



McKenzie Towne Council
Tuesday April 18, 2023
Board of Directors Meeting @6PM
Location: MTC Hall
Minutes taken by Nancey Yip

Attendance:

In Person: Darvin Zuch, Keith D'Souza, Shahzad Khan, Nancey Yip, Teresa Hargreaves (6:25PM),

Teams: Neha Ashani (6:37PM)

Regrets: Farooq Qadir

Residents and guests: Jim Clement (GM), Nicole Myrie, Patrick Giroux, Jhona Guarin (Daycare Program Supervisor)

1. Call to Order 6:25 PM
2. In Camera
3. Open meeting - Call to Order (6:30 PM)
4. Approval of agenda – Keith D'Souza moved, Teresa Hargreaves Second, No discussion – Motion Passes.
5. Reading of Safety and Harassment Policy
6. Introductions & Attendance – Board and resident attendees as above.
7. Approval of Minutes from previous monthly meeting – circulated by email. Keith D'Souza moved, Shahzad Khan Second. No discussion – Motion Passes.
8. GM Selection Committee Report – As of April 3, 2023, the previous candidate that previously accepted has withdrawn their acceptance. Currently there is one candidate being considered and

there is no set date for closing the posting. We expect to have a permanent GM in place in 45-60 days.

9. Executive Committee Report – discussed status of daycare. ELM agreement has come up for renewal. There is an increase of \$6000 for a total operating grant of \$140,335.

Motion – To accept this agreement. Darvin Zuch moved, Keith D’Souza second. Discussion – Jim Clement says that there is an increase in \$6000. Most other RA’s have dropped this year. – Motion passes.

Teams equipment – we need to update our equipment for video conferencing. Three quotes were received.

Motion - To purchase video conferencing equipment for \$6318.90 from Matrix video. - Darvin Zuch moved, Shahzad Khan second. No discussion. Motion passes.

10. Finance / HR Committee Report – Met once April 17th. No changes to the committee. Reviewed financial statements for Feb 28, 2023. They will be audited at conclusion of fiscal year. Expenses are in line with 2022/2023 budget. Overspend in salaries were due to one time expense. We are underspent on salaries due to open positions by just over \$100k.

Budgeting for 2023/2024 are being worked on. Will have more info at next meeting.

11. Communications & IT Committee Report – Meeting on April 4th – discussed still waiting on website and will be meeting with GM. Looking at social media needs. Proposes hiring someone who can review our bylaws and policies and make sure they are updated. Looking at Escribe monthly amount which is a program that is run by municipalities to prepare our meetings, action items, meeting minutes, etc.

12. Board Improvement Committee Report – Have not met.

13. Ops Committee Report –

- Roof Quotes – GM will be getting an engineer report for the roof repairs. There have been updates in which companies that will have the qualifications to do the roof repairs and quote. Quotes are still to be coming.

- Splash Park – Ops committee reviewed quotes for splash park repair and submitted motion to board prior to monthly board meeting to accept quote from Pinnacle for approximately \$12k with the understanding that cost could be different depending on what they find when they actually start the work up to \$30k. Treasurer is ok with the cost. Repairs are under way currently.

- Flowers – Flower plans are under way and in motion.

- Cleaners – reviewed quotes for cleaners.

Motion - To change the cleaners to Stratus at the cost of \$1875 monthly. No discussion – motion passes.

- Gym Windows – quotes were received for the same windows we currently have. We have decided to use Alpine Glass as we have used them before and have been happy with their work.

Motion – To use Alpine Glass at the cost of \$7847 plus GST. No discussion – motion passes.

- Battery Packs – Using battery packs will be a greener solution. We have to replace 2 pieces of equipment so good time to start making the change. Battery packs would be Stihl battery packs which is top quality. They will also plug into our current existing equipment. When fully charged, the battery packs should be able to last 8 hours. Cost of each battery pack is \$2700. Stephen

Carleton has negotiated with Arne's with the purchase of a minimum of 4, there will be a 15% discount. GM recommends purchase of 5 battery packs.

Motion – To purchase 5 battery packs at the cost of \$11475 plus GST. – No discussion. Motion passes.

- Christmas Lights – quotes for GEM lights will be worked on in the coming couple months along with plans for other areas.

- Splash Park concession stand – discussion around having volunteers work the concession stand. GM advised that staffing it is not cost effective. GM will look into possible volunteers who want to run the stand. GM has confirmed that we do have licensing to run the concession stand.

Motion – To make a fundraiser event at the splash park concession stand. Teresa Hargreaves – moved. Darvin Zuch – seconded. Discussion – GM is to look into possible fundraising events, and volunteer groups who would like to run the concession stand. Motion passes.

- Next meeting May 10th @ 3PM.

14. General Manager Report

- 83 delinquent accounts. Need to implement a policy for payment plan. Currently invoices are sent to members through Canada Post. Next month they receive email and text in July. This happens again in August and September. Wants GM to have the authority to make payment plans in September before going to lawyers. Finance committee will look into this issue. Once the delinquency goes to lawyers, costs go up 5 times.

- GM has been to more than 80 businesses and is getting positive feedback.

- Looking into Canada summer Employment grant.

- Looking into replacement platform for Ivernet. New programs are less expensive. Investigating all the platforms that will work for MTC.

- Looking into a resident card with barcode. Discussion – could we have local business discounts attached to the card?

- Missing more shingles after last windstorm. BTC Group will be giving us an engineer's report.

- Pinnacle will be looking at doing work in a few days in the splash park. It will be open and operating in hopes for June 1st. Facilities Manager has found an app to help run the splash park.

- Most popular paid program running is Basketball. Servicing 3 different age groups. 27 programs in place. Only 149 residents and 97 non-residents enrolled. Pickleball is still leading the drop in attendance.

- Looking into use rink area by the bus station for pickleball courts.

- Looking into community garden in the area across the Hall.

- Easter drawing contest was very successful.

- Looking to host movie night at least once a month. Possibly at the Splash Park hill. Looking at renting/purchasing proper equipment that can be used in daylight as well.

- Looking at purchasing a bouncy castle – can rent out for birthday parties and use at events.

Motion – To hire BTC to overlook and completely give direction on roof replacement for \$7000. Shahzad Khan moved. Keith D’Souza second. No discussion. Motion passes.

15. Motions Submitted in Advance:

16. Other Business: Solar panels – there are zero grants available for solar panels.

Motion – To add items of games table and fencing to our Optional Amenity Agreement as recommended by Calgary Parks Department. Darvin Zuch – moved. Nancey Yip – Second. No discussion. Motion passes.

Motion – To add Nicole Myrie to the board of directors. Theresa Hargreaves – Moved. Nancey Yip – Second. No discussion. Motion passes.

17. Comments from visiting members: None.

18. Next Meeting Dates: May 16, 2023 6:00PM (In Camera) 6:30 (Public)

19. Adjournment: Motion to adjourn. 7:55PM. Darvin Zuch – moved, Nancey Yip – Second.