

Dunmore Community Association Annual General Meeting

March 26, 2026 6:30pm – Cypress County Council Chamber

Present: Trisha Descher, Nicole Johnson, Kristin Obritsch, Shevaun Perrault, Rocheal Howes, Jessica Frietag, Nick Wilkie, Jody Phillips

Regrets: Kirby McLaren

Meeting called to order at 6:31pm

**Opening Remarks (Trisha)**

Good evening. Just a couple of housekeeping notes to mention before getting started. All members had an opportunity prior to the meeting to submit questions and topics for the agenda for this meeting, the agenda is closed. Any new topics will not be discussed but may be raised at the DCA Board of Directors meeting immediately following this AGM. Voting will be by show of hands.

Nominations for Board of Directors

We currently have 3 open seats to fill on the board.

The floor is now open to accept new nominations. (REPEATED 3 TIMES)

Nominations are now closed.

Since there are no other nominations, can I please have a motion to re-elect Nicole Johnson as Treasurer for another 2 year term

*Motion to re-elect by Nick, 2<sup>nd</sup> by Shevaun*

*Pass/Fail ( 7 to 0 )*

2025 Board of Directors Roster:

Trisha Drescher – President – term expires 2027

Nicole Johnson – Treasurer - term expires 2026

Kristin Obristch – Secretary - term expires 2028

Shevaun Perrault – Director – term expires 2027

Rocheal Howes – Director – term expires 2027

Kirby McLaren – Director - term expires 2028

Jessica Frietag – Director – term expires 2027

Nick Wilkie - Director - term expires 2028

## 1. President's Report

### Relationships

We have continued our great relationship with Cypress County and appreciate all the help and feedback that they have given to us over this past year. Cypress County continues to be our greatest resource and support as we continue to improve and manage our recreational spaces. Our communication with the Dunmore Community has also been strong, and we have seen increased engagement with residents through our FaceBook page and email.

### Public Engagement and Visibility

1. In 2025 we had 5110, up from 2901 visits to our website, 1796 being unique visitors, with the average session time being just under 3 minutes. Our highest traffic source last year was Google. This year FaceBook is the highest traffic source. Facebook generates 39% of traffic, Google attracts 31% of traffic, and 28% of users are using our direct website address. We feel our website is essential to being transparent and keeping our community informed about what we are doing. We will continue to promote our website this coming year.
2. Facebook has been our main social media tool. This year our posts were viewed 76,984 times, and had an interaction (like, comment, share) 783 times. We increased from 704 to 755 followers on our page, and most posts are shared to the Dunmore Neighborhood group page which has 683 members and the Dunmore Community group page with its 649 members. We have found this tool to be very effective for reaching a large portion of our community.

### Capital Projects

Pump Track and Pickle Ball Courts - Was approved for the Pump track. We now added Pickleball courts to the plans

### Maintenance and Upkeep

1. DCA invested a significant amount to the upkeep of the ODR. With that being said we have implemented an out of area user fee to have access to the skate shack. As well DCA has implemented a \$25.00 fee after hour calls to retrieve items from the locked skate shack.
2. We have a part-time caretaker for bathrooms, general clean up and garbage

### Events:

In addition, the DCA has organized and/or hosted the following Community events in 2025:

- Dunmore Garage Sale Day
- Giant Easter Egg Hunt
- Spring Clean-up at Sunrise Park
- Dunmore Days 2025
- Merry & Bright Festival
- Intergenerational Learning Program: German Baking

I would like to mention that to run and pull off these events, it takes volunteers. The DCA recognizes and is grateful to all community members and businesses that assisted with these events.

All minutes from the meetings can be found on the DCA website [dcaalberta.com](http://dcaalberta.com)

Are there any questions about the DCA's 2025 operations?

*Motion to accept President's Report by Nicole*

*Pass/Fail (   7   to   0   )*

## 2. Treasurer's Report (Nicole)

### Financial Statement

The financial statement for 2025 has been completed and copies are available for review by members.

<b>DUNMORE COMMUNITY ASSOCIATION</b>		
<b>FINANCIAL STATEMENT - YEAR ENDING DECEMBER 31, 2025</b>		
<b>All Accounts Bank Balance January 1, 2025</b>		<b>\$ 32,647.28</b>
<b>Revenue</b>		
Operating Budget - Cypress County		\$ 15,000.00
Rec Grant 2023 - Cypress County		
CFSEA Grant		\$ 4,000.00
EDF Community Fund		\$ 10,000.00
Event - Dunmore Days		\$ 7,655.44
Event - Garage Sale		\$ -
Event - Dunmore Survivor Raffle		\$ -
Donation - Pump Track		\$ -
Ball Diamond Rentals		\$ 3,538.85
EDF Recreation Centre Facility Rentals		\$ 231.35
Equipment/Furniture Rentals		\$ 144.38
Membership Fees		\$ 1,270.41
Bank Interest		\$ 9.60
GST Rebate		\$ 3,019.19
<b>Total Revenue</b>		<b>\$ 44,869.22</b>
<b>Expenses</b>		
2024 Liabilities		\$ -
Cypress County Community Grant		\$ 700.00
EDF Community Fund (for distribution)		\$ 8,000.00
Event - Dunmore Days		\$ 7,664.49
Event - Garage Sale Day		\$ 92.97
Event - Easter Egg Hunt		\$ 303.05
Event - Intergenerational Learning Program		\$ 632.26
Event - Survivor Raffle		\$ -

Event - Merry & Bright Festival		\$ 365.14
Pump Track Project		\$ 5,250.00
Outdoor Rink		\$ 16,402.56
Sunrise/Eagleridge Park Maintenance		\$ 500.00
Utilities - City of Medicine Hat (Electric)		\$ 2,466.39
Telus Smart Hub (Wi-fi)		\$ 1,010.44
ATB Bank Fees		
Administrative Fees		\$ 1,182.21
<b>Total Expenses</b>		<b>\$ 44,569.51</b>
<b>Liabilities</b>		
		\$ 1,000.00
	<b>LIABILITIES</b>	<b>\$ 1,000.00</b>
	<b>ALL ACCOUNTS BALANCE DECEMBER 31, 2025</b>	<b>\$32,946.99</b>
	<b>DIFFERENCE</b>	<b>\$ -</b>

We have a combined bank account balance as of December 31, 2025 of \$32,946.99. Of that balance \$1,807.81 is in the project account and 100% allocated towards the pump track, as these funds were raised specifically for that project. There is \$30,139.18 in the operating account.

In total, the DCA raised \$12,696.05 through event food and ticket sales, market, garage sale, and facility & equipment rentals, and membership fees. We also received a \$3,019.19 GST rebate for the previous year (2024).

### Community Fund Allocations

The DCA is allocated \$2000 annually by Cypress County to distribute on their behalf to local groups/clubs/individuals. In 2025, the DCA made the following disbursements:

1. \$200 Festival of Lights
2. \$500 Eagle Butte Parent Association

We did not receive any other applications in 2025.

### Cypress Wind Project Community Fund Allocations (EDF)

The DCA receives \$10,000 annually by EDF's Cypress Wind Project to distribute on their behalf. EDF reviews the applications and determined the 2025 awards as following:

1. \$1000 Irvine Minor Hockey Association
2. \$2000 Irvine School Parent Council (Fruit Program)
3. \$1000 Dunmore Community Association
4. \$1000 County Kids Gymkhana
5. \$1000 Irvine 4H Beef
6. \$1500 Dunmore Equestrian Society
7. \$2500 Eagle Butte Parent Association (Gymnasium Bleacher)

Moving forward for 2026 EDF will select and distribute funds annually without the support of DCA.

## **GST Rebate**

The DCA should be receiving a GST rebate from Canada Revenue Agency in the amount of \$1,163.24. As a non-profit organization, we are exempt from paying GST, and this is the amount we paid towards the capital projects Trisha reviewed above, as well as event sundries. We expect to receive 100% of it back less the GST collected on our rentals, and these funds will be put towards the 2026 capital project plans that we will go through in a few moments.

*Motion to accept Treasurers report by Nick, 2<sup>nd</sup> by Shevaun*

*Pass/Fail (   7   to   0   )*

## **3. 2026 Proposed Plans**

### **Capital Project Plans**

Pump track \$250,000

Pickleball courts \$125,000

Cypress County has just approved land use adjacent from the ball diamonds for the purpose of this project.

### **Administrative Plan**

1. Continue the Community Grant Program (\$2000)

Questions about Administrative Plans?

### **Event Plans**

1. Continue hosting the Annual Events
  - a. Easter Egg Hunt
  - b. Dunmore Garage Sale Day in June
  - c. Movie Nights in the park
  - d. Dunmore Days in August
  - e. Kite Festival
  - f. FREE classes taught by community members via Intergenerational Learning Program
  - g. Merry & Bright Festival
2. The goal is to run a minimum of 4 additional community events in the 2026 calendar year.

Questions/Comments about Event Plans?

*Motion to accept 2026 Proposed Plans by Nicole, 2<sup>nd</sup> by Nick*

*Pass/Fail (   7   to   0   )*

#### 4. 2026 Operating Budget

I'll be going through our operating and capital expense budgets, and I'd like to start with our 2026 Proposed Operating Budget. This budget accounts for our planned allocation of funds that we request and receive from Cypress County to maintain the operations of the DCA. This budget does not include our community events or capital projects.

For our 2026 operating budget we are planning to request \$13,000 from Cypress County. We would like to continue to distribute the Community Impact Grant on behalf of Cypress County to other small clubs and groups in the area, which has been an additional \$2000 the last four years, for a total request of \$15,000.

Cypress County currently allocates the Community Association budget amount based on an approved allotment schedule outlined in Cypress County Policy REC-2. While this policy was updated in June of 2023, the amount issued to our Association has been the same for over 6 years. Operating the new Outdoor Recreation Center has increased our costs substantially with maintenance fees, a new septic system, warm storage heating, garbage pick up and greater electricity requirements in the facility, as well as access, wifi, and monitoring costs. This does not take into account inflation over that 6-year period.

We have budgeted our anticipated expenses in 2026 as follows:

#### Dunmore Community Association

#### 2026 Operating Budget

##### Expected Revenue:

Source	Description	Amount
Cypress County	Annual Operating Grant	13,000
Cypress County	Community Impact Grant	<u>2,000</u>
Total		15,000

##### Expected Expenses:

Expense	Description/Notes	Amount
Park Maintenance	Facility Caretaker up to \$300/mo	3600
Internet	Wifi at Sunrise Park (\$84/mo)	1008
Phone	Phone (0 - decided not to proceed)	0
Security/Access	Sabre Security (Annual payment, made in January)	441
Admin Expenses	Website, Insurance, Processing Fees, 2025 was \$1388	1500
Utilities	Electric - average of 2024 + 2025	3000
Community Impact Grant	grant money is re-distributed to support small local projects	2000
Septic Tank Pumping	Sanatec \$147/pump, 8 times per year	1176
Garbage Pick Up at Park	E360 \$81.11/month (was notified of small environmental increase)	<u>1000</u>
Total		<u>13,725</u>

Projected surplus/Shortfall

Expected Revenue - Expected Expenses	<u>\$1,275.00</u>
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**Notes:**

\*Dunmore Days is our main income-generating event - we expect to raise approx. \$6,000 in 2026.

\*We collect annual membership fees which are used towards programming and not operations, in 2025 this revenue was \$1270.41. We expect 2026 to produce similar revenue

*Motion to approve 2026 Operating Budget by Jessica, 2<sup>nd</sup> by Rocheal*

*Pass/Fail (   7   to   0   )*

## **5. Closing Remarks**

All memberships expired on March 31<sup>st</sup>, and the 2026 membership agreement is published to be resubmitted online. An email was sent to all members 3 weeks prior to expiration. Membership fees went directly into the projects and programs that we ran this year, so we thank all members for being involved and contributing to our efforts. The perks of membership rolled out 3 years ago include a personal PIN code to the skate shack, WIFI password at the park, and 50% off all facility and equipment rentals. We hope everyone will renew for the upcoming year.

We also want to thank our community for volunteering your time on various committees and for projects and events. It takes a lot of people and effort to complete these projects and have events run smoothly. Dunmore stepped up and made things happen. Thank you so much.

Various sub-committees may be formed throughout the year. These are created at the Board of Director meetings and are smaller groups dedicated to a specific project or for organizing an event. We will send an email to members when a subcommittee is formed so they have the opportunity to join if they wish.

There will now be a 5 minute break before the regular Board of Directors Meeting will begin. Members are always welcome to attend in an observation capacity, and all meeting minutes are posted on our website so you can stay up to date on what's going on.

Thank you all for coming.

Meeting adjourned at 6:55pm

Next Regular BOD Meeting: March 26, 2026 following 2026 AGM