

Attendees: Christine Dombroski, Corrina Santino, Amy Mireault, Jessica Pickel, Jeannine Konrad, Donna David, Terry Casey, Chris Maybroda, Anne Badyk and Tina Cohoon.

Absentees: Kathy Mitchell, Prasad Ganesan

Guest(s): Viviana Reinberg, Mike Danylchuk, Darren MacDonald

Meeting called to Order

Time: 7:03 pm.

New Agenda Items:

No new items.

New Board of Directors for Kingsland Community Association

Thank-you to the Executive members, Directors and Casino Chairperson who continued on the board and huge welcome to the members who joined the board.

President	:	Amy Mirealt	
Vice-President	:	Christine Dombroski	
Treasurer	:	Jessica Pickel	
Secretary	:	Corrina Santino	
Social Director	-		Position held by Donna David
Planning & Development Director	-		Position held by Amy Mireault
Trico Partnership Liaison	-		Position held by Christine Dombroski
Casino Chairperson	-		Position held by Kathy Mitchell
Membership Director	-		Terry Casey
Open Director	-		Position held by Jeannine Konrad
Open Director	-		Position held by Tina Cohoon
Open Director	-		Position held by Anne Badyk
Open Director	-		Chris Maybroda
Open Director	-		Prasad Ganesan

Approval of Minutes

Approval of September 23, 2020 Minutes.

MOTION: I, Anne Badyk, make a motion to approve the September 23, 2020 minutes as distributed. Second Donna David. All in Favour.

Neighbourhood Partnership Coordinator (NPC) Report

Jenna's emailed NPC report for November 2020.

Kingsland Community Association
Neighbourhood Partnership Coordinator Board Report
November 2020

PRIORITY ITEMS	
External Partner Survey	The City of Calgary is seeking your input through the annual External Partner Survey. The Survey is conducted in the Fall with the goal of assessing the level of support that groups are receiving from The City through Neighbourhood Partnership Coordinators (NPC).

	<p>The Survey will take approximate 15 minutes to complete and will be open until November 30, 2020 at 11:59 pm. It is open to Community Association/Social Recreation Group board members, volunteers and paid staff.</p> <p>You can find the survey here: https://externalpartsurvey2020.questionpro.ca</p> <p>You are welcome to share this link with others in your organization who interact with The City. The goal of the information The City is collecting in this survey is to help provide better and more consistent support to Community Associations/Social Recreation Groups. Your support and valuable feedback are all very much appreciated!</p>
Organizational Development	
Compliance items	Please forward Jenna the 2020 Annual Return when available
Financial Management	
Grants	
Capital Conservation Grant (CCG)	<ul style="list-style-type: none"> • During the month of December there will be an 8-10 week turn around for CCG applications. • Submit any grant applications for 2020 funds prior to November 30, 2020 • Applications received December 1, 2020 and on; will be processed, but funds will be allocated to 2021 • Reimbursement for open CCG applications will still be accepted during the entire month of December, although please try to submit prior to December 15th if possible. <p>If you have any questions, please reach out to your NPC.</p>
License of Occupation	
Connecting City Resources	
2021 Community Clean Up Program	<p>Applications for the 2021 Community Cleanup events will be open from October 19 – November 20, 2020.</p> <p>Community Associations can complete applications for the 2021 season from October 19 to November 20. This will allow additional lead time to plan for the Community Cleanup event. Please apply online or via 311.</p> <p>https://www.calgary.ca/csps/abs/partnership-programs/community-cleanups.html</p>
Public Relations	
Programming	
Facility Maintenance & Capital Construction	
Other	
Federation of Calgary Communities Workshops	<p>Wednesday, November 25, 2020: Volunteer Recognition</p> <p>Thursday, November 26, 2020: Membership Development For CA's Without Buildings</p> <p>Tuesday, December 1, 2020: I'm The New Treasurer: Now What?</p> <p>Wednesday, December 2, 2020: Programming 101</p> <p>Wednesday, December 2, 2020: Administrators' Meeting</p> <p>Thursday, December 3, 2020: Lunch-N'-Learn: Digital Newsletters</p> <p>Saturday, December 5, 2020: Partners In Planning Heritage Part 2</p> <p>Monday, December 7, 2020: Monday Matters</p> <p>Tuesday, December 8, 2020: Table Talk - Presenting At City Council Or Committees</p> <p>Tuesday, December 8, 2020: Internal Controls From Three Perspectives</p>

NPC Contact Information

Jenna Findlater

Neighbourhood Partnership Coordinator, Heritage
Neighbourhood Supports
Calgary Neighbourhoods
The City of Calgary | Mail code: #100
C 403.804.0312 | F 403.476.7271 | calgary.ca

COVID-19 Status

Work status: Currently working from home Monday through Friday with every third Friday off in rotation.

Preferred communication method: Microsoft Teams or email

Vice-President/President Report

AGM

AGM on Thursday, October 22, 2020 - a huge thank-you to all the CA members who attended (17) quorum was reached with a successful meeting conducted.

The AGM minutes for October 22, 2020 have been finalized and are on the website. The 2020 AGM minutes will be approved at October 2021 – AGM meeting.

Societies of Alberta Proof of Filing

Jen sent the new Board of Directors and audited Financial Statements list to the Societies of Alberta for registration.

Community Social Worker- Viviana Reinberg

Vivian will update KCA of the assessment results. *“An assessment is a consultative process that will bring together a wide range of stakeholders (residents, service providers, and community groups) to identify social conditions, understand how these conditions are experienced by vulnerable individuals and families at the community level. This assessment may or may not lead to further action in response to the needs identified.”* Vivian briefed the board of her assessment.

How to move forward – Viviana would like to focus on: 1) have general engagement anyone willing to work with Vivian 2) Security Food Pantry and 3) Provide virtual session on vulnerable people.

Organization Health Assessment and Services Measures

The document has been submitted to City of Calgary as record completed for year 2020. Jenna (NPC) assisted Cris to finalize the document.

The information document was sent to Board Members – November 20, 2020.

Clean-Up Day 2021

Dick has applied for the KCA Clean-up day.

Action Item: KCA is waiting on date confirmation.

KCA Business Plan – 2020-2025

Cris worked with Jenna to update the Business Plan 2020-2025 dated February 10, 2020. It was finalized and distributed to the Board for information. The business plan is an item that is tracked under the Organization Health Assessment and Services Measures for City of Calgary.

Motion: I, Donna David make a motion to accept the 2020-25 Kingsland Business Plan that was coordinated by Christine Dombroski and finalized with the help of Jenna Findlater (NPC) and submitted to the City of Calgary as

record February 10, 2020. The report was emailed to the board for information. Second Tina Cohoon. All in Favour.

Hall Insurance

KCA received notification from Toole Peet Insurance, November 7, 2020 that our insurance will increase will increase by \$1,094 increase from last year (\$4,445). The actual premium is \$5,539.

By-Laws Updates

The board has an active discussion regarding up-dating the KCA by-laws – understanding the number of members required to pass a motion 1) 75% of the members present at AGM can pass the motion or 2) KCA needs to take in consideration all active members of the CA – KCA needs 75% of all active members to vote. In conclusion it was decided that Amy, Cris and Anne (the committee) would gather more information and report back to the board.

Action Item: The committee to report back to the board with recommended action plan.

Ann Clarke

Anne served 30+ years on the KCA board in numerous executive and committee positions. She officially resigned from all Board positions including committees. Due to Covid-19 – her recognition has been preponed.

Jeannine & Chris M. agreed to get some ideas as too how to recognize Anne.

Action Item: Jeannine & Chris to present ideas at next board meeting.

James & Colleen Art” Singh Hari Park on 80th Ave SW.

The “Sight Line Survey” was completed with the final resident signed September 21, 2020 which along with signed amended agreement was sent to the city September 29, 2020 for execution. KCA is still waiting for the agreement to be executed by the City (Parks).

The Art is installed at the park.

Strategy Framework

Amy has organized two sessions with Alexandra Nov 4 and Nov 11, which were held virtually. KCA paid (\$100) for each session for an assistant facilitator.

The session were very well attended. A proposed Values, Vision & Mission Statement was created for Kingsland to be review.

Action Item: Next steps will be discussed at the next meeting.

Lifecycle Director and Hall Maintenance Coordinator

Cris stepped in the role last year as KCA Lifecycle director and hall maintenance coordinator when Ken resigned. She has been coordinating Lifecycle and Maintenance issues.

It was noted in a previous meeting minutes that Cris volunteered to take on the task, but I feel we should have motion to recognize the position. This position was previously recognized by the board – as a key position.

Motion: I, Donna David make a motion to accept Christine Dombroski as Lifecycle Director and Hall Maintenance Coordinator for Kingsland Community Association. Second Chris Maybroda. All in Favour.

Ward 11 - President’s Meeting

KCA sent notification to the Ward 11 - Jeromy Farkas’s office to update Amy Mireault as the new President.

See link for Ward 11 updates: <https://www.calgary.ca/citycouncil/ward-11/Pages/WardArticles.aspx>

MLA Report

Government of Alberta website: <https://www.alberta.ca/government.aspx>

Treasurer's Report

Jessica's report.

Financials

Total Banking as of November 26, 2020:

Casino Account: \$51,817.61. General Account: \$42342.72, GIC: \$114,904.87.

Hall Rentals: October - \$3236.62 and November - \$2,135.00 (without GST).

Audit Update

Jessica to provide update findings/recommendations, etc. – deferred to next meeting.

FCC - Exploring Communities Pixel Art Fence

FCC was notified October 7, 2020 via email of the completion of the pixel fence installation, as well as, photos to showcase the project.

October 29, 2020 KCA received - Cheque 002207 - \$1000.00 dated October 21, 2020.

SME Relaunch Grant

All non-profits were eligible for the relaunch grant for a specific rental month. The April 2019 rental of \$4362.50 was used to apply for the grant which government would refund 15% which equals \$654.38. The government would have direct deposited to the general account.

As of November 8, 2020 - Jessica confirmed that the funds were deposited into KCA general account.

Hall Maintenance and Life Cycle

Life Cycle

Engineering Consulting Program (ECP)

KCA secured a sea-can storage unit to store all the materials and equipment from under the deck.

The ECP program is paying the full rental for the unit until end of May (\$965.36). KCA applied for 100% reimbursement the city cheque should be issued this week.

KCA received a Safety Codes Officer's Notice NP2020-02123 dated October 21, 2020 which directs a written plan for the IMMEDIATE measures to be taken in regards to the barrier free means of egress is to be submitted to the Authority Having Jurisdiction and a permit MUST be obtained by NO LATER THAN 1600 hours by November 25, 2020. As per Courtney's email dated Nov 4, 2020 she stated, "The city is shifting focus to pursue an immediate reinforcement of the deck as there is not time to pursue a large scale replacement in the amount of time prior to the deadline, and that a larger scale deck project will be discussed after."

After discussion with IBI group, the City decided that ACE Architecture's to complete this project better aligned with the Safety Codes Officer's Notice deadlines. ACE prepared a "Structural Assessment of the Exterior Deck" report dated November 13, 2020 and is working towards submitting a building permit for a permanent fix as per Courtney's communication email dated November 17, 2020. ACE's proposed design for the deck fix will be the basis of the Building Permit application. The cost of approximately \$9000.00-\$15,000 estimate is budgetary in nature and can vary depending on the final design and market conditions.

Cris had a meeting Tuesday, November 24, 2020 at 3:00 pm with the City representatives – as soon as the city approves the ACE drawings for deck fix and permit application (the permit application costs will be covered under ECP – 100%), the project will go to bid.

Once KCA knows costs we will apply for a CCG funding (75% city – 25% KCA).

A deck summary with Option 1 and Option 2 were sent to the board for information which showed the proposed renovations, enhancements and upgrades. The scope of the project will be determined by the city's final analysis on what they will cover for the deck project and how much funding KCA can secure from grants - CCG (City of Calgary) and CFEP (prov.). The objective is cover the funding amongst the two grants so that KCA pays the least amount.

I ask the board to stand-by to approve several motions via email as we move forward in the next weeks.

Action Item: Further updates will be provided as we move forward.

Dog off-Leash Enhancement

Trico has made contact with the City and are proceeding with fencing in the dog-run. Trico could not start construction until after November 1, 2020. The city had to complete the bridge renovations before they could gain access to the space and clean-up the area of construction materials.

Kingsland had saved some of the chain-link fencing from the old rink. KCA is donating the fencing to Trico so that it can be used for the additional fencing for the dog run. Trico has picked up the fencing.

Cris has viewed the preliminary sketches for the dog run, waiting on revisions at November 20, 2020.

Hall Break-In under deck

Update on the hall break-in between September 18-20, 2020 - it appears that the thieves had a "change of heart" and returned the keys.

Kiddie Ice Rink

Due to reduced rentals and revenue for Kingsland, does the board want to consider not flooding the kiddie rink this year? The main rink is mainly used later in the evening with adults playing hockey. There is ample opportunity for the main rink to be used by families, as well as, an options to rent the rink for a private function.

Question does KCA want to continue to flood the kiddie ice rink? Board wanted to know the costs associated with flooding the kiddie rink before making a decision.

Action Item: Cris to provide rink maintenance costs to the board for review and to determine course of action.

Kingsland Fundraising Program – Clothing Collection

KCA received an email from Gagan Klair BBA - Fundraising Manager asking if we would be interested in the fundraising program.

Originally, the board decided to leave until November, but with the additional construction for deck renovations and hall renovations I am suggesting to defer until after construction due to space challenges and safety concerns.

The board was in favour to delay until later!

Planning Report

Amy, to report.

Chris M. & Prasad – attended an orientation to planning workshop provided by FCC.

AGM follow-up item - resident Iain Hutchens concerns regarding gates not being closed in specific areas has been addressed. He provided via email information and photos of the gates in question. The information was directed to the Planning & Development direct for further handling.

Keeping Kingsland Safe

Jeannine, shared some good news on the reduction crime in our neighbourhood. Jeannine has been work with CRO to have an open house but due to Covid-19 has been postponed until further notice. They are brainstorming on how to engage/connect residents to help residents understand that police are an asset to the community i.e. BBQ Loomis Park.

Tip of the Month.

Lighting up our Alleys

“The Dark - you never know what's there.”

Motion Activated Lights are an important aspect of home security. Alleyways are common in Kingsland and due to their lack of visibility from the main roads, dark alleys can be an invitation for criminal activity. So how can lighting up the alley behind your garage stop this behavior? First, a light suddenly coming on, not only startles the would-be invader, but will also draw people’s attention. Second, the light exposing them, removes the cloak of darkness that home invaders hide in. Simply put, lighting up the darkness of your Alleyway by installing a Motion Activated Light, can discourage criminal activity in the darkness of night. In addition, remember to do the “9PM Routine”.

Let’s light up our alleys and Keep Kingsland Safe.



Crime Stats Link: <https://www.calgary.ca/cps/statistics/calgary-police-statistical-reports.html> or <https://data.calgary.ca/Health-and-Safety/Community-Crime-Statistics-Map/n24v-9r86>

Exploring Communities Art Pixel/Cup Project

With Corrina’s hard work, the pixels were delivered Friday, October 2nd. Some of the board members and volunteers jumped on-board - the installation of the major pieces were completed October 3, 2020. A huge thank-you to all the folks who showed up. Also, a huge thank-you to Colleen who worked on adding the connecting pixel pieces to enhance the flow of the “Play” and “Calgary” theme.

Social Director – Report

The Social Director updated.

We’ve been busy assembling over 30 Christmas goodie bags to be delivered to our Kingsland Seniors the second week of December. Seniors who attended KCA past dinners and lunches were first contacted, to confirm if they would like to receive a goodie bag. With the help of our Kingsland Social volunteers these bags will be delivered the second week of December. The bags will include liquid hand soap, hand sanitizer, chocolate from a local chocolatier, “Master Chocolat” and a gift card from Shoppers, Co-op or Save-On-Foods.

30 Goodie bags confirmed (5 more to confirm)

Total number of participants 41 (11 couples & 19 Singles)

Approximate Cost per bag = \$24

Approximate total cost \$700 (I will submit my expense sheet and event report in January)

At this time there are no social events planned for 2021. We do look forward to the time when we can again gather at the community hall for our fun family events.

Trico Community Liaison

Trico board meeting was held virtually September 24, 2020, Cris participated. October 22, 2020, Cris did not attend due to KCA AGM.

Trico board meeting held November 19, 2020 – highlights:

- Trico is hiring a consultant for a Strategic review
 - o Governance
 - o Financial
 - o Sustainability
- Software replacement is planned
- 10 visit passes have exceeded budget – good news
- Calling for Casino Volunteers Feb 10/11

Trico Partnership Liaison – every year we ask board members if they would be interested on sitting on the Board of Directors at Trico Family Wellness Centre. Sitting on the Trico Board of Directors - you will receive a family pass to the Facility.

Responsibilities of Trico Liaison:

- Attend monthly meetings (a challenge sometimes as their meetings fall on the same days as our meeting)
- Report to KCA monthly board meetings to provide KCA board a hi-lite or key points of the meeting
- Address regular emails from Trico
- Submit monthly community reports to be posted on the website (Lynda) and Facebook (Cris)
- Participate on occasion surveys
- Participate in group planning discussions
- Volunteer for specific events (i.e. casinos, Trico sponsored events, etc.)

The summary of duties was discussed with the board. The board requested that more information regarding the liaison position be sent to the board members before board members can make a decision whether to volunteer.

Action Item: Cris will ask Trico to provide further information.

Program and Events

Check out Trico Family Centre <https://tricocentre.ca/> for new programs and registrations.

Next meeting

The next meeting may be held Thursday, January 7, 2021 - 7:00 pm. Following this meeting the next meeting will be scheduled for January 22, 2021, our regular 4th Thursday of the month.

The board will continue to continue to conduct zoom meetings - until we feel more comfortable and monitor the Covid-19 numbers as we move into winter.

Meeting Adjourned

Motion: I, Tina Cohoon make a motion to adjourn the meeting at 8:42 pm. Second Chris Maybroda. All in favour.

Draft by Corrina Santino

Finalized by Christine Dombroski