

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



Board Meeting Minutes August 28 2017
Meeting held at the SAHCA Hall

Present: Jacques Gendron, Lea Meadows, Liz Murray, Ken Zdunich, Brenda Jay, David Cary, Michael Fuchs, Adev Ahluwalia, Kevin Noakes

Meeting called to order 1900. Quorum achieved.

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

Minutes:

Lea Meadows

Three sets of minutes were presented for approval: June 26 regular Board meeting; July 21 and August 14, 2017 special Board meetings.

Motion: To approve the minutes of these three meetings

Moved: Jacques Gendron

Seconded: Liz Murray

Passed

ACTION:

Lea to publish the minutes and forward links to the SAH webmaster for the website.

Non-residential Planning

Liz Murray

In addition to the submitted report,

- South Shaganappi Study: Over the next few months the technical team will be refining the short and long-term recommended plans and confirming next steps for changes along 43rd street NW. As part of this process, public input received through this phase of engagement is being considered alongside technical analysis. After the election, they will schedule a meeting to share the final plans with the study group members before sharing them with the public.
- There were two Development Permits discussed. DP2017-3739 for a salt shed at the Foothills Medical Centre and the DP2017-3639 - Montessori Education Centre for changes to the school.

Action:

Liz will submit a 'no concerns' response for the salt shed on behalf of the Board. As Liz feels that she could be seen to be in a conflict of interest over the School DP, Lea agreed to work on this on behalf of the Board. Lea is to contact the file manager and ask if there are any visual or auditory changes resulting from the DP application being made by the school. If none, she can respond with the same content provided for the land rezoning application. If there are visible changes, she will advise the Board to gather the relevant opinions to inform the SAHCA official response.

Facilities:

Michael Fuchs

Nothing to report.



Communication

David Cary

In addition to the submitted report:

One carrier is contemplating leaving. The Board discussed whether it is better to have more carriers (look for a replacement for the potential departure) or ask existing carrier(s) to take on more routes. The consensus was that having more community members given an opportunity to participate in CA activities is preferred, however it will be left to David to determine what is most effective for ensuring the newsletters are reliably delivered.

Adev noted that he had contacted the Calgary Real Estate Board (CREB) regarding a Facebook page alleging to be the “official” SAH page, but was actually created by a realtor. The originator is no longer a realtor and so not under CREB codes. Adev could not locate the individual and said the page was very out of date.

ACTION

David will send a link for the new SAH Facebook page to Liz for the next info@ mailout. He will look at editing the Wikipedia SAH page to include a link to the SAH website and Facebook page.

Residential Planning

Adev Ahluwalia

Correction to the published Residential Planning Report for August: DP-2017-0864 2623 11th Ave NW was approved July 4 2017.

In addition to the published report there was discussion regarding a St Andrews Place development and whether or not a retaining wall has been built outside the approved DP.

Action:

Adev will look into whether or not a retaining wall has been built outside the approved DP.

Sports

Kevin Fuchs

The Board discussed how we wish to handle offers from external businesses or organisations wishing to partner with the SAHCA. It was agreed that there were some general principles for considering those requests or offers.

- Is there a Community Association or public need that would be met through such partnering?
This is grounds for pursuing a potential partnering.
- Canvas the Board, relevant Community Association members/larger community for interest in the activity/service being offered.
- The external organisation cannot ‘take over’ permanently or monopolise any CA facility/space to the detriment of public access and use.
- A commercial entity (business) can rent the hall from the CA however cannot have exclusive use and limit access to the public (re the Public Use Policy). The CA may want the program to meet the needs of the community.
- Before agreeing to any partnering the relevant Board Director will present the case to the Board for Board decision-making.

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In the presenting example, a tennis organisation wishing to offer a free demonstration of their services and Kevin Noakes will pursue this further.

ACTION:

Kevin to provide the relevant details of the 'tennis demonstration' by the organization at the CA tennis courts for Liz Murray to include in the next info@ mailout.

Aviva has not provided pictures of the original fence damage as requested.

Tomko has not provided a quote for rebuilding the rebound wall as requested.

Is there interest in SAH offering a soccer camp for the 2018 summer? This will be brought forward in January 2018 to discuss with an eye to our finances.

We currently have mutual membership privileges with University Heights around soccer. Is there value in seeing if Parkdale would be interested in a similar mutual membership option so that SAH people can access Parkdale programming without having to buy memberships in both communities?

ACTION:

Kevin will talk with Parkdale to see if they are interested in mutual membership privileges.

President

Jacques Gendron

The Board is supportive of a Ward 7 candidates' forum being hosted by SAHCA. The topics that the Board would like to see such a forum address include: secondary suites; the DP-contextual review and approval process; proposed Crowchild Trail alignment (traffic circle); and mobility/access issues for SAH residents to North Hill mall, our nearest grocery store.

Jacques has spoken with the Calgary Police Service liaison officer.

ACTION:

Jacques will email the candidates with possible dates and see if there is interest.

Jacques will provide our Police Liaison officer with the dates of the September and October meetings for them to attend.

Sharing of Contact Information with FCC

Lea Meadows

As is required annually, the Board's permission is sought to share the contact information on the SAH website with the FCC. All members agreed.

ACTION:

Jacques will contact our Hall Rental Coordinator to confirm that her name can be listed with the FCC against the contact information for hall rentals



AGM

Lea Meadows & Kevin Noakes

To ensure there is sufficient time between the AGM and the regular June Board meeting for the draft AGM minutes to be produced and read/confirmed by all Board members before summer break, the AGM will be held on the first Monday in June.

ACTION:

Jacques will book the hall for the AGM for June 4 2018.

SAHCA Board Decision Making Process:

Lea Meadows

The process was revised and approved by the Board.

ACTION:

Lea will publish the process, house it in the SAHCA document repository, share the link with the Board and provide our webmaster with the link for it to be published on the SAH website.

Providing information/support to affected neighbours

Lea Meadows

The Board discussed various points of view on strategies for providing information/support to households that would be considered “affected neighbours” on a development permit application. The Board sees an opportunity for some enhanced communication strategies to ensure SAH residents are aware of the process and how they can get more information or support from the Community Association. At this time, the majority of the Board is not supportive of having the VP Residential Planning initiating contact with affected neighbours after a DP application sign has gone up, rather, the VP is to be available should s/he be contacted by an affected neighbour.

ACTION:

Adev will write up a piece for the October newsletter and for the website on the development permit application process and the information/support the VP Residential Planning can provide to affected neighbours.

Business Arising from Previous Minutes

All

- Review Rental Coordinator Job Description (Jacques)
This has been updated and can be found on the Hall Rental Page NOTE: **Correction** at the August 28 2017 Board meeting that this job description will be located and forwarded to the Secretary.
- VP Communication job description (Jacques/David)
David will update the job description to include the Social Media coordinator and ensure the updated version is forwarded to Lea
- Monthly Reports Template & Monthly Meeting procedures (Jacques)
A work in progress
- Consider sharing CA responses directly with residential development permit applicants (Lea):
Added to September BF listing
- Clarifying when Board members acting in ‘private’ or ‘CA’ capacity (all):
Added to September BF listing



Other Business

Adev Ahluwalia/Jacques Gendron

Issue of suckering trees in the public lands around the hall. Brenda Jay says to contact 3-1-1, escalate the existing service request and ask to be put through to Urban Forestry.

ACTION:

Adev will take this on.

2100 the meeting was adjourned.

Next meeting: September 25 at 1900 at the Hall



Links:

Links to the relevant reports are included in the order in which they are referenced in the minutes.

1. [Non-Residential Planning Report](#)
2. [Communication](#)
3. [Residential Planning Report](#)
4. [Treasurer Report](#)
5. [Official Correspondence](#)