

Dunmore Community Association Board of Directors Meeting Minutes

April 12, 2022

Cypress Council Chamber

Present: Shevaun Perrault, Jody Phillips, Nicole Johnson, Scott Plouffe, Amy Edmonstone, Jenna Riess, Olivia Whenham, Kearston Reesor, Melissa Sawchuk, Dan Hamilton, Kerri Wilde, Hudson Mastel, Kohen Osadczuk, William Kozakewich, Brolin Vanderspruit, Maxim Vanderspruit, Kyler Millington, Even Rieger, Grady Perrault, Koen Millington, Cole Edmonston, KariDee Millington, Jaycee Riess, Denene Mastel, Trisha Sotropa, Cody Millington

Regrets:

Meeting called to order by Shevaun at 6:00 pm

New Business:

Pump Track & Proposed Bike Track / Fort – Hudson Mastel, Evan Reiger, Kerri Wilde

Banger Bingo Fundraiser Report – Jody Phillips

Easter Kids Event Report – Jenna Riess

Request for Funds – Dunmore Equestrian Society

Garage Sale Day – Jenna Riess

Outdoor Rink Project – Jody Phillips

Unfinished Business:

Skate Shack Security

Membership Dues 2022 – Jody Phillips

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 February 16/22 AGM minutes – carried

Motion: Olivia made motion to accept February 16/22 Board Meeting minutes – carried

President's Report – Shevaun Perrault

On Feb 17th, an email was sent from the DCA to Cypress County as directed to formally request they take over the grounds maintenance contracts for Eagleridge and Sunrise Parks.

Feb 18th an email was sent from the DCA to Cypress County to request permission to add a DCA flyer to an outgoing water bill promoting membership. We have not yet received a response.

Membership dues have now expired. They will be available for purchase by April 15th.

There is no word yet on the point-to-point Wi-Fi between the Cypress County building and the Sunrise Skate Shack.

March 2nd, the DCA Bylaws were officially registered by the Government of Alberta. There were some final edits done the previous week required by their office. The updated bylaws were published on our website March 7th.

March 8th, we received and accepted Dawn Day's resignation from the DCA Board of Directors.

March 22nd – Olivia Whenham was interviewed by CHAT News at the outdoor rink to talk about the project and the fundraising efforts. The report was aired 4 times over 2 days, and was picked up by radio as well. This was great exposure for the project and for the financial contributors who were named (EDF and RES).

March 23rd, we signed a new Lease & Operating Agreement with Cypress County changing it from year-to-year renewals to a 10-year term. The lease may still be terminated unconditionally by either party with a minimum 2 months notice.

March 30th, the new signage went up at Sunrise Park and at the Sunrise Skate Shack.

April 6th, the Cypress County Recreation Board 2022 Recreation Grant Application was submitted. This application is for the DCA operating budget (\$10,000) and Community Impact Grant funds (\$2000) for this year. We did not apply for a capital grant as per our 2021 agreement with the County to withhold further applications until 2024 due to funding for Sunrise Park and the Outdoor Rink Project.

April 6th, we received and accepted Donna Basso's resignation from the DCA Board of Directors.

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

Treasurer's Report – Nicole Johnson

Current bank balance from March 31, 2022 statement is \$4,185.82. There are deposits from the last 2 fundraising events to be deposited, along with the \$10,000 donation cheque from RES. Recommend opening 2 new bank accounts; first account to separate the rink project funds and expenses, second to create a separate account to manage the annual EDF small grant funds. Both new accounts will serve to keep our operating budget separate. Nicole will also be completing the process to enact read-only on-line banking so the DCA can receive e-transfers and view transaction history.

Motion: Jenna 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:

Proposed Bike Track / Fort – Hudson Mastel, Evan Reiger, Kerri Wilde

Hudson Mastel, speaking on behalf of a group of Dunmore community youth, presented information to the board regarding the use of private property on which a fort and bike jumps were built. He expressed that the group wishes to work with the community to be able to build in an area that everyone can agree on. The group requested a new designated area to use, and put forth 2 possible locations previously discussed with landowner Kerri Wilde. Hudson said the youth are looking for dirt and a place to build jumps, and said they use pallets to make lips on the jumps. He also indicated that they use good pallets to put together a shack. Their overall vision is to have a place similar to what has been created in Redcliff (photo provided), though on a smaller scale. Hudson ended his presentation by stating the group will keep the jumps and surrounding area tidy.

When asked if a shack was a crucial part of their plan, Hudson answered no, they would be happy with just the track. When asked if the group would be satisfied with a track going in near Sunrise Park instead of behind Eagleridge Park, he responded that it wouldn't be as convenient, but they would probably still use it.

6:19pm – Youth and parents left the meeting.

Kerri Wilde indicated she would be willing to sell or lease a portion of land to the DCA or Cypress County to help the community. Liability issues and lack of vehicle access for ambulance/emergency vehicles was discussed at length. Dan Hamilton confirmed Cypress County can not insure any structures/playgrounds/etc... that are not on County land. Kerri Wilde confirmed they will not likely finish development of the land for years, and it can not be acquired by Cypress County until the contractual development is completed. Final development plans are still evolving so available long-term land is not known.

Dan Hamilton advised that in order to proceed with the pump track we have planned, the DCA should look at the West side area near Sunrise Park as the land is already owned by the county and under our lease agreement. It may not be in the location the youth prefer, but it would be a quicker, accessible to emergency vehicles, has adequate parking, and is an insurable area that can be utilized right away. It is not feasible to do any additional capital projects on the East side of Dunmore until development is completed. Adding facilities/activities for the East side may be looked at in future.

Motion: Amy made motion to proceed with the pump track plans located near Sunrise Park for the immediate future – carried

Motion: Olivia made motion to form a Pump Track sub-committee made up of Olivia Whenham and Kearston Reesor and approach the community at large and the youth and their parents specifically to be on the committee.

Motion: Jody made motion for Melissa Sawchuk to communicate this decision to Hudson Mastel and the parents who left e-mail information, so they have quick follow-up

Motion: Amy made motion for Shevaun to send 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.

Banger Bingo Fundraiser Report – Jody Phillips

The Banger Bingo fundraising event on March 26th sold out and our final ticket count was 85.

Revenue: \$160 drinks (32), \$10 pizza (2), 2125 tickets , 287 50/50 -Total 2582
Expense: \$1575 Banger Bingo, \$54.78 Liquor, FB Ad \$26.25 – Total \$1656.03
Profit: \$925.97

Recommend next event like this – take mic, announce 50/50 – how to buy, drink and proceeds – could have been a huge money-maker, help Lisa with set-up.

Outstanding issue is to close out the Raffle License 593231 for the 50/50 draw.

Motion: Jenna made motion to accept the Banger Bingo Fundraiser Report – carried

Motion: Melissa made motion for Nicole to close out raffle license. – carried

Easter Kids Event – Jenna Riess

The Virtual Escape Room event occurred on April 8th at Safety Buzz Campus, and 54 kids participated.

Revenue: \$270
Expense: \$131.25 Dollar Tree, 46.26 Costco, \$45 Cash prizes – Total \$222.51
Profit: \$47.49

Recommend next event like this – ask for more volunteers to assist with technology and occupy the kids while computer set-ups going on.

Motion: Amy made motion to accept as information – carried

Request for Funds – Dunmore Equestrian Society

The Dunmore Equestrian Society is hosting their 1st annual SE AB Heritage Festival August 5-7 at the Dunmore Arena. Rodeo competitors, indigenous ceremonies – Indian relay race, pow wow, tee-pee village displays will help celebrate and share western traditions and indigenous culture honouring our ancestors while building social connections in our community. This event will bring together over 175 competitors, performers, Elders and knowledge keepers, and over 3000 spectators and volunteers from across AB. This festival will enhance equity and improve awareness and understanding of indigenous and western culture and history.

The total event cost is estimated at \$84,400, and the Dunmore Equestrian Society submitted an application on March 11, 2022 for \$1500 from the Dunmore Community Impact Grant fund. This fund is \$2,000 per year issued out to local groups and organizations on behalf of Cypress County.

Motion: Amy made motion to approve \$1000 rec grant to the Dunmore Equestrian Society to be paid when funds are received by the DCA from Cypress County – carried

Motion: Amy made motion to post the grant program again on the website and social media so other groups/individual in the community may participate as well - carried

Garage Sale Day – Jenna Riess

Community members have been asking when the 2022 Garage Sale Day will occur.

Motion: Amy made motion to schedule the 2022 Garage Sale Day on June 11 and put the event on our website and social media – carried

Motion: Amy made motion for Jenna to advertise the weekend in the Medicine Hat News and Shevaun to advertise in the Commentator - carried

Outdoor Rink Project – Jody Phillips

Total project cost is \$428,095.00. To date, we have raised \$302,000.00, which will cover Phase I (roof and electrical, signage).

1. Confirmed Funding:

- a. June 1/21 – Cypress County passed Resolution No.: 2021/273 - \$102,000
- b. Jan 12/22 – DCA \$15,000
- c. March 16/22 - RES approved donation of \$10,000 – cheque received
- d. March 17/22 – EDF approved donation of \$125,000 in exchange for naming rights on the facility. – transfer in progress
- e. March 28/22 – Richardson approved donation of \$25,000 – transfer in progress

2. Phase I – APPROVED

- a. March 25/22 – roof erection project awarded to GVN Structures.
 - b. March 28/22 – Building ordered, ETA mid-November. Erection completion estimate mid-January. Put \$33,750.00 down payment on building, additional \$139,027.50 due when building arrives, and final payment due after completion of construction.
 - c. April 19/22 – Development Permit Approved by Cypress County
3. Pending Funding
 - a. CFEP Grant - \$125,000 – will get results in June/22
 - b. Co-op Community Spaces Grant - \$125,000 – will get results in June/22
4. Phase II – FUNDING-DEPENDANT
 - a. If the CFEP grant is awarded, we can proceed with Phase II (cement pad and new rink boards) in a very basic (low-cost) fashion. If Co-op donates towards the project or additional funds are raised, we can do some or all of the following:
 - i. Upgrade to acrylic puck containment system instead of chain link
 - ii. Extend concrete in front and on West side of skate shack
 - iii. Add picnic tables
 - iv. Add multiple access points to rink
 - v. Acquire new hockey nets
 - vi. Acquire new basketball backboards/hoops & equipment
 - vii. If funding comes through in June, the rink boards and pad will be in place BEFORE the roof. If not, they will be fundraising projects for future years and the roof will be erected over the existing rink as-is.
5. Branding
 - a. Official name of the structure will be “EDF Renewables Outdoor Recreation Centre”. Board of Directors has seen rendering options and chosen all-white logo with white lettering.
 - b. EDF’s legal team is drafting the naming rights agreement which will be vetted by Cypress County.
 - c. Requests for quotes on signage have been sent to 4 local sign shops on April 5th with ai. Docs and all of the particulars. Gave deadline of April 22 to receive quotes.
 - d. Donors to project: offer logo/signage on interior of new rink boards (vinyl) instead of a sign listing all donors. Will have 2 x EDF, 2 x Cypress Wind, 2 x DCA, and fill in other spots as necessary (Cypress County, Richardson Pioneer, RES, ...). Need to investigate options further due to weather concerns. – May do traditional sponsor sign.
6. Assistance/Volunteers
 - a. Project designed to have the fewest volunteers possible
 - b. Richard Oster has volunteered to tear out old rink boards with equipment (when Phase II is approved)

- c. Richard Oster has volunteered to excavate the 14 foundations saving the DCA \$6500 – GVN will oversee it
- d. Dan Hamilton has volunteered to help haul away old boards with his trailer
- e. Need someone to reach out to concrete suppliers and see if they would be willing to donate a portion of the concrete in exchange for rink board signage.

7. Design Change Option

- a. GVN Structures sent new renderings of the building with the inclusion of not only the west wall cladded, but the south wall as well. Previously we were considering the west wall only as a wind/snow barrier, but it was not affordable and there were concerns over light. The design also wasn't aesthetically pleasing.
- b. Cross-bracing for the structure was previously eliminated in favor of portal frames as the former was a safety hazard if kids tried climbing on them. The portal frames cost more.
- c. GVN has proposed using the cross-bracing on the west side and using the money saved with the elimination of those portal frames to clad that side. GVN will then donate the cladding on the south side, as well as 3' wall lights (translucent panels) to allow light in.

Motion: Olivia made motion for Scott to liaise with concrete companies to see if a portion of the concrete for the foundations could be donated – carried

Motion: Olivia made motion to approve revised design with west and south walls, and gratefully accept GVN's donation towards the project. - carried

Group Discussion

1st Annual Dunmore Kite Festival

Jody put forward idea to do a 1st Annual Kite Festival at Eagle Butte High School in May with food trucks, kona ice, Throttle Hobbies to sell kites. Scott indicated Throttle Hobbies may be able to put on a pretty great kite show as well. Weather may come into play.

- a. Confirm date for Throttle Hobbies (Sat)
- b. Contact Eagle Butte High School for permission – Jenna
- c. Arrange food truck - Melissa
- d. Arrange Kona Ice – Olivia
- e. Create event on website and social media - Jody

Motion: Jody made motion for above designated people to carry out their assigned tasks to put this event together– carried

EDF – Community Grant

Jody and Nicole met with Mark Gallagher and Kimberli Kenna of EDF on Tuesday April 12th. Mark confirmed the \$125,000 donation cheque will be sent within the next few weeks. EDF legal team is finalizing naming rights agreement this week. Once signed, cheque req will go through.

EDF intends to continue with the community grant program, releasing \$10,000 per year for local groups (in County) to apply for specific programming funds. Once Bull Trail project is on line in next few years, annual grant will increase to \$30,000. May have a Spring and Fall intake at that point. Applications will be run through EDF website, and the DCA will distribute the funds on their behalf. A separate bank account will be opened by the DCA to facilitate this program and keep it transparent and separate from our operating funds. To remove any conflict of interest, the DCA will NOT make determinations/approvals for the applications. The DCA will apply for programming funds along with all other groups in the region.

Dunmore Days 2022

Motion: Amy made motion to designate August 27th/22 for Dunmore Days– carried

Motion: Amy made motion for Jody to post Dunmore Days event and advertise the opportunity to join the planning committee– carried

Fundraiser – Chase the Ace

Kearston Reesor explained a lottery-based fundraising event called “Chase the Ace” which involves both weekly pay-outs, and a cumulative pot to grow until the ace of spades is drawn. 50% of weekly ticket sales go to fundraising cause, 20% to 1st card and name drawn, and 30% to the cumulative Ace pot. Event can span 26 or 52 weeks. Tickets \$5ea typically.

Motion: Melissa made motion for Jenna to apply for Application for Lottery License >20,000 and find out logistically what is involved and whether we can proceed or not– carried

Next Regular BOD Meeting: Wednesday June 8, 6:00 at Cypress Council Chamber.

Adjourned by Shevaun at 8:21pm