

Dunmore Community Association Board of Directors Meeting Minutes

June 15, 2022 (Rescheduled from June 8, 2022)

Zoom (changed from Cypress Council Chamber)

Present: Shevaun Perrault, Jody Phillips, Nicole Johnson, Scott Plouffe, Amy Edmonstone, Jenna Riess, Olivia Whenham,

Regrets: Kearston Reesor, Melissa Sawchuk

Meeting called to order by Shevaun at 6:37 pm

New Business:

Dunmore Survivor Raffle/AGLC – Jenna Riess

Dunmore Days – Olivia Whenham

Off-Leash Dog Area – Jenna Riess

Garage Sale Day – Jody Phillips

Garbage Bins on Walking Paths – Jenna Riess

Vandalism to Porta-potties – Shevaun Perrault

Outdoor Rink Project – Jody Phillips

Kite Festival Report – Jody Phillips

Community Grant Applications – Shevaun Perrault & Jody Phillips

Pump Track & Proposed Bike Track – Olivia Whenham

Unfinished Business:

Skate Shack Security

Point-to-point Wifi

Review of Agenda and Previous Minutes:

*Motion: Jenna made motion to accept the agenda - carried*

*Motion: Olivia made motion to accept April 12/22 Board Meeting minutes – carried*

## President's Report – Shevaun Perrault

On April 14<sup>th</sup>, a letter to Dan Hamilton citing Cypress Council Resolution #2021/020 formally expressing interest in moving ahead with the pump track and request for location and funding to be designated was submitted.

April 13 – 2022 DCA Membership was open online for the new season and two posts were made to draw attention from the community. To date, 9 members registered, 6 of which are brand new.

April 14 – the Dunmore Community Impact Grant went live on our website and a post was created to spread the news in the community. This grant issues the \$2000 annual funds from Cypress County to support small clubs/groups in Dunmore.

Apr 22 – Jenna closed out Banger Bingo Raffle License and submitted the application for raffles >\$20,000 to the AGLC.

April 28 – Elevation Landscape installed the sod at Sunrise Park.

May 11 – Rite Enterprises removed the dead branches from the large poplar tree at the entrance to Sunrise Park which addressed this safety concern. They generously gave the DCA 50% off, and the total came to \$420.00.

May 12 – the AGLC approved the DCA for future raffles >\$20,000. Thanks Jenna for your hard work on that.

May 31 – Jenna advertised the Dunmore Garage Sale Day in the Medicine Hat News and the Commentator.

June 6 – The DCA received news that Cypress County will be sodding the ball diamond within the next week or so instead of hydro-seeding it. It'll be ready for use by the end of July.

June 10 – Elevation Landscape completed sodding the ball diamond and the irrigation system is on.

*Motion: Nicole made motion to accept the President's Report – carried*

## Treasurer's Report – Nicole Johnson (read by J.Phillips)

Current bank balance from April 30, 2022 statement is \$28,853.94. On April 22<sup>nd</sup>, two new bank accounts were opened at ATB. The first is for large project funds to be transferred so they are kept separate from regular operating expenses. The second is in anticipation of the annual funds that will be disbursed on behalf of EDF for their \$10,000 community grant applications. On the same date, internet banking was approved and set up so the DCA can now accept e-transfers. The accounts are read-only so funds can not be transferred out by any individual. Cheques will still be our primary method of making payments. At present, Nicole Johnson (Treasurer) and Jody Phillips (Secretary) have online access to view the accounts.

*Motion: Olivia made motion to accept the Treasurer's Report and approve the two new bank accounts and on-line read-only banking access – carried*

#### New Business:

##### Dunmore Survivor Raffle/AGLC – Jenna Riess

The draw date for the Survivor Raffle is June 21<sup>st</sup> at 1:00pm. Jenna still needs helpers to make the process go smoothly. To date, 242 of 400 tickets are sold. The elimination wheel will be live streamed to the public. There will be a practice session before the 21<sup>st</sup> so any bugs are worked out. Jody will enter the names on the wheel and have it ready for the 21<sup>st</sup>.

*Motion: Olivia made motion to accept as information - carried*

##### Dunmore Days – Olivia Whenham

Dunmore Days 2022 will be largely the same as it was the previous year. The volunteers from last year have committed to doing the same jobs this year. There isn't a full committee needed this year, but Jenna and Olivia will delegate the tasks and make sure everyone is on the same page.

*Motion: Jenna made motion to accept as information - carried*

##### Garage Sale Day – Jody Phillips

Dunmore Garage Sale Day 2022 occurred the weekend of June 11. There were 31 garage sales (up from 17 in 2021) and we received excellent feedback from people holding sales that it was busy and well-attended.

*Motion: Jenna made motion to accept as information - carried*

##### Off-Leash Dog Area – Jenna Riess

There was a confrontation between community members over dog poop at the High School and it spilled over into social media. The area was being used as an off-leash space. EBHS confirmed it is private property, but as long as poop is picked up they will not make an issue of people using the fenced area. The incident sparked a conversation in the Dunmore Neighbourhood FB group which sheds light on the desire by community members to have an off-leash space.

*Motion: Amy made motion to accept as information - carried*

### Garbage Bins on Walking Paths – Jenna Riess

Garbage bins are needed on the new pathway. Cypress County originally planned to put bins there but they haven't been placed yet. Request made for Secretary to send email to County requesting an update and finding out if the DCA is responsible for this.

*Motion: Amy made motion for Jody to send email to Cypress County inquiring about the eta for garbage bins on the new walking path. - carried*

### Vandalism to Porta-potties – Shevaun Perrault

Chris has texted Shevaun to advise of damage again to the port-a-potties. The first incident was on May 22. 3 out of 4 graffiti tags were able to be removed, but we will have to pay to replace the panel with the 4<sup>th</sup> tag. The second offense occurred on June 11<sup>th</sup> with graffiti painted in multiple locations. We do not yet have word on whether he can successfully remove it. Our budget is almost exceeded for the year with the additional fines. Recommend we remove the Eagleridge port-a-potty for the rest of the season, and leave the Sunrise one in place until construction on the rink is complete. Going forward, port-a-potties will only be provided at special events (ie. Dunmore Days) and then immediately removed.

*Motion: Olivia made motion to remove Eagleridge port-a-potty immediately, and the Sunrise port-a-potty after construction on the Dunmore rink completed. - carried*

*Motion: Olivia made motion to discontinue providing port-a-potties on a continual basis, and just order them in for large events going forward. - carried*

### Outdoor Rink Project – Jody Phillips

May 16 – DCA received donation of old rink boards and they were transported and unloaded in the rink parking lot. This donation was facilitated by Dan Hamilton.

May 25 – 14 community volunteers went to the rink to demo the old puck board and take down the chain link. This was completed in record time and the DCA is appreciative of their efforts.

May 26 – GVN informed us that the manufacturer accelerated the timeline for our rink structure, and it is slated to arrive in 3-4 weeks instead of November. The new schedule for erection to be complete is slated for the end of July.

May 30 – Electrical plans were finalized with Loren Kleinknecht of Elite Electrical, and permission to order materials to meet the new timeline was given to him. A down payment will be made to him shortly.

May 31 – Richard Oster and Dave Liebel completed the rink demo with light duty equipment removing all of the old boards and hauling them away. Richard informed me that the elevation of the rink is too low. He advised that he will contact LMT to see

about bringing in fill to bring the elevation up, which means that we can not use the asphalt pad as a back-up even if we wanted to. He said that the County will pay for the fill, as we could not have anticipated this prior to the boards coming out and the overall site was viewed. Due to the height of material that must be brought in (between 1-1.5'), the asphalt no longer needs to be milled or removed. They will drill holes into it for drainage, then put the fill right on top. The impact to the project is that we do not yet have the funds approved for the pad. CFEP is behind on awarding funds this year, and we won't have answers until mid-July. If the funds are not awarded, the pad will remain empty until we can raise the funds to pour it (49,000). Likewise, the rink boards will not be installed until there is a surface. The decision is now out of our hands, and we must wait before taking further action after the structure is erected.

Quotes have been received (or are in progress) for line painting, basketball hoops, hockey nets, pickleball nets (2), an extra concrete pad in front of the skate shack, picnic tables, rubber matting, tables, chairs, additional storage options, building signage, site signage, and additional lighting. All of these are subject to funding. The main goal remains to finance the infrastructure and we may need to add these items to our future fundraising goals.

June 9/22 – The Naming Rights Agreement with EDF was finalized and signed. \$125,000 will be deposited to our bank account within the next week.

June 15/22 – Industrial Backhoes Ltd. has generously donated the labour and equipment to do the excavation and back-filling of the 14 foundations for the structure. The value is \$6,500, and GVN will do a change order to reduce this amount from our contract price.

Shevaun mentioned that the Optimist Club is looking for community projects to support, and Jody also received a tip to apply to the Moose Lodge as well. These groups could help fund the facility equipment (basketball hoops/backboards, pickle ball nets, etc...)

*Motion: Jenna made motion for Shevaun to submit a letter requesting donation from the Optimist Club and the Moose Lodge- carried*

#### Kite Festival Report – Jody Phillips

The 1<sup>st</sup> Annual Kite Festival was held on June 5<sup>th</sup> at the Eagle Butte Highschool Track. Approximately 45 people attended with 26 kites in the air. We were extremely pleased with the turn-out.

Plan for demonstration by Throttle Hobbies didn't work as planned because when people showed up they just immediately launched their kites. Hard to make people wait with everyone arriving at a different times. Recommend kite registration, no prizes next time – maybe a freezie for everyone. Couldn't do prize ceremony because everyone took different amounts of time to bring kites down – would have forced people to wait. Also, no speaker system so hard to communicate over large area.

Recommend we either keep the event a fun “show up and fly your kite together” event, or ramp it up to include an organized agenda with a host to keep things rolling.

Revenue: \$14 – kite sales (3) plus \$2 donation, several given away later in day

Expense: \$244.91 – prizes and 18 kites to sell at event if needed

*Motion: Olivia made motion to accept as information - carried*

#### Community Grant Applications – Shevaun Perrault & Jody Phillips

The Medicine Hat 4-H Multi Club is an established organization of 44 years, and has been operating out of Longfellow Hall. There are 14 members in the club, and President Paige Munsch and General Leader Jennifer Munsch are trying to re-organize the club and require funds for supplies (bins, pens, pencils, paper, file folders, photocopying and laminating supplies, as well as t-shirts for members). They are requesting \$300 from the Community Impact Fund.

*Motion: Jody made motion to approve the \$300 grant request in full - carried*

Dunmore community member Della Burkitt has submitted an application for 3 Pet Waste Stations (1 at bench south of ball diamond, 1 north of 4ave by the trees, 1 south of 331 5<sup>th</sup> St). Total cost of the project is \$1924.66. She will commit to keep all supply materials on site at her business (Della’s K9 Connection), load when appropriate, take away waste, and keep stations clean. She will keep track of inventory and submit requests for funds when supplies are low. Della is requesting \$1924.66 from the Community Impact Fund.

The fund does not currently have enough left to support this initiative. The board was in favor of the program and sees great benefit to our community. We will ask Della if she will instead apply for the Cypress Wind Community Project Fund which will be launching in a few weeks. If she is not successful with that funding, we will ask her to let us know so we can look at budgeting for this project next year.

*Motion: Nicole made motion to deny this application at this time due to lack of funds, but to encourage Della to apply for the Cypress Wind Community Project Fund and follow up if it is not approved. - carried*

#### Pump Track & Proposed Bike Track – Olivia Whenham & Jody Phillips

Cypress County identified the location South of the rink in the open space for the pump track due to its proximity to the Skate Shack water source. Council wants a better idea of the development plan for that whole area (pump track, off leash area, courts, parking, etc...) so they can weigh insurance gather info for overall asset management.

They have asked us to put a 7-10 question survey into all of the Dunmore utility bills to see what the community wants in the area. They want a 5, 10, 20 yr conceptual plan for south of the ball diamond. Attractions currently being considered are; off-leash dog park, pump track, BMX track/jump park, skate park, parking lot, beach volleyball, concession shack.

*Motion: Olivia made motion to put the pump track and this long-term development plan on hold until the Fall when we have more time to focus in on it - carried*

*Motion: Olivia made motion to advise Cypress County of our position, and to accept their offer to put a survey into the utility bills to start getting community feedback. - carried*

*Motion: Olivia made motion for Jody to develop survey on website, and once in place, for Jenna to post the link on social media to drive traffic. - carried*

#### Group Discussion

Next Regular BOD Meeting: Monday July 25, 6:30 via Zoom.

Adjourned by Shevaun at 7:48pm