

**RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting**  
**November 24<sup>th</sup>, 2021, 7pm**  
**DIGITAL MEETING: Google meet**

**In attendance: Emma Woolner, Lance Burns, Giselle General, Brandon Blanck, Andrew Chambul, Jen Osmond, Kristin Bauer, Jason Herstad, Deb Perram**  
**NON-VOTING: Stuart York (NRC)**

**With regrets: Alex Stefanov, Auriana Burns, Perry Wynn, Rachelle Roberts, Carrie Anne Doucette**

ca

## **Minutes**

**Call to order at 7:00 pm**

### **1) Approval of Agenda**

**Motion to approve the agenda** by Brandon; motion to second by Lance; Approved? Yes, unanimously. Carried.

### **2) Approval of October 2021 minutes**

**Motion to approve the October 2021 minutes** by Lance; motion to second by Brandon; Approved? Yes, unanimously. Carried

### **3) Secretary vote**

Motion by Lance to appoint Deb Perram as Secretary for the 2021-2022 Executive Board; motion to second by Brandon; Approved? Yes, unanimously. Carried

### **4) Action items follow up** from previous meeting

Nothing to report currently.

### **5) Finance Report**

- Business as usual - finances and insurance are where we would expect them to be at this time of year.
- Andrew brought solar panels to discussion – we should plan for regular maintenance at the 15- and 20-year timelines, otherwise protection will break-down. He will research the annual cost of inspection and maintenance. The cost to replace is not acceptable. Casino funds (which have not been attained within the previous 4 years), if attained, would manage the cost of the maintenance. Will consider in the new year.
- Rink attendance has returned with skaters back – may look at cutting back the hours of operation, Peter would be agreeable.

**Motion to accept the November monthly financial report** as information provided, by Brandon; Motion to second by Lance; Approved? Yes, unanimously. Carried

**6) Energy Efficiency project** report of usage

We are still producing, but with a significant decrease – savings are not visible currently. Will investigate tracking the savings vs electricity consumed by viewing the EPCOR monthly invoices. Going forward will action item for the end of the month – electricity / rate = savings \$ amounts. Appears there was a 2-week lag (likely due to snow cover), but we will track to ensure.

**7) Items for discussion**

- **Preschool report** – organized fundraising is proceeding well. The first (liquor store gift cards) sold out quickly. Another two (including the IGA gift shopping cards) are also proceeding well.  
Shaylene has returned, receiving a warm welcome, the playschool numbers are slowly growing, with a glorious team. There has been no loss in numbers since Kristen has left. Hope is to improve the attendance with vaccination approvals, and a transition to return to where we need to be.
- **Soccer report** – indoor registration is an online process – October 23 start date for 5 weeks, no COVID reported at this time. Currently being held in the gym. Jersey replacement will be required for the 2022 season. To replace the worn and missing jerseys will cost approximately \$1,300 per set not including the GST. There will be 12-15 teams in total. We will action the item for January to assess and make final decisions.
- **Hall rental report** – There was one rental in December booked. Steve made a payment, which appeared to be double from last year. We will action the item to move to invoicing him, to track with no transparency going forward. If possible, it would be beneficial to have all bookings placed on a 'Hall' calendar – to view bookings briefly. Andrew will track the rentals with respect to future maintenance. If possible, Carrie or Steve with the assistance of Peter, review the tennis court lights, which seem to come on and go off at random intervals. Could we set up separate PINs to enable an account of who was last on the courts? We will action an item to review security cameras.
- **Rio Terrace playground report** – Nothing new to report currently.
- **Old Business:**
  - 1) Tabled items: Pet waste initiative: Perry and Rachelle will update with our next meeting.
  - 2) Past events: No concerns or updates currently.
  - 3) Cameras/climbing deterrent: Andrew mentioned concerns regarding the climbing deterrent. The rollers are drilled into concrete and placed over top of the current fence. Emma and Andrew have discussed privacy slats, instead of the rollers.

Shall we proceed with both deterrents, or just one? Andrew and Emma will discuss to come up with a game plan.

The weather is inclement presently, which is bad timing to begin the installation.

Stuart agreed the crime deterrent had previously presented options, with a letter regarding our facility and clear advice on how to proceed - concerns were voiced.

A meeting is set up, regarding the lockbox, and advice on a quote for the slats. He will also quote on security cameras which would be set up on each side of the building, with an added keypad. We would require eight cameras or an integrated system with contacts and a keypad. Emma has suggested this is an easy upgrade proceeding with a base model. We would also set up signs advising of being under surveillance. We could proceed as planned, upon the cost approval obtained, which should not be above the original quote.

Are we concerned with asbestos? Lance reported no, the walls and ceiling have been checked in the past, with no concerns.

- 4) Bylaws: Giselle reported the last version sent is final – are we ready to move forward?

Andrew suggested to item 4.1.1 – what is the definition of ‘family’? Will it include extended family, or Jen suggested a ‘legal suite’? Giselle suggested we should clarify ‘household.’ Perhaps change the wording to ‘dwelling’ or better define ‘household.’ An item of could be included in the ‘definitions. How many adults will be included in a ‘dwelling’? It may be stipulated in a ‘per membership’ rule. A disclosure is also required in 4.1 regarding membership vs the number of votes.

Add 4.8 multiple memberships are available per household.

These notes will be revised and sent to the Board via email to action discussion at the next meeting. A special member meeting (AGM) requires 21 days’ notice in advance to allow changes to the Bylaws.

Before the special (AGM) meeting of the members, the Bylaw committee, consisting of Lance, Rachelle, Perry, and Giselle – the presentation of the Bylaws will be sent via email to the Board for approval.

- 5) Tennis court schedule/availability: Emma will speak to Steve, to assemble a possible sub-committee or designate, someone with historical context to approve as the Board – to deal with fixed rules. We will action item this concern – a small committee will be formed (Andrew, Emma, Giselle) with provided oversight from Lance, to speak with Steve, and review procedure.

▪ **New business**

1. Upcoming events: Breakfast with Santa (?) – the Santa from 4 years ago (Frank), is not currently holding any events, not even an outdoor event.
2. James asked if we will we become involved in ILLUMINIGHT on December 12?  
Jen suggested we could have firepits, with maps to homes dressed in lights.  
Kristen will add a note on FACEBOOK to add an invitation to your home.  
Who will lead the event? Who will put up lights? Will we leave the lights? The Principal of Rio Terrance school would be appreciative.  
Kristen will action ILLUMINIGHT, sending an email to call for volunteers, and assistance with lights, etc. Andrew can lend lights.
3. Door swag: Doris will lead the seminar online – a DIY providing materials, instruction, on a ZOOM call. To date, twenty of the thirty maximum swag kits, have been purchased. Please let Emma know if you may have further interest.
4. Any further upcoming events? Nothing further currently.

**8) Reports**

- NRC report – Stuart: The City of Edmonton, and the EFCL, have undergone a further 10-year agreement, entering sub-licenses. These have been sent via email for official Docu-Signing and approval for 2022 through to 2031.  
Giselle motioned the RIO TERRACE COMMUNITY LEAGUE Board approve the signing of the new Tripartie License Agreement for 2022 through to 2031, which will be signed on our behalf by Emma as the President, dated November 24, 2021; second by Brandon Blanck. Approved? Yes, carried.
- President – Emma: No items to address currently.
- Vice President – Giselle: The Bylaws – let us get this item complete! Approval is now at the Board level, with a special meeting to the membership scheduled next.  
There is no casino update currently.
- Newsletter – Giselle: Friday is the deadline – any holiday related submissions are welcome. The February Newsletter will be open for submissions in January and published quarterly.
- EFCL - Giselle: Joined the first Board meeting, which focused on the Tripartie signed before year-end. There have been several staffing changes, all supporting the Community Leagues.  
Cafes (is a virtual meeting) – available on the FACEBOOK page for all to attend.

It is the 100<sup>th</sup> anniversary – due to COVID the celebrations are complicated but have been designed with a coffee book effect and will be distributed as swag bags to the leagues. Giselle will distribute soon. An interesting feature is how the Board represents the different districts, exploring district changes to municipalities. In the new year, if you have ideas or thoughts, please bring forward to Giselle.

- Maintenance – Andrew sent an updated Fire Inspection Report via email. It was disappointing to locate a lawn mower dumped on our property, which he disposed of at the ECO STATION.
- Membership – Auriana: Further memberships have been purchased.
- Programs – Alex: No update currently.
- Signs – Jason: has been successfully updated. Please email any thoughts for new messages for December and going forward. Nothing further to report.

**Meeting adjourned at 9:09 pm.** Newsletter distribution will require new people to assist – will action to add to new reports.

**RIO TERRACE BUILDING SOCIETY Executive Board Meeting  
November 24, 2021  
DIGITAL MEETING: Google meet**

## **Minutes**

**Call to order at 9:10 pm**

**1. Approval of Agenda**

**Motion to approve the agenda** by Brandon; motion to second by Lance; Approved? Yes, unanimously. Carried.

**2. Approval of October 2021 Minutes:**

**Motion to approve the October 2021 Minutes** by Lance; motion to second by Brandon; Approved? Yes, unanimously. Carried.

**3. Finance Report & budget update:**

Of note: accepted as is.

**Motion to accept the August monthly financial report as information** by Brandon; Motion is second by Lance; Approved? Yes, unanimously. Carried.

**4. Items for discussion**

- a) **Subcommittee meeting:**
- b) **Grant funding:**
- c) **Donations:**

**All tabled for next meeting.**

**Meeting adjourned at 9:12 pm.**