

KCA Meeting Minutes  
November 23, 2017  
Final - Subject to Board Approval

**Attendees:** Chris Kemp-Jackson, Ken Reimer, Marcelo Campos, Donna David, Christine Dombroski, Darren MacDonald

**Absentees:** Sam Kemp-Jackson

**Guests:** Tina Cohoon, Ann Clarke, Sabeen Vasti - MLA Kazim office, Sue Barnfield

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**Introductions**

Introduced Tina and Sabeen.

**Meeting called to Order**

Time 7:06 pm.

**New Agenda Items**

***The City of Calgary Audit Committee***

On 14 December 2017, The City of Calgary's Audit Committee will be reviewing the annual report, "*Status of Community Associations and Social Recreation Organizations on City-Owned Land*".

The KCA year-end financial statements review focused specifically on the organization's assets versus liabilities, liquidity, reserves and operating surpluses/deficits. Kingsland received a letter dated November 6, 2017; the financial review rating for our group this year:

**2016 Financial Rating**

**KCA standing good.**

*Clean-up Day* - Ann (the coordinator) requested that the Board confirm three dates that the Kingsland can hold a clean-up day the following dates were suggested May 26, June 9 and June 23, 2018. KCA will need to apply on January 2, 2018. Following the applications the City will confirm Kingsland's date. The board decided to have a metal collection, garbage and the diabetes association truck for small items, kitchen, children's toys, clothes, etc. More details to come once the clean-up date is confirmed.

The parade of garage sales is proposed to be the week prior to the clean-up day.

**Approval of Minutes**

Approval of September 28, 2017 Minutes

**Motion: I, Chris make a motion to approve agenda of September 28, 2017 minutes approved as presented. Second: Donna seconded. All in Favour.**

### **President's Items**

#### **New Executive**

Marcelo Campos as Treasurer interim position until Liz Spittal who has volunteered to be Treasurer comes back from VN.

#### **Casino Volunteer**

Betty Mertens volunteered as Casino Chairman at the AGM October 26, 2017. A phone call was received November 7, 2017 - she will not continue as Casino Chairman. Kathy Mitchell will continue as organizer for 2018 Casino.

#### **Secretary**

Sam Kemp-Jackson was asked if he would fill the role of Secretary after the AGM; he volunteered to fill the role. Cris sent out an email dated October 30, 2017 to the Board to approve Sam as Secretary.

**Email Motion: I, Cris make a motion to accept Sam Kemp-Jackson as Secretary to the Executive Board of Kingsland Community Association. Second Motion - Darren MacDonald. All in Favour.**

#### **Sam Kemp-Jackson voted as Secretary, October 30, 2017.**

Full details of the motion scanned and sent to google drive. Emails will be attached to approved November 23, 2017 minutes for office record:

**Darren MacDonald** - Second the motion – replied email dated Monday, October 30, 2017 – 12:28 PM

**Darren MacDonald** - replied email dated Monday, October 30, 2017 – 12:18 pm  
Wrote: Approved.

**Donna David** - replied email dated Monday, October 30, 2017 - 5:10 pm  
Wrote: approve

**Chris Kemp-Jackson** - replied email dated Monday, October 20, 2017 - 5:13:20 pm  
Wrote: I approve.

**Alfredo Campos (Marcelo)** - replied email dated Monday, October 30, 2017 - 8:09 pm  
Wrote: I approve.

**Kenneth Reimer** - replied email dated Monday, October 30, 2017 – 8:22 pm  
Wrote: I Approve.

All agreed passed, Sam is now the Secretary.

#### **KCA Budget**

Email Vote: for Budget approval

**Sue Barnfield sent out email - Subject: Kingsland Budget July 2017 - June 2018 dated Wednesday, October 18, 2017 - 8:56 PM - "We need an email vote to approve".**

**Second Motion: Christine Dombroski. All in Favour.**

Full details of the motion scanned and sent to google drive. Emails will be attached to approved November 23, 2017 minutes for office record:

**Christine Dombroski** - replied: October 19, 2017 8:06 AM

Wrote: I second the motion, as circulated and prepared by Sue.

**Chris-Kemp-Jackson** - replied: October 19, 2017 8:57 AM

Wrote - I move to approve this budget.

**Kenneth Reimer** - replied: October 18, 2017 9:30 AM

Wrote: I make a motion to accept budget as prepared by Sue. Ken R.

**Donna David** - *replied*: Thursday, October 19, 2017 1:07 PM

Wrote - I approve budget.

**Chris Kemp-Jackson** - replied: October 19, 2017 3:12 PM

Wrote - I approve the budget.

#### AGM - October 26, 2017 - Minutes

Meeting minutes will be featured on the [website](#); the newsletter will only show minimal information as the minutes were too long. Great West, our publisher has 800 words allocated whereas the minutes were 5200+ words. The October 26, 2017 minutes will need to be approved at the 2018-AGM.

AGM 2016 minutes were designated as approved October 26, 2017 at annual AGM and sent to the office and google drive for records.

Accomplishments and Benefits sent to google drive and emailed to Jen to load to website.

#### Alberta Registries

Change Officer/Branch for a Society – Proof of Filing Alberta Amendment Date: November 10, 2017 (2017/11/10) was received from Alberta Registries – to register new board of directors.

#### Neighbourhood Partnership Coordinators (NPCs)/Sport Development Advisors (SDAs) - External Partners Survey for NPC was completed

Parks Foundation Survey completed. Photos and Testimonials were sent. Received feedback from Sara Stepa at Parks she wrote: [Thanks so much for the photos, and positive feedback, we are happy the playgrounds are well received!](#)

FCC-Employment Standards Workshop – dealt mostly on the employer side – but did inspire me to update the Cleaner Contract to pay 10 days after invoice submitted to be in-line with Employment Standards.

Facebook

Cris will administer Facebook. If you want something posted please let me know.

Google Drive

Cris will manage the drive, I have started to transfer information into appropriate folders for back up records.

Hall Cleaner

Kelyn will no longer be able to manage the Cleaning of the Hall. Glenda Hernandez - Independent Contractor - signed Contract November 10, 2017 with an effective date of November 12, 2017 to provide hall cleaning services.

Preschool Contract

The Preschool did not accept KCA board original proposed rental rates for 2018 and next 5 years. The Preschool countered with (2) options which the Board reviewed.

KCA Board countered with an option as follows which the Preschool accepted.

- A. Year 1-2018: Annual Rent of \$11,000.00
- B. Year 2-2019: Annual Rent of \$11,000.00
- C. Year 3-2020: Annual Rent of \$12,000.00
- D. Year 4-2021: Annual Rent of \$12,000.00
- E. Year 5-2022: Annual Rent of \$13,000.00

Preschool is currently reviewing the contract, as soon as we hear from them arrangements will be made to sign the contract.

**Treasurer's Report**

Sue will attend the meeting until the new Executive is registered and recognized by Alberta Registries – then the signatories for banking will be changed – Marcelo as Treasurer will be fully authorized to handle financial business for the community association.

Bank Balances as at November 23rd 2017

Casino Account	\$35,508.38
General Account	\$59,584.57
G I C's	\$137,310.90
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TOTAL	\$232,403.85

Hall Rentals for November - \$5115.00.

KCA has a GIC – due December 6, 2017, the Board agreed to rollover the GIC for a two year term.

**Motion: I, Marcelo make a motion to roll-over the GIC due December 6, 2017 for a two year term. Second Ken. All in Favour.**

Cris will check the UPS Store credit amount on file; if required a cheque for \$200 will issued so that Board of Directors can use the services as required to conduct business.

### **MLA Office**

Sabeen reported that the MLA Kazim constituent office will having a Christmas Party December 7, 2017 from 5 to 7 pm at the Glenmore Landing. All welcome.

UN World Interfaith Harmony Week will be held the first week of Feb.

### **NPC Report**

Jenna's report will features in the Kingsland Post.

### **Planning Director**

KCA welcomes Laura Ethier to the Planning Committee!

FCC Infills Workshop - Learned about construction aspects that infills developers and residents will encounter during the building phase. Call 311 for construction or development questions, and 911 for safety or emergency issues, or email me depending on the nature of the issue at [darrenrmmacdonald@gmail.com](mailto:darrenrmmacdonald@gmail.com).

Here is a brief update on active files:

DP2016-2958 617 69 Av SW (R-C2 / M-C1 110 units) - Received new drawings for multi-residential development. The project intends to be constructed in 2 phases. KCA feedback is due on Dec 1.

DP2017-4611 560 69 Av SW (C-COR3 f1.0h12) Change of Use (Fitness Centre - Parking) KCA supported the application for lower level. Parallel application is underway for retail on upper level.

DP2017-4233 7515 MacLeod Tr. SW (C-COR3 f1.0h12) Change of Use (Medical Marijuana Counselling) KCA objected since this activity is currently poorly regulated. Residents should engage using the City of Calgary website where an on-line engagement is open November 20, 2017 and other information:

<https://engage.calgary.ca/cannabis>

DP2017-3325 7724 Elbow Dr. SW (C-C1) Change of Use (Liquor Store) - KCA objected and City rejected the application. Applicant is appealing to SDAB with a hearing rescheduled to January 9. Residents opposed with a petition and filed letters of objection during DP circulation.

BRT - 14th Street - Ward 11 - Resident concern - further information can be found under the City of Calgary website to look for Jeremy Farkas position on the topic.

### **Life Cycle – Report**

Stantec - Draft report “2017 Kingsland Facility Condition Assessment and Lifecycle Plan” was provided for the Board to review. No feedback, Ken will notify Jenna (NPC) to go ahead to proceed with the plan.

We will be able to apply for grants for our proposed renovations next year i.e. rink.

### **Hall Maintenance**

Skating rink lights and the LED security hall lights - A motion was made in May 25, 2017 meeting - “Sue makes a motion to replace the skating rink lights and the LED security hall lights together in the same bill and with the same contractor, at the same time together.”

Additional costs will be incurred approximately \$4000.00 - The poles are not a standard 2.5” and our attempt at building a sleeve to fit the new fixtures failed. Contractor found a company to build reducers to fit these. They will need to be manufactured and painted. These will cost \$200 each plus an addition day rental on the lift.

The existing fixtures are seized on the poles and have to be cut and drilled in order to be removed which take additional time and not one of the poles have ground wires. We have to pull ground wires up each pole as we are installing the lights.

Two lights were installed by the field and one in the rink that will need a proper mounting system.

As a long term power saving measure it will take 2 more years for pay back on energy bill.

The adapters for the rink lights are an unseen expense. Neither bidder for the project included this cost.

We carry a 15% contingency. This unfortunately turned into 40%. Ken, gave Brad the go ahead to source adapters for the rink lights. The poles on pleasure rink didn't need adapters only hockey rink. Lights are purchased and ready to be installed.

### **Casino – Report**

Casino dates confirmed May 31 – June 1, 2018 at Cowboys. Kathy Mitchell is the organizer for 2018 Casino.

### **Social Director – Report**

Social Committee met on Thursday November 16, 2017. Those in attendance: Cheryl, Donna, Iwona, Judy, Kari, and Tanya.

Set dates for 2018 events:

**Winterfest** - Saturday February 24  
**Horticultural Talk** - Saturday April 28  
**Spring Fest** - Saturday June 16 (Neighbors Day)  
**Movie in the Park** - Saturday September 8  
**Pub night** - Saturday Oct 20  
**Seniors Dinner** - Saturday December 8  
**Cookie Exchange** - Wednesday December 12

We decided not to have an Easter Egg Hunt this year. This event is held the week before Easter which falls on Sunday March 24, it's too close to Winterfest and it may be too cold for the outdoor activities.

Seniors Dinner is coming up on Saturday December 9<sup>th</sup>, held at Kingsland hall 3:30 – 6:00. Tanya is the lead for this event, the volunteers, food and activities are being arranged. Seniors have email [kingslandsocial@gmail.com](mailto:kingslandsocial@gmail.com) to sign up for event, Judy is calling those that attended from last year to see if they will attend again this year.

Cookie Exchange is coming up on Thursday December 13<sup>th</sup>, held at the hall 7:00 - 9:00 pm all residents are welcome to participate. Iwona is the lead for this event, residents have signed up at [kcayvonne@gmail.com](mailto:kcayvonne@gmail.com) .

Pub night cost - \$ 45.79.

### **Trico Liaison**

Introduction of Tina Cohoon as new Trico Liaison.

Tina and I attended Trico Meeting November 16, 2017. Board was divided into discussion groups and two questions were asked 1) what makes Trico unique? 2) what things can be done to make Trico more unique? One main point was recognized: Trico is adaptable and can provide a unique program very quickly. The responses will be summarized for the next meeting.

Trico next meeting and Christmas Social will held - December 21, 2017. I plan to attend the event.

**Motion: I, Cris make a motion to accept Tina as an Open Director effective November 23, 2017 and the new Trico Partnership Community Liaison effective December 1, 2017. Second: Darren seconded. All in favour.**

Tina, welcome to the board.

### **Membership Report**

AGM – Membership sales \$100.

Received email requests for memberships.

A table to sell memberships will be setup at the Senior Dinner.

Next meeting Thursday, January 25, 2018.

**Motion: Chris made a motion to adjourn the meeting at 8:05 pm. Second Marcelo. All in Favour.**

Prepared by Christine Dombroski  
President, Kingsland Community Association