



APPROVED MARCH 1, 2023 MINUTES

Present: Jon Mayhew, Monique Tambay-Roest, Erika Lazzarotto, Cydney Elofson, Kay Wilford, Margaret Livingston, Karen Bradshaw, Jeremie Bourqui, June Bergman, Karen Kimbauer, Lily Oakenfold, Jeremy Gukert, Scott Chomistek, Patrick Crampton

Regrets: Cst. Dustin Williams, Marny Paul, Lynda Paananen
Karen Bradshaw, Jeremie Bourqui, Karen Kimbauer, Rita McMillan

Absent: Nadia Friesen

Office Staff: Sara Gauthier, Rita McMillan

Guests: Heather Gibbons, Chelsea Scalzo

Minutes taken by: Lily Oakenold

Jérémie called the meeting to order at 7:34 p.m.

Jérémie

1. Land Acknowledgment

Monique

Monique read the Land Acknowledgement.

1. **Remarks from the Chair**

Jérémie

Jérémie welcomed everyone.

2. **Approval of meeting agenda**

Jérémie

Cydney moved to approve the March 2023 agenda, as presented. Monique seconded. Motion carried.

3. **Approval of Feb. 2023 meeting minutes**

Jérémie

Cydney had a few minor revisions, which were provided to Monique. These will be updated on the web. February f/s will be distributed later, approved at the next meeting.

Jérémie moved to approve the Feb 1st, 2023 minutes as presented. Scott seconded.

Motion carried.

4. **Acknowledgement of Written Board Reports Submitted:**

- a. NPC Report (Heather), EGG Report (Kay), Winterspace Report (Karen B), Botanical Gardens of Silver Springs Report (previously SSBG (June), Office report (Rita)

- b. Questions Arising from Board Reports

Jérémie

Karen B. clarified to Jérémie that there was an application questionnaire form to join Winterspace and the link was embedded in the Winterspace Standing Report, but all the links will also be on the landing site of the SSCA Website.

Karen B. noted that Guy Beavers (Park Committee Strategist for the City of Calgary) alluded in another meeting that he wanted to chat about SSCA's initiative or overall strategy/initiative for public spaces, clarifying he was referring specifically to

playgrounds. Jérémie clarified that any changes for parks should be addressed to Guy. Jeremy reminded the group that Guy is responsible for all communities of the North West of Calgary and should be consulted on all parks projects. June indicated that the Botanical Gardens of Silver Springs has a close relationship with City Parks which is facilitated by Guy. He has been part of their strategic planning. The gardens are expecting some changes in the next year as we renegotiate our relationship with the City of Calgary. Areas of potential change are parking, types of gardens, public access and paths. She suggested that because Guy is responsible for all of northwest Calgary as a facilitator, that it would be prudent for SSCA to be proactive in the desired changes to the community in an overall plan.

Karen B. noted that the SSCA should be the hierarchy for all of these groups.

She noted that they are re-building the sub-committee for Winterspace in March and the work involved in the Winterspace plan is enormous and it is reasonable that the Executive continue to support the work. She also indicated that the SSCA needs a pulse on the community, to initiate people in how to develop projects like this further, perhaps in an open house setting. Jérémie thanked Karen B. for her report.
No further questions on Board reports.

7. Guest Reports

- a. Counsellor's Report
Deferred.

Nadia Friesen

- b. NPC Report

Heather Gibbons

Heather highlighted the importance of some of the grants noted in her report: Arts and Culture microgrant. She pointed out the Activate the YYC grant, noting it was opened on February 15th, and will close March 15th, with Wayfinding, parades and activated large public spaces. The Alberta Culture Days grant is for events which have to be in September. Deadline is March 17th. Heather noted the Winter City Strategy which would include our rink and outside safety. This survey should be sent to the Board first. March is Community Association Awareness Month. She pointed out the City is requesting community associations complete a short 15 minute survey by March 31st to explore utilizing an Asset-Based Community Development (ABCD) approach. No further questions were raised. Jérémie thanked Heather for her report.

- c. CPS Report
Deferred.

Cst. Dustin Williams

- d. PSAC Report

Chelsea Scalzo

Chelsea noted pertinent information from her report;

- The contract has continued with the new music teacher, Mrs Georgina Craig . All classes (both 3's and 4's) will now have music every week until the end of the year. Everyone is delighted with the quality of music teaching.
- They have the Astrodome coming in at the end of March to finish the 4's Space Unit.
- The Winter Fun day for the 4's half day program went well.
- The 3's will finish their Winter theme study with a sledding day on Thursday.

- The PSAC board suggests an increase to the non-volunteer fee to \$250 rather than \$100 due to lack of commitment from parents for toy cleaning.
The parents have signed off to support volunteering at Orientation. There is a clause indicating that if they do not volunteer, they must commit to paying \$100. The PSAC noted that \$100 is not enough incentive for them to volunteer (for a 10 min job six to eight times a year). PSAC has learned that non-volunteers in the past have not been tracked or charged the fee, which will be incorporated in PSAC roles for next school year. When there are not enough volunteers for toy cleaning it falls on the volunteer coordinator, other PSAC members or the teachers. Jérémie suggested that the office should not be responsible to follow up with charges to parents who have not volunteered. Chelsea noted that when necessary this year, the teachers have assisted to be their voice on tardiness in signing up for toy cleaning and sent individual emails to families which have resulted in better follow-through from parents signing up compared to when the Volunteer Coordinator sends out reminders. For working parents, they can do other volunteer duties after hours; making play dough, doing laundry, etc. Chelsea noted they see high results of the cleaning of toys in keeping germs from spreading, and in the fall orientation, they will note the importance of this. Covid and other viruses, such as Hand and Mouth are fairly prevented as well. It was suggested that 2 notices to the parents be emailed to them with a time between, to remind them to volunteer, as they signed an acknowledgement at Orientation. If no response, this could be followed with a 3rd final notice to pay and that the funds would be procured through their credit card by a deadline. It was suggested that the role of the Volunteer Coordinator manage and Director of Teachers communicate to families these notices, for those that haven't filled out their obligations. Chelsea also suggested that a monthly shared calendar would note who was volunteering, and that parents could switch with each other, if need be, ensuring notice to the volunteer coordinator. Cydney suggested that a live calendar in google would be the best way to coordinate. It was suggested if outside assistance is required, monies collected for families who do not fulfill their obligations could conceivably be utilized to hire someone to do these duties. Chelsea noted that in the coming year, there will be two volunteer coordinators, split between the 3 and 4 year olds. Jérémie thanked Chelsea for her report.

e. **Playground Report**

Marny Paul

Deferred due to Marny's absence. Karen B. Updated for the playground group, along with Heather re: meeting with Guy Beavers last month with the playground group. Guy is urging the group to prepare to forward all preparations to the 2024 calendar year due to funding not being received by the 2023 January date. The playground group is waiting for the last design for a "hybrid" design playground, which will be cheaper and may be faster to procure. It was noted that the Heather reiterated that Guy mentioned that any infrastructure with a gazebo is not the best recommendation, due to costs, safety concerns, sight line surveys needed for neighbors and that it might be a place where

homeless may congregate (as they have in other similar designs). There were other suggestions; slacklines, harvest tables 20-30seating), built in sun loungers. Guy had also enticed moving to 2024 build could possibly provide \$30k more funding (up to \$80,000.) Karen noted that some equipment for the playground may take months to procure. Jérémie thanked Karen B for this update.

8. Executive Committee Updates

Jérémie

Jérémie noted that he will retain his role as VP and Patrick will take on the President role. He indicated that they will work as co-chairs. Should any members require anything, to please address to both himself and Patrick and they will decide who will do which task. After some discussion, Karen K. agreed to take on the permanent Secretary role, with help from Lily to do the minutes. They both agreed to do this until January 2024. The permanent secretary will have the signing authority and be on the Executive.

Monique Tambay-Roest moved that the SSCA Board of Directors approve Karen Kirnbauer as Board Secretary for the term ending January 2024.

Margaret Livingston seconded. Motion carried.

Cydney Elofson moved to remove Monique Tambay-Roest as signing authority on the SSCA Board of Directors account.

Kay Wilford seconded. Motion carried.

Monique Tambay-Roest moved to add Karen Kirnbauer as signing authority onto the SSCA Board of Directors account

Kay Wilford seconded. Motion carried.

All were in favor of these motions. Motion carried.

Jérémie thanked Monique for her service as Board Secretary and signing authority.

9. January 2023 Internal F/S Report

Lynda

January, February and March reports will be deferred until April. Lynda will send out the reports to the Board for questions. Once these have been answered, the reports will be voted on for approval at the next Board meeting.

Business Arising from February 2023 meeting

Jeremy

Development Update - Building Permit Motion

Jeremy noted they have talked to the professionals and are working towards the last motion in the February minutes. Jeremy agreed that the building plans can be re-shared with the Board and will be put on the Shared Drive under Building Addition.

New Business

10. Next Board Meeting Wednesday, April 5, 2023 at 7:30 p.m.

11. Adjournment by Kay @ 8:37 p.m.