

February 8, 2021 Horizon Community League On-line meeting

Time: 6:30pm to 8:00pm

Where: On-Line with Google Meets

Attendees: Harvey Mieldreich, Robyn Becker, Candace Chamberlain, Melanie Gizowski, Donna Molloy, Natasha Ballard, Jeffrey Chaput, Courtney Pruski, Danielle Thorkelsson

- Quorum confirmed at 6:32pm

- ***Concerns expressed*** by a number of board members about the community not being able to attend due to the date change and short notice of the event (January minutes indicated Feb 8 however Facebook Event was for Feb 15-Family Day)

-***Concerns expressed*** about the meeting link not provided in a timely manner

-***Concerns expressed*** about the lack of accessibility to the email list for active members which resulted in the inability to email active members directly about the meeting.

Agenda: Robyn approved agenda and Donna seconded

Minutes: Candace motioned to reword a section under the membership director report to read "contact must be made with the director and contact information confirmed to ensure communications are being received"

Donna seconded and 4 votes agreed to the change

Orchards Community Playground Update: delay item to March meeting

President - Harvey

- January 2021 meeting was too long and Harvey apologized for lost quorum before all directors had time to present their reports and discussion items

-Agreement made with all directors to check emails every three (3) days and if there is an urgent matter to make direct phone calls

-Directors must confirm their contact information logged in the contact list

-need to set up a "general" mailbox for inquiries.

Vice President - Natasha

-nothing to report

Treasurer - Danielle

-Name change was completed with the bank

-Insurance for Skating rinks was provided to Melanie Dec 2020

-Need the 2019 and 2020 audited financials to file the annual report

- 2020 audited financials still need to be audited as Covid restrictions have prevented this from happening

-Shauna May Seneca Playground cheque has not been picked up

Secretary - Candace

Report submitted via email to board (see below)

Activity this past month:

- Met twice via telephone with Melanie Gizowski to discuss the organization of the strategic planning meeting. A poll was sent to all board members regarding their availability for the meetings. Only two responses were received. A second email went out. -Attended two Webinars hosted by the Government of Alberta Community Development Unit. The first was regarding the Legal Responsibilities of a Board (Canadian Law, Alberta Law and Board Bylaws as well as Conflict of Interest). The second was regarding Organizational Purpose and Strategic Planning. Signed up for more Webinars to learn the nuances of volunteering for a Board.
- Reached out to the EFCL Governance Director (Chris Hyde) to obtain copies of the Rules/Regulations governing Community Leagues. Asked about meeting minutes and how approvals can be done-email or board meetings - he wasn't sure and was going to get back to me as nothing was "written" about how they can be approved. He also recommended going to the Alberta Registries office to obtain a copy of the Corporate Registry on file for the HCL.
- Went to the Alberta Registries to request the Corporate Registry file for the HCL. Discovered the 2019 and 2020 Annual reports are in arrears and that the director list is extremely outdated.
- Created a Task/Action list on the Google Drive
- Created a Strategic Planning file on the Google Drive
- Created an orientation file on the Google Drive
 - Created a personal Orientation binder including important documents and minutes
- Started my own HCL orientation based off of the template on the EFCL Website - currently reviewing bylaws, HCL History from the Strategic Plan and reviewing meeting minutes over the last few years
- Reached out to a few of my business contacts in the HCL community asking if they would consider offering a discount to HCL members. Carstar Eilerslie and Carstar Express are both excited to speak to someone further on this matter as they have something in place for Community Leagues. I sent Courtney a list of the contacts with business cards as well as a list I compiled of home businesses in the HCL.

URGENT MATTER:

- HCL needs to submit the 2019 and 2020 audited financials and update the director list per the regulations of being a non-profit organization - documents must be submitted every December.
- Obtaining copies of the 2019 and 2020 audited Financials from Danielle to file the annual report

QUESTIONS FOR BOARD MEMBERS-EMAIL RESPONSE REQUIRED

- Director binders - where are they and who has them? - there was reference to them in previous minutes
- Monthly director reports - what is the plan for regular and accurate reporting outside of meeting minutes? There is a template for providing monthly reports prior to the monthly board meeting. The reports will allow more discussion time on priority items. The Board has a responsibility to accurately provide detailed reports and, at ANY point in time, community members holding

active memberships, can request copies of documents up to and including financial statements, grant reports, minutes etc.

DISCUSSION ITEMS FOR MEETING:

-Emails - why is there a continued lack of response? Are all the emails working correctly and has someone confirmed all directors have access to the HCL emails assigned to them?

-Communications Director - there are many gaps in information on numerous websites and forums - should the HCL consider hiring someone savvy in social media to get us on the right track while a Director is found? The community must also be made aware of the monthly meetings.

-Soccer Director - where is the HCL on having a soccer program set up for the summer? Time is running out to have this set up and ready for the spring.

Programs - Donna

Report submitted via email to board (see below)

Activity this month:

- Drafted Terms of Reference for Community Engagement Committee circulating initially to Executive for feedback
- Provided feedback on Terms of Reference to Harvey for further action and input from Board
- Updated Generation Next Leadership Proposal
- Circulated Generation Next Proposal to neighboring leagues of Ellerslie, Meadows, and Fulton Meadows.
- Connected with Program Director at Ellerslie Community League who is interested. Contact made with the Meadows. Further follow up anticipated with other League.
- Potential grant funding available for collaborative partnership.
- Initiating youth organization connections
- All other programs on hold until budget allocation for programming identified

Upcoming:

- Waiting on Strategic Planning before proceeding with Programming or Partnerships

For Discussion (item you would like to discuss):

- Need to know more about our membership and how to plan programming to meet their needs – strategic planning discussion

Traffic - Jeffrey

Report submitted via email to board (See below)

Activity this month:

- the new lights at orchards gate and 25th Ave are being installed and are on track for energization and operation by early March.
- the city will investigate the additional signage request on 66st and shaw way in the spring
- no other issues have been brought to my attention since the last meeting.

Upcoming:

-

For Discussion (item you would like to discuss):

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-Advised that more community members need to report traffic concerns to 311. By doing this, it will ensure a better response to community traffic concerns

Grants/Fundraising/Casino - Robyn

-expecting the Epcor cheque

-Mentioned Grant Writing Webinar on Thursday February 11th

Social Director - Courtney

Report and Wine Survivor details submitted via email to board (see below)

Activity this month:

- Planning.

An opportunity existed to partner with Shauna May Seneca School Parent Advisory Association (SMSS PAA) for a Wine Survivor.

- They had a meeting with the board back in August to discuss ways Horizon could help with fundraising Wine survivor was an idea from the meeting.
- The meeting consisted of Donna, Deanne, Reena (President of SMSS PAA) and myself Courtney (Vice SMSS PAA and business director of horizon at the time)
- SMSS PAA would organize and run the event but because of the nature of the fundraiser requests that the league host it for liability reasons. Horizon could also reach a greater population as we would not be able to advertise through the school.
- See attached Wine survivor document for email. Preferred method for registration is going to be online through Eventbrite.

Upcoming:

- Feb 14- Too cold for original idea similar to hearts in the park and the clover scavenger hunt. ☹️

Other ideas-

- Window decorating contest date and theme of the month
- Colouring Contest
- Neighbourhood kindness – submit kind acts a neighbour does for a prize? Maybe get schools involved?
- Warmer weather – Skate with Princess, superhero... etc?

For Discussion (item you would like to discuss):

- I would like to plan and run a leadership class.

I am not only a certified teacher, but also a Canadian Forces Officer trained to work with the cadet program. The two most important aims of the cadet program are developing in youth the attributes of good citizenship and leadership. I have been teaching leadership classes to youth 12-18 years for over 12 years now gaining a wealth of knowledge and experience. Rather than spend community league money on a course for a select few individuals at a high cost, I would rather offer my teaching services free of charge and see the money stay within the community to help finish the playgrounds, SMS and orchards. I can design a course similar to the one Donna presented for the time being (Although, that course is awesome, thank you Donna. It does also have official accreditation. I can put together a certificate for individuals after stating what they accomplished and that they ran an event). My idea would be similar to what I believe drew Donna in; The life skills that leadership offers. The course would start with the basics of leadership and end with the youth actually planning and running an event for our community. Youth have amazing ideas for what they want to see so why not help them make it happen. We would be there supporting and helping to bring their vision to life but they get the life skills of planning and running the event. The ideal age for this would be 16-19 years.

Sample events:

- Playground opening
- Scavenger hunts
- Maybe some special lesson or group they want to research and bring in.... etc. ●

Small to mid sized events

ASK – With running the course I just ask that the money stay within the community league and consider giving funds to remaining playground. Let's give the children and youth something to look forward to when Covid is done.

Wine Survivor 2021

Registration:

- Registration is \$35 per person. This covers the \$20 registration fee and \$15 for Horizon Community League to purchase a bottle of wine on your behalf (Due to COVID, we will not be accepting donated bottles of wine at this time).
- You may enter as a team of 4, or as an individual. If you enter as an individual you will be assigned a team.
- You may enter more than once and be on multiple teams to increase your odds. Each entry costs the same amount.
- All registrants **must be at least 18 years of age** to play and a resident of

Alberta. **How to Register:**

To be worked out once approved

Eventbrite???

Immunity:

What is survivor without immunity. You may purchase one immunity for each registration at a cost of \$5. The \$5 goes towards adding variety when purchasing the wine. If your name is drawn to be eliminated and you have immunity you are safe and your name goes back into the pool. The cost for registration with immunity is \$40.

Elimination Phase: February 10 to March 1 2021

- The cut-off date for entries is Noon February 10, 2021.
- We will hold daily draws of individual names to be eliminated or “voted off the island”. The number of people that will be eliminated everyday will depend of the number of registered participants.
- If a name is drawn and that individual has immunity, they are safe for that draw. The name is returned to the list and if drawn again will be out. Remember, as long as at least one member of your team is still in the draw, your entire team is still in the game.
- The names of the individuals and teams that are to be eliminated will be emailed after each round. You may also follow the results of the elimination draws on Facebook!

Final Draw!

- The last 12 participants whose names are still in the draw after February 28th and their teammates will be invited to a virtual elimination event on Google Classroom on March 1st at 6:30pm. Invitations will be sent via email.
- You don't need to be present at the final event to win.
- During the event, more draws will take place and more participants will be eliminated. The last 3 teams surviving with at least 1 member left will win prizes as below.
- Prize pick up must be arranged with Horizon Community League.

Prizes:

Horizon Community League
Raffle License #

The winners will share the wine purchased from the entry fee. The team wine will be split into 4 equal bundles prior to pick up. Prizes are awarded to winning teams as followed:

1st place – 50% of the wine bottles for the team

2nd place – 30% of the wine bottles for the team

3rd place – 20% of the wine bottles for the team

Consolation to first team eliminated – 4 bottles of wine

Registration

Registrant must be a minimum of 18 years of age and a resident of Alberta.

Registering as: Fee

Individual \$35

Individual with Immunity \$40

First name	Last Name	Contact number
Email		
Address		

Horizon Community League
Raffle License #

Team Registration

Team Name:				
Team Cost	\$140 no immunity \$160 all immunity	or	Immunity Cost	\$5 each
Team Captain:		Contact number:		Immunity <input type="checkbox"/>
Email				
Member 2		Contact number:		Immunity <input type="checkbox"/>
Email				

Member 3		Contact number:		Immunity <input type="checkbox"/>
Email				
Member 4		Contact number:		Immunity <input type="checkbox"/>
Email				
	Total Cost:			

****If paid individually please be sure to include team name and individual name when submitting money****

Shauna May Seneca Playground Update:

- Melanie Gizowski gave the Shauna May Seneca Playground Committee a shout out for their fantastic fundraising efforts
- Fundraising is down to remaining \$18,800
- money received so far
 - \$5000 from Cameron
 - \$12,000 from Melcor
 - Upcoming amount for wine survivor (unknown at this time as the event has not occurred)
 - Request made for advertising from the HCL for the wine survivor
 - Requesting a donation from HCL for \$10,000 to meet funding goals
 - Motion made by Robyn to fund \$10,000 to the Shauna May Seneca Playground - seconded by Natasha. Harvey expressed concerns and ***the vote was not made.***
 - Concerns expressed that a request for funds was not made nor on the agenda for this meeting
 - Concerns expressed again by numerous board members about the community not being able to attend due to the date change and short notice of the event which is why the representative from the Shauna May Seneca Committee wasn't present at the meeting.
 - Suggestion made that the representative for Shauna May Seneca Playground Committee send an email to the board outlining the details of their request for the further \$10,000 funding before the cut off date of March 12 so an email vote can be made

-Courtney would like to run a leadership course and presented this idea in her report. A small fee would hold the attendees accountable to complete the course. Attendees would start at the basics; learn to work as a team and then work together to learn what it's like to take on the leadership role. This would help keep the funds in the community and enable more funding to go towards the playgrounds.

City of Edmonton NRC - Melanie

Report submitted via email to board (see below)

NRC Update for February 2021 Horizon Community League



Submitted by Melanie Gizowski, Neighbourhood Resource Coordinator
Melanie.gizowski@edmonton.ca

Follow Up from Last Meeting

Strategic Planning - Date selection

Keep Neighbouring

Please subscribe to the Keep Neighbouring Newsletter. This newsletter is full of great information and resources relevant to Community Leagues.

https://www.edmonton.ca/programs_services/for_communities/newsletter.aspx

HIGHLIGHTS FROM KEEP NEIGHBOURING

The Winter Neighbourhood Challenge- Feb 1-14 Random Acts of Kindness Challenge Take a photo of the note and submit it with your entry. In addition to submitting your entry you can also share on social media using the #yegneighbouring hashtag. Stay safe, be creative, and enjoy each winter neighbourhood challenge! [Click here](#) for challenge details and the online entry form!

New Waste Carts Coming Soon to Edmonton

The way residents sort and set out waste in Edmonton is changing. As part of the Edmonton Cart Rollout service changes, all single unit and some multi-unit homes will automatically receive a large (240L) garbage cart, a regular-sized (120L) food scraps cart and a small food scraps pail between March and August 2021 at no cost. New collection services include:

- A garbage cart that will be collected every two weeks.
- A food scraps cart that will be collected weekly in spring, summer and fall and every two

weeks in the winter.

- Recycling collected weekly in blue bags with no volume limits.
- Two seasonal yard waste collections in spring and two in the fall with no volume limits.

[READ MORE](#)

ABUNDANT COMMUNITY EDMONTON

"Creating a Neighbourly Vibe" Workshop with Abundant Community Edmonton

Interested in getting more connected on your block, building or cul-de-sac? This is an introductory workshop to learn more about [Abundant Community Edmonton](#) (ACE) -- a grassroots initiative fostering neighbour to neighbour relationships. If you are interested in cultivating a culture of care and connection, increasing the sense of belonging and inclusion, and creating a healthy and livable city, this workshop is for you. The [Creating a Neighbourly Vibe workshop](#) is currently offered virtually, twice per month.

Upcoming workshops dates:

February 10, 6:30 p.m.

February 23, 1 p.m.

March 9, 6:30 p.m.

March 24, 1 p.m.

[Click here](#) for more information or to register.

Participatory Edmonton Symposium - Animating Spaces Where Everyone Matters

Join the conversation on making more inclusive, caring and healthy neighbourhoods. It's not simply about bringing people and ideas together, but providing guidance and resources to animate Edmonton spaces.

SAVE THE DATE: March 6 & 13, 9:00 a.m. - 12:00 p.m.

Watch for event details, coming soon on [Eventbrite](#), or contact abundantcommunity@edmonton.ca for more information.

GRANTS

TD park People Grants -\$2000 Support to connect people to their local parks. [Click here](#) to learn more

ParticipACTION 2021 Community better Challenge June 2021 -Organizations can apply for

grants between January 26-February 26 to help put out great physical activity events (in person or virtually) [Click here](#) for more information including the [grant application guidelines](#).

-Strategic Planning Session

- 2x two hour sessions - 630pm to 830pm
- Questions and polls will be sent to the board before each meeting
- Confirmed the dates with the Board - final confirmation and preparation being made:
 - **February 22nd - First meeting**
 - **March 22nd - Second meeting**
- Melanie will send out an email invite regarding the meeting dates

-Recommended that all the directors should sign up for “Keep Neighbouring” newsletter as there’s lots of good information and updates on opportunities for engaging communities - creating a neighbourly vibe (which is block level engagement)

-The deadline for the new City of Edmonton waste cart management system is coming up quickly

Question Period:

- What business partnerships are available to Community members (Rabbit Hill, Cloverdale Paints)- if they’re still available the HCL should be advertising these benefits. Courtney will follow up
- Courtney requested further information and a breakdown of the Dale Carnegie leadership course and how much it will cost. Donna advised she will provide an update once the other leagues respond. A proposal was sent out to the neighbouring community leagues to offset the cost. Donna advised if more leagues come on board there is the possibility of more City funds being made available to further offset the cost
- Are any memberships being sold? Covid stopped membership sales as the community can’t utilize membership benefits during the lockdowns
- Soccer - what is our timeline for Soccer - due to Covid, team sports aren’t allowed to resume at this time
- Communibee isn’t being utilized - no posts, no events
- Communications - role needs to be filled quickly
- Courtney asked about running a Valentines event involving community members decorating their front windows with the possibility of prizes for the best decorations. Natasha advised directors can spend up to \$200 -without approval- for these types of events - Courtney was advised she could proceed with the event.

Harvey Motioned to Adjourn the meeting at 8:03pm - Robyn seconded the motion