2nd floor only from mall. The Sportchek expansion will require a land use amendment.

South Shaganappi Area Strategic Planning Group

Guy is considering stepping down from this committee. If that happens, Liz will assume his position as it falls within the VP Non-Residential Development responsibilities.

President's Report – November 2015

I have been away for most of the month of October, so this will be a fairly short update.

I have contacted 311 and Traffic Engineering about a permit only parking petition for a portion of Windsor Street but have not heard back yet. Apparently they are currently about 6-8 weeks behind in their work due to staff constraints. So further updates to come.

The Foothills Community Liaison group met earlier this month but there were no substantive updates on the parkade or the Cancer Centre. The provincial budget will be introduced October 27 so we hope it will provide some guidance on what might happen with regard to both projects.

We met with Western Securities early in October and they are hoping to have their Development Permit Application for Stadium re-development submitted in November, or by year end at the latest. They have been working closely with several City departments on their master plan to ensure it aligns with the City's conditions for approval. Western Securities would expect to receive Planning approval by early spring which would lead to site preparation in the fall of 2016. It is not clear at this point when the upgrades to the 16th Ave and 29th Street intersection will occur, which is one of the pre conditions to the DP approval. If approval is obtained in early 2016, the site preparation and first phase of construction would take approximately 30 months – so first occupancy is projected for early 2019. Phase two could extend construction activity another 12-18 months. Many of the demolition and construction logistics have yet to be finalized but Western Securities is committed to sharing those plans in detail with the affected communities. We expect to meet again with WS once their DP application is finalized.

So still lots on the go in a number of areas. The Executive will continue to provide updates on all of the projects affecting our residents as best we can. As usual, comments and questions are always welcome.

Best regards, Jacques