



APPROVED MINUTES

Present: June Bergman, Jérémie Bourqui, Karen Bradshaw, Scott Chomistek, Patrick Crampton, Jeremy Gukert, Karen Kirnbauer, Margaret Livingston, Lynda Pannanen, Monique Tambay-Roest, Kay Wilford

Office Staff: Sara Gauthier

Guests: Nadia Friesen, Heather Gibbons, Kelly Kay Spurlock, Marny Paul, Cst. Dustin Williams

Notes taken by: Monique Tambay-Roest

1. Introductions

Jérémie

Meeting called to order by Jérémie at 7:31pm.

Nadia Friesen is Counsellor Sharp's new Business & Planning Strategist and is attending virtually tonight on behalf of the Counsellor's office.

2. Land Acknowledgment

Monique

Monique read the land acknowledgement

3. Approval of meeting agenda

Jérémie

Jeremy moved to approve the agenda as amended, Monique seconded. Motion carried.

9:14pm Monique moved to approve the agenda as further amended (Hello Winter celebration motion added) during the meeting, Jeremy seconded. Motion carried.

4. Approval of [Oct. 2022](#) meeting minutes

Jérémie

June moved to approve the minutes as presented, Jeremy seconded. Motion carried.

5. Acknowledgment of Written [Board Reports](#) Submitted

Jérémie

- a. NPC (Heather Gibbons), Playground (Marny Paul), BGSS (June), CTA, Outdoor Rink, Development, & Outdoor Expansion (Jeremy)

- b. Questions arising from Board reports (10)

Jérémie

Discussion re logo for the SSCA at BGSS plaque

6. Guest Reports

- a. Counsellor's Report

Nadia Friesen

Nadia Friesen has joined Counsellor Sharp's team and will be attending the meetings on the Counsellor's behalf. She requested that if the Board has any questions for her, to please let her know prior to the meetings (i.e. regarding permits, etc.) to allow her time to collect the necessary information.

- b. NPC Report

Heather Gibbons

The City of Calgary is considering a Curbside Treasure Hunt pilot project; it would be a combination between free curbside items and a garage sale to encourage Calgarians to recycle and reuse. During the pilot project, over one designated weekend in the summer, residents could put items out on their front lawn for others to take if needed.



c. CPS Report

Cst. Dustin Williams

Car prowlings remain steady in Silver Springs, with approximately 6 reported in the last month. The majority of the vehicle break and enters were in vehicles that had been left unlocked, with the exception of a few forced entries in which valuable items had been left in view. CPS is increasing patrols in Varsity and Silver Springs in an effort to reduce or prevent similar incidents from occurring. Dustin will share the Operation Cold Start information page with Monique for distribution to the Board.

d. Playground Report

Marny Paul

The Silver Springs Recreational Fundraising Foundation (SSRFF) applied for CFEP funding as well as the Build a Community Parks Foundation Grant and has approximately \$37,000 in private donations. A few signatures on the Memorandum of Understanding (MOU) are required before funds being held by ING are released to the SSRFF, Marny will connect with Cydney and Rita. The website www.silvervalleypark.com is now live. Plans for the updated park will be finalized in April or May 2023 after the funding has been secured.

e. PSAC Report

Kelly Kay

Cydney, Sara, Rachael and the PSAC chairs (Kelly & Chelsea) met to discuss a strategy to increase the number of instructional hours provided by the preschool. SSPS currently falls short of the minimum number of instructional hours required to qualify for PUF (Program Unit Funding) for children who have delayed language skills. They (PSAC, Cydney, Sara and Rachael) reviewed the current policy, and are strategizing how best to increase the number of instructional hours to meet the requirements. Currently, the 3-year program provides 4 hours of instruction over two days a week, this will be increased in the 2022/23 school year to 5 hours. The 4-year old half-day program currently provides 3.5hours three days a week (10.5hrs/ week), this will be increased to 4 hrs/ three times a week or 12 hours/ week. The 4-year old full-day program meets the minimum number of hours required for PUF. All 2022/23 teaching contracts, as well as the SSPS budget will be adjusted to reflect the additional instruction hours. The PSAC and the SSPS have a meeting Wednesday, Dec. 14 and will need to ratify the changes. Increasing the weekly hours of instruction will also bring the SSPS more in-line with what other preschool programs currently offer.

In October, the preschool celebrated Halloween with a costume parade. The 4-year old programs are starting music in November, and the 3-year olds will begin in February. The teaching staff would like to explore bringing in a dance program as well.

Kelly thanked Sara for her support working on the policy updates.



SSCA Board Meeting
Wednesday, Nov. 2 2022 7:30 pm

7. Executive Committee Updates

Jérémie

a. Succession Planning

Cydney would like to step down from her role of President after the AGM in January 2023, and would like to finish her term (until January 2024) as past president, providing support with policy development and other projects.

Scott will be stepping down as Treasurer after the 2022 AGM, Lynda has agreed to take the role on and is shadowing Scott for the next few months. Scott will remain with the Board until the end of his term in January 2024.

Monique will be stepping down as Secretary after the 2023 AGM (January 2024) in order to focus on other projects for the SSCA. If any board member is interested, she would like to have the new Secretary shadow her for a month or two.

b. AGM - Nominations Committee

The 2022 AGM is Jan. 12, 2023 at 7:30. Karen B., Karen K., Kay, and June are all up for re-election. SSCA Bylaws state that the Vice President chairs the Nominations Committee, and Jérémie requires two other directors, who are not up for re-election, to serve on the committee with him. In addition to the four Directors standing for re-election, the Board has two open positions. Patrick and Lynda volunteered to serve on the committee with Jérémie.

8. Financial Reports (5)

Scott

a. October 2022 internal F/S

The 2022/23 budget will be ready for an email vote or for the December 2022 Board meeting.

As of October 31, 2022 revenue was \$92,000 for the first two months of the fiscal year up from the same time period as 2021. This increase is due to increased registration, membership and rental fees. The Preschool currently has a surplus just shy of \$6000. Unrestricted funds as of Oct. 31 were \$248268.72. Scott and Deb will move \$100,000 into term deposits.

Scott moved to approve the Oct.2022 internal financial statements as presented, Kay seconded. Motion carried.

Business Arising from October 2022 meeting

New Business

9. Development Permit Process Review

Jeremy

Jeremy provided a breakdown of the process and role of SSCA during the Development Permit Process. Typically the CA provides no comment on DPs shared with us, but in the last month a few have been shared and discussed on the Silver Springs Virtual Front Porch (Facebook), or the CA has been contacted with concerns. Jeremy appreciated the feedback and discussion provided by the Board via email.



The City does provide the CA the opportunity to comment on all Development Permit (DP) applications in the community, however, it is an online process with preloaded questions limiting what the CA can actually comment on. In the past, Jeremy (or the Director of Development) would receive the full team review, including required or requested relaxations. Now, he receives the drawings with a very short write-up and the onus has shifted to the CA to be aware of what the relevant bylaws and relaxation requirements would be.

One of the DP applications that was discussed on social media and by the Board was a request for a second stand alone building to be used as a secondary suite. Over the course of the discussion it became clear that in the future, the CA may need to determine a position on secondary suites (attached or stand alone) as more DP applications for similar builds are requested.

After the CA has submitted our feedback, the City shares it and the Detailed Team Review (DTR) - which includes feedback from the Transportation, Urban Development and Roads departments, which the DP applicant.

Jeremy has requested the DTR for one of the permit applications reviewed in October as there were several questions raised regarding relaxations that would be required for the build. The DP may be adjusted based on the feedback provided, or the applicants can then request relaxations on certain bylaws. Neighbours can appeal DPs with the Appeal Board.

Jeremy then outlined the basic process of a DP application:

The initial application is shared (advertising) with the community (impacted neighbouring properties and the CA), who have three weeks to comment. The DP application then goes to DTR for approval or not. There may be conditions put on the approval, such as infrastructure upgrades. A revised DP or request for relaxations can then be submitted by the applicant. After a DP has been approved, it goes back to advertising for three weeks as an approved permit. Concerned residents can then submit an appeal if they wish.

There was a discussion as to whether or not the CA has any guidelines in place for making decisions regarding DPs, particularly ones that may be controversial. Historically, the CA has followed Bylaw as guidance. There are Local Area Plans in North Hill and Westgate that are very contentious within the communities. Heather shared the following feedback and information: *"connect with The Federation of Calgary Communities to get assistance with planning criteria. They have professional planners who are familiar with community associations and the challenges they face with The City and development permits."*

As for the Local Area Plans (renamed from Area Redevelopment Plans). These current plans are done for groups of communities (between 8 and 22) and are facilitated by City Planning staff. There has been one completed (North Hill) and one in progress (Westgate) - both have been contentious. The South Shaganappi plan is the next one in queue and should be starting in early 2023."



There was a question as to whether or not the SSCA had ever appealed a DP. The CA has not, but has (and can) support residents in their appeals if approached.

10. Building Expansion

Jeremy

- a. Jeremy would like to propose that the CA complete the building permit plans for the building and outdoor expansion and submit the application, the cost being \$20-30,000. Having the application completed will put the CA in a position to move forward with the expansion as soon as the funding is in place. He suggests going back to the structural and mechanical engineers, and architects to address the issues on the current DP and finalize the drawings, and then submitting the BP application. Our Development Permit (DP) has been approved and is good for one year, but has been held for two. If the Board agrees, Jeremy will get the information needed for the motion for next month.
- b. Jeremy moved that the SSCA apply for the Canadian Economic Development and Diversification Grant for \$500,000 for the building expansion, Kay seconded. Motion carried.

11. Rink budget

Jeremy

Jeremy presented the 2021/22 proposed and actual budgets with the proposed [2022/23 budget](#). He would like to get t-shirts or jackets for the volunteers with the updated SSCA logo and a \$25 gift card to Mitilinis.

Jeremy and the rink volunteers are looking at purchasing a new sweeper to replace the last of the old ones. The price has increased approximately \$1400, but it is the only used one currently available. One of the volunteers is able to secure a Shell Grant of \$1000 annually, and the Crowchild Twin Arenas (CTA) grant has already been approved for the 2022/23 season. Half of the cost of the sweeper is covered by the Community Initiatives Grant. It is estimated that the new sweeper will cost the CA less than \$1000 due to various grants.

Jeremy moved to approve the outdoor rink operating budget as presented for the 2022/23 season, Patrick seconded. Motion carried.

12. Winter Celebration

Sara

Monique moved that the SSCA apply for the Councillor Event Fund for \$1500, to be used for the Winter Celebration, Kay seconded. Motion carried.

13. Next Board Meeting

Jérémie

- a. Board Meeting Wednesday, December 7, 2022, 7:30pm

14. Adjourn

Kay moved to adjourn the meeting at 9:31