

RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting
February 23, 2022, 7pm
DIGITAL MEETING: Google meet

In attendance: Emma Woolner, Lance Burns, Giselle General, Brandon Blanck, Andrew Chambul, Jason Herstad, Rachele Roberts, Auriana Burns, Deb Perram
NON-VOTING: Stuart York (NRC), Andrew Olsen, Michael

With regrets: Carrie Anne Doucette, Jen Osmond, Perry Wynn, Kristin Bauer

Minutes

Call to order at 7:03 pm

1) Approval of Agenda

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

2) Approval of January 2022 minutes

Motion to approve the January 2022 minutes by Lance; motion to second by Giselle; Approved? Yes, unanimously. Carried

3) Emma - new Board of Director and EFCL liaison

Motion to nominate Andrew Olsen as a Director At Large, also serving as our EFCL liaison by Giselle; motion to second by Brandon; Approved? Yes, unanimously. Carried.

4) Action items follow up from previous meeting

Giselle - Since she will be departing, would like to pass a soft copy of previous Newsletters and information held on a USB to a new member. Information has all been placed online by Lance, but if we are able to supply a 32 or 64 gb memory stick - to perhaps Mike or Corey to hold for the future. We will action this item for next meeting.

Auriana - would like to action the pet waste initiative placement for the next meeting.

Emma - would like to action the passed By-Laws from the special General Meeting for the next meeting - send copy to ECFL registries.

Emma/Brandon - would like to action the grant advance investigations for the next meeting.

Emma/Andrew C - will address the Maintenance update below, in the Reports.

Emma - By-Laws have been passed by quorum at the General Meeting held February 16, 2022.

5) Finance Report - Brandon presented the financials, which report business as usual. The Hall is closed; therefore, no events are happening at this time.

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

6) Energy Efficiency project report of usage

Happy to report the report is rock solid and continues to move forward.

Brandon has registered his intent to resign from the Board and will remain in the position until we locate and train a suitable candidate, with a date of his completion of the position for the next AGM at the latest.

7) Items for discussion

- **Preschool report** – Great news to report with registrations continuing to climb - 32 complete registrations currently.

The raffle for a liquor shopping cart (maximum \$3,000) will be drawn February 24, with an anticipated profit of approximately \$6,000.

The Open House was held on the day before the Hall closed, due to the maintenance concerns. Options of operating out of the Rio Terrace School are underway, with leasing agreements in process. Upon the lease agreement completed, licensing must be obtained, applications, City inspections, evaluations, and final approvals.

An Open House was held at the end of November (or early December) which acquired four new registrants.

Shay and Jana are currently holding outdoor classes in various locations (due to the Hall closure) – Ortana, Rio Terrace, skating in Hawrelak park, and many outdoor free locations. Parents are required to stay with the children, but the support continues to remain strong. They are being creative in the locations and trips for class.

Another sincere shout-out to Sean Wood. He is persistent in his focus, being a huge advocate to staff and everyone involved. If anyone sees him, be sure to complement him – he is a top-drawer worker with the pre-school.

- **Soccer report** – Perry will provide a presentation – jersey quoting is in process.
- **Hall rental report** – Due to the Hall closure for maintenance – there are no rentals.
- **Rio Terrace playground report** – Rachelle confirms grants are continuing – some are available with matching donations. Fundraisers are also underway. We could proceed with building, but it is preferable to await for further investment to ensure the desired proper structure and construction. The outdoor classroom will begin in the summer.
- **Old Business:**
 - 1) Tabled items: Nothing currently.
 - 2) Past events: Nothing to report.
 - 3) Cameras/climbing deterrent: Due to the Hall closure, the initiative has been placed on hold.
 - 4) Pet waster initiative: Auriana and Perry will report next meeting.

5) Bylaws: Have been passed in the General Meeting held February 16.

6) Tennis court schedule/availability: Emma will action for the next meeting.

▪ **New business**

1. Upcoming events: The janeswalk.org will begin discussion, which is held May 6, 7, and 8 – Lance will action this item for next meeting, after speaking with Connie Warner, who has been active in this initiative in the past.

Due to the Hall closure all further items are tabled.

8) Reports

- NRC report – Stuart: the operating grants are due before March 2. The CLOG grant, due before the end of March, has been submitted by Brndon, – this grant is matched by 50%.

Once the maintenance of the Hall has been estimated – suggestions to proceed with the investigation of emergency funding with the EFCL. All applications are reviewed on a case-by-case basis for determination of granting.

Other avenues of granting may be available provincially, naming community facility enhancements grants, which should be submitted before mid-June.

There are no specific quotas to Communities – they have an interest in spreading around the award of funds. The funds have however, been reduced drastically by 30-40% around a long time – funds did not increase, but costs did. We will be limited in terms of distribution of funds.

We will action for the next meeting, to determine whether the hiring of a firm capable of specific ‘grant-writing abilities’ should be pursued. The cost is reasonable, tailored to meet our needs, and if a further re-application is required, there is no further cost incurred. Rachelle will speak with KJ Street, to possibly present at the next meeting.

- President – Emma: Thank you for assistance from everyone with the Hall closure and maintenance.
- Vice President – Giselle: Thank you to everyone for the opportunity to work on this Board, with this final meeting today.
The By-Laws have been approved, we’ll action this item to the next meeting, to correct any grammatical errors. Upon final review of any grammatical errors, the By-Laws will be sent to the EFCL Registry, and placed on our website.
- Newsletter – Giselle: The search of a new successor is necessary, due to the exit of Giselle from these responsibilities of advertising, submissions, and layout. Invoicing is being finalized.
- We welcome Michael to the newsletter team, as a non-voting member on the Board.
- EFCL – Andrew O: attended the last meeting. Based on membership numbers, the EFCL offers funding opportunities. He’ll submit a report to Emma to provide further insight.

- Maintenance – Andrew C reported, The Hall has been closed, as discussed previously at General Meeting February 16. Insurance to repair damage continues to be a challenge. The insurance company has requested proving with certainty the cause of the damage. There is no evidence of coverage. We are awaiting a formal letter from insurance with their decision, with full detail of cause of the decision. We are investigating options to do our due diligence and provide information for the cause – otherwise the cost of repair will be ours alone.

Investigations of the cause, may have been workmanship related? Or a slow depreciation? Did a car or tree hit the building? There is no evidence of water damage, nor physical damage in general, only minor cracks due to weathering. Without 99% proof of damage, insurance will no longer consider coverage.

A Consultant is due to provide a scope of work estimate in detail, with a comprehensive report. The plan going forward is review the Consultant's report, plan, and complete the damage repair.

A wall system issue with the stucco was discovered. The stucco within the wall system is where all the damage has been located. A decision will be made whether the full repair is required, to ensure no further concerns in the future, or if we may be able to replace only the studs. An additional concern will be whether the damage is also contained where the other stucco has been placed around the building. Will further damage be discovered in the years to come, with the identical stucco issue concerns, therefore this expense becoming a band aid to a much bigger concern in the future. We'll apply to the EFCL and the province for support. Stuart suggested there are grants available to match our expense of up to \$500,000. He suggests proceeding, follow the requirements from the ECFL, complete the requirements, and stay in close contact. We will proceed.

We expect the final letter from insurance within the next few days, at which time we will begin the scope of work estimates. All information will be shared, whether a decision is made for minimal repair, or exactly what will be required.

All questions are to be forwarded to Emma only please. She is working with Andrew C, Lance, and Brandon throughout the process constantly. A full update will be provided each week on Friday, or if further major concerns arise.

Upon receipt of the scope of work for repair, we'll forward to the EFCL to follow any decision they may provide. Repair must be complete to City standards; in the case they were to take over the responsibility. The City will be anxious for our positive completion, with no interest in fail. Other sources of support may come from the province.

Consideration of everyone in the community is of interest – future additions, and the pre-school as examples. We may benefit adding to the funding now, to manage interest for the future.

Determination of the stucco issue is the concern – was it workmanship, or age? It appears the seal placement may have been incorrect, causing expansion, or was the expansion natural wear? The damage may have been

due to sheeting, or the tieback, or the grid. Within the stucco the concrete liners allow for movement which may have failed or were incorrectly placed at the time of installation. Construction was originally placed in 1980, there would be no warranty currently. Andrew C will receive the scope of work, while working with Auriana to develop a plan of funding. This is an important and immediate concern. The scope of work will include the whole side of building with the stucco, to make accurate decisions.

Due to the Hall closure, Carmen will not be required for cleaning until further notice.

- Membership – Auriana: soccer registration has begun, which we expect will bring interest in new memberships.
- Programs – Brandon provided an update to the pool, which remains closed, due to an unexpected electrical issue. A possible re-opening may be anticipated on March 19. Rachelle will reach out to the City for an alternate facility while repair takes place, possibly Terwillegar on Saturday or Sunday from 5 until 7 pm. Lance will place information on the website upon confirmation.

Rachelle noted the pre-school uses the ice rink, and they have noticed the centre of the ice was unusable. Brandon has spoken to Peter, the ice is, of course, weather dependent, he does clean and flood the ice regularly. The middle of the ice is rough due to warm weather, and wind. The asphalt surface, northeast corner is rough and eroded – this has been discussed in the past and noted with thanks.

- Signs – Jason: is appreciative of any updates essential, otherwise general messages will be placed. Rink hours were suggested, Monday-Friday 4-9 pm, and Saturday-Sunday Noon-5 pm.
- The newsletter distribution kids are on board, via email. Giselle would appreciate an extra print copy of the letter.

Brandon has requested reconciliation of any funds paid out to each person for accounting.

Giselle will pass the gift bags from the EFCL to Emma as soon as possible. We are re-scheduling the Giselle ‘see you again soon’ get together.

Meeting adjourned at 8:30 pm.

RIO TERRACE BUILDING SOCIETY Executive Board Meeting
January 26, 2022
DIGITAL MEETING: Google meet

Minutes

Call to order at 8:31 pm

1. Approval of Agenda

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

2. Approval of January 2022 Minutes:

Motion to approve the January 2022 Minutes by Brandon; motion to second by Deb; Approved? Yes, unanimously. Carried.

3. Finance Report & budget update:

Brandon reported the donations to the educational society are currently underway to be paid back.

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

4. Items for discussion

The Hall is currently closed, ongoing issues are being addressed urgently;

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Meeting adjourned at 8:36 pm.