



McKenzie Towne Council Agenda

Tuesday March 19th, 2024

Board of Directors Meeting @ 6pm to 7pm Strategic Planning Part 2: 7pm (Public)

McKenzie Towne Hall & Teams

Attendance:

In person: Darvin Zuch, Jason Todd, Nancey Yip, Sheri Barclay, Marshall Lang, Peter Hall, Ignatius Emeye, Debbie Mackinnon, Keith D'Souza, Josh Samuels

Teams: Shauna Sanheim

Regrets: Laura Kitchen, Theresa Hargreaves

Resident Guests: Jim Clement (GM), Cherise Baker (Facility Coordinator), Tristyn Oke (Green Space Committee), Jody Morton-Parcey (Green Space Committee), JoEllen Wickerson (Green Space Committee)

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1. Call to Order 7:00 PM by Darvin Zuch
 2. Reading of Safety and Harassment Policy by Darvin Zuch
 3. Introductions & Attendance
 - Board & Resident attendees as above.
 4. Approval of agenda – Motion to approve by Keith D'Souza, second by Josh Samuels – No discussion – Motion Passes
 5. Approval of Minutes from previous monthly meeting – circulated by email. Motion to approve minutes by Marshall Lang, second by Debbie Mackinnon. Discussion – Treasurer needs correction to paragraph 10 – Interest received was higher than originally budgeted by \$50k and HOA fees were higher than budgeted by \$50k – Motion passes.
 6. Guest Presenter – Vanessa Rodrigues ATB (Sponsor) – Not in attendance
 7. Executive Committee Report – Met on March 17th – **Motion** to add new hourly position to support Brie Moore. Discussion in regard to duties and how they would be split. Current job has

grown to encompass more with growth. Salary budgets are under budget currently and this additional position would align to budget. – Motion Passes

Splash Park - Offer was made to the city to purchase splash park. The city has turned away the offer stating the land is not-surplus. Meeting with Evan Spencer on scheduled on Thursday. When we get the release of financial reports in September, anticipation is there will be more clarity at that time. MTC needs Membership and Stakeholders to understand these assets need to be taken off the books as the splash park that used community funds is now run by the city. Temporary use agreement has been provided to MTC by the City of Calgary for the Splash Park facility asset. MTC needs to consider if funds from the community should be put towards an asset that City has expropriated from MTC.

Daycare - Restructuring Day Care, spoke with Miller Thompson who is working on a quote for the day care being in a separate location which would minimize the impacts on MTC and the board if an incident did occur.

8. Finance / HR Committee Report – Met on Monday March 18th. Our expenses are just over \$100,000 below budget and our revenue is sitting just over \$100,000 above budget. This comes from interest as well as collection of HOA fees. Next board meeting there will be objectives brought forward to a vote.
Reviewing HR policies and procedures. Accountant of MTC has handed in her resignation today March 29th looking to fill this position diligently.
9. Communications & IT Committee Report – Communication department works on how to present ourselves to the public, public involvement, events, information out to the public which we are doing well. This system has been built by Bree Moore.
10. Ops Committee Report – Met on March 12th. No change in positions. Cushman Pro Haulers were discussed. They will haul 800lbs. This will give the opportunity for there to be two separate crews to be taking care of the landscaping in McKenzie Towne.
Motion - To approve purchase of 2 Cushman Pro Haulers totaling a cost of \$37,000 – Discussion of worth of Golf carts if we no longer are taking care of the Splash Park and potentially other City run assets in McKenzie Towne. Current ELM provides MTC \$140k but costs of maintenance is \$260K. Discussion of comparison of operating costs of the two golf carts versus the pick-up truck – All in favour – Motion Passes.
Still in discussion in regard to the Ferris Mowers manual lawnmowers to cut the grass.
The City of Calgary has come back and said we need a permit to have the greenhouse built on the roof of the sea can regardless of it being under the 100 sq. ft. allowance prior to a permit being required.
Motion - To approve an alternative location for the greenhouse to be built in the compound if it cannot be built on the sea can – All in favour – Motion Approved.
Painting the stained walls by Elgin Hill. Stephen to reach out to the private homeowners to get permission to paint them.
Presenting operations manual updates next board meeting. Discussion of maintenance of green spaces with the upcoming drought.
Working along side the city to get rain barrels. Looking at options to light the front staircase of MTC.

11. Green Space Committee Report – Need to supply terms of reference to be voted by the board at the next meeting. Introductions of new committee by green space chair Peter Hall.
Discussion of creating a community garden and food forest. A Facebook discussion page has been created which has grown to 158 members from our community who have an interest in gardening and horticulture.
Proposing 5-year plan to create a community garden starting by planting trees in phase 1. Fruit trees take 3-4 years to start producing fruit which makes getting a head start on this element crucial at this time. Potential for space in the community garden to be rented out in the future once the space is established. There are government grants and resources available to help support this project whether it be discounts or sponsorship of this project. Discussion of how to protect this space without fencing such as motion lights, spotlights, and locks. Discussion of treating drought diseased trees how to care for them and keep them healthy so diseases do not spread to them. Volunteer care schedule will be in place for the community garden to ensure it is cared for daily. Looking for \$10,000 start up cost if not grants are acquirable. Looking for 12 trees at \$500-\$700 each per tree including delivery and then additional supplies to plant the trees. MTC maintenance department to supplement watering in this space. Greenspace committee to look into budget for this year to present at next board meeting.
12. General Manager Report – Social activities we are partnering with the CPS to do coffee with a police officer once per month in May, June, August, and September. They will bring By-Law alongside them.
Starting neighbour night which will be a community potluck which will be volunteer run.
Newcomer night will be staff run inviting new homeowners in and their families to learn what McKenzie Towne is all about.
Speed dating night is new - trying it out Friday April 19th.
Day care was given a glowing recommendation from licensing.
Entrance sign is complete but stuck in China, difficulties with technology and Chinese New Year led to this delay.
Motion - To purchase 100 rain barrels at a cost of \$45 per unit to sell to the community by Nancey Yip, Second by Sheri Barclay – No discussion – Motion Passes
13. Motions Submitted in Advance – No motions to submit in advance.
14. Other Business: No other business
15. Comments from visiting members: No comments from visiting guests.
16. Next Meeting Dates:
 - Tuesday April 16, 2024, 6:00 PM (In-Camera) 6:30 (Public)
17. Adjournment:
 - Motion to adjourn (8:50PM)
 - Moved by: Darvin Zuch
 - **Carried**