



MINUTES

Present: June Bergman, Darren Bourget, Jérémie Bourqui, Karen Bradshaw, Scott Chomistek, Jennifer Dotchin, Cydney Elofson, Jeremy Gukert, Karen Kirnbauer, Murray Scotton, Monique Tambay-Roest, Darcie Todd, Kay Wilford

Office Staff: Sherry Gavlin, Deb Hall, Rita McMillan

Guests: Victoria Boehm, Heather MacKay, Brigitta Olsen-Diehl

Notes taken by: Monique Tambay-Roest

1. Introductions

Cydney

The meeting was called to order by Cydney at 7:30pm.

2. Remarks from the Chair

Cydney

It was a busy summer, thank you to everyone for their work, especially the staff for getting the pool, community association (for summer camps), the preschool, etc. up and running. Cydney also thanked the Executive for the extra meetings over the summer and keeping things running. Thank you to the full Board for their support and keeping things going over the summer.

3. Approval of meeting agenda

Cydney

PSAC time increased to 10 minutes from 5 minutes.

5 minutes for a BGSS update was added to New Business.

Kay moved to approve agenda as amended, Jennifer seconded. Motion carried.

Beginning in October, Monique will add an "Acknowledgment of Report" to each agenda.

4. Approval of June 2020 Minutes

Cydney

Scott moved to approve June 2020 minutes as presented, Murray seconded. Motion carried.

5. Approval of June 10 (bike lane meeting) minutes

Cydney

Jeremie moved to approve June 10 minutes, Jennifer seconded. Motion carried.

6. Guest Reports

a. Counsellor's Report

Ralph Smith

See Board Reports

b. NPC Report

Heather MacKay

The City of Calgary garbage bag tagging program. Heather will forward information to Monique to be shared with the Board. Heather will look into the ReCreate grant to see if there will be another intake date as the Sept. 1, 2020 date has passed.

c. CPS Report

Cst. Dustin Williams

See Board Reports

d. PSAC

Brigitta Olsen-Diehl

Tammy O'Neill resigned mid-August, as did a full-time educational assistant. Lisa West was hired for the 4-yr. teacher position and Cristine for the 3 and 4-year old education assistant position. The re-launch strategy was developed with Deb Hall and the teaching staff. There were more withdrawals from the program than anticipated. As a result of the low enrollment,



**Silver Springs Community Association
Board Meeting
Wednesday, September 2, 2020 7:30 pm**

the afternoon 3-year old program was cancelled. Of the two morning 3-year classes, one has only 6 students. This was done to allow families who had withdrawn, the opportunity to re-enroll in the winter if they choose to do so. The preschool staff intend to follow up with the families who withdrew later in the year to determine if they are interested in re-enrolling.

Several changes have been made to ensure the preschool is aligned with AHS COVID regulations. All soft toys and rugs have been removed, entry times have been staggered. AHS regulations allow preschool teachers and staff to wear face shields in place of masks. This is important for teaching children language skills. PSAC would like to thank the SSCA for their support, especially Deb, Rita, Sherry, and Cydney.

7. Executive Committee Updates

Cydney

The Executive met last week (Aug. 27) as well as several times over the summer for issue by issue chats (unminuted). The Executive has booked meetings on the last Wednesday of each month, if a Board member would like to touch base at these meetings, please let Monique know.

a. AGM

The Executive is exploring alternate ways of holding the 2020 AGM, including an outdoor or virtual option. The deadline to notify community members of a change in date (to November 2020) has passed. The 2020 AGM will be held in January 2021, the Board can then discuss moving the 2021 AGM to November in February. There was a discussion as to whether or not the SSCA Bylaws will need to be amended to allow for a virtual AGM. Cydney will look into the process to amend or update the bylaw. The Board will need to have a special meeting to discuss an amendment and how to restructure the voting process (voting card, signing in). Current bylaws do not prohibit virtual voting, but read as assuming that voting will take place in-person. Heather has a former NPC colleague who has moved to a consulting position, and will connect them with Cydney. Cydney will update the Board in October.

b. Logo/ Website update

Darcie

When Strategic Consulting was retained to update the website, the \$6600 fee was for Michael to transfer existing content into the new website. When Phase 2 re-opening launched and the pool was included (originally was in phase 3), the majority of Michael's time was deferred to getting the pool website (information and registration) up and running. This was a large, fast-moving task that involved on-line purchases/ booking and COVID waivers. There were some capacity issues at the beginning, but overall, the pool booking system worked very well. The SSCA now has a functioning website, however, there is a lot of content to add, therefore more time is required to complete the project. Michael has requested that the CA approve up to an additional \$3000 to allow him to complete the website. The office staff and Michael will work together to finish the copy and ask for input on specific pages from the content "experts" (i.e. Jérémie and Monique for safety, June for the BGSS).

Cydney will continue to be part of the process. There was a discussion regarding whether or not the hourly rates Strategic Consulting is charging the CA is comparable to other companies? Jennifer has similar experience through work, and other companies are offering much less for higher fees. Cydney and Sherry are meeting Sept. 3 to discuss the process for updating



**Silver Springs Community Association
Board Meeting
Wednesday, September 2, 2020 7:30 pm**

content. The additional \$3000 will allow Michael to build upon the existing website with a new registration process and additional functionality.

Cydney moved that the SSCA approve up to an additional \$3000 for Strategic Consulting to complete the work on the SSCA website, Kay seconded. Motion carried.

i. Google Suite

Darcie thanked Victoria for her work and dedication over the summer. Victoria showed a lot of pride in her commitment and Darcie saw a lot of growth in her work over the summer. Darcie shared the process she has developed for maintaining and updating the site, tracking when updates are required, who “owns” the content, notes, etc. It is important that the website have a personality that reflects the spirit of Silver Springs. It is important that one person is responsible for updating the site to maintain a consistent tone. Sherry and Cydney will be discussing the long-term plan for updating and maintaining the website offline with Michael.

There was a brief discussion regarding the ease of including photos and documents on the website. Both types of files can be supported on the website. However, managing a photo library is time intensive, photos should be shared in Google Suite instead, as it will be easier to manage.

There was a discussion about having the SSCA Facebook posts streaming on the website. The challenge is that negative responses to CA posts are visible, and that if posts are not updated regularly it could look stagnate. The majority of websites have widgets to their social media site rather than live streams, Cydney will ask about adding widgets after the website has been completed.

Victoria has developed a plan to transition to the Google Suite, the Board will receive communications explaining how to use the different applications. It is possible to work in G Suite offline and documents will update as soon as the device is connected to the internet.

Monique will book time in the October meeting to review the transition plan.

There is currently no logo on the new CA website. A logo had been designed by the MRU students, but the Board has not approved it. A new logo is a significant opportunity to engage with community members. There will be a separate meeting to discuss a budget, timeline and design. The CA owns the intellectual property for the logo designed by the MRU students.

8. Financial Reports

Scott

a. August 2020 internal F/S

August 31, 2020 was the fiscal year end. Scott thanked Deb for her work to find and get every grant and subsidy that the CA qualified for, even with closures and program cancellations due to COVID, the CA ended the fiscal year with approximately \$14000 revenue (not including revenue from the pool).

Deb and Scott are working on a preliminary 2020-2021 budget for the preschool, and are predicting a \$4000 deficit. Due to a shortened year (closure due to COVID), the preschool currently has a shortfall of \$6000. The Federal Wage Subsidy is changing for September - December, Deb and Scott will look into the pending changes.



**Silver Springs Community Association
Board Meeting
Wednesday, September 2, 2020 7:30 pm**

Both West Valley Softball and Nor'West Soccer posted deficits due to COVID (shortened or cancelled seasons). The pool brought in \$59551.28 (there are some outstanding operational expenses that will have a minor impact on the final pool revenue). As of Aug. 31, the CA has \$73, 794.91 in unencumbered cash available. Scott moved to approve the August 2020 internal financial statements as presented, Kay seconded. Motion carried.

b. Purchase policy

There are no specific guidelines regarding purchase limits requiring Executive approval and Board approval of expenditures. The Executive had a brief discussion and suggested that transactions between \$1000 - \$2500 be approved by the Executive, and that expenses over \$2500 require full board approval. Scott and Deb will discuss offline, discussion tabled for October.

Business Arising from June meeting

9. Off-leash in BGSS Update

Jérémie

Jérémie requested information for 311 calls received in and around the Botanical Gardens. In 2019, 39 calls/ complaints were made, compared to 34 in 2018, and 45 in 2017. There was a discussion as to whether or not the CA wishes to begin the engagement process. Following some concerning and heated Facebook discussions regarding incidents in the BGSS, Jérémie reached out to Guy Beavers requesting improved signage. Feedback regarding the increased signage is that it is just as confusing. When the topic was first discussed (Monique will find the minutes), the Board felt that it was important to remain neutral until after the public engagement as this will be a divisive conversation. As the park is City property, the CA cannot redesignate the park, it can request that the City begin the engagement process (can facilitate the process). There was discussion regarding the timing and if it would be beneficial to wait until a later time when in-person engagement can be part of the process. Should the CA perform a survey to measure public interest in the discussion? Jeremie will ask Guy what engagement would look like. Please share all anecdotal reports of incidents in the BGSS with Jérémie, and June will continue to send Jeremie comments she gets from BGSS website. Jérémie will provide an update at the October 7 Board meeting.

10. Building Safer Communities Blockwatch

Jérémie

In February 2020, after Travis Settles met with the full Board, the Executive recommended to the Board that the CA not pursue the Blockwatch program at the time. Since then a Facebook Group, Silver Springs Crime Watch has been created by community residents. At the time, the CA received some criticism from a few community members who felt the CA was not taking their safety seriously. The new Facebook group does not share safety information. Would joining the Blockwatch Facebook group make the reporting more legitimate or reduce the risk of libelous or incorrect claims being made? Jérémie is asking the Board to reconsider their earlier decision. There are concerns/ questions given that surrounding communities such as Bowness have not



**Silver Springs Community Association
Board Meeting
Wednesday, September 2, 2020 7:30 pm**

joined the Blockwatch program, as well as potential posts stereotyping or misreading an individual's intentions. Silver Springs continues to be a low-crime area within the city. The Board agrees that sharing information regarding community safety is important, but what is the Board's role in the dissemination? There was a general sense (no formal vote or decision made) that sharing information from Cst. Dustin Williams is within the role of the CA, but not the sharing of anecdotal information from Facebook. Jérémie will gather more information from Tavis Settles and update the Board at a later meeting.

New Business

11. Crowchild Twin Arena update

Jeremy

Jeremy will email the CTA update to the Board.

12. Outdoor Rink

Jeremy

The Rink Advisory Group reviewed the rinks and preparations needed under AHS COVID Guidelines to open for 2020-2021. Some work needs to be done, some funds will be required for equipment to modify and upgrade the rink surfaces, a work date is being planned for October. The group is exploring the idea of selling the zamboni, as it currently costs \$1200/ year to store it. The Zamboni could be sold for more than was paid (newer, comparable models are available for between \$30,000 and \$40,000) and another one purchased at a later date (Crowchild Twin Arenas replaces their machines every 8 or so years). Jeremy will update the Board as the Advisory Group decides how to proceed.

13. Pump track

Karen B. and Monique

Karen B. and Monique brought forward a proposal to build a pump track/ bike park within Silver Springs. Karen has prepared a PowerPoint presentation that Monique will email to the Board with more information. Monique is continuing to research costs and insurance implications. Heather MacKay suggested that the CA proceed with a pilot project on CA property with temporary ramps. Monique and Karen will touch base with Sherry regarding the LOC, and Monique will contact Toole Peet insurance, as well as other communities who have gone through the process. The Board supports Karen and Monique moving forward with research and the pilot project. An update will be provided before the October Board meeting.

14. Silver Springs Spirit

Sherry

Due to the Covid-19 pandemic, the Silver Springs Spirit was not available over the spring and summer. A digital version was made available each month and was well-received. The office staff proposes the CA stops printing hard copies of the Spirit and moves to full digital editions. Moving away from print distribution increases the volume of content that can be included, and allows more flexibility with the submission deadlines. The Board supports moving forward with a digital version only, if any concerns arise, the decision may be re-examined.



**Silver Springs Community Association
Board Meeting
Wednesday, September 2, 2020 7:30 pm**

15. BGSS grand opening

June

The BGSS is holding a week-long grand re-opening the week of Sept. 12. The event is taking place over a week to minimize crowding. New benches and a new bike rack are part of the new upgrades. A formal thank you to the Calgary Parking Authority and Calgary Parks will be included.

16. Next Board Meeting

Cydney

a. Wednesday, Oct. 7, 2020 7:30pm

17. Adjourn Murray adjourned at 10:12