



Board Meeting Minutes January 22 2018
Meeting held at the SAHCA Hall

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

Meeting called to order 1900. Quorum achieved.

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

Minutes:

Lea Meadows

Motion: To approve the minutes of the 2017 November 27th

Moved: Jacques Gendron

Seconded: David Cary

Passed unanimously

Ice Matters

Nik Rasula & Kevin Noakes

The various options for amending the ice surface were discussed considering the advantages and disadvantages for each. Issues considered included: meeting the needs of both leisure and sports skaters; is SAH ice aimed for shinny/pond or high intensity hockey; risks and liabilities associated with slap shooting or high intensity play; how to maximise the use of the ice; options available for high intensity play in Calgary; the differences between boarded versus bermed ice surfaces, their uses and liabilities in Calgary; the perimeter available within the current leased area; input received by community residents about the low-rise nets.

The current ice surface is 100'x190' and could be expanded within the lease area by 20'x15'.

Kevin Noakes will be talking with the Skating Coordinator about hosting a shinny/pond hockey night.

The consensus of the Board was to look at expanding the ice surface as one continuous piece and low-rise nets to remain available for shinny/pond hockey. Orange cones will be available to mark hockey/leisure skating areas and can be moved in accordance with whichever activity is predominant.

ACTION:

Nik will research and price the proposal.

Michael Fuchs will get an estimate for moving the light pole and check where the poles are in the Life Cycle.

Nik left at the conclusion of this item.



Secondary Suite Application LOC2017-0403 1424 Windsor St

All

The Board discussed the current secondary suite application and the dynamics in the community regarding this application. There were three issues discussed:

- What is the official response to be for the Community Association (CA);
- Given the dynamics playing out around this application, what are appropriate actions for the SAHCA Board to take to provide support to residents and Association members;
- Managing personal and private actions as residents of SAH versus our official roles as Board Directors for the CA

Official Response:

There was agreement that official responses are to be on SAHCA letterhead.

MOTION: The Community Comments of the SAHCA will be:

It is the understanding of the Board that a large majority of adjacent residents are not in support of this rezoning application. A St Andrews Heights community survey completed in 2014 showed the community does not support secondary suites. For these reasons the St Andrews Heights Community Association cannot support this rezoning application.

Proposed: Lea Meadows

Seconded: Jacques Gendron

Abstention: David Cary abstained as he is an adjacent neighbour to the proposed secondary suite.

In Favour: 6

Opposed: 0

Passed Unanimously

ACTION:

David Cary will forward a template of SAHCA letterhead to Lea.

Lea will draft the response on behalf of Adev Ahluwalia and share electronically with the Board for confirmation.

Adev will submit the official response on behalf of the Board.

Personal versus Official Roles

All

With regard to the specific issue of this application where a Board member is an immediately affected neighbour, David recused himself from the decision on what constituted the official response.

The Board discussed more generally whether Board Directors can or cannot respond as private citizens and residents of this community. There were different perspectives on when Board Directors can speak independently particularly when their personal views are different from what is the official position of the Board. The Board's solidarity clause was discussed ("Once a motion has been moved, seconded, discussed and approved by a majority of the officers present, it is the responsibility of all officers to thereafter support the position when representing SAHCA executive even if they individually were not in favour and opposed the approval.")

Different views were presented: Board members can provide their private views as private citizens to other SAH residents; Board members cannot provide private views to other SAH residents as it is not meeting the expectation of 'one voice' but can do so to official bodies; Board members can not ever



provide private views.

ACTION:

Brenda Jay would do more research and provide information to the Board.

Strategies for providing resident and CA member support

All

Given the dynamics within the community regarding the current secondary suite application, the Board discussed options for providing appropriate resident and CA member support. In the current case it was agreed that an info@sahca email would be sent out to advise SAH of the application as best as we are currently able. That note will include contact information at The City if anyone wishes further information or wants to submit a comment before the due date of January 25th.

ACTION:

Liz Murray to send out the info@sahca email.

Once The City has articulated the new process for dealing with possible secondary suite developments, SAH Board will arrange a conversation café or town hall with an appropriate City representative to provide the community as a whole as well as the Board more information.

Non-residential Planning

Liz Murray

In addition to the included report.

Liz shared a letter of thanks received by a SAH resident regarding the way in which construction of the parkade at Foothills is proceeding. This letter will be filed in 2018 February correspondence as it will be listed in the next Official Correspondence report.

The closure of the pedestrian access through Foothills Village was discussed. The City said there was nothing to prevent Foothills Village from closing access by the general public to their property. The property manager said they have done so as a consequence of being sued by members of the public for falls. No action to be taken by the Board.

Neighbourhood Partnership Coordinator

Brenda Jay

In addition to the included report:

This will be Brenda's last meeting with us. We thanked her for her help and support.

Sports

Kevin Fuchs

Kevin has not heard from AVIVA since November regarding the south fence and has not been provided an estimate on the west fence.

ACTION:

Kevin will contact Toole-Peete to request their help in getting the required responses.

In response to the agreed commitment to work on a knowledge base to support effective succession

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planning as discussed at the last meeting, Kevin has job/process descriptions from the Skating, Ice and Soccer coordinators. He is waiting to hear from the Tennis Coordinator.

Soccer main contact has been turned over from Kevin to the Soccer Coordinator (see correspondence).

Facilities:

Michael Fuchs

A number of lights have been repaired or changed. Cameras are now working.

Treasurer

Ken Zdunich

In addition to the included report:

Our auditor is satisfied with the CA's audit response. A recent communication from Neil Hogg regarding Additional Renewal Elements (see documents provided by Ken at the meeting) requires us to advise him of events the CA hosts which involve alcohol. Brenda advised that such events need to be for 'members only' for liability/insurance reasons. This will necessitate changing how we advertise the AGM and "wine and cheese."

Communication

David Cary

In addition to included report:

The Board discussed whether or not Briar Hill should pay for advertising their fundraising book sale. Kevin shared that Briar Hill is SAH's designated public school. Given that, it was the view of the Board they should not have to pay for advertising the fundraising event.

Emails: Personal versus Official

All

At the October 2017 meeting the Board discussed how communications to official bodies (e.g. Councillors offices; File Managers, other organisations with which the Officer has contact regularly, etc.) should be couched when the Officer is acting in their private capacity as a SAH resident. In those emails which should always be from a personal email address not the official SAH email address, the Officer is to begin by stating that this correspondence is as a private citizen *not* as an officer of the SAHCA.

The Board discussed the ramifications of using personal email addresses rather than the official [position]@standrewsheights.ca addresses for Board business. Issues raised included:

- Years of using private email when there were no official SAHCA email addresses and thus most contacts have the private email address in their distribution lists. It is onerous to get people to switch.
- Using private emails can create confusion for the recipients of what is personal as opposed to official business. Officers are at risk of possible FOIP requests resulting in all their personal email being open to scrutiny. There is the potential of an Officer being challenged about the appearance of using their official position for personal advantage.

There was not a willingness to make this a requirement, while recognising the impact use of private email address has.

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The Bring Forward list of action items was not addressed due to time limitations.

Meeting adjourned at 2107

Next Board meeting 2018 February 26th at 1900 at the Hall

Links:

Links to the relevant reports and handouts

1. [VP Non-residential](#)
2. [Neighbourhood Partnership Coordinator](#)
3. [Sports 2017 December](#)
4. Treasurer
 - a. [2018 January](#)
 - b. [2017 December](#)
 - c. [Correspondence received 2018 01 January 22 Additional Renewal Elements](#)
 - d. [Correspondence 2017 06 June 07 Treasurer Auditor re Corp Tax](#)
 - e. [Correspondence 2017 June 13 Corp income tax assessment](#)
 - f. [Correspondence 2017 06 June 20 Annual Returns Society Nonprofit](#)
 - g. [Correspondence 2017 07 July 6 VP Facilities Treasurer Hank Plumbing](#)
 - h. [Correspondence 2017 09 September 07 from COC Water Services to VP Facilities](#)
 - i. [Correspondence 2017 12 December 14 & 2018 01 January 14 FCC Invoice](#)
 - j. [Correspondence 2017 12 December 27 from COC to CA regarding Applications Approvals](#)
5. [VP Communication](#)
6. [President Report for 2018 February Newsletter](#)
7. [VP Residential](#)
8. [Official Correspondence](#)