

HAWKWOOD COMMUNITY ASSOCIATION  
REGULAR BOARD MEETING  
TUESDAY, SEPTEMBER 26, 2017, 7:30 PM  
ST. THOMAS UNITED CHURCH

MINUTES

Present: Kevan Newman  
Russell McPherson  
Donna Chapman  
Mary Noble  
Amy Doucet  
Jennifer Vass  
Danielle Kiss

Absent: Mark Koelbl  
Dai Jones  
Pat Kelly  
Bruce Lee  
Kurtis Bain  
Elhadi Hammoutene  
Jurgen Dauter  
Rosanna Law

Guests: Constable Scott Needham, CPS

Call to Order:

The meeting was called to order by Kevan Newman, President at 7:40 pm. Kevan declared we did not have quorum at this meeting.

1. Guests:

The Board introduced themselves to Constable Needham who in turn told us a little about himself.

2. Approval of the Agenda:

No quorum. Forwarded to the October meeting.

3. Approval of the minutes of June 27, 2017 and August 25, 2017:

No quorum. Forwarded to the October meeting.

4. Business arising from the minutes of September 26, 2017:

Minutes were not available at this meeting.

5. Ward 2 – Greg Hartzler:

Greg was unable to attend this meeting.

6. President’s Report – Kevan Newman:

Some discussion on increasing the tax levy this year. As we didn’t have quorum, Kevan will send out an on-line motion to increase the tax levy.

7. Treasurer’s Report – Russell McPherson:

Russell presented the financials. He is getting ready for the audit and all info. has been sent to the Auditors.

No quorum. Forwarded to the October meeting.

8. City of Calgary – Heather MacKay:

## Hawkwood Community Association Neighbourhood Partnership Coordinator Board Report

Prepared on: September 2017

**Contact Information:**

Heather MacKay, Neighbourhood Partnership Coordinator, Calgary Neighbourhoods  
T 403-476-7226 | C 403-869-7813 | F 403-476-7223 | Email: [heather.mackay@calgary.ca](mailto:heather.mackay@calgary.ca)  
Mailing Address: The City of Calgary | Mail code: # 121, P.O. Box 2100, Station M, Calgary, AB Canada T2P 2M5

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

- We need to look at the operating budget for this year as it will align to the business plan.
  - I really need to have a copy of the Annual Return as it part of compliance
- Heather** – for the Hawkwood Community Association can you let me know the location/address of the storage sheds and if we need to contact someone once we are there. This will be only building envelope, structural and electrical. The team plans on going Thursday, September 28<sup>th</sup> at 9:30am. Likewise if there are any drawings or original construction dates would be much appreciated.
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**NPC Supported Items (ex., Programming, Resources, Best Practices, etc.)**

- The opening of the garden and the Canada 150 celebration was well attended and a great event for the CA. There is a you tube of Kevan and Ward Councillor planting the garden.

**Dates to Remember (ex., Workshops, Grant deadlines, etc.)**

The **Board Leadership Calgary 2017 Learning Event** has combined both of our popular events into one (Board Basics & Make Dollars Make Sense).  
This One-day learning event will feature a number of engaging and informative basic level workshops that will focus on board

governance fundamentals, not-profit funding and financial management, and overall best practices within the voluntary sector. The event will also provide helpful resources, new ideas and networking opportunities.

Saturday, October 21, 2017 8am – 4pm Cost \$30

Register at <http://boardleadershipcalgary.ca/events/board-leadership-2017/>

### **Propellus**

Community Associations are being gifted a free membership to Propellus. This will give CA's access to all member benefits that can help support them in their goals (fund development, volunteer engagement etc.) Propellus's Volunteer Connector is where over 20,000 people go every month to find volunteer opportunities so it is THE place to recruit volunteers in Calgary. Propellus also provides facilitated learning, custom learning solutions, peer learning communities and a ton of resources/templates to help make your life easier. Go to <https://www.propellus.org/about-us/members/apply> to get started and we will waive the fee once we have the application. Contact Janet ([jrock@propellus.org](mailto:jrock@propellus.org)) or Sheena ([sswierenga@propellus.org](mailto:sswierenga@propellus.org)) at Propellus if you have any questions, comments or concerns!

### **We want to hear your best pitch!**

Since launching the [#LoveYYC community](#) earlier this week, we've been overwhelmed by the positive response from Calgarians. In less than 3 days, the #LoveYYC community has grown to over 750 passionate Calgarians! It's clear that many of us are looking for meaningful ways to get involved and shape our economic future.

### **Join #LoveYYC and let your voice be heard, Calgary!**

People from all corners of the city are participating in a variety of ways. From [sharing ideas](#) on positioning Calgary as an ideal location for Amazon's second headquarters, to what makes a [perfect day in Calgary](#), the community is a great way to connect with other passionate Calgarians. We'd love to add your voice to the conversation.

Our first challenge, the "Amazon HQ2 Elevator Pitch" invites participants to create a pitch to get Amazon's CEO, Jeff Bezos, attention and let him know "Why Calgary!" There are 8 days left to [submit your pitch](#) for a chance to win a \$500 Amazon gift card!

And if 'pitching' isn't your thing, there are several other ways to get involved, test your knowledge, and get inspired. We have lots more in store over the coming weeks and months. The #LoveYYC community is one of the best ways to stay current with new Calgary Economic Development opportunities and let your voice be heard.

[Sign up here](#) to start participating!

### **Dates to Remember** (ex., Workshops, Grant deadlines, etc.)

#### **Energizing Spaces Fund**

Deadline September 30, 2017

The Energizing Spaces Fund was created to help ensure that Calgary's community spaces can continue to enhance our neighbourhoods for many years to come. It is a partnership between Enmax and the Federation of Calgary Communities. You can apply for funding to upgrade your outdoor lighting to LED or energy-efficient electrical kitchen appliances for your community centre. For more info go to <https://calgarycommunities.com/energizingspaces/>

#### **Meet the Funders Workshop**

**Date:** Wednesday, October 4th, 2017

**Time:** 7:00 – 9:00 pm (light supper provided at 6:30 pm)

**Location:** Calgary Curling Club (upstairs room)

720 3rd Street NW

Meet representatives from The City of Calgary, Province of Alberta,

The Calgary Foundation and Parks Foundation Calgary to understand how their grant programs may fit with your projects. Following some brief presentations, there will be an opportunity for you to discuss your specific project ideas with funders.

For more information or to register go to: <https://goo.gl/aiKL5K>

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

## Community and Ward Profiles - Now Available

I am happy to advise you that Part A of the Ward and Community profiles are now available on [Calgary.ca](http://www.calgary.ca). Part A is the first release of the profiles and contains demographic data. Part B – Community Character will be available in the spring of 2015 and will include socio-cultural information.

You will find the ward profiles at the following link:

<http://www.calgary.ca/CSPS/CNS/Pages/Research-and-strategy/Community-profiles/Ward-Profiles.aspx>

and the community profiles at the following link:

<http://www.calgary.ca/CSPS/CNS/Pages/Research-and-strategy/Community-profiles/Community-Profiles.aspx>

## Responsible Dog Ownership in Parks and Pathways

Parks is updating and removing sign clutter, but The City's bylaws aren't changing.

City parks are for everyone to enjoy; it's up to pet owners to get familiar with their responsibilities of dog ownership.

The City may be visiting your neighbourhood and streamlining signage within parks. Some of the signs being removed are those that remind dog owners of the rules around playgrounds, pathways and sport fields.

Please remember that the Responsible Pet Ownership bylaw is still in effect, and pets must remain on-leash and at least five metres from all playgrounds, pathways and sports fields. Pet owners must pick up after their pooch, too!

Parks strives to provide and maintain high-quality parks and pathways, which includes streamlining signage to enhance the park environment. Should you identify a trouble spot in your community, please notify 311.

Keep our parks and green spaces safe and healthy for all people, pets and wildlife by knowing your responsibilities as a pet owner and reviewing the [Responsible Pet Owner Bylaw](#).

<http://www.calgary.ca/CSPS/Parks/Pages/Sign-removal.aspx>

## The Importance of Reporting Crime

Did you know that a substantial amount of crime isn't reported to police?

There are many reasons that people choose not to report a criminal offence. They may feel that it is too minor in nature or that nothing can or will be done. They may feel that it's not worth the time or effort or that police have more important things to do.

The Calgary Police Service pays close attention to reported crime statistics within communities and across areas of the city. In fact, statistical analysis can be a driving force behind how our Service chooses where and how to deploy resources.

Analysis of reported crime allows police to identify 'hot spots' of activity and also helps to measure and pinpoint emerging crime trends. A lack of accurate data makes identification of these locations difficult and unreliable.

So-called 'minor' crimes such as car-prowling (theft from vehicles), vandalism and other property related crime can be an indicator of a larger problem in a community. An increase in these types of crimes can indicate that an offender has moved into an area that additional police resources are needed, or that something else has changed within the community. Becoming aware of each of these factors is important for police to move forward in addressing community concerns.

## How to report a non-emergency crime

The emergence of technology has made crime reporting much easier and faster, and allows police to obtain an up-to-date glimpse of what is going on in the community.

- Online – [www.calgarypolice.ca](http://www.calgarypolice.ca)
- By phone – 403-266-1234 (police non-emergency line)
- Walk-in to your local District office

If there is an ongoing situation within your community, you also have the option of contacting your area Community Resource Officer (CRO) through your local District office to make them aware.

## How else can you help?

- Encourage your family, friends and neighbours to report crime or suspicious activity within your community.
- Be aware of your surroundings. If something or someone seems out of place, there is likely a good reason for this. Report any suspicious behaviour to the police.
- Lock it up! Don't provide offenders with any opportunity – secure your vehicle, garage and home (including closing windows when you are away and at night).

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

**NPC Notes:** Both these grants are administered through Co-op. There is limited information available. However, the application process is quite basic and the criteria for eligibility is rather broad/undefined.

**Name: Co-op Community Spaces**

**Amount:** \$2M will be awarded across Western Canada in 2018. Individual projects are eligible to apply for \$25,000 - \$150,000.

**Applicable to:** Recreation, Environmental Conservation, Urban Agriculture - Co-Op Community Spaces has been developed to help protect, beautify, and improve spaces across Western Canada

**Contact Info:** [communityspaces@fcl.crs](mailto:communityspaces@fcl.crs)

**Grant Website:** <http://crs.coopconnection.ca/communityspaces.html>

**Due Date:** The 2018 application period will be open February 1 – March 1, 2018

**Criteria:**

- Be a registered non-profit, registered charitable organization or a community service co-operative
- Be a capital project located in British Columbia, Alberta, Saskatchewan or Manitoba
- Be completed in two years
- Provide the opportunity for permanent signage

*Project Eligibility:*

- Recreation – providing enhanced recreation spaces in the community (i.e. playgrounds, recreation centres)
- Environmental Conservation – preservation of natural spaces in the community (i.e. green spaces, interpretive centres)
- Urban Agriculture – small-scale community agriculture initiatives in both rural and urban spaces (i.e. community gardens)

*Project ineligible include:*

- Those that support religious or politically affiliated organizations
- Those that will have adverse environmental impacts
- Those that are third-party fundraising campaigns
- Those that are led solely by municipal governments and do not have a charitable or non-profit partner (local non-profits and charities partnering with their local municipality must apply on behalf of the project)

*Past Recipients:*

- Canal Waterfront Park Revitalization
- Willband Creek Park Viewing Platform
- The HUB community Space
- Community Kitchen Upgrades

**Calgary Waste & Recycling Services**

For Christmas Tree Mulch go to East Calgary Landfill, note new operating hours.

For compost have the person complete the following question & send to Rick Jozwiak (email below)

*We would like to get a few details from you, than we can arrange a pick up time.*

- *Name of Community Garden*
- *Garden Address*
- *Contact Name*
- *Contact Number*
- *Contact Email Address*
- *When you want to pick up the compost*
- *Who will haul the compost*
- *What volume of compost requested*
- *Willing to put up a small sign (supplied by the City) 'Compost Donated by the City of Calgary Waste & Recycling Services'*

Forward this information to: [rick.jozwiak@calgary.ca](mailto:rick.jozwiak@calgary.ca)

<b>How NPC can assist your community association/social recreation group:</b>	
<b>Organizational Development</b>	Board Governance, Human Resource Management - Staff and Volunteer, Bylaw Consultation and Review, Operational Policies and Procedures, Risk Management, Strategic Business Planning, Organizational and Community Assessments, Marketing, Promotional and Communication Plans
<b>Financial Management</b>	Budgeting, Financial Practices and Internal Controls, Reviewing Annual Financial Statements, Grants and Funding Resources
<b>License of Occupation/Lease</b>	Land Stewardship, Administration of LOC/Lease, LOC/Lease Amendments, Third Party Agreements, Liaise with The Corporation, Exiting LOC/Lease
<b>Facility Maintenance &amp; Capital Construction</b>	Life Cycle Review, Life Cycle Funding, Capital Construction Policy and Process
<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
<b>Engagement</b>	Engagement Needs, Engagement Plans, "Telling the Story", Raise Awareness Connect with Residents, Reporting and Evaluation Actions

9. Round Table – 2 minute report:

Leaf – Mark Koelbl:

Mark is recommending a 3% increase for 2018 to offset 2017's inflation of about 1.5% plus the irrigation water charges that were suddenly placed on LEAF communities in May of this year which is approximately \$12,000.00. The irrigation maintenance will be the responsibility of the LEAF communities in 2018 as well.

We were looking at a \$1500.00 surplus on the budget. Two smashed planters had to be replaced which used up about half of that surplus.

Someone from the City authorized \$27,000 worth of herbicide applications this summer when only \$9,000 was authorized for select areas. This has put us over budget of \$18,000 our Parks Superintendent is looking into correcting this error.

The handover meeting with the City was postponed until after October. The only time critical item is flowers orders needing to be in by November. As this is next year's flowers, the City will not be doing it anymore. Mark will explore the options for ordering on our own. He will likely re-use an order similar to a previous year plus the additional planters.

Watering stopped last week after the frost which saves approximately \$7500 allocated for watering until Thanksgiving. This will be put aside in case the \$18,000 overspend on the herbicide is not resolved properly.

Social – Mary Noble:

Fall Festival has been scheduled for Sunday, Nov. 5 at St. Thomas United Church.

Hawkwood School – Mary Noble:

Parking: Staggered entry times seems to have helped the parking problems a little so far this year.

A Muffin Breakfast is scheduled for Thursday, Sept. 28 and a school dance on October 27 is also scheduled.

Garden – Jenn Vass:

Vegetables have been harvested and all the beds have been cleaned out. Kids from Hawkwood school volunteered to cleanup their beds. Quite a long waiting list for next year's beds, i.e. at least 10. Some discussion followed whether we should build more or wait one more year before expanding. Next phase for the garden is a 'key hole' garden made from stone. Students from Robert Thirsk have offered to build a pergola and benches for the garden in their woodworking shop.

St. Maria Goretti – Jenn Vass:

Parking – seems to be a design issue at the school causing some of the issues. Parents should be involved but really administrative staff would be better. This is a city-wide problem.

Scott Needham, CPS:

Scott spoke a little on calls for service to the CPS from Hawkwood. From the beginning of this year to August 25, 16 calls were received which is very low. Most of the calls were the common ones, i.e. break and enter, assaults, car thefts, etc.

There was some discussion on reporting unusual occurrences in the community even minor ones. The online reporting system is a great tool.

Scott is CPS community liaison for Hawkwood, Citadel, Nolan Hill and Royal Oak. He is planning on attending our AGM in November.

10. New Business:

It was decided to move the October 31 meeting to October 24 due to Halloween. Donna will check with the Church to see if our room is available.

Adjournment:

The meeting was adjourned at 8:35 pm.

The next regular meeting will be October 24, 2017, 7:30 pm at St. Thomas United Church.

**ADDENDUM:**

September 28, 2017:

On-line motion:

Kevan Newman motioned that the HCA increase the 2018 Special Tax Levy by 3% thereby increasing the annual household tax levy from \$61.90 per year to \$63.76 per year.

Discussion: As Mark has mentioned to us for some time now, the City is going to make the communities do all the LEAF initiatives on their own. We are looking at 1.5% inflation and increasing costs, not to mention the possibility of looking after the irrigation systems and their costs (incl. water) as well. The 3% will add around \$5,800 to the budget and cost everyone an extra \$1.86 per year. Total Budget for 2018 would be about \$199,000.

Seconded by Elhadi Hammoutene. Motion carried.

NB: 8 'ayes' were required to pass the motion. 9 'ayes' were received.