

Winston Heights - Mountview Community Association
Board of Directors' Meeting
April 1, 2025

Call to order: 1908

Quorum of **9** out of **10**

Attendees: Alex Reed, Scott Duncan, Werner Harahap, Tyler Ellis, Jeffrey Haussecker,
Eric Hepler, Samantha Nicastro, Marcia Xavier, Jile Meyn

Absent: Andrea Sawchuk

1. Land Acknowledgement

The WHMCA would like to acknowledge that we are on Treaty 7 territory, the traditional territories of the Blackfoot Nations, including Siksika, Piikaini, and Kainai, the Tsuut'ina Nation and Stoney Nakoda First Nations. We acknowledge all the many First Nations, Metis and Inuit whose footsteps have marked these lands for centuries.

2. Approval of the April Agenda

1.1. **Motion:** Jeffrey Haussecker **Seconded:** Scott Duncan **Carried**

3. Approval of Previous Meeting Minutes (March 2025)

1.1. **Motion:** Werner Harahap **Seconded:** Samantha Nicastro **Carried**

4. Outstanding/Ongoing Business

4.1. Bylaws Review (Ongoing)

4.1.1. Updates on bylaw revisions and progress.

4.1.1.1. New bylaws submitted to the board to review and will vote next meeting to bring forward to the next AGM

4.2. Volunteer Policy

4.2.1. Final review and distribution.

4.2.1.1. Delayed, will review next month

5. Partner Reports

5.1. City Report

5.1.1. Organizational Health Assessment needs to be completed, will complete with Suzanne and then send to the board for review.

5.2. Calgary Police Liaison

5.3. City Councillor

5.4. MP

5.5. MLA

6. Committee Reports

6.1. Executive Committee

6.1.1. [Board Timeline](#)

6.1.1.1. Member recognitions at Annual General Meeting

6.1.2. Rogers Tower: [Meeting held with Marc Paquet March 6, 2025](#).

6.1.2.1. The board has requested more information from Rogers

6.1.3. Federation of Calgary Communities: Board member email addresses.

6.2. Development / Permit Updates

6.2.1. General update

6.2.1.1. A concerned property is no longer going forward based on our feedback

6.3. Facilities and Operations Committee

6.3.1. [Report](#)

6.3.1.1. Revenue & renters update

6.3.1.1.1. Year end 130k, above our projections

6.3.1.2. A daycare has requested to rent the north hall, Monday to Friday during the day. It would not affect any current renters.

6.3.1.3. We are waiting for the city's response to their application if they are allowed to go forward with the proposal to the board

6.3.2. Kitchen Renovation:

6.3.2.1. Project scope, next steps with Design & Construction Manager

6.3.2.1.1. We have a class one estimate to begin the process for applying for grant applications. Which will then allow us to tender.

6.3.2.1.2. Deadline for the application of the grant is May 15th.

6.3.2.1.3. We will approach 3 groups to secure a project manager.

6.3.3. HVAC Install:

6.3.3.1. Post-install check-in

6.3.3.1.1. There is a sound every now and then, Jile will confirm with Suzanne if she hears it too, a sound dampening blanket might be required.

6.3.4. Security:

6.3.4.1. Update on CCTV project

6.3.4.2. **MOTION:** The WHMCA Board approves spending an additional \$1,800 on the Ubiquiti closed circuit television system, increasing the total budget to \$8,800.

6.3.4.3. **Motion:** **Marcia Xavier** - **Seconded:** **Tyler Ellis** - **Carried**

6.3.4.4. Vandalism: Two office windows broken

- 6.3.4.4.1. **Email motion approved on March 29th:** The WHMCA Board approves spending up to \$2,440 on replacing the two windows of the office broken by a vandal on March 12th.

6.4. Finance Committee

6.4.1. Budget

- 6.4.1.1. **MOTION:** The WHMCA Board approves the 2025-26 budget as presented.
- 6.4.1.2. **Motion:** Jile Meyn ~ **Seconded:** Scott Duncan ~ **Carried**

6.4.2. Finance Policy

- 6.4.2.1. **MOTION:** The WHMCA Board approves the Finance Policy as presented.
- 6.4.2.2. **Motion:** Jile Meyn ~ **Seconded:** Marcia Xavier ~ **Carried**

6.5. Programming & Events Committee

6.5.1. [Report](#)

- 6.5.1.1. **MOTION:** The WHMCA Board approves the Programming & Events Committee budget for 2025-26 as presented in the report.
- 6.5.1.2. **Motion:** Scott Duncan ~ **Seconded:** Jeffrey Haussecker ~ **Carried**

6.6. Communications Committee

- 6.6.1. [Website Administration](#) Cyril Wong has agreed to become the website administrator. Kris Webb has stepped down from this role.

- 6.6.1.1. **MOTION:** The WHMCA Board approves hiring Cyril Wong (doing business as Net Butlers) as website administrator at a cost of \$30/hour, not to exceed \$120/month. And will revisit the contract on an annual basis.
- 6.6.1.2. **Motion:** Eric Hepler ~ **Seconded:** Scott Duncan ~ **Carried**

- 6.6.2. For those unaware, we used Great News in the past to publish the CA newsletter. At the time it was costing the CA \$6000/year. With the recent departure of Kris Webb as the e-newsletter editor and with many community residents asking to return to a paper copy, the committee has chosen to revisit the idea of a paper newsletter. As the city-wide publisher of CA newsletters, Great News is the obvious choice. We will also enquire as to whether we have the rights to add the digital copy of the newsletter to the website.

Kris Webb has resigned as e-newsletter editor and web administrator. We were lucky enough to have a community member reach out about the role. Cyril Wong of Net Butlers Inc has been hired into the role. Cyril comes with over 30 years of digital experience and has some amazing ideas for our webpage. The communications

committee will be attending a future board meeting to discuss direction of the team and improvements to our website.

6.6.2.1. **MOTION:** The WHMCA Board approves hiring Great News to publish our community association paper newsletter at a cost of \$216.60/month (\$2,600/year). This cost is 50% of the \$433.20/month total cost for delivery which would be split between the WHMCA and Great News Media.

6.6.2.2. The board will revisit the request and will gather more information for next meeting

6.7. Power Line Committee

6.7.1. [Report](#)

7. New Business

7.1.

8. Motions as Required

8.1. **MOTION:** That the WHMCA Board approve implementing a \$100 fee for Business Membership.

8.2. **Motion:** Samantha Nicastro **Seconded:** Jile Meyn **Carried**

9. Next Meeting Date Confirmation

9.1. May 6, 2025

10. Adjournment 21:49

1.1. **Motion:** Eric Hepler **Seconded:** Marcia Xavier **Carried**