

**Briarwood Community Association
Board of Directors Meeting
Tuesday, January 10, 2017
Briarwood Community Centre**

Present: Eldon Ortman, Jeff Taylor, Lou Anne Turcotte, Jordan Turcotte, Wally Leis, Prem Sharma, Mark Planchot

Regrets: Shirley Zhou, Nora Ortman, Bruce Richet, Raj Paudel, Amy Sturgeon

Guest: Sarina Gersher

1. **7:02** call to order
2. Approval of agenda – Motion by Lou Anne, second by Jeff.
3. Adoption of November 2016 minutes. Motion by Jordan, second by Jeff.
4. Introduction of Guest – Sarina Gersher (Ward 8 Councillor)
 - Sarina indicated her plan for attendance at BCA meetings was to attend the AGM and at least one other meeting per year however is open to attending more frequently if required. BCA indicated that one meeting per year should be sufficient unless a specific issue arises that requires her attendance.
 - Sarina advised that on Monday January 16 City of Saskatoon (COS) is launching “Let’s Talk 2020” which is a series of engagement opportunities between COS Council and the public to seek input on COS priorities for next four years. Agenda is as follows:

Monday, January 16, 2017

City Council Chambers – 222 3rd Avenue North

6:00 p.m. Karen Thoreson, President of the Alliance for Innovation

7:00 p.m. Presentation from [Saskatoon Local Experts](#)

8:30 p.m. Mayor & Councillor Meet & Greet (City Hall Lobby)

5. Business arising from minutes
 - MOA – Insurance requirement still under review by COS Solicitors department and therefore COS proposed two year term for MOA with current liability insurance requirement of \$2 million. Mark brought final version which Eldon and Wally reviewed and signed. Term runs from January 2017 to December 2019. Message from BCA to Mark was that if insurance review results in BCA requiring higher insurance limit than other community associations it will again be strongly opposed.
 - Questions to Mark from last meeting
 - i. Basketball hoop netting – COS normal practice is to not replace netting as it typically does not last long and requires ongoing maintenance. However, they will try once more this spring with replacing. BCA indicated they would be

prepared to look after subsequent replacement (cost and volunteer time) if this is allowed by COS. Mark will investigate and advise if this is allowed.

- ii. Missing trees on medians/boulevards –Will be revisited in spring as at least one more has already been hit and destroyed by a vehicle this winter (median on Briargate Road near 8th street).
- iii. Status of “temporary” snow dump – 8th street location is being used this winter on temporary basis. Not clear if COS intends to use all winter however it began use just after Christmas. No complaints to date to BCA however if any received they will be directed to COS.
- iv. Landscaping around cell phone tower – SaskTel is option to idea of having some type of painting/mural done to improve aesthetics. Mark has a contact at SaskTel and will put him in contact with Eldon so he can attend a future meeting to discuss further. Will need to determine if SaskTel will cover some or all of the cost. COS is not prepared to provide funding since the tower belongs to SaskTel however Wally asked if SaskTel pays COS an annual fee for the use of land. Mark did not know but can try to find out. If so, perhaps COS could consider allocating some funds to the project.

6. Correspondence

- Offer from CRA (Canada Revenue Agency) Outreach program to provide a brief session that will educate association members. Eldon has responded with questions regarding approximate length, times available (daytime vs evening or weekends) and cost (if any). If decision made to proceed we can advertise on website and in February newsletter.

7. Community Consultant Report – Mark Planchot

a) Report distributed previously:

- Reminder about deadlines for grant applications.
- Info on upcoming volunteer workshops
- Message passed on from the Mini-Program Coordinator from Saskatoon Youth Soccer regarding information session Wednesday January 18.

8. Director Reports – motions only

a) Eldon:

Date: January 5, 2017

Report for Month: November/December 2016

Follow-up from last month’s meeting: None

What did you do in the past month?

- Continue to monitor progress on MOA renewal
- Finalized content for newsletter, coordinated development, printing and distribution

- Assisted with setup of outdoor rink
- Corresponded with Mark concerns about vandalism and litter in Donna Birkmaier Park

What will you do in the upcoming month (Jan)?

- Sign 2 year renewal of MOA
- Begin planning for AGM
- Work towards recruitment of soccer coordinators
- Assist in other areas as required

Motions required for meeting:

- None

b) Bruce:

Date: January 10, 2017

Report for month of: Nov/ Dec 2016

Follow-up from last month's meeting: Discussions with COS on various items

What did you do in the past months? :

- Contact with the City regarding:
 - Further correspondence pertaining to the contractor at 35 Brookmore. The sump discharge has been corrected and has ceased flowing onto the sidewalk! No visible work has taken place at the site contrary to the promise of re-start by end of October and completion by end of 2016. This continues to be an issue and now snow removal from the sidewalk is an added problem for the neighbourhood. I would welcome other thoughts/ suggestions on how to solve this issue (legal, Saskatoon Homebuilders Assoc, etc). This is getting ridiculous!!
 - "One on One" meeting with COS Councillor Sarina Gersher on December 14 to review "Open Civics" files for BCA and to exchange thoughts around past, present and future COS relationship building.
 - Continued the annual dialogue with COS to address snow clearing for parking turnout lane in front of the Community Centre. Cleared shortly after contact with Mark. Thanks due!
- Assisted with the content of the December Newsletter
- Created new entrance sign inserts and changed messages as required. Invoice sent to Nora.

What will you do in the upcoming months? :

- Change signage as required.

Recommendations and rationale why (including financial implications)?

That we submit an application under the “Park Enhancement Grant Program” (now looking at 2018). If we submit a tentative plan now for consideration we may be able to negotiate with the COS for earlier implementation if we contribute more than our “share” of the costs! We will also have a “Go/No Go” deadline where we can agree to move forward OR not! (Mark? Comment?)

c) Lou Anne:

Date: January 9/17

Report for Month: November & December

Number of rentals for the month – November – 8
December - 6

Follow-up from last month’s meeting:

What did you do in the past month?

- Answered emails regarding rentals
- Coordinated key drop off and pickup and arranged cleaning
- Met with the City Of Saskatoon November 26th regarding heat issues – renter from Nov 25th went into the building and temp was at 12 degrees. They contacted the COS who came that evening to work on the issue and temperature improved but most of the evening was quite cold. Issue was fixed by late morning on the 26th. Renter was not charged any rent.
- Purchased 2 replacement chairs that were left damaged after the summer program paid for by the COS.

What will you do in the upcoming month?

- Continue to coordinate rentals & cleaning.

d) Jordan:

Date: January 9/17

Report for Month: November & December

Follow-up from last month’s meeting:

What did you do in the past month?

- Sold ad space to advertisers in the newsletter
- Completed the December newsletter
- Updated community website

What will you do in the upcoming month?

- Continue updating website
- Begin work on next newsletter if needed

9. Old Business

- a. MOA with COS re: Community Centre – See section 4.
- b. BCA Family Day BBQ
 - i. 2017 Grant Application (Shirley)
 - Shirley provided draft grant application to Eldon and Nora last week. Reviewed and returned with a few changes. Application will be submitted before end of week.
- c. Youth Program Grant – approved for Rocks & Rings sessions which will be held in late January/early February at no cost to participants.

10. New Business

- Outdoor Rink – Eldon advised that rink was set up just before Christmas by Kirby Harmon, Morgan Adam and himself. Minimal costs so far however Kirby recommends that quad be taken in for service this spring. No major work expected however a few small repairs are needed as well as general servicing. Leftover firewood from last year was used up by New Years however Chuck Miles has offered to bring trailer of firewood this month.
- Soccer Coordinators – no response so far to request for coordinators/volunteers for spring soccer. We will do an email to members advising that volunteers required for soccer to proceed this spring. Given the requirement for high school students to obtain minimum number of volunteer hours this may be a possibility. As well as the email to members Eldon will contact local high schools.
- Park Enhancement Grant
 - i. Per Bruce's email we are still investigating possible items for grant application. Difficulty for BCA is that the application must be submitted a year in advance (grant deadline of January 31 for 2018 grant program). BCA is prepared to fund some of cost however we need the ability to cancel application if costs provided by COS are prohibitive and COS will not fund. Mark advised that he has negotiated an extension to March 31 for application which allows us more time to consider projects. Once we have some ideas we should consider another survey to members for options as well as input for other projects. We need to consider the extent of funding we are prepared to commit.
 - ii. One idea was bleachers for the soccer field in Briarwood Park. Mark advised that COS typically only puts bleachers in multi-use parks such as Donna Birkmaier and not neighborhood parks such as Briarwood. However, they will consider if it is possible and advise if we would like to pursue this idea.
 - iii. Jeff also suggested some improvements/enhancements to the playground equipment in Briarwood Park.

- February newsletter – typically the main item for February newsletter is spring soccer information which is uncertain unless we get volunteers. However, even if soccer is not going to be offered we could likely come up with enough other content including notice for AGM (see next point). Jordan will start drafting newsletter and a final decision to proceed will be made before next meeting.
- Annual General Meeting (AGM):
 - i. Discussed possible dates and concluded that meeting should be held Tuesday April 11 starting about 7:00. Both Mark and Sarina will be available for this date.
 - ii. Need to consider a guest speaker, similar to previous AGM's which would be scheduled before the meeting business. Mark will advise if there are any current COS initiatives that would be suitable. BCA board should also brainstorm and provide Eldon with suggestions as soon as possible.
 - iii. Eldon will summarize positions up for nomination and distribute to board. He will also update the presentation done last year that highlights accomplishments and future plans/opportunities.

11. Next Meeting – since the second Tuesday in February is st. Valentine's Day the meeting instead will be held **Monday February 13, 2017 – 8:15 PM**

12. Adjournment 8:10 PM – Motion by Wally, second by Jeff.