

**Prince Rupert Community League Monthly Meeting**  
**September 11, 2018, 7:00 pm**  
**Central Lions Senior Centre Room 12**  
**AGENDA**

**1. Call to order by Tony Spencer at 7:00.**

**In attendance:**

Mel Lauria, Rose Hamel, Matyx K, Leo K, Derek K, Ralph Dyer, Katherine Pike, Eric Johnson, Cameron Johnson, Myrtle and Norm Homenuk, Shannon Biafore, Sandara Lee, Jan MacNeil, Barb Spencer, Madeleine and Jerry (from McDougal community), Jeff Renton, Tony Spencer, Dave McDine, Ryan Lee, Ashley, Ashley McDine,

**2. Welcome:**

**3. Approval of the agenda**

**a. Motioned by Ralph and seconded by Tyson - carried**

**4. Acceptance of minutes of the June 14th and July 12th meetings**

**a. Motioned by Barb and seconded by Mel - carried**

**b. Matters arising from the minutes**

a. Dry Pond Communications - Moved to Vice President's Report

b. Presentation of options for project planner approval - Tyson

- i. There is a sub-committee - Tyson, Tony, Ralph, Ilia, Bill, and David (Pam Chaliard has since joined)- committed to getting the site developed. This group has found a company to create options for ways to develop our site.
- ii. We asked for 2 rough outlines from each of 6 firms, and 4 firms bid and offered proposals.
- iii. Sub-committee ranked proposals
- iv. Sub-committee recommends we choose EDA Planning and Urban Design as the firm. They ranked the highest score based on a scale. Mostly, they have a lot of experience with other community leagues. They are also the landscape architects responsible for the development of the dry pond, so they are familiar with the area. In addition, they have much experience dealing with regulations regarding parks and recreation areas.
- v. All companies were between \$10000 and \$20000. EDA's bid was approximately \$10 653.
- vi. We have potential to access a city planning grant and other funds from the Government of Alberta.
- vii. Ralph suggests to remove the building from the site plan, but Sandra Lee suggests that we let the company include a potential space for a building.
- viii. David explained that PRCL has talked extensively about whether or not we should have a building, and it has prevented us from moving forward in any fashion.

- ix. Playground, hall and picnic area have been general priorities of the community.
  - 1. Part of the struggle with the surveys done in the past is is that you can't weigh options against one another (park over building or vice versa). Everyone likes everything.
- x. Tyson highlighted the need to expedite the planning and development process, so that we do not lose access the school ground space.
- xi. Angela agrees that in our experience continuing the building conversation holds us back from making decision.
- xii. There could be provisions for roughing in services for a future site.
- xiii. David expressed the concern that we don't have the resources (people and funds) to build a new stand alone community league building
- xiv. Ashley was concerned that we can't see ALL the details of the subcommittee discussions. Tony explained that the subcommittee The purpose of the subcommittee is to do the work and have discussions on planning details so that we don't have to discuss those details in the meeting. The committee recommends a course of action to the board for approval.
- xv. Further questions around governance of the sub-committee re: who is allowed to attend, how decisions are made, and how reports are given. There is nothing in the terms of reference that would prevent people from joining the committee.

**Tyson made a motion to move forward with EDA as the company chosen to develop the concept plan.** The concept plan will propose 2 to 3 examples of ways that the space could be developed, including "roughing in" services, should we choose to build a hall in the future.

**Motioned by Tyson and seconded by David - carried**

- c. Hiring a communications person - Angela
  - i. After Angela presented the proposal for hiring a communications director at the cost of \$15 300, there was a lengthy discussion.
  - ii. Concerns included raising the cost of the proposed communications budget from \$8000 to \$15000, the lack of researching more than one option, and whether or not we need to invest in communications.
  - iii. Angela, Dave, and Ralph explained that this is THE time to hire a communications person to guide PRCL through the transition from older families to younger ones and to help manage and promote the development of the school grounds. "It's now or never," Dave said.
  - iv. Jeff offered to see if he could find someone else who would offer a bid on becoming our communications person, at least for the sake of due diligence. Dave was concerned that there was a good chance that it wouldn't save us much; rather, it would push our timing back again.
  - v. Angela acknowledged that this was not a perfect situation; however, due to lack of people power and ideal timing, she felt confidently that this is was the best option.

- vi. Barb asked if we could reduce the contract to 1 year. Angela offered that this would likely be possible; however, there were concerns about switching communications people right in the middle of our busy event season (Winter Family Fun day and May Day).

**Angela made the motion to hire Serena Mah as communications director at the cost of \$15, 300.00 per year. Motioned by Angela and seconded by David** - carried with a vote of 9 for and 3 against and 5 abstainers

**Derek made the motion to increase the communications budget from \$8,000 to \$15,300. Motioned by Derek and seconded by Katherine** - carried with a vote of 12 for and 0 against and 5 abstainers

d. Neighbourhood watch - Mel

- i. Mel was involved in community crime watch near 107 street before he moved to Prince Rupert community
- ii. He got involved with Erin Briska to develop a info. card (Make the Call) - to help people decide what to do and who to call when you have concerns in the neighbourhood. The PRCL had at a previous board meeting authorized expenditures to have the card printed.
- iii. He wants to deliver cards/flyers with this information to ALL community members to create more awareness. He's delivered 60 so far. We will update the handout information to include PRCL's logo.
- iv. Mel showed us a picture of a person who was trying to break into several places. This person also, tried to get into a neighbour's house by asking to use the phone but left when confronted.
- v. A member of the McDougal community noted that they have constable patrolling twice a day, and this has been successful. He noted that he also spends time going outside everyday and deterring people.

## **6. Director Reports**

a. President

- i. Tony has been attending Blatchford stakeholders meeting.
- ii. Communications person has already agreed to help us with a partnership with them.
- iii. Tony and Ralph met with Brenda Smith (from the City of Edmonton, appointed to PRCL to assist with future planning), who gave us a step by step tool to develop the school grounds.

b. Vice President:

- i. Report will be circulated with minutes
- ii. Ralph, Marilyn Iliia, Anne will be running the Big Bin event on Saturday, but Ralph asked whether we should postpone the event given the poor weather outlook. The board agreed to proceed with the event despite the weather. Other board members may help out to relieve the principle volunteers .

- iii. Root for Trees was a success. Next year, we may want to combine with May Day event.
- iv. There was a small block party in Ralph's area. One gentleman, who had attended for the first time, had been in the neighbourhood for 37 years. This makes Ralph excited about building community. The city will provide \$125 hosting funding through its Community Incentive Funding Program.
- c. Treasurer - Monthly report and Treasurer's signing authority -
  - i. See treasurer's report, attached.

**Ralph made a motion to accept treasurer's report as presented**

**Motioned by Ralph and seconded by Barb - carried**

**Ralph made a motion to change signing authority from Shannon Biafore to Katherine Pike**

**Motioned by Barb and seconded by Ralph - carried**

- d. Secretary – Google Docs, Drive, and emails
    - i. Will send email to board later
  - e. Membership - 64 from last year to 21 this year so far.
  - f. Communications – Sign message will be the next meeting and the christmas party date
- 7. Neighbourhood Resource Coordinator - Shannon**
- a. Angela will send this out
- 8. New Business**
- a. Christmas party planning
    - i. Temporarily set for November 30
    - ii. Ralph, Sandra, Sherry, and Katherine volunteered to organize this event
    - iii. Tony and Barb will look at games to entertain the kids at this event.
  - b. Request to use our site - A community organization was looking to build homes for veterans (Homes for Heros). Tony responded, letting them know that the school lands have already been committed to the PRCL by the City. The organization has contacted Bev Esslinger. We will need to contact Shannon (NRC) to follow up on this matter to ensure that we keep the area for our community.
  - c. Snow bank rink
    - i. Sandra made a motion to establish a snowbank rink on the school lands for the 2018/19 winter

**Motioned by Sandra and seconded by Ryan - carried**

**Next meeting: October 9th, 2018 (Room 12, Lion's Centre)**

**Adjournment 9:00 pm**