



**erin
woods**
COMMUNITY ASSOCIATION
83 ERIN PARK DRIVE S.E.
CALGARY, ALBERTA T2B 3A2

Erin Woods Community Association Board Meeting Minutes Monday, April 12th, 2021 *Note – meeting held via Zoom*

Call Meeting to Order: Meeting was called to order at 7:05 pm.

Approval of Agenda: Anne M. motioned to approve the agenda. Greg Y. 2nd

Adoption of March 15, 2021 general meetings Minutes (missing some info – see attached)

- Lois W. motioned to approve the agenda; Ali M. 2nd
- Lois W. motioned to approve the November 9, 2021 minutes; Anne M 2nd
- Meeting was adjourned at 9:15 pm.

Carolyn will now make amendments to the minutes and resend for email vote

Announcements: Corey Hein has resigned as 2nd VP effective April 6, 2021 (he will be missed!)

- Budget 2021/2022 was passed by e-vote (Denise is absent tonight)

**** Greg Yakimishyn resigned from the board as membership coordinator effectively immediately****

Reports to Board and related business:

1. Safety – Lois W and Const Miguel Lay: updates / crime stats

Safety: Lois W. Stats:

- Assault (non domestic) 2, street robbery 2, violence "other" (non domestic) 1, break & enter commercial 7, break & enter other premises 4, theft of vehicle 8, theft from vehicle 9, social disorder 44, and physical disorder 5.

Constable Miguel Lay - ABSENT

2. NPC – Rob Dickinson:

- Q4, 2020 City of Calgary grant was paid out
- Q1, 2021 City of Calgary grant is ready for application
- There are City Engagement opportunities to check out
- There are other grants to check out
- Erin Woods Community Cleanup will be coming up in September
- Rob has many more TLC kits if we need them
- FCC website is always a great place to check out

3. *President's report – Lori L:*

a) Community Garden report by Shellbie C

- There are currently 14 volunteers and 10 are committed to the planning
- Met with Horticultural Society to access information and resources
- Shellbie would like Facebook access as Admin to post for the Community Garden
- The committee would need a bank account; funds are currently being raised via bottle drives
- Cost of materials are being researched and box building plans are being made
- They are requesting a letter of support from Erin Woods Community Association. No letter of support is needed as Parks already approved the site.
- In conversation with the Horticultural Society a different site is being sought out. The area at the Erin Woods Community Association is not desirable.
- Rob D. mentioned a new lease agreement and environmental study would need to be done for a new site, and depending on what site is picked, the lease agreement may not be with the Erin Woods Community Association.

b) Zoom AGM per Bylaws:

- The AGM will be held by zoom. There is nothing in the bylaws that dictates any conflict
- Bold signs will go up in the community

c) Memberships changes discussion – by Lois W

- Proposed to increase the annual fee from \$20.00 to \$25.00
- All current board members to purchase a membership
- Reduce membership fee to a single person vs family
- Change current bylaw (amend) to not have a set expiry date: the date would expire 1 year from date of purchase for each membership bought.

Discussion: Maybe have a Senior rate \$5.00, single rate of \$12.50

Everyone was in favour of an increase to \$25.00 – no motion made

A set expiry date is managed better than staggered

The concern is people who buy a membership in July need to renew right away in August. The hall administrators use their discretion when people are buying a membership in June or July to put the expiry the following August

** Anne M. motioned "Community Association will waive the \$20.00 membership fee For Board members. Ali M, 2nd. Passed: 6 yes 2 no

3. 1st VP (Facilities) - Lori P: EWCA bylaws refresh – update

- No update at this time

4. Bingo Director – Shannon C: – Bingo report

- The General Manager retired, Karen is taking over now
- We have picked up many V-bingos; 5 already. They are paying out about \$600.00 per event.
- All names are put into a hat and then drawn for the V-bingos.
- More V-bingos are expected to be added.
- Shannon has worked all the V-Bingos.

5. Anne M: a) ECTAS report

- Recent restrictions have not affected the children's ice rentals.
- Still looking for a 2nd VP; April 20th is the next meeting.
- The Lounge had to close because of restrictions
- They did not qualify for the Q4 City of Calgary grant; finances are good.

b) Succession planning / building AGM slate / nominating committee

- Let Carolyn know ASAP if you are letting your name stand for your position
- Will be advertising open positions on Facebook.
- Updated job descriptions are being sent out for additions/deletions.

c) Motion on email policy

- Anne M. motioned "Going forward from April 12, 2021, EWCA group emails that include more than one person will be restricted to information sharing, Community Association business, and time sensitive motions, keeping them as brief as possible"

Ali M. 2nd the motion. Carried and passed with a vote of 6 yes and 2 abstained

Adjournment.

: Meeting Adjourned at 9:00 pm.

Next is the **Annual General Meeting (AGM):** Monday, May 10th, 2021 @ 7:00 p.m.

Please Sign In



DATE: April 12, 2021 – GENERAL MEETING
ERIN WOODS COMMUNITY ASSOCIATION

NAME	MEMBER
Shannon Coleman	✓
Greg Yakimishyn	✓
Ali Myshra	✓
Shellie Chayeski	✓
Shelley Chayeski	✓
Kassi Davidson	x
Rob Dickenson	x
Anne Miller	✓
Ashlynn Nixon	x
Lori Kosow	✓
Lori Peterson	✓
Lois Williams	✓
Carolyn Teske	x



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Erin Woods Community Association

Board Meeting Agenda – Monday, April 12th, 2021 @ 7:00 pm

Note – meeting held via Zoom

Call Meeting to Order

Approval of Agenda

Adoption of March 15, 2021 general meetings Minutes (missing some info – see attached)

Announcements: Corey Hein has resigned as 2nd VP effective April 6, 2021 (he will be missed!)
- Budget 2021/2022 was passed by e-vote (Denise is absent tonight)

Reports to Board and related business:

1. Safety – Lois W and Cnst Miguel Lay: updates / crime stats (see report)

2. NPC – Rob Dickinson: see reports

3. *President's report* – Lori L: a) Community Garden report by Shellbie C (attached)
b) Zoom AGM per Bylaws
c) Memberships changes discussion – by Lois W (attached)

4. 1st VP (*Facilities*) - Lori P: EWCA bylaws refresh – update

5. *Bingo Director* – Shannon C: – Bingo report

5. *Anne M*: a) ECTAS report
b) Succession planning / building AGM slate / nominating committee
c) Motion on email policy (attached)

Adjournment

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Erin Woods Community Association

Board Meeting Minutes Monday, March 15th, 2021

Note – meeting held via Zoom

Call Meeting to Order at 7:05 p.m.

Approval of Agenda: Lois W. motioned to accept the agenda; Ali M 2nd.

Adoption of November 9, 2020, January 11, 2021 and February 8, 2021 general meetings Minutes
Lois W motioned to accept the November 9, 2021 minutes and Anne M 2nd them
Denise motioned to accept the January 11, 2021 minutes and Lori P. 2nd them
Anne motioned to accept the February 8, 2021 minutes and Greg 2nd them

Announcements: Tammy's update

- Tammy has resigned her position due to personal reasons

Reports to Board and related business:

1. *Safety* – Lois W and Const Miguel Lay: updates / crime stats

- Const Miguel was absent
- Lois did not have any report on safety
- Lois applied for the Community Standards Grant. Not sure when notification will come
- Stats: Assault (non domestic) 1, commercial robbery 0, street robbery 0, violence other (non domestic) 1, break and enter-dwelling 2, break and enter – commercial 1, break and enter -other premises 0, theft of vehicle 0, theft from vehicle 0, social disorder 30, and physical disorder 3

2. *NPC* – Rob Dickinson: see reports

- Our rating is now at "elevated risk" as per the City of Calgary assessment of Erin Woods year end of January 31, 2020. Our efforts are paying off.
- Q4 COVID funding with the City is still under review
- No new information in the reports
- There are a couple of grant opportunities to look at
- Take advantage of the Federation of Calgary Community sessions for board members

3. *Treasurer* – Denise B: financials update; updated budget – vote? Add AGM expenses?

- The revised budget was sent out

- We are applying for all grants and monies entitled to
- Lori L. asked for a revision to the AGM expense. It will be increase from \$200.00 to \$350.00. There will be no budget amount for Senior Teas. The revision will be emailed out.
- Erin Woods needs to take a look at daytime revenue sources when we reopen.
- Kassi asked about possibly Girl Guides renting? Denise has been in touch with them in the past
- Kassi also asked about a possible lunch program?

4. 1st VP (Facilities) - Lori P: a) rink

- The rink was a big hit with all people in the community who used it.
- It was a lot of work but also a lot of fun. There were a lot of volunteers in the beginning then it tapered off. Lori P. will get the list of volunteers and hours to the hall administrator for the records.
- Lori P. made a Zamboni which utilized a garden hose instead of the big fire hose. This cut down on water usage.
- A few expenses were incurred. They will be handed in for reimbursement.
- Next year will approach adopt a rink and get a grass berm built
- If no one steps up for rink coordinator for next year Lori P. will be prepared to be involved.

b) WCB

- Erin Woods has never been covered by WCB. The main concern is for Ashlynn as the custodian. Every staff has to be covered; we cannot pick and choose. Carolyn gave breakdown of wages and cost. The cost for the year would be about \$365.00 and would be prorated for this year.
- Carolyn had emailed the insurance about being a conflict with the insurance we have. Waiting to hear back.
- It will need to be added to the budget if there is no conflict. Denise motioned to apply for WCB if in no contradiction to insurance with Toole Peet for \$365.00 for 2021. Lori P. seconded it.

5. Anne M: a) ECTAS report

- Anne explained ECTAS to the new people at the meeting
- They are renting to minor hockey as per AHS guidelines. There are 4 groups of 10.
- Greg inquired about an advertisement he saw about renting the venue for meals. Anne will look into this and bring the information back to the April meeting.

b) succession planning

- Every board member is responsible for succession planning. Anne has just been overseeing it.

- Some of the job descriptions have been updated and will be sent to each individual holding a position to look over and make changes as needed. They will need to be done before the AGM in May.
- There are no descriptions for Safety Director, Outdoor rink coordinator, Planning Director, Community clean up coordinator and Communication Director. These will be sent to the individuals holding those positions to create.

b) building AGM slate / nominating committee

- Erin Woods requires 5 Directors. Please let Carolyn know if you are letting your name stand for a position you currently hold.
- Carolyn will be the nominating committee of one. She will compile the names for the AGM. Carolyn will also be the Chief Electoral Officer and run the AGM.
- There was discussion surrounding Executive holding Director and other positions. This is quite the norm if positions don't get filled.
- As per Rob D. the main position would be Executive and any other position would be acting positions. Rob D. said the function of the AGM is not to fill all positions. They can be left vacant and then at the next board meeting address the workload of any vacant position.
- For the AGM, Erin Woods will implement that every person who wishes to take on a board position will have to give a description of who they are, what their interest are and what they have to offer.

6. *President's report* – Lori L: Garden planning committee

- The infrastructure will need to be developed whether it happens this year or not. A Planning committee is needed first
- At present there is Shellbie, John, Lori P, Lori L. Rob D. will plan a meeting with this group. There has to be enough people on the committee for parks to approve for sustainability over time.
- The area has been determined and the environmental study has been done.
- John is eager to for community engagement and to support some food banks
- Shellbie has worked at a few is excited to get the students involved from the school.

Note: Lois W. would like to have a discussion about memberships added to the agenda at the next meeting.

Adjournment : Meeting was adjourned at 9:15 pm.

Next General Meeting: Monday, April 12th, 2021 @ 7:00 p.m.

Erin Woods Community Association
Comparative Income Statement

	Actual 01/02/2020 to 31/03/2020	Actual 01/02/2021 to 31/03/2021
REVENUE		
Revenues		
Registration Credit - Ref	0.00	0.00
Total Soccer Revenue	0.00	0.00
JB Dance Income	497.80	0.00
Hall Rentals	2,726.37	0.00
Preschool	952.38	0.00
Church - All Nations	1,300.00	821.45
Bar Income	1,067.70	0.00
Membership Income	19.05	38.10
Miscellaneous Revenue	2,563.66	1,885.34
Yoga Revenue	0.00	0.00
Bingo Income	2,859.17	0.00
Total Revenue	11,986.13	2,744.89
TOTAL REVENUE	11,986.13	2,744.89
EXPENSE		
Expenses		
Summer Soccer Expense	240.00	0.00
Vouchers Issued/Registration Cr...	3,300.00	450.00
Jelly Bean Dances	54.41	0.00
Neighbour Day Expense	0.00	0.00
Bar Expense	297.33	0.00
Bar Over/Short	-0.08	0.00
BFI Expense	382.06	0.00
Hall Cleaning	4.00	0.00
Hall Rental	140.00	0.00
Maintenance Expense	1,873.00	1,085.90
Door Mat Service	26.04	0.00
Telus	217.40	217.30
Enmax	1,032.68	492.56
Direct Energy	330.65	530.13
Outdoor Rink Expense	0.00	178.26
Security Expense	250.00	200.00
TOSHIBA	10.06	0.00
Office/Admin Expense	97.73	0.00
Website Expense	0.00	0.00
Newsletter Expense	575.00	0.00
Licences and Dues	514.33	0.00
WCB	0.00	0.00
Wages	4,571.00	3,263.38
Employer's EI Expense	98.63	68.53
Employer's CPP Expense	134.72	214.89
Total Wages and Employer's Ex...	4,804.35	3,546.80
Bingo Expense	105.62	0.00
Casino Expense	2,284.00	0.00
Yoga expense	0.00	0.00
Total Expenses	16,538.58	6,700.95
TOTAL EXPENSE	16,538.58	6,700.95
NET INCOME	-4,552.45	-3,956.06

Erin Woods Community Association
Balance Sheet As at 12/04/2021

ASSET

Current Assets

Float - Bar	300.00	
Float - Petty Cash	200.00	
Float - Stampede Stomp	0.00	
Float - Children's Events	350.00	
Float - concession	0.00	
General Bank Account	0.00	
Old General Account	-13.08	
TD General Account	18,103.63	
Soccer Bank Account	0.00	
Casino Bank Account	0.00	
Old Casino Account	13.08	
TD Casino Account	28,644.01	
Pull Ticket Bank Account	0.00	
TD Bingo Account	39,622.52	
Total Cash		87,220.16
Accounts Receivable	1,594.58	
Accounts Receivable - Restricted	477.12	
Account receivable accrual acco...	0.00	
Total Receivable		2,071.70
Prepaid Expenses		4,188.33
Total Current Assets		<u>93,480.19</u>

Inventory

Inventory		3,045.40
Total Inventory		<u>3,045.40</u>

Capital Assets

Leasehold Improvements	132,091.26	
Acc. Amort. - Leasehold Improve...	-46,936.79	
Office Furniture & Equipment	33,807.46	
Accum. Amort. -Furn. & Equip.	-28,736.52	
Computer Equipment	6,781.55	
Acc. Amort. - Computer Equipment	-5,597.33	
Outbuilding	46,619.87	
Acc. Amort. - Outbuilding	-25,872.68	
Pavement	10,700.00	
Acc. Amort. - Pavement	-9,379.51	
Sports Equipment	3,242.53	
Acc. Amort. - Sports Equip.	-3,098.58	
Basement Renovation	32,989.02	
Acc. Amort. - Basement Renovat...	-18,944.91	
Mechanical Room Renovation	45,480.68	
Acc. Amort Mech. Room Renova...	-16,816.49	
Building	372,688.06	
Acc. Amort. - Building	-68,588.08	
Signs	8,441.00	
Acc. Amort. Signs	-5,064.60	
Total Capital Assets		<u>463,805.94</u>

TOTAL ASSET 560,331.53

LIABILITY

Current Liabilities

Accounts Payable		-575.00
Accrued Liabilities		2,802.42
Vouchers Payable		4,875.00
Vacation payable		210.74
Damage Deposit Payable		900.00
GST Charged on Sales	690.26	
GST Paid on Purchases	-2,632.20	
GST Owing (Refund)		<u>-1,941.94</u>

**Erin Woods Community Association
Balance Sheet As at 12/04/2021**

Deferred Membership Revenue	345.27
Deferred soccer fees	0.00
Total Current liabilities	<u>6,616.49</u>
Deferred Contributions	
Deferred Cash Contributions	30,229.81
Deferred Cash Contributions - Bi...	35,957.13
Deferred Capital Contributions	141,424.70
Total Deferred Contributions	<u>207,611.64</u>
TOTAL LIABILITY	<u>214,228.13</u>
EQUITY	
Net Assets	
Net Assets Previous Year	351,853.35
Current Earnings	-5,749.95
Prior period adjustments	0.00
Total Retained Earnings	<u>346,103.40</u>
TOTAL EQUITY	<u>346,103.40</u>
LIABILITIES AND EQUITY	<u><u>560,331.53</u></u>

Safety Report for April 2021 – presented by Lois Williams, EWCA Safety Director

Please see the crime stats for March and the extended link for a more detailed explanation and “other” community comparison isn’t updated yet with March stats. If it becomes available I will send along the link.

Assault (Non-domestic) 2
Commercial Robbery 0
Street Robbery 2
Violence 'Other' (Non-domestic) 1
Break & Enter – Dwelling 0
Break & Enter – Commercial 7
Break & Enter - Other Premises 4
Theft OF Vehicle 8
Theft FROM Vehicle 9
Social Disorder 44
Physical Disorder 5

Calgary Recreation Programs 2021

Calgary Recreation Program Request Form



Community Based Programming is an opportunity to support Calgarians in the community to be active and creative during the Covid-19 pandemic. Recreation programming is developed, delivered and evaluated to meet these outcomes; increase access and inclusion to recreation opportunities, increase social connection, increase in physical activity, increase in creative activity and decrease in social isolation while ensuring public health practices are supported.

Partner Roles	Partnering Business Unit	Calgary Recreation	Community Partner
Program Planning	X	X	X
Promotion		X	X
Facility			X
Equipment		X	X
Instruction		X	

Would you like to request a Calgary Recreation program in your community?

Community Organization Name		
Community Contact	Name	
	Daytime Phone	Email
Partnering Business Unit Contact (if applicable)	Name	
	Daytime Phone	Email
Program Location Description & Address		
Program Name (select from the list)		
Preferred Program Date & Time (please provide 3 options)	Option 1 Dates	Time
	Option 2 Dates	Time
	Option 3 Dates	Time
Expected number of people	Minimum	Maximum
Registration Fee	<input type="checkbox"/> Free <input type="checkbox"/> Registration Fee \$ _____	Calgary Recreation estimated staff cost
Marketing Plan (please check all that apply)	<input type="checkbox"/> calgary.ca (free programs - all Calgary residents welcome to attend) <input type="checkbox"/> Program Poster <input type="checkbox"/> Community / Organization Newsletter <input type="checkbox"/> Community Organization Social Media <input type="checkbox"/> Other (please describe)	

Please complete request form and forward to

Joleen Teske, Recreation Program Specialist – Active City
joleen.teske@calgary.ca

In partnership with



Calgary Recreation Programs 2021

Calgary Recreation Program Options

Program Name	Program Description	Requirements
Active Stencils	Engaging physical literacy stencils can be painted on outdoor flat cement surfaces, indoor flat cement or tile surfaces, or on grass (temporary). Available stencils include: hopscotch, jump, left/right, mirror me, bull's eye toss, and maze	Truck to transport, forecast of 3 days of warm weather, locations selected and approved by applicable BU(s) (Roads, Parks, etc.).
Low Impact Fitness <ul style="list-style-type: none"> • Nordic Pole Walking • Balance & Strength • Mind Body Flow • Yoga 	Low impact fitness opportunities can meet your community member's needs. For more detailed descriptions on opportunities listed please contact Calgary Recreation.	Program requirements vary and may include: <ul style="list-style-type: none"> • Sound system • Yoga mats • Stable chairs • Appropriate space • Community meeting point
Community Fit Park Activation	Have you wondered about the fitness equipment that can be found in our public parks? This activation provides a Certified Trainer who will introduce participants to the equipment and safely guide them through outdoor fitness.	Outdoor fit park
Games and Stories for Young Families	Staff will bring fun and engaging story books to life with actions and movement that the whole family will enjoy.	Outdoor greenspace
Physical Literacy Adventure (7-12yrs)	The focus for this active program is developing physical literacy. A few selected physical literacy skills will be introduced and participants will engage in new games and activities that incorporate those skills.	Outdoor greenspace
Community Nature Adventure Playground	This self-directed, drop-in program uses natural elements such as tree stumps, branches, twigs, rocks and other loose parts materials to inspire active and creative outdoor play, and connect people, young and old, to nature. Onsite play ambassadors will be on site to inspire play. Parents are encouraged to stay and watch their children's imaginations soar in this new adventure space.	Outdoor greenspace, this program works best with natural elements like trees or a hill.

****Please note all programming is subject to staffing availabilities, physical distancing requirements and Covid-19 Safety Guidelines****

Please complete request form and forward to
 Joleen Teske, Recreation Program Specialist – Active City
joleen.teske@calgary.ca

In partnership with





The Scoop on dog poop

Cleaning up your dog's waste is part of being a responsible pet owner and helps keep our yards, parks, pathways and off-leash areas safe and healthy.

With 150 public off-leash areas and over 120,000 dogs in our city, it's clear Calgarians love their canine companions. What isn't to love is the stinky and unhealthy situation that's left behind when owners don't pick up after their pets.

Here are six facts you may not know about doggy doo-doo:

- 1) It can cause serious illness in humans.
- 2) It can transmit parasites, including tapeworm and roundworm larvae, that can lead to brain, eye and other human organ damage.
- 3) Its high-nutrient content creates "hot spots" causing nearby grass and plants to burn and discolour.
- 4) It can contaminate lakes, rivers and other water sources when carried away by rain or melting snow.
- 5) It attracts mice, coyotes and other wildlife to urban areas.
- 6) It does not absorb into the soil, so the risk of spreading its harmful effects can linger for years.

Help make our city #1 by picking up #2.

Here's what you can do to help keep our parks, pathways and off-leash areas clean and safe.

- Always carry pet waste bags with you when you are out for a walk.
- Properly dispose of the waste in a nearby receptacle or your green cart (if using a compostable bag).
- Organize a clean up through your community association or local dog group/organization. Contact Calgary Parks and TLC (The Litter Cleanup) kits can be made available to help make your clean up a success!

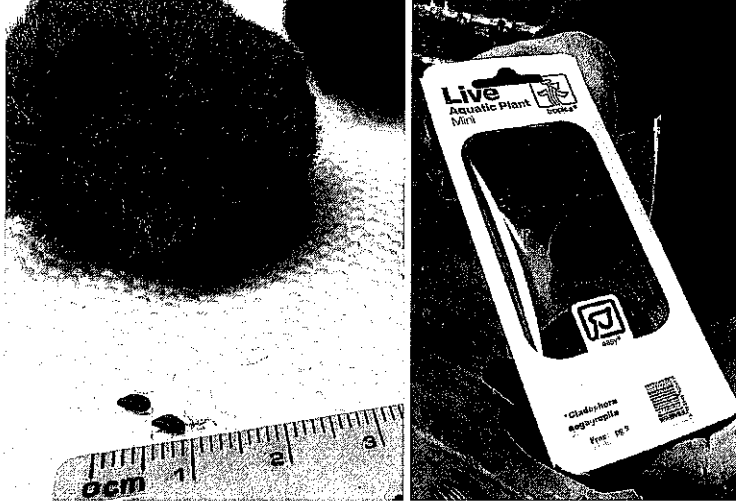
By being a responsible pet owner, you ensure that all Calgarians can enjoy parks and greenspaces.



ALERT: AQUATIC INVASIVE SPECIES

Zebra Mussels in Moss (Marimo) Balls

Dreissena polymorpha



What's the threat?

Zebra Mussels:

- Clog water intake pipes and other submerged equipment, costing taxpayers millions.
- Disrupt natural food chains, resulting in a disrupted food chain.
- Impact recreation when dead shells wash up on shore.
- Can survive out of the water for up to 30 days, making movement easy.
- Produce microscopic larvae called veligers that can not be seen with the human eye.

How is it spread and where is it found?

- Native to Russia, invasive mussels have hitchhiked around the world by attaching to hard surfaces.
- Watercraft have been the main pathway of introduction across Canada and the United States.
- Females can produce up to one million eggs every year, and there is no natural predator in Alberta.
- Invasive mussels have not been detected in any Alberta waterbodies, but are found in eastern Canada, and various parts of North America.

An attached mussel is an invasive mussel. If you suspect you have found invasive mussels, follow guidelines provided here and call the AIS hotline for additional questions or support.

1-855-336-BOAT (2628)

Classification: Public

REASON FOR ALERT:

Live zebra mussels have been found in moss (Marimo) balls that were imported into Alberta. Moss balls are commonly sold in pet and garden stores. Zebra mussels are listed under the *Fisheries (Alberta) Act* as a prohibited species. It is illegal to possess, release, sell or transport these species within the province.

If you purchased moss balls after January 1, 2021, they must be disposed. Follow the disposal protocol (on page 2) to protect Alberta's aquatic ecosystems.



Zebra Mussel

Description

- Shells up to 3 cm in size
- D-shaped shell
- Live up to 5 years

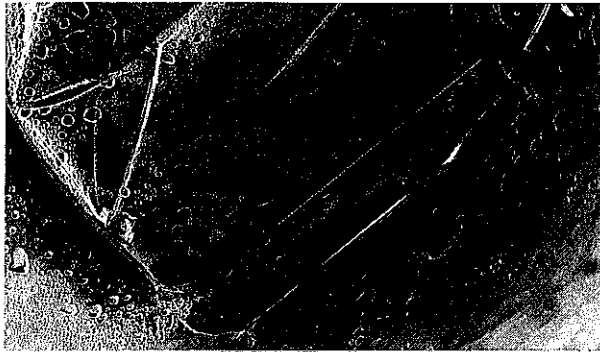
Don't Let it Loose

- Never release aquarium pets, water garden plants or water into Alberta waterbodies. This is illegal and has the potential to start an invasion, but you can stop it.



Alberta

ALERT: AQUATIC INVASIVE SPECIES



Due to the risk of introduction of live zebra mussels to the environment, Alberta Government is asking the public to destroy all moss balls in their possession purchased after January 1, 2021. To safely dispose of the moss balls and ensure there is no risk to Alberta's ecosystems, follow these three steps:

Step 1: Destroy the moss balls

- Place into a plastic bag, seal and freeze (preferably in a deep freezer) for at least 24 hours.
- OR**
- Place in boiling water for at least 1 minute and then let cool.

Step 2: Dispose of moss balls

- Place it and any of its packaging in a sealed plastic bag and dispose in your household garbage.

DON'T LET IT LOOSE! To prevent zebra mussels from getting into our water bodies:

- **DO NOT** flush down the toilet
- **DO NOT** put down drain
- **DO NOT** compost

This applies to all moss balls and any aquarium/ water-garden contents (water, plants, rocks, etc).

Step 3: Treat aquarium or container contents and water

After moss balls have been removed from an aquarium or container, do not dispose of untreated water down the drain or into any residential water system or Alberta waterway. Take these additional steps:

1. Remove fish or other living organisms from the aquarium and place them in separate container, acquire water from a separate, uncontaminated water source.
2. Sterilize the remaining contaminated water from the aquarium or container by adding 25ml of bleach per liter of water. Let the water sit for at least 15 minutes and then dispose of the sterilized water down a household drain.
3. Clean the aquarium and accessories using one of the following methods, ensuring that the method you choose is in accordance with manufacturers' recommendations:
 - Boiling Method: Use 60 degrees C/140 degrees F water to flush and coat the tank and all accessory surfaces and allow to sit for a minimum of 1 minute. Be cautious as boiling water could cause glass to crack due to sudden thermal expansion.

OR

 - Disinfection Method: Make a disinfection solution using 25 ml of bleach per litre of water (95 ml of bleach per US gallon). Soak the aquarium, substrate, rocks, décor, and filter media in the bleach water solution for 15 minutes. Rinse off all items prior to setting up the aquarium. Dispose of the previously used filter media and replace with new media (see Step 1). Use a dechlorinating product to neutralize any residual chlorine prior to reintroducing aquatic life.
4. It is recommended that you do another water change within a week and continue to monitor the tank for any unusual or unexpected aquatic life.

An attached mussel is an invasive mussel. If you suspect you have found invasive mussels, follow guidelines provided here and call the AIS hotline for additional questions or support.

1-855-336-BOAT (2628)

Classification: Public



Alberta



**Erin Woods Community Association
Neighbourhood Partnership Coordinator Board Report**

April 2021

Priority Items											
COVID-19 Relief Funds	<ul style="list-style-type: none"> • Q4 funding was approved • Q1 2021 application window is now open 										
Community Garden	NPC will support this initiative wherever possible										
Covid - 19	Information on the relaunch: https://www.alberta.ca/alberta-relaunch-strategy.aspx										
Organizational Development											
Financial Management											
Grants											
Inspiring Neighbourhoods Grant	<p>Calgary Neighbourhoods is pleased to announce the launch of the Inspiring Neighbourhoods Grant (ING). Developed out of the This Is My Neighbourhood (TIMN) program, the Inspiring Neighbourhoods Grant is a matching grant, intended to support communities in creating a city of safe and inspiring neighbourhoods.</p> <p><u>Purpose</u> The Inspiring Neighbourhoods Grant supports community-led projects and initiatives.</p> <p><u>Objectives</u> The Inspiring Neighbourhoods Grant aims to:</p> <ul style="list-style-type: none"> • Support communities in becoming more socially cohesive with safe, inclusive spaces and programs that respond to residents' needs • Help residents feel an increased sense of belonging and contribute meaningfully to their neighbourhood • Develop community groups that are resilient and working towards achieving greater sustainability <p><u>Funding Streams</u> The grant supports projects under the following five streams. Amounts granted must be matched by the community association applicant:</p> <table border="0"> <tr> <td>Beautification and Place</td> <td>Maximum funding \$12,000</td> </tr> <tr> <td>Communication and Engagement</td> <td>Maximum funding \$10,000</td> </tr> <tr> <td>Community Education and Safety</td> <td>Maximum funding \$5,000</td> </tr> <tr> <td>Social and Recreation Programs</td> <td>Maximum funding \$2,500</td> </tr> <tr> <td>Technology</td> <td>Maximum funding \$5,000</td> </tr> </table> <p><u>Role of the Neighbourhood Partnership Coordinator (NPC)</u></p>	Beautification and Place	Maximum funding \$12,000	Communication and Engagement	Maximum funding \$10,000	Community Education and Safety	Maximum funding \$5,000	Social and Recreation Programs	Maximum funding \$2,500	Technology	Maximum funding \$5,000
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	<p>Your NPC will be able to provide information on the grant and support your project. Connect with your NPC to discuss project eligibility before submitting an application.</p> <p>Grant Website: Inspiring Neighbourhoods Grant (calgary.ca)</p>
<p><u>CPA Sponsorship Program</u> Opens Feb.1, 2021 until funds are allocated</p>	<p>Name: CPA Sponsorship Program</p> <p>Amount: Total amount of funding available to 2021 is \$35,000. These funds won't be allocated to one single project, but between successful applicants.</p> <p>Application Process: (all found on the grant website)</p> <ol style="list-style-type: none"> 1. Complete your application 2. Read, sign and submit the terms and conditions 3. Complete and submit the waiver <p>Contact Info: sponsorship@calgaryparking.com</p> <p>Grant Website: Sponsorship Program - CPA (calgaryparking.com)</p> <p>Eligible Projects & Tips:</p> <ul style="list-style-type: none"> - Highlight what's special: new applicants & unique projects will be given higher priority in our evaluations - Ensure your project is within Calgary city limits. - Have all approvals & permits in place if your project/event is on private property <p>Ineligible Projects:</p> <ul style="list-style-type: none"> - Funds for transit passes - Parking lot sweeping, painting & maintenance projects (we do that already!) - Projects similar to existing ones - Signage funding is evaluated on its relevancy to the over project, not on its own. <p>Evaluation Criteria: The Sponsorship Program committee meets regularly to review submissions. As a group, they rate submissions on the following 8 criteria. Each category is scored & if the submission receives 24+ points (out of 40) it's approved for partial or full funding (depending on its score)</p> <ul style="list-style-type: none"> - Social media presence of applicant? - Need for the project in YYC? - Overall visibility? - Uniqueness of the project? - Parking, transportation or mobility related? - Long-term impact of project? - Positive public image? <p>"X-factor" of the project?</p>
<p>AGLC – Use of Proceeds</p>	<p>AGLC related information can be found here: https://aglc.ca/covid-19</p>
<p>License of Occupation</p>	



Connecting City Resources

<p>Joint Use and Planning Agreement</p>	<p>The City of Calgary is modernizing the Joint Use and Planning Agreement between The City, Calgary Board of Education, Calgary Catholic School District and the Conseil scolaire FrancoSud. The Joint Use and Planning Agreement guides how we utilize, plan and develop joint use sites. The original agreement was created in 1985 and is in need of an update. Engagement runs from April 5 to 23 at www.engage.calgary.ca/jointuse.</p>
<p>Calgary Library Waste & Recycling virtual presentation</p>	<p>"Talking Trash: Composting our way to zero waste". A public presentation on composting offered virtually through the Calgary Public Library that is free on April 13, 2021 7-8pm. Have you ever wondered what happens to the food and yard waste in the green cart? Join us for a virtual tour of The City's composting facility and learn how we produce nutrient-rich compost in just 60 days. We'll look in-depth at what materials are accepted and why. Reducing our waste helps nature and our environment thrive-we can show you how. Register for the presentation at https://calgarylibrary.ca/events-and-programs/programs/talking-trash-composting-our-way-to-zero-waste/</p>
<p>Invasive Zebra Mussels found in Moss Balls</p>	<p>Live zebra mussels (<i>Dreissena polymorpha</i>) have been detected in moss (marimo) balls being sold at various plant and pet stores across Alberta. If you purchased a moss ball after January 1, 2021, it must be destroyed. https://open.alberta.ca/publications/alert-zebra-mussels-in-moss-marimo-balls. It can be destroyed by placing in a plastic bag and freezing for at least 24 hours or placing in boiling water for at least 1 minute and allowing to cool. Afterwards, dispose of destroyed moss balls and packaging in a sealed plastic bag in your household garbage.</p>
<p>Adopt-a-Park Relaunch</p>	<p>In partnership with <u>TD Friends of the Environment</u>, we are excited to announce the revitalization of the Adopt-a-Park Program. This program provides opportunities for you, as a proud Calgarian, to volunteer as a steward in your local parks or greenspaces</p> <p>Available opportunities include; shrub bed and playground cleanup, and grooming or litter cleanups</p> <p><u>Individual sign up</u> - or call 311</p> <p>Registration for this program begins on March 15th, 2021</p>
<p>TLC Kits</p>	<p>The Litter Cleanup (TLC) kits will be available for pick up at a variety of facilities beginning April 1. Please see TLC Kits (calgary.ca) for details.</p>
<h2>Public Relations</h2>	
<p>2021 Community Clean Up Program</p>	<p><u>Scheduled for September 25, 2021 9am to 2pm</u></p>
<p>Calgary Recreation Community Program Offerings - Spring 2021</p>	<p>Calgary Recreation has a list of program opportunities available for NPC's and CSW's to share with their community associations and groups. See request form and touch base with Joleen Teske if you have any questions.</p>
<h2>Programming</h2>	



City of Calgary Free Programs	Learn more at www.calgary.ca/free
TLC kits for community cleanup activities	NPC has a number of TLC kits and can drop off at hall to be used for cleanup efforts in the community.
Facility Maintenance & Capital Construction	
Capital Conservation Grant (CCG) Guidelines	Updated 2021 CCG Guidelines have been shared with EWCA via email from NPC.
Letters of Municipal Opinion	Please note that it is a requirement to receive 'Support in Principle' for capital projects (if applicable, over 50K or DP required as per Lease/LOC agreement) PRIOR to the City of Calgary providing letters of Municipal Opinion (CFEP or otherwise). Please make sure to discuss any projects within your Lease/LOC as far in advance as possible with your NPC.
Other	
<p>Federation of Calgary Communities</p> <p>To register and view all online/virtual workshops and sessions visit calgarycommunities.com/our-events/</p>	<p><u>Table Talk – Building effective external collaboration</u> – Tuesday, April 13</p> <p><u>Grant Accounting: Accounting for restricted cash</u> – Wednesday April 14</p> <p><u>GST for Non-Profits</u> – Tuesday April 20</p> <p><u>Table Talk - Calgary Metropolitan Region Board (CMRB)</u> – Tuesday April 27</p> <p><u>GST for Charities</u> – Wednesday April 28</p> <p><u>Orientation to the Planning Process</u> – Tuesday May 4</p> <p><u>Lunch-n'-Learn – Choosing the right social media platform</u> – Thursday May 6</p>
Government of Alberta - Community Development Unit	<p>Free training opportunities, such as strategic planning, board governance, building leadership capabilities, fund development and grant writing, evaluation, public and stakeholder engagement, developing partnerships, and collaborative relationships that are tailored to your community groups, non-profit organizations, and volunteer teams.</p> <p>For more information, please go to Information and to register for any workshops go to Register.</p> <p>Email contact is: communitydevelopment@gov.ab.ca or call 310-0000 then dial 780-963-2281.</p>
NPC Contact Information	
<p>Robert Dickinson Neighbourhood Partnership Coordinator, Neighbourhood Connections Calgary Neighbourhoods C 403.801.7864 Robert.Dickinson@calgary.ca</p>	

Community Garden Report for EW Board Meeting April 12th, 2021

Garden Coordinator – Shelbie Chayeski

The current number of registrants, is 14 with 10 committed to the planning and development of the garden. This number is growing daily.

We are working with the Horticulture Society to access information and resources available to us, and are working towards having the garden up and running this year.

Funds are currently being raised via private bottle drive, costs of materials are being researched, and box building plans are being made.

Our intention is to advertise a community wide bottle drive to raise more funds, and would like to request administrative rights to the current FB group set up for the Garden Committee as well.

Our understanding is that the EWCA is required to set up a bank account which is kept separate for our Garden Committee and managed by the Association on behalf of our committee.

We understand the support from the Association will also include assisting us with acquisition and management of applicable grants, administrative responsibilities, land use and water supply acquisition, and communication/advertisement within the community. We look forward to working in collaboration with our community and its association.

We do still require clarification of the exact location of the previously approved site for the garden and any previous documentation or information to be provided to or made accessible to our committee. Also, we need to know if we are we approved to remove sod at the site by the hall, and replace it with mulch to cut down on lawn care required in between the individual boxes.

At this time, we would like to request a "Letter of Support" from the Erin Woods Community Association for whatever site is recommended by experts and approved through the City, so that we are able to proceed without further delay, and we also will require a bank account be opened for us.

Thank you.

Memberships Discussion Questions as presented by Lois Williams April 12/21:

1. Proposal to increase the annual fee from the current \$20.00 to \$25.00 to generate more revenue.
2. All current board members to now purchase a membership instead of the current courtesy "free" membership.
3. Reduced membership fee for a single person vs a family. **This will not be advertised**
4. Change the current bylaw (amend), to not have a specific expiry date for a membership. Meaning Joe buys in Oct 2021 his membership will expire in Nov 2022. OR, a prorated fee will apply depending on the month of purchase.

Background and Motion on EWCA Board email policy by Anne Miller, April 12/21

It has come to my attention that between email chains, texting, and phone calls, board members are going over the time required per month in their job descriptions. In order to reduce the time spent reading emails I will be bringing forward this motion at the April 2021 general meeting:

Motion: "Going forward from April 12, 2021, EWCA group emails that include more than one person will be restricted to information sharing, Community Association business, and time sensitive motions, keeping them as brief as possible."

Using the Zoom format I will ask that the president be informed before the Motion if you would like to speak, and if you do, that your comments be limited to 2 minutes, and you speak once only. At the completion of the comments the president will call each eligible community member individually to vote yes, no, or abstain. There will be no amendment to this Motion. The votes will be tallied and recorded in the minutes.

Thanks,
Anne