

**RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting**  
**October 23, 2024; 7pm at the [Rio Terrace community league hall](#)**

**Attendees:** Emma, Assia, Jen F., Sarah (recording), Tammy, Perry, Auriana, Tony, Camille

**Non-voting:** Michelle (pre-school board)

**Regrets:** Aleks, Marly, Brendan, Carrie, Lance, Jen O., Andrew, Kristin

## **Minutes**

Call to order 7:02pm

**1) Approval of Agenda**

**Motion to approve the agenda by Assia;** motion to second by Tammy.

Approved? Yes, unanimously.

**2) Approval of August 2024 Minutes**

**Motion to approve X 2024 minutes by Assia;** motion to second by Tammy.

Approved? Yes, unanimously.

**3) Action items follow up** from previous meeting - per notes

- **Motion to accept \$1500 for safety panels for tennis court made by Perry,** seconded by Sarah, all those in favor. Carried.

**4) Finance Report**

**Of note:** nothing

**ACTION:** Jen F. to prepare budget for November 2024 meeting

**Motion to accept the financial report as information by Jen F. Seconded by Perry. All those in favor. Carried.**

**Energy efficiency project** report of usage

- As per distributed report
- **ACTION:** switch summer to winter rates for electrical
- **Grants – Auriana**
- Of note: tabled

**5) Items for discussion**

- **Preschool report**
  - Of note: preschool has been very busy this fall, end of August President and VP of board stepped down, currently there is a full board, education assistant resigned (October 24 onward there will be substitutes until a replacement is hired)
  - Silent auction (November) not happening this year
  - Family fun day June 7
  - **ACTION:** pre-school to share future fundraising events with Perry for the advertisement board
  - **ACTION:** Advertise Liquor raffle coming up \$10 ticket, \$1500 gift card - November 4 to 19 (draw 23rd) - Michelle to share information on raffle

- **Soccer report**
  - As per distributed report
  - Of note: may need to purchase additional jerseys for spring
  - ACTION: Perry to tidy room with jerseys
- **Hall rental report**
  - As per distributed report
  - Of note: using the hall for free - we allow soccer teams to use the hall for free
  - ACTION: **Emma to pass by Carrie:** Perry to communicate with soccer teams about committing to paid rentals as priority and will give soccer teams free rentals if it is still available two weeks prior to desired rental date
  - Pickleball court update
  - ACTION: Aleks to start engagement with community in the upcoming newsletter and work with Tammy on next steps
- **Tennis courts**
  - Of note: \$6000 for new wind screens for next spring
  - ACTION: Auriana to provide list of grants and determine if there is one for Tennis Courts of Pickleball Courts; Andrew to find out through EFCL and determine if there are any applicable - outdoor wellbeing?
  - <https://www.alberta.ca/community-facility-enhancement-program-small>
  - <https://www.alberta.ca/community-facility-enhancement-program-large>
- **Old business**
  - **Email business** - as per distributed email motion regarding Board Resolution on October 16th
  - **Newsletter vacancy** - tabled
- **New business**
  - **Building signage**
    - For face of hall - quote for 12", brushed nickel:
      - Rio Terrace
      - Quesnell Heights
      - Patricia Heights
      - Community League
    - \$6310 - including installation, warranty, mounting
    - ACTION: to obtain two quotes: 8", brushed aluminum with black backing and the following:
      - Rio Terrace
      - Quesnell &
      - Patricia Heights
      - Community League
    - Second quote to include lighting

ACTION: Emma to email motion to approve if quote comes in between meetings

## 6) Reports

- NRC report – Brendan; as per distributed report.
- President – Emma
  - Of note: Peter Wong recognition - Perry
  - 1. Goodwill Industries of Alberta diversity, equity and inclusion committee looking for local volunteering opportunities - followed up with questions for Michael, but no response received. Until that happens, no further actions are required.
  - 2. Breakfast with Santa:  
Tasks per Emma's notes
  - 3. Fundraiser: cookie walk - December 6th  
ACTION: need to locate ~25 bakers to make ~10 dozen each (total desired = 250 dozen), in upcoming newsletter  
Volunteers:  
Day of: Perry, Emma  
Bakers: Sarah, Assia/Tammy
  - 4. Maintenance  
ACTION: Pest control - Jen F. to connect with past pest control company  
ACTION: Assia to check on outdoor water control and kitchen sink tap  
ACTION: Perry to create fire safety plan
  - 5. Curtis Power's children are willing to do some upkeep around the hall, parking lot refresh. Meet with Emma to discuss some options
- Senior's programming – Emma
  - Of note: going well with a good number of "regulars", they are looking at some opportunities to expand programming.
- Vice President – Assia; Of note: nothing
- Newsletter – Kristin
  - 1. ACTION: any submissions by Friday, October 25th for next newsletter
- Membership – Marly; Of note: nothing
- EFCL – Andrew O; Of note: nothing
- Maintenance – Lance, Assia, Emma
  - 1. Of note: below
  - 2. ACTION: storage room may need repair
- Social/Programs – Tammy, Sarah, Emma
  - 1. Past events:
  - 2. Upcoming events? Ideas?  
ACTION: January - meeting determine events through 2025 and have people step up as lead
- Signs – Perry
  - 1. Of note: anything noted above

Meeting adjourned 9:21pm.

October 23, 2024 Action Items from Meeting:

**ACTION for ALL:**

1. Any submissions by Friday, October 25th for next newsletter - cookie walk
2. December 6th cookie walk - need to locate 25 bakers to make 10-20 dozen each (total needed = 250 dozen)

Volunteers:

- a. Day of: Perry, Emma
- b. Bakers: Sarah commits to making 10 dozen cookies of two varieties

**ACTION ITEMS: Jen F.**

1. Prepare budget for November 2024 meeting
2. Switch summer to winter rates for electrical
3. Connect with past pest control company

**ACTION: Auriana (via Michelle)**

1. Pre-school to share future fundraising events with Perry for the advertisement board
2. Advertise Liquor raffle coming up \$10 ticket, \$1500 gift card - November 4 to 19 (draw 23rd) - Michelle to share information on raffle
3. Provide list of grants and determine if there is one for Tennis Courts (for new windscreens) of Pickleball Courts; Possible resources:

<https://www.alberta.ca/community-facility-enhancement-program-small>

<https://www.alberta.ca/community-facility-enhancement-program-large>

**ACTION: Andrew**

1. Grants regarding pickleball court: find out through EFCL and determine if there are any applicable - outdoor wellbeing?

**ACTION: Perry**

1. Tidy room with jerseys
2. Create fire safety plan

**ACTION: Emma**

1. **Emma to pass the following by Carrie:** Perry to communicate with soccer teams about committing to paid rentals as priority and will give soccer teams free rentals if it is still available two weeks prior to desired rental date
2. Email motion to approve if signage quote comes in between October and November board meetings.
3. Meet with the Power boys on what kind of outdoor parking lot refresh tasks we would be interested in.

**ACTION: Aleks**

1. Start engagement with community in the upcoming newsletter and work with Tammy on next steps

**ACTION: Lance**

1. Storage room for chairs and tables may need repair (damage to drywall and beading)

**ACTION: Assia / Tammy**

1. For January determine event ideas through 2025 and have people step up as lead
2. ACTION: to obtain two quotes: 8", brushed aluminum with black backing and the following:
  - Rio Terrace
  - Quesnell &
  - Patricia Heights
  - Community League
- 2b. Second quote to include lighting
3. Assia to check on outdoor water control

**RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting  
X, 2024; 7pm at the [Rio Terrace community league hall](#)**

**Agenda**

- 1) Approval of Agenda**
- 2) Approval of X 2024 Minutes**
- 3) Finance Report & budget update**
- 4) Items for discussion**
  - a. Miscellaneous**
  - b. Donations**
  - c. Grant funding**

## Pres report

### Upcoming events

1. Breakfast with Santa: need someone to pick up the bench, volunteers good, Santa confirmed hall & catering booked, ME DUTIES: cookies & décor, advertising
2. Cookie fundraiser: stripe readers needed, volunteers needed, bakers needed, check with Scott (foyer access Thursday Dec 5<sup>th</sup> 6 – 8 pm), advertising

### Maintenance

1. Pest control – someone to sign us back up?
2. Outdoor tap handle – someone to find one that is removable
3. Fire Safety Plan
4. Rink attendant!!!
5. Sign
6. Tennis courts lights DONE; Covers: security \$1400 or not \$400?
7. Parking lot refresh:
  - Line painting - \$200.00
  - Pothole filling(gravel) - \$155.00
  - Weed/Grass trimming - \$10.00
  - Pinecone clean up - \$20.00
  - Trash clean up - \$25.00
  - Sweeping entire lot - \$25.00

Maybe see if they will clean up the rink area too?

### Seniors programming

1. Advertising in the newsletter for potential programming: music group, speakers, etc.
2. YOGA: good turnout lately (more than enough to cover the instructor fee) , instructor taking over reminders,
3. Coffee time: 10-12 regulars, how to reach more?

### Programs position

1. Met with Aleks
2. Pickleball court plan

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## October Hall Rental Report

2 messages

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**Carrie Doucette** <rioterracecl@gmail.com>  
To: Emma Woolner <enewman@ualberta.ca>

Wed, Oct 23, 2024 at 1:15 PM

Emma,

Here is my report in my absence:

October has been an active month for hall rentals at Rio Terrace, marked by a noticeable increase in inquiries and bookings as the holiday season approaches. Our community hall has become a sought-after venue for various events, including family gatherings, corporate parties, and community celebrations.

1.
  - The hall has hosted a diverse range of events, including:
    - Birthday parties
    - Baby Showers
    - Corporate meetings
    - Community gatherings
  - Additionally, we have seen an uptick in inquiries for holiday-related events, including Christmas parties and new events too.
2. **Holiday Inquiries:**
  - As the holiday season approaches, inquiries for rentals have surged. We have received so many inquiries specifically for holiday events, signaling a busy few months ahead. Many potential renters are seeking weekend dates for holiday gatherings, and we anticipate these requests will continue to increase as the season draws nearer.

3. **Soccer Team Rentals:**

We have the hall requests coming in from soccer teams but I think there should be a discussion on how many free rentals per team they get. And what dates should be available to them. I think the priority obviously is to accommodate these requests but the Saturday rentals should be reserved for paying rentals not freebies. Just my 2 cents. We often have Mondays and Fridays available and I think they would be the better dates to offer the freebies.

*Thanks a Bunch,*

*Carrie Anne Doucette*

**Rio Terrace Community League**

*Events/Hall Rental Coordinator*

(780)232-3399 CELL

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**Emma Woolner** <enewman@ualberta.ca>  
To: Carrie Doucette <rioterracecl@gmail.com>

Wed, Oct 23, 2024 at 2:04 PM



## **RTCL Soccer Coordinator Soccer Report – Oct 23, 2024**

### **2024/2025 Indoor Season**

Player registration for the 2024/2025 indoor soccer season was the usual on-line process under the control of the EMSA West zone that ran during the month of August. Team formation followed, teams have their gear and jerseys and league play started the weekend of Oct 19/20.

Rio Terrace is hosting 10 teams and some 180+ players for the 2024/2025 Indoor soccer season. - the same number of teams and players as in the prior year Indoor season. Rio Terrace has 2 girls team, with 1 team in each of U13 & U15. There are 8 boys teams, 1 in each of U15 & U17 and 2 teams in each of U11, U13 and U19. We are also hosting 1 team in the U7 age group.

We are once again very fortunate as a community to have such a dedicated core of parents of the players that step forward to coach and manage Rio Terrace based teams so that our community youth are able to enjoy such a great soccer experience.

### **2025 Outdoor Season**

Registration for the 2025 Outdoor season will take place in February 2025 using the usual EMSA soccer portal website.

Respectfully submitted,

Perry Wynn, Rio Terrace Soccer Coordinator

# Monthly Financial Report

## Rio Terrace Community League

For the month ended 30 September 2024

	SEP 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
<b>Fundraising</b>					
Soccer	-	-	12,731.75	-	
Other	77.08	-	2,266.03	-	1
Hall rental	1,750.00	-	4,750.00	-	
Newsletter	-	-	45.00	-	
Programs and social	-	-	847.00	-	
Casino Revenue	-	-	80,021.93	-	
<b>Total Fundraising</b>	<b>1,827.08</b>	<b>-</b>	<b>100,661.71</b>	<b>-</b>	

### Operating Expenses

Repairs and Maintenance	1,512.10	-	8,972.60	-	2
Soccer	-	-	415.00	-	
Social	2,322.53	-	2,322.53	-	3
Programs	226.00	-	549.00	-	4
Office and League Overhead	817.67	-	1,116.20	-	5
Hall Rental	-	-	1,311.50	-	
Newsletter	-	-	1,446.60	-	
<b>Total Operating Expenses</b>	<b>4,878.30</b>	<b>-</b>	<b>16,133.43</b>	<b>-</b>	

### Net Surplus (Shortfall)

	(3,051.22)	-	84,528.28	-	
	SEP 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES

### Cash resources

Operating - 238-5227136	45,561.96	-	45,561.96	-	
Casino Account	79,630.71	-	79,630.71	-	
Grant funds received	(352.20)	-	(352.20)	-	
Shinny Ringette Funds Held by League	(423.32)	-	(423.32)	-	
<b>Total Cash resources</b>	<b>124,417.15</b>	<b>-</b>	<b>124,417.15</b>	<b>-</b>	

	SEP 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
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### 1. Other Revenue

Membership Revenue	77.08	-	2,266.03	-	
<b>Total Other Revenue</b>	<b>77.08</b>	<b>-</b>	<b>2,266.03</b>	<b>-</b>	

	SEP 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
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### 2. Repairs and Maintenance

Repairs and Maintenance	347.20	-	4,135.79	-	
Utilities	689.90	-	2,961.81	-	
Janitorial	475.00	-	1,875.00	-	
<b>Total Repairs and Maintenance</b>	<b>1,512.10</b>	<b>-</b>	<b>8,972.60</b>	<b>-</b>	

	SEP 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
<b>3. Social</b>					
Social - Big Bin Event	2,322.53	-	2,322.53	-	
<b>Total Social</b>	<b>2,322.53</b>	<b>-</b>	<b>2,322.53</b>	<b>-</b>	

	SEP 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
<b>4. Programs</b>					
Programs - Community Swim	100.00	-	360.00	-	
Programs - Misc. Expenses	126.00	-	189.00	-	
<b>Total Programs</b>	<b>226.00</b>	<b>-</b>	<b>549.00</b>	<b>-</b>	

	SEP 2024	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
<b>5. Office and Overhead</b>					
EFCL Membership	762.66	-	762.66	-	
Office Supplies	50.40	-	201.60	-	
Membership Cards and Skate Tags	-	-	106.98	-	
Bank Fees	4.61	-	44.96	-	
<b>Total Office and Overhead</b>	<b>817.67</b>	<b>-</b>	<b>1,116.20</b>	<b>-</b>	

## **RTCL Solar Energy Report – Oct 23, 2024**

### **2024 Status**

Our solar power generation for Sept YTD has been in line with expectations and prior years. Sept 2024 YTD solar power generation was 23.215 MWh, which is 1.527 MWh less than the Sept 2023 YTD power generation amount of 24.742 MWh. This reflects lower power generation in both Q1 and Q2 2024 compared to 2023, partially offset by higher Q3 generation in 2024 vs. 2023. These differences are driven by weather - variances in level of sunlight and cloudiness, temperatures and of course snow coverage.

On an annual basis, the months of April through Sept are our sweet spot for power generation with an expected power generation in the range of 2.5MWh to 3.5 MWh monthly. Nov, Dec, Jan and Feb are poor months for energy generation / production due to cold weather, snow staying on the panels and of course fewer hours of daylight. Mar and Oct are shoulder months generation wise as we transition to and from the summer months of increased hours of sunlight, warmer temperatures and little snow cover, so typically our monthly power generation for these 2 months is between 1.0 MWh and 2.5 MWh monthly.

### **2023 Results**

Energy generation in 2023 from the Rio Terrace Community League solar panels totalled 26.76 MWh for the year, which was only 100 KWh less than our production in 2023 of 26.87 MWh. For March through to and including October 2023 the solar panels generated 25MWh of the 2023 yearly total of 26.76 MWh - the bulk of the solar energy generation takes place from March through October each year due to our great Alberta resource of blue skies and long hours of sunny days.

**FYI - based on an 'average Alberta house' usage of 700 KWh per month, the RTCL solar panels generate in one year enough power to supply the electrical needs of 3 houses for a year.**

**FYI - the rated installed capacity of the solar panels is 27.2MWh annually - so we seem to be very close (above 98%) to generating the rated level of electrical power.**

Respectfully submitted,

Perry Wynn