

KCA Meeting Minutes  
January 25, 2018  
Approved - February 22, 2018

**Attendees:** Christine Dombroski; Marcelo Campos, Donna David, Tina Cohoon; Ken Reimer, Sam Kemp-Jackson; Kathy Mitchell; Darren MacDonald

**Absentees:**

**Guests:** Chris Carlile - Constituency Assistant - Councillor Jeromy Farkas - Ward 11; Mike Danlychuk; Jenna Findlater; M S Alam (SOHEL) - Anam Kazim- MLA for Calgary Glenmore

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**Introductions**

Round Table introductions were conducted.

**Meeting called to Order**

Time 7:08 pm.

**Approval of Minutes**

Approval of November 23, 2017 Minutes

**Motion: Chris Kemp-Jackson make a motion to approve agenda of November 28, 2017 minutes approved as presented. Second: Donna David. All in Favour.**

Approval of Minutes Other

Outstanding approvals on minutes for Mar 2017 and Apr 2017. Cris sent out an email dated November 28, 2017 to approve minutes as presented (both minutes for the months were attached to email).

**Motion: Cris make a motion to approve Mar 2017 and Apr 2017 minutes as presented. Second: Sam Kemp-Jackson. All in favour.**

Rec'd email reply – dated November 28, 2017 – 4:58 PM from Sam Kemp-Jackson  
Wrote: I second the motion to approve the minutes as provided.

Rec'd email reply – dated November 28, 2017 – 5:09 PM from Susie Barnfield  
Wrote: I approve.

Rec'd email reply – dated November 28, 2017 - 6:10 PM from Chris Kemp-Jackson  
Wrote: I approve.

Rec'd email reply – dated November 29, 2017 – 10:38 AM from Kenneth Reimer  
Wrote: I approve both.

Rec'd email reply – dated November 29, 2017 – 2:30 PM from Darren MacDonald  
Wrote: Approved

The motion was passed unanimously by board members.

AGM Minutes October 26, 2017 - Amendments

Submitted by Ann Clark:

In Section 1 – To accept 2016 AGM Meeting Minutes the motion should read: “Cris Dombroski made a motion,” rather than “I”

In section 2: after KCA Youth Volunteer Award - Who **made the motion** to accept the Presidents report should be the **name** not **"I"**

In Budget Report: Motion should read **"Sue** made motion etc., and not **"I"**

In motion to use FCC in 2017/18 it should be **"Sue** made motion etc., and not **"I"**

In Treasurer's report- Budget Report year 2017/18. The Minutes state there was a question from a **"resident" who was that, name** should be stated and **what was the question and what was the answer?**

In Lifecycle report – 2<sup>nd</sup> paragraph, 3rd sentence: **"KCA did** receive any grants etc." - Should this read **DID NOT?**

Submitted by Cris:

Under paragraph that states the current standing Board of Directors list; I neglected to remove Andrea's name. Minutes amended to remove the **"Open Director - Position held by Andrea Chaisson"**.

**Motion: Donna David make a motion to approve the amendments as presented to the AGM minutes dated October 26, 2017. Second: Chris Kemp-Jackson. All in Favour.**

### **NPC Report**

#### Permanent Sign Boards

Currently, KCA uses sandwich boards to promote and advertise events. They become worn out quickly; which have a tendency to collapse due to human traffic and subjected to environmental elements. Donna had emailed the Board with a sample of permanent sign board structure that may work as a permanent sign board. Proposed locations at the playgrounds. Ken had a suggested that maybe we could look at existing "Little Library" locations and maybe attach something to the existing structures.

The board asked Jenna to look into permanent sign boards; whether the community can get some funding; requires permits, would an occupational agreement be necessary, etc. Cris, will also do some inquiries on digital sign boards.

#### Calgaryarea.com

Cris will review the information on this website to confirm whether it is current regarding Kingsland Community Association [www.calgaryarea.com](http://www.calgaryarea.com).

### **Kingsland Community Association**

#### **Neighbourhood Partnership Coordinator Board Report**

Prepared on: January 24, 2018

#### **Contact Information:**

Jenna Findlater, Neighbourhood Partnership Coordinator, Community & Neighbourhood Services  
T 403-476-7277 | C 403-804-0321 | F 403-476-7271 | Email: [jenna.findlater@calgary.ca](mailto:jenna.findlater@calgary.ca)

Mailing Address: The City of Calgary | Mail code: #100  
P.O. Box 2100, Station M, Calgary, AB Canada T2P 2M5

**NPC Requests** (ex., Board motions, LOC requirements, etc.)

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**NPC Supported Items** (ex., Programming, Resources, Best Practices, etc.)

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| <a href="http://www.calgaryarea.com">www.calgaryarea.com</a> | Website that some internet users might search to find community information.<br>Has found to be very out of date or very incorrect for some communities.<br>Best to have a look to check. The webmaster supposedly makes Corrections very quickly after being contacted. |
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**Dates to Remember** (ex., Workshops, Grant deadlines, etc.)

**Grant/Funding Opportunities**

**Activate YYC (Federation of Calgary Communities)**

To support, organize and administer these grants, the Federation of Calgary Communities has partnered with the City of Calgary and Walk21 to introduce the ActivateYYC program to local communities! ActivateYYC is a new, one-time microgrant program that centers on local community projects that bring people together to walk, play and be neighbourly. These projects employ **tactical urbanism** – quick, temporary, and low-cost initiatives.

ActivateYYC will provide grants – averaging \$750 – to organized groups and businesses to experiment with temporary Local projects and events that motivate Calgarians to walk, play and be neighbourly. Projects are encouraged to take place in any season of the year. Don't forget the next deadline is **February 5, 2018**

**Jumpstart Accessibility Grants**

**Amount:** There are two funding streams through Jumpstart (Accessibility Enabling Grants and Inclusive Design Innovation Grant) which annually provide up to \$4,700,000 in grants for projects across Canada.

**Applicable to:** The Jumpstart Accessibility Grants provide funding for projects that improve accessibility, inclusion and safety for children with disabilities through renovations, retrofits or construction of community facilities and venues so that recreation programs and/or services can be accessed and enjoyed by children of all abilities. Past recipients include:

- Municipalities and public recreation centers/facilities
- Schools with publically accessible facilities
- Community organizations with publicly accessible recreation facilities (e.g.: YMCA, Boys & Girls Club, Big Brothers Big Sisters, etc.)
- Public recreation spaces owned and operated by private Foundations

**Contact Info:** [jumpstart\\_pfaw@cantire.com](mailto:jumpstart_pfaw@cantire.com), [1-844-YES-PLAY](http://1-844-YES-PLAY)

**Grant Website:**

<http://jumpstart.canadiantire.ca/content/microsites/jumpstart/en/community-accessibility-grants.html>

**Due Date: FRIDAY MARCH 16, 2018 AT 11:59 P.M. EST** - Eligible organizations must submit a full online [application](#) for funding. Applicants must include details of user-group and/or community stakeholder consultations as well as letters of endorsement from user groups and/or community stakeholders.

**Program outline:**

- There are two funding streams within the Jumpstart Accessibility Grants:
- Accessibility-Enabling Grants: Jumpstart will provide grants up to \$50,000 for projects designed to help organizations enable general accessibility within their facilities. Where possible, applications should demonstrate evidence of matching funds or in-kind support from Federal/Provincial/Territorial and/or municipal governments. Up to 14 Accessibility-Enabling Grants will be awarded annually; Inclusive Design Innovation Grants: Jumpstart will provide grants between \$250,000 and \$1,000,000 for projects designed to enhance existing building plans for sport and recreation spaces with uniquely innovative solutions for inclusion & accessibility for children of different abilities. On an annual basis, jumpstart will award:
  - a. Up to four grants valued at \$250,000
  - b. Up to two grants valued at \$500,000
  - c. Two grants valued at \$1,000,000

*Project Eligibility:* The Jumpstart Accessibility Grants provide funding for projects that improve accessibility, inclusion and safety for children with disabilities through renovations, retrofits or construction of community facilities and venues that recreation programs and/or services can be accessed and enjoyed by children of all abilities. Examples of approved projects and expenditures under both the Inclusive Design Innovation Grants (e.g. enhancing rink accessibility for para0hockey users) and Accessibility Enabling Grants (e.g. installing elevators or lifts) are outlined on website.

**Did You Know...?** (ex., City-wide Events & External Opportunities, etc.)

**2018 Community Cleanups**

Registration through 311 (phone or on-line) will open on **Monday, January 8 at 9 am**. Applications will be available through an on-line link at [www.calgary.ca/cleanup](http://www.calgary.ca/cleanup) at 9 am on Monday, January 8. If you prefer, you can call 311 and they can complete the application over the phone. SCHEDULE is Saturdays and Sundays. Spring Session will begin on the last weekend in April 28-29 and go through to June 23-24. Fall Session will start up again on September 1 (no cleanups on September 2 as no one requested in previous years) and ends on September 29-30. Maximum allotted times remain 9:00 am – 2:00 pm but you can open for a shorter period of time if you prefer.

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|---|---|
| 3 packer trucks per cleanup, 2 regular waste, 1 organic waste (multiple loads). |   |
| <b>How NPC can assist your community association/social recreation group:</b>   |   |
| <b>Engagement</b>   | Engagement Needs, Engagement Plans, "Telling the Story", Raise Awareness, Connect with Residents, Reporting and Evaluation Actions  |
| <b>Organizational Development</b>   | Board Governance Practices, Strategic/Business Plan Development, Bylaw Review, Risk Management Practices, Operational Policy and Procedures, Committee Structure, Human Resources, Marketing, Promotions and Communication, Programming |
| <b>Connecting City Resources</b>  | Land Needs, Programming Needs, City Information   |
| <b>Financial Management</b>   | Financial Best Practices, Annual Financial Statements and Reviews, Grant Funding Resources  |
| <b>License of Occupation(LOC/Lease</b>  | Initiating LOC/Lease, Land Stewardship, Administration of LOC/Lease, Third Party Agreements, Letter of Understanding, Exiting LOC/Lease   |
| <b>Facility Maintenance &amp; Capital Construction</b>                          | Capital Construction Projects, Policy and Process, Lifecycle Management of Facilities and Amenities   |
| <b>Connecting City Resources</b>  | Navigation and Alignment of City Services, Leverage City Resources to Support Communities, Connections to Other City Business Units and Departments   |

### **President's Items**

#### **Purchase Fridge**

The bar fridge died, as reported by Hall Manager. The fridge is required for events at the hall. Cris communicated with Ken; he agreed that purchasing the MAXX - stainless fridge that he had recommended which would serve as the bar and kitchen fridge. The tentative plans for renovations of the kitchen/hall; purchasing this item fits into our new proposed plans. Purchasing the new fridge will benefit the hall in the long term.

Cris sent out an email November 29, 2017 for board members to approve the purchase of a new fridge. A link was attached for board members to check specifications related to the fridge.

**Motion: I, Cris make a motion on November 29, 2017 to purchase the Maxx Ice 54 in. Reach-in 48 cu. Ft. refrigerator 2 Sliding Doors - Energy Star® at Costco for \$3,339.00. Second Ken Reimer. The motion was passed 7 of out 8 board members voted via emails to approve.**

Rec'd email reply – dated November 29, 2017 – 10:59 PM from Tina Cohoon  
Wrote: I approve.

Rec'd email reply – dated November 29, 2017 – 7:54 PM from Kenneth Reimer  
Wrote: I second.

Rec'd email reply – dated November 29, 2017 – 8:52 PM from Sam Kemp-Jackson  
Wrote: I second the motion to approve the minutes as provided.

Rec'd email reply – dated November 29, 2017 – 8:55 PM from Darren MacDonald

Wrote: Approved. I presume we need fridges or we lose more revenue and hall rentals.  
Rec'd email reply – dated November 29, 2017 – 10:17 PM from Marcelo Campos

Wrote: I approve.

Rec'd email reply – dated November 30, 2017 – 6:17 PM from Donna David

Wrote: I approve the purchase of the new fridge. Will the kitchen fridge be moved to the bar area? It's handy to have the bar fridge when putting on events.

The motion was passed 7 of out 8 board members supported the purchase of the fridge voted via emails.

The Fridge was ordered December 1, 2017; final cost of the Fridge with GST - \$3569.99. The Fridge was delivered January 12, 2018 delivery and moving upstairs cost \$559.12. Cris is in communication with Costco to try to get reimbursement for the delivery fee or portion of the fee; as Costco contract included delivery.

Cris will check for extended warranty on the Fridge and will provide feedback to the board.

#### Alberta Registries

Kingsland Community Association Alberta Registries documents which shows the new registered Executive and Directors was received in November.

#### Bank Signatories

Ken, Marcelo, Cris and Sam met at the TD bank on Friday, Dec 1, 2017 to change signatories to the new signing authorities for the Kingsland Community Association. Marcelo is officially managing all the financials for Kingsland Community Association.

#### 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 counter offered a subsequent option which was accepted by the preschool with the following terms:

Year 1-2018: Annual Rent of \$11,000.00 + GST; Year 2-2019: Annual Rent of \$11,000.00 + GST; Year 3-2020: Annual Rent of \$12,000.00 + GST; Year 4-2021: Annual Rent of \$12,000.00; Year 5-2022: Annual Rent of \$13,000.00.

#### ***Preschool Sub-Licence Agreement was signed December 5, 2017.***

#### Cleanup Day

Cris received email from Ann dated January 8, 2018 as notification that she successfully completed the application. The requested dates for clean-up were: first choice - June 9, 2018; second choice – May 26, 2018 and third choice – June 23, 2018. Ann should receive confirmation from the city within 3 weeks, she will communicate to the board the confirmed date.

#### Facebook

Cris continues to post to Facebook, relevant information to Kingsland. The majority of the posts may be for the Planning Committee as long as DP applications continue to be filed at the city. She encourages all

Directors to notify her for postings. This may be our communication of choose soon as the newsletter may go by the way side.

### Personal Expense Statement

Darren and Cris worked on the personal expense statement to make it more user friendly and easier to navigate. The Personal Expense Statement was emailed to the board for feedback. Cris consulted with Marcelo and Birte several feedback items were added to the bottom of the expense statement:

- 1) The Personal Expense Statement must be approved by the Committee Director or Executive Member of the Board when applicable.
- 2) All original receipts must be attached to the statement.
- 3) A separate expense statement must be submitted for each unique event/purpose.

### MLA Kazim – Indigenous Relations Meeting

Cris attended a meeting with MLA Kazim and Hon. Min. of Indigenous Relations - Richard Feehan - MLA Edmonton Rutherford. In attendance were presidents of the Cedarbrae Community Centre, Kingsland Community Association, Lakeview Community Association and Oakridge Centre along with Jesse Salus to discuss how we can strengthen our communities with the Tsuu T'ina Nation as we move forward building the ring road. The Tsuu T'ina Nation are planning to build a huge shopping centre and more roads will be developed to join to their lands. Some discussion on how we can engage the First Nations peoples in our communities.

### Canada Summer Jobs2018

I attended an information session Wednesday, January 17, 2018 regarding hiring summer students which the government offered to pay wages for “Not-for-profit organizations”; Kingsland does not have enough work to employ a student for minimum of 6 consecutive weeks at 30 to 40 hours of work per week.

### President’s Meeting and Town Hall

I attended the first President’s meeting with Jeromy Farkas, January 18, 2017 which was held at PBP Community Hall. Approximately, 12 Presidents attended the meet and greet meeting. The Town Hall meeting drew approximately 130+ people. Jeromy answered, ad hoc questions which were pulled out of a bowl; his responses were very well articulated; his believes and values for transparency were very clear.

### Google Drive

Cris is continuing to organize and load any current documents into Google Drive. She will continue to review the Gmail folders and move any attachments to their respective folders in google drive.

### Website

Cris would like to meet with our website individual (Lynda French); to update the website, as it shows now, it is very busy and difficulty to navigate. The board was in favour of Cris reviewing the website.

### Treasurer’s Report

Total Banking as of January 25, 2018

General Account: \$45,209.14

Casino Account: \$30,247.21

Total Investments as of January 25, 2018

Total GICS: \$137,841.50

Hall Rentals for January 2018 - \$4105.00

### **MLA Office**

Dear Constituents:

As we continue enjoying the winter activities, I have been delighted to stay engaged with the constituents/stakeholders and hear more about how we can make our province even better. Also, I am pleased to share that I have been appointed as the chair for the Standing Committee on Private Bills.

### **Boost in Alberta's Economy:**

Alberta's economy turned the corner in 2017, ending the year as the fastest-growing economy in the country with increases in nearly every sector.

This year tens of thousands of full-time jobs were added to Alberta's economy and the unemployment rate fell to its lowest level in two years. Average weekly earnings, exports, manufacturing, drilling and housing starts were all up in 2017 and Alberta is expected to continue leading the country in economic growth in 2018.

As the economy keeps growing, so does Alberta's population. Over the past three months it increased by nearly 20,000 people, causing total housing starts over the last year to rise 20 per cent from the previous 12-month period.

Consumer confidence also surged in 2017, reaching its highest level since the end of 2014. As a result, Alberta is setting all-time records in retail and hospitality sales.

With the implementation of the province's modernized royalty program and the stabilization of oil prices, the number of exploratory and development wells drilled in September 2017 increased 75.4 per cent from the same period a year earlier, from 248 to 435. Per-capita private sector investment also rose to more than twice the national average.

### **Quick facts**

- Average weekly earnings increased 2.3 per cent in 2017 to \$1,142, the highest in the country by far.
- In October 2017, Alberta's manufacturing sales increased 14.2 per cent compared with October 2016, to \$6.02 billion. Nationally, manufacturing increased only 4.3 per cent over the same period.
- [Facebook: Anam Kazim- MLA for Calgary Glenmore](#)
- [Twitter: @anamkazimMLA](#)



Ring Road Information Session will be held Saturday at 10 am at the Connect Charter School located at 5915 Lewis Drive SW, Calgary, Alberta - Phone: 403 282-2890

### **Planning Director**

Planning Committee Update: January 25, 2018

### **KCA attended 2 significant proposals:**

#### **Seniors Residence on 7 St behind Kingsland Plaza (Shoppers)**

Proposed for 94 units and 5 storey building on 6 parcels. KCA met applicant and tends to support the rezone and permit approach. Open House in March (TBD)

#### **Market on MacLeod - Redevelopment**

Proposed project with max 6 storey buildings and mixed residential, retail and commercial aspects. Open House in March (TBD)

### **Several applications are active:**

#### **LOC2017-0375 65 Kendall Dr. SW R-C1 to R-C1s (Backyard Suite)**

KCA shifted from oppose to neutral based on written letters of support for the rezone from some neighbors. Council will be discussing broad elimination of the rezone requirement as a separate issue.

#### **LOC2017-0284 618 Kingsmere Cr R-C2 to R-CG (Secondary Suite)**

CPC recommended approval. Public hearing slated Feb 20.

#### **LOC2017-0115: 7304 Elbow Dr. R-C1 to R-C2 Infill + Secondary Suite**

Project awaits subdivision prior to permits.

#### **LOC2016-0308: 729 67 Av SW R-C2 to R-CG (Add Secondary Suites)**

Project awaits subdivision prior to permits.

#### **LOC2015-0095 (M-C1) / DP2016-2458: 69 Av SW (110 Units)**

DP scheduled for CPC review Jan 25.

#### **DP2017-4611 560 69 Av SW Fitness Centre**

KCA supports this application which is still under review.

**DP2017-4820 560 69 Av SW Exterior Renovations: Retail / Consumer Service** City of Calgary reviewed and approved.

#### **DP2017-3325: 7724 Elbow Dr. SW - Change of Use: Solo Liquor Store**

Application rejected by City administration. KCA plans to attend upcoming SDAB appeal. Decision pushed into Feb. Residents filed letters to oppose.

## **DP2017-4233 7515 MacLeod Tr. SW Medical Marijuana Counselling**

KCA opposed and the application was withdrawn.

**DP2017-0840: 7711 MacLeod Tr. SW- Changes to Site Plan - Market on MacLeod:** KCA supported lot upgrades but DP status is uncertain with pending Market redevelopment proposal.

### **Life Cycle - Report**

KCA received two hard copies of the Kingsland Lifecycle Plan 2017. Ken will use one copy and the second copy will be filed at the KCA office.

Jenna will provide an electronic copy of the Kingsland Lifecycle Plan which will be available on google drive for Board access.

### **Casino - Report**

Kathy Mitchell Coordinator - Volunteers will be required for Cowboy's Casino for May 31, 2018 and June 1, 2018. She has received the appropriate signatures from the board. She will mail the casino information to the Alberta Gaming & Liquor Commission (AGLC) for further handling. The casino is very important to the community funding as this money must sustain the association for 18 months.

Cris will post on Facebook and outlook calendar calling for volunteers for Casino, as well as, Donna will send via mass email to residents. As always we need help with this event which requires about 24+ people to cover all positions with 2 shifts for 2 days. **PLEASE VOLUNTEER!! THIS IS A GREAT EXPERIENCE.**

### **Social Director - Report**

1. Senior Dinner final costs - \$928.19.
2. Cookie Exchange final costs - \$116.96.

### **Next Social Committee Event**

Winter Fest is the next event scheduled for February 24, 2018 – 11- 3 pm at the community hall.

### **Grant Applications**

#### **ActivateYYC Walk, Play & Be Neighbourly**

Grant Round 2 of \$750.00 is available applications are due on **February 5th, 2018!** Donna will apply for funding for Senior Luncheon to be handle in the spring.

Other consideration was a Block Party; the board felt that a spring senior event was a priority.

### **New Grants for Park Events**

The TD Park People Grants program has launched a new grant to support your 2018 park events! This means your organization may be eligible to receive a \$2,000 grant to host community events in your local parks and green spaces to make them come alive with events like movie nights, harvest festivals and nature walks. Application deadline is March 5<sup>th</sup> and groups would be committed to hosting three park events between Earth Day and New Year's Eve 2018.

Mike asked if KCA still had the hotdog machine, Donna will check.

## **Trico Liaison**

### **Dec Board Meeting**

- Effective November 30 2017 Trico is utilizing an external cleaning company. Cleaning staff will be scheduled from opening to closing and after hours.
- Trico Marketing and Communications Report was given by Brian Desjardins. Corporate Membership was rolled out December 4 and is ongoing. South Centre Mall has agreed to advertise information in their monthly newsletters. Facebook has increased the number of likes by 1%.
- Pass sales actual and budget YTD - to end December 2017, Trico at 98% of budget.

### **January Board Meeting**

- Review of Financials, Membership sales, Marketing/Communication, Community and Facility report.
- Treasurer Jerin Rodriguez has resigned. This position is open and they are looking for someone with a CPA designation to fill this position. If you know of anyone who might be interested please have them contact Trico.
- There is space available at Trico for rent/lease.
- If our association has any events planned they can be forwarded to Trico.

Trico will be celebrating 35 years, they have events planned throughout the year. Check out the website and be prepared to have some fun - <http://www.tricocentre.ca/> and KCA Community website - <http://kingslandcommunity.ca/> .

Trico Next meeting is February 22, 2018

## **Membership Report**

Senior Dinner – Membership sales – 9 memberships sold - \$115.00.

## **Newsletter – Great News Publication**

Currently the Kingsland Post is being published for free as long as they can secure advertising. Due to the reduction of advertising less and less is being published including taking out i.e. monthly board minutes.

Feedback do we really need the Kingsland Post - other communication tools currently being used Facebook and Kingsland Website; events flyers are being delivered door-to-door and message boards posted at strategic locations, as well as events and other community related information is posted on MAIN message board at 75 Ave and 5 Street.

Cris wrote to our MLA asking if they can fund any portion of the newsletter. They were not in a position to offer funding.

## **Attachment Parents' Village Calgary (APVC)**

KCA received a request from APVC asking us to engage in a partnership with Kingsland Community to donate space to host their meetings. The APVC is a playgroup which is unstructured event for both parents and children with an age range from newborn to school aged. APVC is a registered not-for-profit society that provides emotional support and nurturing care to mothers, fathers and families that strive to form a strong emotional bond with their family circle, through the ideals of attachment parenting.

**Motion: Chris Kemp-Jackson made a motion that the board support the "Attachment Parents' Village Calgary" playgroup by offering them the use of the upstairs hall for one morning per a week at a rate of \$100/month to cover the cleaning expense. Second: Ken. All in Favour.**

Meeting adjournment

**Motion: Chris Kemp-Jackson made a motion to adjourn the meeting at 08:35 pm. Second Ken. All in Favour.**

Next meeting February 22, 2018