

Kingsland Community Association
September 12, 2019
Approved Meeting Minutes – September 24, 2019

Attendees: Christine Dombroski, Jessica Pickel, Donna David, Chris Kemp-Jackson, Tina Cohoon, Shelly Tulloch, Kathy Mitchell and Sam Kemp-Jackson

Absentees: Darren MacDonald; Amy Mireault; Ken Reimer and Jenna Findlater - Neighbourhood Partnership Coordinator, Heritage (NPC)

Guests: Viviana Reinberg, Community Social Worker

Meeting called to Order

Time 7:04 PM.

Introduction(s)

Viviana Reinberg, Community Social Worker

New Agenda Items

- Annual Deep Cleaning
- Preschool Cleaning Discussion
- Heritage Communities Local Growth Planning Project (formerly known as Area 31)

Approval of Minutes

Approval of June 27, 2019 Minutes

Cris sent out an email dated Jul 18, 2019 requesting the board to approve the June 27, 2019 minutes as the Auditor required the approved minutes.

Jul 18, 2019 at 5:27PM – Cris wrote:

Motion: Attached are the June 27, 2019 meeting board minutes to be approved via email, as the auditors are asking for approved minutes. I am sorry to infringe on your summer relaxation away from the board; can you kindly approve the minutes.

Motion: Attached are the June 27, 2019 meeting board minutes to be approved via email, as the auditors are asking for approved minutes.

Jul 18, 2019 at 8:36 PM – Sam Kemp-Jackson wrote: I approve these minutes for June 2019; Jul 18, 2019 at 10:00 p.m. – Amy Mireault wrote: I approve as well. Jul 18, 2019 at 10:00 p.m. – Chris Kemp-Jackson wrote: I approve. Jul 18, 2019 at 10:12:17 p.m. – Darren MacDonald wrote: Approved; Jul 19, 2019 at 07:16 AM – Donna David/Kingsland Social wrote: I Approve of the minute for June 2019; Jul 19, 2019 at 12:19-47 PM – Shelly Tulloch wrote: I approve; Jul 23, 2019 at 11:20:31 AM – Jessica Pickel wrote: Approved.

Second Motion: Jul 22, 2019 at 6:27:03 PM - Darren MacDonald wrote: I second the motion to approve the minutes. Quorum reached in favour.

Email will be attached to the Approved minutes.

Kingsland Community Assessment

Viviana Reinberg, community social worker will briefly discuss the community assessment.

What is the community assessment?

- An inventory of who is in the community, what's happening, who's doing what (programs, activities)
- Learning about social issues affecting neighbours
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Why an assessment?

- To help our social work program make decisions about resources
- To share the results with the community and make connections among neighbours

For more information regarding the program check Kingsland website - <http://kingslandcommunity.ca/>

Viviana distributed a survey for the board to complete. The board will forward the forms to Cris or directly to Viviana so she can gather the results to complete her assessment.

Viviana has organized two conversations: Wednesday, Oct 2, 2019 and Oct 5, 2019 more details to come see website and facebook.

Board members and friends are encouraged to help.

NPC Report

Jenna, not present at meeting.

Action Item: KCA is waiting for a copy of the Organization Health Tool and the Service Measures Document which were due before June 30, 2019. Jenna will provide a copy for KCA records, the documents will be distributed to the board.

President's Meeting

Cris plans to attend the next President's meeting, Tuesday, September 17 at 6:00 pm at the Horton Legion.

Board Changes

Darren has accepted a job in Trail, BC; he will remain on the board until the AGM. Ann Clarke will continue to co-direct the Planning Committee.

Meike Thomsen has accepted a job as a School Principal, which is her dream job. As per email received August 29, 2019 with this message: "I have to withdraw from the Kingsland community board at this point in time, as I need to focus on my new job." On behalf of the board we wish you the best and success in your career transition.

Board Positions

It's that time of the year; to discuss executive positions on the board.

President - Potential Candidate

Vice-President -

Treasurer - Potential Candidate

Secretary -

Social Director - Potential Candidate

Planning Director –

Open Director -

Open Director - Potential Candidate

Open Director - Potential Candidate

Key positions to be filled Secretary and Vice-President, please volunteer for a position on the board. These positions are critical for the board as a Society to operate.

A general email will be sent out to residents to encourage them to volunteers to join the board.

A discussion ensued regarding benefits of being a board member and how to catch attention of millennials. One comment that resonated was social engagement. Making the meeting a more social gathering i.e. serve wine and cheese getting to know each other better, what makes us tick, discuss what is missing in the community, etc.

How to reach out residents suggestions:

- 1) Reach out to your neighbour; bring them to the AGM to familiarize them with what is happening in the community
- 2) Welcome package for news residents, perhaps a board member can reach out to them
- 3) Engage businesses
- 4) Engage churches perhaps to sponsor events or hold events at the hall or their facility
- 5) Opportunity for social engagement

Annual General Meeting (AGM)

Annual General Meeting (AGM)

Where: at Kingsland hall – 505 – 78 Avenue SW

Date: Thursday, October 24, 2019

Time: 7:00 PM

Light snack and wine to be served

Please attend the AGM to familiarize yourself with the community association business. Residents it is important to attend the meeting. KCA requires quorum to conduct the meeting.

I hope to see new faces and those who have been supporting the community every year.

The AGM meeting have been announced on Website, Newsletter and Facebook. It will also be featured on the signboard in October.

Hall Insurance

Rec'd email from Colleen Rossnagel-ToolePeet subject FCCP 4/18/19 Abuse endorsement Documents - dated September 10, 2019 from Toole Peet & Company Ltd. – North General Insurance Corporation – amending our insurance policy CBC 1950803 00 – to add the Abuse Coverage Retroactive Endorsement effective April 18, 2019 – December 1, 2019.

Cerebral Palsy Organization

The Cerebral Palsy organization is wondering if we would want to have a donation drive. The CP organization would send me posters to put up and flyers for donna to email to residents and you to put on our social media then on the day of the event they would set up a truck in the parking lot for people to drop off too.

The board was supportive of having a truck to be parked at KCA hall to gather donations. Cris will reply to Jen to go forward with CP organization as well as CP to provide a list items they will accepting. Once the date is confirmed the event will be on posted social media.

Action Item: Cris will notify the Hall Manager to coordinate with the CP organization to confirm a date and to provide more details regarding the event.

Outstanding Items

Mirrors on hall wall

A client (Jacquie) who teaches power class as approached KCA asking whether we can hang mirrors on the wall for their class.

Action Item: Cascade has been contacted to provide a quote to install the mirrors.

Preschool Sign on Hall

Tanya Green confirmed that the preschool is moving forward to hang a preschool sign on the west side of the hall near entrance.

Security Cameras

Dick, Ken and Cris scouted the premises for camera placements.

Action Item: Darren had a lead on a company, he will communicate the results of his findings otherwise we will proceed with Lowe's, Costco or Home Depot. The costs were too expensive.

The board discussed that KCA should go ahead with external cameras.

Action Item: Cris will obtain quotes for external cameras and discuss features i.e. motion detector; alarm notification, timers, blue light break-in detector etc.

Broxburn Vegetable Truck

The truck will be parked at the hall **Tuesdays from 9:00 am - 2:00 pm.** The last day the truck will be serving Kingsland will be **October 1, 2019.**

KCA received an email dated September 6, 2019 from Hilda. She communicated with the following message:

"Thanks for advertising for us, and we look forward to continuing this service next year!

The community members that shop with us really appreciate us being there, and we have enjoyed meeting old and new customers!"

Action Item: Broxburn will be providing KCA with a donation in the near future.

Office Manager

Jen has accepted a part time position with CKE. She will support both offices.

Preschool Cleaning

Preschool has approached KCA raising some concerns about cleaning the preschool area.

The preschool asked if they can conduct their own cleaning. The board has no concerns with the preschool managing their own cleaning. Tanya Green has volunteered to clean the preschool 3x a week, 1 hour sessions that portion that KCA cleaners were managing as per obligations stated in the preschool contract.

Tanya Green will invoice KCA monthly for preschool cleaning. She will be paid at the same rate as current KCA hall cleaners.

Hall Cleaners

KCA will advertise for part time on-call cleaner to cover any gaps in the cleaning schedule.

Hall Break-In

Cris received a text August 12, 2019 from Glenda (hall cleaner) communicating that the hall was broken into Sunday, August 11, 2019 during the night sometime after 5 pm. The thieves were prepared as they used heavy duty wire cutters to cut the chain link fence behind the hall and removed the lock box. Smashed the lock box and removed the keys to access the hall.

Both the office door and the preschool door were kicked in. The entire door frames and doors had to be replaced. The office file cabinets and key cabinet were damaged as the thieves pried them open. A substantial amount of cash was stolen. The lower kitchenette Dyson vacuum was stolen.

Dick has been working long hours to repair the damages.

Cris is in communications with Chris Hannis BBA FCIP CRM Senior Adjuster - Northbridge Financial Corporation – Kingsland Claim# 5707K1923.

Most of the information, photos, receipts, etc. have been sent to Chris for review and further handling. Tuesday September 10, 2019 the locksmith was coming to rekey the main entrance door as the Hall Mgr. discovered that 2 sets of keys were missing after the renter's returned the keys. Once the final invoice is received from the Locksmith the final claim dollars will be communicated to the board.

Casino

Kingsland Community Association casino will be held at Cowboy's Monday and Tuesday, January 27 and 28, 2020.

This is an important fundraiser for the Kingsland Community Association. **We require volunteers for all positions at the Cowboy; please call Kathy at (403) 988-5972 or email petermitchell@telus.net.**

Kathy has been busy gathering information for the preliminary requirements for AGLC. The Casino will be advertised on Facebook, Website and Newsletter for Oct, Nov and Dec. The event will also be posted on signboard in January.

Thank-you Kathy for coordinating the Casino.

Councillor's Report

Chris Carlile; Chief of Staff; Councillor Jeromy Farkas – Ward 11 who reports on behalf of Councillor Jeromy Farkas – Ward 11 will be pasting on the Community Association portfolio to Lindsay Seewalt; Communications Assistant; Councillor Jeromy Farkas – Ward 11; Office of the Councillors, The City of Calgary.

Lindsay will be in attendance at the Town Hall meeting scheduled for Tuesday, September 17, 2019. The location is Centennial Legion #285 – 9202 Horton Rd. S.W. beginning at 7 p.m.

MLA Report

No report received from their office.

Treasurer's Report

Total Banking as of August 31, 2019 – Casino Account 66,167.08; General Account: \$28,159.09 and Total GICs: \$113,502.29.

Hall Rentals for July \$1,847.50 and August \$3,527.50.

KCA received two cheques from City of Calgary reimbursement from the Grant CCG for Rink Reno dated July 26, 2019 Cheque #394457 - \$11, 563.22 and August 02, 2019 Cheque #3950127 - \$67,406.35 (of which \$60,000 was deposited into the Casino Account to replenish the money that was temporarily used to pay invoice Global Sports Resources Ltd - Invoice 2002 - \$87,300.00).

Clarification of movement of funds was investigated with TD Bank. TD Bank temporarily automatically transferred from General Account to cover automatic withdrawals from Casino Account while the deposit of \$60,000 was clearing the bank. Cheques for \$5,102.87 and \$1361.14 were written September 12, 2019 to return the money to the General Account.

KCA snow blower that was purchased will be capitalize for 2019 audit.

The auditors were on sight auditing KCA financials, which may be finalized earlier this year as Neve will be leaving the FCC.

Jessica stated KCA can improve the use of casino funds. Casino funds will be used to pay hall cleaners.

Hall annual deep cleaning expense concerns were raised as an outside cleaner was hired. Our cleaner was paid a flat rate of \$1000.00 for the two summer months; it was noted our cleaner could have been used to maximize her hours.

A discussion ensued how to handle the petty cash regarding rental damage deposits. The doors that were installed after the break in are steel and kick proof which makes entry very difficult. No conclusive recommendations at this point. More discussion at subsequent meetings will be conducted.

Planning Director

Team: D. MacDonald, A. Clarke, L. Ethier, M. Danylchuk, C. Philippi; Tyler Todd and S. Barnfield. Refer to calgary.ca/pdm.

In Darren's absence; Colleen has agreed to take over the Kx3 lead role for KCA with support from Amy, Laura and Tyler. Colleen will need to shift into the role of supervisor.

School Of Architecture - Kingsland Project

Kx3 project in partnership with U of C School of Architecture

This summer, Darren approached U of C School of Architecture asking them if they could help to revitalize parts of Kingsland.

In communication with Fabian Neuhaus, PhD; Assistant Professor; School of Architecture, Planning and Landscape at University of Calgary an email was received in which he stated "An opportunity for an internship funded by U of C Faculty of Graduate Studies came up. We could make use of this funding so that Crystal could continue working on the project with Kingsland (Kx3) over the fall term until December. It will be a combination of research and stakeholder discussion facilitation work. Roughly 15h a week, this is the maximum students are allowed to work during studying a program. This would give us 3 more month to work collaboratively on this project.

Technically Crystal will be an intern working on the Kingsland project. I would continue as Crystal's supervisor. Kingsland, represented by either one of you, would be the partner. Someone, probably Darren, would function as the partner contact. There are no strings attached for Kingsland, it is all University internal. In the attached description it is mentioned that the partner pays the intern. However, Kingsland as a CA would be except from this condition.

This was great news and excellent opportunity for Kingsland to be part of a research and stakeholder discussion facilitation work associated with U of C.

In a collaboration between Kingsland CA and U of C School of Architecture, Planning and Design we are explore in a series of co-creation workshops with stakeholders the scenarios around the possible population growth in Kingsland. A driving force in this exploration for Kingsland CA in this exploration is the upcoming ARP Area 31; review with the City of Calgary planning department.

The round table discussion – summer 2019 would focus on: Kingsland Community at three times its population - what would it look like? Urban Design, Infrastructure, and typology. What are the: needs, wants, obstacles to overcome. Outcome: Scenarios, Who plays which role; Shared/differing interests, Framework of potential.

Heritage Communities Local Growth Planning Project

Colleen Philippi, who currently participants on the Planning Committee has agreed to be Kingsland “Community Association Representative” and Cris will be her backup.

Formerly known as (Area 31) - more information can be viewed at their site.

-Online surveys exist on the city website.

-The City is seeking focus groups and interviews from residents on how to better plan the Heritage Area. City signboards have been installed in numerous locations to advertise for participation from residents.

-The survey and interviews will determine how resources are used in the future.

- Website info: <https://engage.calgary.ca/heritage>

Development

Anyone with feedback on the below should contact KCA and may also contact the city directly.

Rezoning:

Development Permits:

Open House

A developer had an “Open House” July 24, the lot at 7204 5th Street SW regarding RC-1 rezoning to R-CG on 5th Street SW. Thank-you for all the residents that came out to share their feedback. It was excellent to see so many residents interested in this topic.

Rec’d email from Ann Clark that she has sent the feedback to the File Manager and residents who had left their emails during the Open House. She will then await for the date for this application to go before City Council. On that date the Planning Committee will be making a presentation against this application. If any residents wish to go to City Hall to make a 5 minute presentation please Ann to let me know.

Hall Maintenance and Life Cycle

Life Cycle

Preschool Entrance

Further discussions were conducted during the summer at looking into enclosing the stairway to prevent people from loitering and accumulation of junk in the stairwell.

Since the last life cycle inspection was done for the hall the concrete to the side entrance has been crumbling. These are major repairs; KCA will be applying for grants to reconfigure the entrance. Due to the timing of grants this will take some time to secure the funding.

Dick has cleaned and painted the side entrance stairwell to refresh the appearance. Tanya had commented that stairwell looked great. This is an interim measure until the funding is in place.

Community Facility Enhancement Program (CFEP) grant administered by Alberta Culture and Tourism – update.

Action Issue: Ken to provide update.

Hockey Rink Replacement

Outstanding requests for reimbursements

Form 1 = \$2,219.49

Form 2 = \$14,403.64 – YYC-CCG Grant reimbursement cheque #394457 - \$11,563.22 was dated July 26, 2019 was received.

Form 3 – Dated June 11, 2019

Global Sports Resources Ltd - Invoice 2002 – Dated May 17, 2009 – Final Payment = \$ 87,300.00

Tetris Landscapes Ltd. – Invoice #19-055 - \$2493.75.

RGB-Projects Inc. (Dick) - Invoice # DK-19-04-1 - \$81.38.

Total request for reimbursement on Form 4 = \$89,875.13. YYC-CCG Grant reimbursement cheque #3950127 - \$67,406.35

Casino Account was reimbursed for \$60,000.00

Final reimbursement grant form will be submitted once the basketball (poles, hoops and accessories) are completed for potential recovery from contingency portion of the grant.

Basketball Equipment

Ken communicated that Basketball merchandise was received and will scheduling the installation of the basketball (poles, hoops and accessories).

Action Item: Installation status update of the Basketball will be provided next meeting?

Poles Damages Near Recreational Rink

A soccer mom drove over the (2) pole which was severed at ground level. The renter's damage deposit was withheld. Costs over and above the damage deposit will be covered by the driver.

Social Director - Report

Movie Night Saturday September 8, 2019 "*Ralph Breaks the Internet*" update – total event cost \$913.34.

Sponsor: Trico Centre for Family Wellness. Thank-you for supporting your partnered community.

Next Events:

Seniors Christmas Dinner - Saturday Dec 7. 3:00pm - 6:00pm

Cookie Exchange - Wednesday Dec 11, 7:00 pm - 9:00 pm - Held downstairs at the hall.

Membership

Membership as of June 1, 2019 – 69.

Shelley had communicated that Soccer Organizations require community members.

Action Item: Cris will ask whether Richard Lee is involved in the registration process. Shelly stated that she can sit at the registration in March to collect KCA memberships.

Trico Liaison

Next Trico meeting is scheduled for September date has not been announced.

Check out Trico's Fall/Winter Programs Registration refer to Trico Website for full details:

<https://tricocentre.ca/online-registration/program-guide>

Next meeting

All residents are welcome to attend Board meetings. Next KCA meeting September 26, 2019, 7 pm at lower hall located at the back side of the hall use back entry from parking lot.

Meeting Adjourned

Motion: I, Chris Kemp-Jackson make a motion to adjourn the meeting at 8:45 pm. Second Tina Cohoon. All in favour.

Meeting Minutes to be finalized by: Christine Dombroski