

## Prince Rupert Community League Meeting

**Date:** Monday, January 18th, 2016 @ 7:00pm

**Location:** Central Lion's Recreation Centre

### Attendance:

Victor Dorian, Tony Spencer, Brandy Harris, Chris Goossen, Jody Nelson, Tim Gourlay

**Regrets:** Ralph Dyer, Demetrius Garanis, Roxanne Foster, A.J. Chouinard, Pam Chaillard, Lindsay Johnson

1. Call to order: Meeting called to order at 7:07pm
2. Attendance: Taken/ Brandy taking minutes.
3. Agenda: **MOTION:** Tony motioned to approve the agenda; Chris seconded; all in favour.
4. Minutes: **MOTION:** Tony motioned to approve the December 14<sup>th</sup>, 2015 minutes; Tim seconded; all in favour.
5. **Ratification of emailed motion on December 19th:** *That the Prince Rupert Community league approve the concept design for the Aurora Place facility as currently proposed by Manasc Isaac, subject to the Tower Roads Connections Society providing the funding for the new playground.* (Originally Motioned by Tony Spencer and seconded by Ralph Dyer)  
Votes: Yes- 6 No- 3 Abstentions-1  
**Tony motions to accept the tabulated motion; Tim seconded; all in acceptance of ratified emailed motion.**
6. **President's Report:**
  - The partnership, together with the Architect and Builder, had a 2 hour meeting on the first Friday in January to go over the concept design and plan to do the design drawings in the next 16 weeks. Architect needs to work closely with the City of Edmonton regarding the project as they are technically our other partner since we would be signing a lease with them. A typical lease for a community league is usually a tri-partite agreement between the Community League, the EFCL and the City of Edmonton. We have 3 partners within the Tower Road Connections Society joining the lease. Our Grant deadline is end of March, and it needs to be circulated among the City for 6 weeks, but we need the signed lease in order to apply. How do we accelerate this lease process? There will be a meeting on Wednesday, January 20<sup>th</sup> at the CN Building Room 1202, where Corporate Properties will be speaking about our project and the Lease.
  - Operating Grant is due April 29<sup>th</sup>, which should not be a problem.
  - Should start succession planning for our upcoming AGM in June. Victor will no longer be able to serve as president but would serve as past president and remain on the board for the partnership / Aurora Place Project.
7. **Public Consultation:**
  - Ralph, Lindsay and Victor working on plans for a Public Information Session to be held on February 4<sup>th</sup> from 5-7pm at the Lion's Centre. There will be a newsletter document mailed out via Canada Post to all households, as well as emailed.
  - Need to create a Public Involvement Plan (PIP) to go along with our submissions to the City.
  - ACTION:** Update facebook, webpage, sign, neighbours etc about February 4<sup>th</sup> Open House.
  - Lions Centre is looking into getting an electronic sign. Would PRCL be interested in being a contributor of the cost of it, or just renting time on it?
  - ACTION:** Tony to look into sign information and costs.
8. **Vice President's Report:**
  - Tony is still attending meetings for the Lion's 50<sup>th</sup> Anniversary Party. PRCL will be organizing and running the beer gardens with Queen Mary Park in our rink area. Things to do in preparation include: Liquor Licence, insurance, coordinating shared costs with QMP, volunteer lists, etc.
  - ACTION:** Victor to look into Insurance.

9. **Treasurer's Report: (Emailed Update)** Other than the statements, other matters to report on include:

1. Still no word back from Roslyn Community League on whether they want to purchase our rink. Any thoughts? I am inclined to make it known to all potential rink buyers that if they purchase the rink, it cannot be dismantled until after the 50th year Lions Centre and PRCL celebrations in June/July. We can use the rink for celebration events.
  2. There was a minor glitch regarding payment for our insurance policy. Victor and I received notice on the day that it was due to expire. We were able to rectify the problem and make payment on time at end of that day. Apparently, the problem was due to my oversight regarding a newly instituted payment policy. Time for a new Treasurer! Seriously; on this note, I will not be available for a 3rd term as Treasurer.
  3. Heads up: Over the next few months, PRCL will need to confirm with the partners our final committed share of the **Aurora Place capital costs**. Factored into that decision, will be a potential costs associated with a new playground and how those costs get shared with the partners as they will greatly affect our overall financial picture. I will work with Victor and the playground committee with advise from Jody (and anyone else that is interested) to prepare a financial proposal for the Board to discuss and make a final decision in this regard. In addition, we are working with our partners to confirm an annual operating budget for the Aurora Place facility. I would like to do all of this prior to our monthly meeting in April/2016.
  4. We have hired **Beth Harding** as our **new book keeper**. Michelle, Beth and I met in December to arrange the "hand - off" of book keeping responsibilities. As valuable as Michelle was for us, I feel quite confident that Beth will also prove to be a valuable asset to the PRCL. She has good experience and expertise in financial matters. I would like to introduce Beth to the board at the Feb. meeting.
  5. **Annual Budget:** For a few years now, we have been operating without an annual budget even though, our bylaws require it. I really want to rectify this, and with the Aurora Place project coming on, we need to do this. So, I could use some help here.
  6. The **Casino Event** in March. Not sure what the status is on volunteers for this event. As the Treasurer, I just want to reinforce the point that it is our biggest (and almost our only) source of revenue (~ \$80,000 every 18-24 months).
10. **Casino Update:** Need Volunteers!!! Put it on Facebook, webpage, ask your neighbours and friends! Have a sign-up sheet at the Open House.
11. **CRC's Report:** Queen Mary Park wants to reach out and connect with us. They are interested in partnering up to potentially get our rink operating again. We should look into working with them.  
-Slow Pitch Association is planning to expand their building and parking lot area. ACTION: Jody to inform us when the information meeting for the Slow Pitch expansion is happening.
12. **Playground Committee:**  
-Jody will email the playground committee (Tony, Chris and Brandy) the Neighbourhood Park Development Plan (NPDP) application and information. The committee plans to meet before the next community league meeting.
13. **Other Business:**  
- Chris has created a wonderful snow bank rink in Prince Rupert Park. The city allowed him to make it a maximum of 100 sq.m. and it is being enjoyed by kids of all ages. Thank you Chris!  
-Family Day Event is being planned. It will be at the Prince Rupert Park and will include skating, hot chocolate, and various activities provided by the City. There will also be some fire pits and picnic tables dropped off.  
**ACTION:** Chris is organizing the event – can Lindsay put it on Facebook and the webpage? Have a poster at the Open House.

**Meeting adjourned at 8:35 pm**

**Next meeting date February 22nd, 2016**