

## CKE Community Association Board Meeting



**Date:** January 28, 2026

**Time:** 7:30pm ~ brought to order at 7:30 pm

**Location:** CKE Hall

**Present - (Highlight yellow):**

Glen Haslhofer	Sherri Balm	Debra McArthur (Only able to attend the last portion of the mtg.)	Lance Titchkosky	
Zonita Haggis	Jessica Kopitar	Harry Schaepsmeier	Claudia Woolner	
Matthew Watt	Jim MacLean	Rodney Smith	Victoria Morley	

**Observers / Guests:**

Christa Zaharychuk (NPC - City of Calgary)	Rob Ward (Ward 11)	Nagwan Al-Guneid (MLA Calgary-Glenmore)
Cst Michael Colbert	Vesna Sertic (Ward 11 Office)	Lauren Duiven/Vicki Duiven (Office of MLA Nagwan Al-Guneid)
Jennifer Sherstabetoff (CKE Hall) (Portion only)	Kevin Taylor (Ward 11)	

**MOTION:** to approve the current agenda. Made by Zonita Haggis, seconded by Rodney Smith. All in favour. None opposed. Motion carried.

**MOTION:** to approve December 17, 2025 Board meeting minutes. Made by Harry Schaepsmeier, seconded by Zonita Haggis. All in favour. None opposed. Motion carried.

**Calgary Glenmore MLA Report: Nagwan Al-Guneid/Lauren Duiven/Vicki Duiven**

- No Report.

**Calgary Police Service Report: Cst. Michael Colbert**

- Report shared by email with the Board and the regular attendee list, with highlights below.
- Chinook Park: No events of note
- Eagle Ridge: Four events at the Rockyview Hospital, three by the same offender.
- Kelvin Grove: Aggravated assault at the High School.
- An ongoing reminder to residents not to keep valuables or garage door openers in vehicles being left outside and to be careful if leaving vehicles unattended while warming up. **Add reminder in e-newsletter.**

- Instances of licence plates being changed to facilitate use of stolen cars of similar type. Keep an eye out re your licence plates.
- If you have video of any suspicious events, please reach out to the Calgary Police Service, as this can be helpful to any investigation. **Add reminder in e-newsletter.**
- Also, residents can use 911 (not the regular police line) if they are seeing a crime in progress.
- **Constable Colbert to reach out to his contact at Henry Wisewood to discuss protocol re Chinook Park Elementary and the day care program at the CKE Hall if there is a “lockdown” in effect at the Henry Wisewood to ensure that they are aware that this has occurred.**
- **Constable Colbert to inquire about targeted enforcement re speeding and driving through stop signs on Churchill Drive, as per the Churchill Drive discussion later in the minutes.**

#### Ward 11 Office Report: Zensa Sertic

- No Report, but Councillor Ward and Kevin Taylor in attendance to discuss the concern of residents of Churchill Drive about the change in turn restrictions. (See that portion of the minutes.)

#### City of Calgary NPC Report: Christa Zaharychuk

- Report shared by email with the Board and the regular attendee list, with highlights below.
- 2025 Building Condition Assessment (BCA) – walkthrough with Stantec & Dan (FOC) took place on July 29<sup>th</sup>. Draft report forwarded to the Community Association Executive on January 15<sup>th</sup>. Comments due by February 19<sup>th</sup>. Report shared with the Board prior to the meeting. **Christa to check to confirm that we can get an extension until after the next Board meeting (Christa confirmed extension to February 27<sup>th</sup>). Jim, Harry and Jen to review and provide feedback to the Board prior to the next meeting. Need to assess next steps once that preliminary review has been conducted.**
- Updated Business Plan currently showing as due. Audited Financials were sent to the City.
- Christa would like to present an LOC overview to remind us of the obligations we have under our LOC Agreement with the City. This is a City requirement as of 2026. Had planned to address at the January meeting, but other discussion items saw this deferred until February. (There is a part 2 about Board governance, and that will be deferred until the new Board is in place.)
- Various grant opportunities (including technology grants): See Christa’s Report. Also, a new grant for “Good Places Project Grant”.

#### Monthly Hall report: Jennifer Sherstabetoff

- Total rentals in November were \$9,434.30, with long-term rentals of \$7,171.55 and short-term rentals of \$2,262.75.
- Cancellation letters sent re waste collection with Waste Connections of Canada and SuperSave for recycling and setting up with the City of Calgary.
- Delivery of the water fountain from the supplier delayed. Once it arrives, it will be installed relatively quickly.
- Hallway paint touch up completed.
- Indoor pickle ball programs running.

The following motion had been approved through Email motion sent by Glen Haslhofer on January 14, 2026 as per Article 5.9.9 of the By-Laws.

**MOTION:** To approve the acquisition of a new computer for use by the hall manager for a total amount (including set-up) up to \$2,000. (Additional information in a “capital project summary” was included with the email motion.). *Seven votes in favour, four non-responses and the President only voting in the event of a tie.*

#### Treasurer's Report: Matthew Watt

- Balances in December Report as of January 28th.
  - Unrestricted funds in general bank account: \$288,643

- Reserve funds in redeemable GIC not included in above: \$ 50,000
- GIC not included in above (none at this time): \$ 0,000
- Unspent casino funds, subject to restrictions: \$105,168
- Total funds under control, subject to restrictions: **\$443,811**
- Cash on hand as of January: ~\$393.168K available for capital projects.

**MOTION:** Motion to approve the Treasurer's Report. Made by Zonita Haggis, seconded by Jim MacLean. All in favour. None opposed. Motion carried.

- One of the recommendations of the auditor was to get a part time bookkeeper, so options are being explored in that regard. Don McArthur will be doing book keeping on a transitional basis before joining the Board later this year. Matt has another book keeper lined up once that transition is complete. **Glen to discuss the status of this further with Matt.**
- Discussion about the expenditure for the rink and whether this required a Special Resolution given that the Community's share of cost is expected to be below the \$20,000 financial threshold requiring a Special Resolution under the By-laws. Jim referred to Article 8.2.4 of the By-laws, which states: "Subject to Article 8.2.5, the Association may not make any single expenditure anticipated to exceed \$20,000.00 without specific authorization through a Special Resolution." (Article 8.2.5 addresses emergencies, so is not relevant.) Jim's advice was that the contract for the rink project is between the Community Association and the service provider, such that the commitment is one being made by the community, notwithstanding that we have been advised that we will be receiving a grant for 75% of the expenditure. A Special Resolution should be obtained.
- **Q: When are we discussing capital planning?**
- Auto debits not yet done. **Matt to report back.**
- **Matt to work with Jen to submit audited financials and Annual Return to the Province. Confirming if this was done.**

#### Planning Report: Rodney Smith

- Report shared by email.

#### **904-73 Ave SW and 7331 Keewatin St. SW – Development Permit – DP2025-05362**

- New dwelling units – three buildings, 10 units with 10 basement suites (20 units total), with 10 carports constructed over two existing lots.
- Lots already zoned Housing – Grade Oriented ("HGO")
- Status: Under Review.
  - Note: CKE Community Association had submitted a letter to the City on October 16<sup>th</sup>. expressing some of the community's concerns about the proposed development. It has also been shared with our Councillor.
  - The resident spearheading the response of concerned residents as a citizen initiative (i.e., not a Community Association initiative) thought that the letter reflected the concerns of the residents well.

#### **8039 Elbow Drive SW – Development Permit – DP2024-07032**

- New dwelling unit – 2 buildings, 18 units total
- Previous development permit (12 units) was withdrawn and cancelled by SDAB.
- This application is a new application based on a revised design.
- Status: Under Review.
  - Note: CKE Community Association met with the project designer (Formed Alliance Architecture Studio) on November 6, 2025.
  - The City of Calgary issued revised plans for the development permit on December 3, 2025.
  - CKE Community Association submitted letter to the City of Calgary on December 4, 2025 expressing some of the community's concerns about the proposed development. It was shared with our Councillor and the project designer.

- The resident spearheading the response of concerned residents as a citizen initiative (i.e., not a Community Association initiative) thought that the letter reflected the concerns of the residents well.

**1308 Carlyle Rd SW – Development Permit – DP2026-00120**

- Addition of front attached garage and covered porch
- Status: In Circulation (open for comments)

**1032 – 80<sup>th</sup> Ave SW – Development Permit – DP2025-06302**

- Conversion of garage to living space and construction of new detached garage
- Status: Released on January 21, 2026

**44 Eagle Crest PI SW – Development Permit – DP2025-06160 (previously DP2019-1220)**

- New single detached dwelling (17,150 sq. ft residence)
- Re-submitted application with modifications
- Status: Pending Decision

**1408 75<sup>th</sup> Ave SW – Development Permit – DP2025-04151**

- New single detached dwelling (bungalow)
- Re-submitted application with some modifications.
- Status: Released on January 13, 2026

- **Residential Developments Of Note Outside CKE**

**7302 Elbow Drive – Development Permit – DP2025-07450**

- New dwelling unit (three buildings) – 6 units with 6 basement suites (12 units total)
- Status: In Circulation (open for comments)

**7816 Elbow Drive – Development Permit – DP2025-04540**

- New dwelling unit (two buildings) – 7 units with 7 basement suites (14 units total)
- Status: In Circulation (comments not available)

**8028 Elbow Drive SW – Development Permit – DP-2025-01166**

- New dwelling unit (two buildings)– 6 units with 6 basement suites (12 units total)
- Status: Approved on November 24, 2025

**7715 7 St SW – Development Permit – DP2025-02010**

- New dwelling unit – 5 units with 5 basement suites (10 units total)
- Status: Approved on October 3, 2025

- **Other Developments Of Note In The Area**

**#303 – 6706 Elbow Drive SW – Development Permit DP2025-07071**

- Conversion of premises to operate daycare
- Status: Pending Decision

**627 Heritage Drive SW - Development Permit DP2024-09063 (formerly Land Use Change LOC2024-0213)**

- Application for dwelling unit development (current designation allows for this type of development)
- 6 storey building (25 m)
- 97 units, 7680 sq m
- Status: Pending Appeal (Approved (August 29, 2025)
  - Appealed to SDAB

- A discussion about potentially trying to convene a small meeting with Rob Ward with some questions and concerns about development applications. Some of the topics were discussed briefly with Rob Ward at the meeting. **Rodney to put together some bullet type questions for review on the outstanding questions.**

#### General Discussion:

- **Change of Traffic Signage at Churchill Drive and Heritage Drive:** The Ward 11 liaison at the time had advised the Board at the Board's April meeting with no prior notification that the City was looking at changing the right hand turn restrictions from Heritage Drive into Chinook Park (including onto Churchill Drive) and the right hand turn off 14<sup>th</sup> St onto 75<sup>th</sup> Avenue during peak hours. The Board was advised that the restrictions on left hand turns from Heritage Drive on to Churchill at peak hours would be retained. No members of the Board objected to this, and the relevant portion of the Board Minutes from that meeting (emphasis added) was as follows:
  - *City is removing the no right turn signs off of both westbound Heritage Drive (at Cross Crescent, alley between these two roads and Churchill Dr) and northbound at 14<sup>th</sup> St (at 75 Ave into Chinook Park) based on requests from some residents of Chinook Park and school families from Haysboro, Oakridge and PBP. Left turns off of eastbound Heritage at Churchill Dr and northbound Elbow (at 78<sup>th</sup> Ave) would remain as vehicles would need to cross 2 lanes of traffic in these instances vs the right turns which don't require crossing any lanes. No objections by Board.*

The City subsequently changed both the right turn restrictions noted above and the left turn restriction signage at Churchill Drive and Heritage Drive. In addition, the City removed the right hand turn off Churchill Drive onto Heritage Drive.

Some residents of Chinook Park, particularly those on Churchill Drive, were upset by these changes because of the increase in traffic, as they were not consulted about the changes by either the City or the Community Association.

Some concerned residents had reached out to the Ward 11 office about the changes. Part of the feedback provided by the Ward 11 office was from the City of Calgary Mobility Group, which advised (emphasis added in the minutes):

- *"The original turning restrictions were implemented 20 years ago at the request of the Community Association to address cut-through traffic in the neighbourhood and in response to traffic diversion caused by the Glenmore Trail and Elbow Drive construction project. This traffic diversion is no longer in effect, they were not installed as a safety measure. For that reason, the recent request to remove the restrictions applied to both left and right turns. Left turns along Heritage Drive are common throughout the corridor, and the locations where restrictions were removed are not unique in that regard. Additionally, the fact that these restrictions only applied during peak hours indicates they were not intended to address safety concerns, otherwise, they would have always been in place.*
- *"We generally avoid reversing decisions unless there is a significant new safety concern or a material change in conditions."*

Several residents from Churchill Drive attended the meeting to express their concern about the changes and the process used to make those changes. They were concerned about both the removal of the at peak restrictions from Churchill Drive to Heritage Drive (right hand turn) and the left hand turn restriction from Heritage Drive to Churchill Drive. They advised that cross-traffic has increased significantly, including school bus traffic along Churchill Drive. They regard both the left hand turns from Heritage at peak and the cross-through traffic as safety issues,

particularly since there are repeated incidences of speeding and not stopping at the stop sign on Churchill. The residents also expressed concern about the traffic and drop off situation by the Chinook Park Elementary school at 75<sup>th</sup> Ave SW near Churchill Drive.

Residents also advised that there was no apparent traffic study respecting Churchill Drive since the early 1990s.

Kevin Taylor (Ward 11) advised that the City Mobility group had indicated that there was no intention to re-initiate the right hand turn restriction at peak from Churchill Drive on to Heritage Drive in the absence of safety issues.

It is important to recall that there are actually two distinct issues associated with the change. One is the increase in traffic along Churchill Drive during peak hours. The other is the need for greater enforcement due to a pattern of speeding and not coming to a complete stop at stop signs.

Kevin had reached out to City Mobility prior to the meeting to request that the left hand turn at peak restriction be re-instated given the potential safety issues this created on Heritage Drive.

It was agreed at the meeting that Kevin would reach out to City Mobility on behalf of the Community Association after the meeting to: (i) request consideration for the reimposition of the left hand turn restriction at peak at Heritage Drive and Churchill Drive; (ii) confirm whether there were any traffic/speed studies since the early 1990s and to request an updated traffic and speed study for the area (Churchill Drive and Heritage Drive and Churchill Drive and 75<sup>th</sup> Ave SW); (iii) request a review of safety protocols for the school drop off/pick up area near Churchill Drive and 75<sup>th</sup> Ave SW. **Email was sent to City Mobility on January 29<sup>th</sup>.**

Discussion with Constable Colbert about whether targeted CPS enforcement could be considered at/near the intersection as a near-term measure given the issues with speeding and not stopping at the stop sign. **Constable Colbert to get back to us.**

An outstanding issue is the increased use of Churchill Drive for school buses. This probably relates mostly to the Chinook Park Elementary School and CBE, but could possibly also relate to pickups and drop offs for other schools outside the CBE system. **Board needs to determine how to address this after the response from the City is received.**

The other overarching concern of the concerned residents was with respect to the process used to make the change and the role of the Community Association in any traffic changes that are being proposed.

There will be instances in which the nature of a proposed change is such that the Community Association would take a very active role when a traffic change is being proposed. As a general statement, the Community Association believes that the primary responsibility for any required consultation with residents remains with the City. The Community Association sees its primary role as being a conduit for information through the email newsletter and the Community Association's social media and in becoming involved as appropriate if there are significant concerns.

In this particular situation, the communication was suboptimal, as the Board was advised of a proposed change to the right hand turn restriction at peak at Heritage Drive and Churchill Drive at the Board meeting with no prior notice and no context about the degree to which there had been prior consultation with affected residents. The board understood that from the discussion with the Ward 11 representative that the primary concerns were raised by employees of Mayfair Care Centre and residents of Chinook Park.

A key learning for the Community Association from this experience is to ask more questions about the degree to which there has been consultation with residents and to request the opportunity to share the information to the Community before responding to any such request.

- **Update to Business Plan:** Lance had prepared a draft of the Business Plan for review of the Board. There was not time to review the document in detail at the meeting. Given the other items on the agenda, this item will be addressed as a motion through the “mail ballot” process before the next meeting once Glen doublechecks the proposed budget. **Jim to share updated draft materials with the Board and to prepare draft motion for Glen to submit to the Board.**
- **Pickleball Sound Testing:** An action item from the December meeting was for Glen and Zonita to meet with several key representatives of the pickleball community to discuss the sound study results and the plan forward to mitigate the concerns raised by some nearby residents who were concerned by the negative impacts of the noise from pickle ball on their ability to enjoy their outdoor areas. (Some background on the study and the results is included in italics at the end of this part of the minutes, and repeats the minutes from the December Board meeting.)

The coordinators of the Pickle Ball Courts Team had the opportunity to review the study results before their meeting with Glen and Zonita, and there was interest in exploring the potential solution of the use of quiet paddles.

At the meeting with the Board, it was confirmed that there was mutual interest in exploring the use of quiet paddles as a way to mitigate the sound concerns of nearby residents that the sound study confirmed. Quiet paddles offered greater potential to make a noticeable difference to the maximum sound levels (about 9dBA, which is about half as loud), vs the modelled impact of a sound barrier (5-7dBA). This would also be much less expensive to implement than the \$60,000+ cost of implementing a sound barrier that would require a Special Resolution to the Community that may or may not pass. The Community Association could help facilitate this change by purchasing a modest number of “quiet rackets” that would be stored at the courts.

The pickle ball coordinators present were comfortable that this change could be effected fairly easily at the drop in times on Monday, Wednesday and Friday mornings and could be a requirement to be implemented during lessons. They recognized, though, that some members might struggle with the change, and that enforcement might also be an issue with some other players. The provision of quiet paddles to be made available for use at the courts could help mitigate the latter to at least some degree, though.

Jim and Zonita are to follow up with the concerned residents to discuss the results of the sound study and the preferred plan forward with the pickle ball community and report back.

Zonita and Jim are to prepare a draft communication to the pickle ball community with the assistance of the pickle ball coordinators that outlines the rationale for the conduct of the sound study, its results and the plan forward. For this change to get a critical mass of support within the pickle ball community, it will be important for the pickle ball leaders and influencers to be seen as supportive of this change. A key part of that is confirmation that there is a valid concern that does in fact require mitigative measures.

It will also require the installation of signage at the courts.

#### Study Background and Summary.

- *The testing was done using a series of defined parameters on September 8<sup>th</sup> with the cooperation of members of the Pickleball Community. Testing was done using two courts and four courts using both regular paddles and “quiet paddles”. Measurements were conducted at a number of locations, including several locations on the north side of 73<sup>rd</sup> Ave near the*

courts, in Kelsey Place and in the alley between the homes on Kelsey Place and Kerfoot Crescent. Measured sound levels were then used to create a model.

- The equivalent continuous average sound levels ( $L_{eq}$ ) were between ~43-51dBA, which is below the City's Community Standard Bylaw  $L_{eq}$  limit of 65 dBA.
  - There is no pickleball noise guidance published by the City of Calgary at this time.
  - For context, a change in sound level of 5 dB is clearly noticeable. A change in sound level of 10 dB is about half or twice as loud.
  - The pulse nature of pickleball play is that the sounds from each paddle strike can be prominent over background noise, such that the maximum sound levels ( $L_{max}$ ) also needed to be considered. Sound pressure levels at the nearest residences during pickleball play were between ~57-71 dBA, which is noticeably higher than observed ambient levels of ~50 dBA.
  - The  $L_{max}$  data supports the concerns of affected residents.
  - The difference between two courts and four courts was not as great as might have been expected. This is mostly because four courts increase the frequency of paddle strikes that are unlikely to be at the same moment. (This is analogous to having two woodpeckers on your house, instead of one. The frequency would be twice as often, but at the same volume.)
  - Quiet paddles were found to provide an average attenuation to maximum sound levels of approximately 9 dBA, which may be perceived as half as loud. This would be a big sound mitigation that would be relatively inexpensive to implement. Equipment restrictions can be difficult to implement in practice, though, such that this would require general buy in from the pickleball community.
  - A barrier system can be affixed to the current fencing to cover the entire north side of the fence and about half of the east and west sides of the courts. This could see a reduction of ~5-7 dBA, which would be a clearly noticeable reduction in sound levels for residents.
  - Some preliminary investigation with one potential supplier indicated that the cost of installing a barrier would be ~\$60,000 before GST, something that would require a Special Resolution of the Community under the By-laws. Further investigation would be required to confirm if the additional matters with respect to the barrier, including the expected life, maintenance, airflow and overall aesthetics.
- **Update to Approval Of Capital Projects Policy:** The Approval Of Capital Projects Policy includes conservative financial limits to reinforce sound governance practices. The \$1,000 level at which the Capital Project must be documented in detail can be burdensome for small projects, so is proposed to be increased to \$2,000 (exclusive of GST). The requirement to obtain competitive bids at a \$5,000 threshold is also burdensome for small projects, particularly when there is continuity with the supplier or provider of the applicable service, so is proposed to be raised to \$7,500 (exclusive of GST). **Zonita to add the updated copy of the policy to the website.**

**MOTION:** To update the Approval of Capital Projects Policy to reflect the increased limits noted in the draft document shared with the Board in conjunction with the submission of the Agenda for the January 28, 2026 meeting of the Board. Made by Rodney Smith, seconded by Lance Titchkosky. All in favour. None opposed. Motion carried.

- **Cheers and Beers Update:**  
Completed to date:
  - Secured 6 vendors
  - Secured a DJ (no band this year)
  - Picked up new CKE swag for sale at the event
  - Set up Squarespace for volunteer sign-ups
  - Set up ticket sales
  - Re-rented high-top tables
  - Secured approximately 6 silent auction items so far (more still needed)

- Discussed vendor ticket sale pricing
- Advertised the event on:
  - CKE website
  - Instagram
  - CKE Newsletter
  - Board signage outside the building
  - Local community email sent out by Lana

**Outstanding items:**

- Secure additional silent auction donations
- Organize silent auction items (Deb has kindly stepped up to take the lead on this)
- Confirm day-of volunteers
- Continue ticket sales and promotion

Sweatshirts and toques in hand for the February 28<sup>th</sup> Cheers and Beers event. Looking at selling a bit above cost (e.g., \$65 for sweatshirts and \$25 for toques).

**Jessica to invite Councillor Ward, MLA Al-Guneid and MP Majumdar to the event.**

**MOTION:** To sell the sweatshirts for \$65 (including GST) and the toques for \$25 (including GST). Made by Jim MacLean, seconded by Zonita Haggis. All in favour. None opposed. Motion carried.

**MOTION:** Motion for CKE Community Association to match (from “casino funds”) donation to Brown Bagging for Calgary’s Kids raised at the silent auction at the February 28, 2026 Cheers and Beers event, up to a cap of \$2,500. Made by Rodney Smith, seconded by Harry Schaepmeyer. All in favour. None opposed. Motion carried.

**MOTION:** Motion to adjourn the meeting. Made by Zonita Haggis, seconded by Rodney Smith. All in favour. None opposed. Motion carried.

**Special Meeting:** The rink paving and recurring project requires a Special Resolution of the Community because the total cost (pre-Calgary 75% grant that has been approved) exceeds the \$20,000 threshold in the By-laws. We are also looking at proposing modest modifications to the By-laws, mostly to provide greater flexibility for the timing of the AGM given the tight window between our fiscal year end (end of March) and the contemplated June AGM. Looking at holding this meeting on March 18<sup>th</sup>. **Zonita to book the gym and do a save the date. Jim to prepare motions and draft update to By-laws.**

Meeting Adjourned at 9:55 pm. Minutes taken and completed by Jim MacLean.

**Next Meeting: Wednesday, February 25th @7:30**

<b>Action Items</b>		
<b>What</b>	<b>Who</b>	<b>When</b>
Christa to advise the Board what type of tree options would be available to put in front of the Hall after removal of the stump.	Christa	As feasible. <b>Just keeping this as a parking lot item.</b>
Continue discussions with the City respecting responsibility for engineered walkways.	Christa	As feasible. <b>Just keeping this as a parking lot item.</b>
Make time for Christa to provide overview presentation on the LOC Agreement requirements. (Approximately 15 minutes). (Part 2 re Board governance to be deferred until after the new Board is in place.)	Board	<b>February meeting.</b>
Consider available information of relevance from the City’s Community Association updates	Zonita/Lance	Ongoing.

What	Who	When
module when preparing e and print newsletters.		
Review draft Business Condition Assessment Report and provide feedback to Board.	Jim, Harry, Jen	At least 10 days before February Board meeting, so that there is an opportunity for Board to reflect as appropriate.
Inclusion in e-newsletter of latest crime stat info <b>and</b> the general advice bullets re being careful when warming up cars, garage door openers, not leaving valuables in cars, suspicious activity, etc.	Zonita	Ongoing
Reach out to counterpart re emergency response protocols and communication to Chinook Park Elementary School and the care program at the CKE Hall if there is a lockdown at Henry Wisewood.	Constable Colbert	In a timely manner before next meeting.
Inquire about targeted enforcement re speeding and driving through stop signs on Churchill Drive.	Constable Colbert	In a timely manner before next meeting.
Submit Audited Financial Statements <b>and Annual Report</b> to the Government.	Matt/Jen	ASAP
Glen to discuss vision re need for part-time bookkeeper in the context of Don McArthur's current work to transition to become Treasurer at the next AGM.	Glen-Matt	For next meeting.
Implement auto-debit for recurring monthly expense type items.	Matt	For next meeting.
Put together some bullets re questions and concerns re development application process for small meeting with Rob Ward.	Rodney	For next meeting.
Kevin Taylor to prepare email to City Mobility with respect to concerns re the changes in turning restrictions at Churchill Drive and Heritage Drive and related concerns re updated traffic and safety study, etc., as outlined in the minutes. Report back as appropriate.	Kevin Taylor	Email submitted to City Mobility.  <b>Report back on response as appropriate.</b>
Board to consider how to address bus traffic on Churchill Drive once response to Kevin Taylor's email request to City Mobility is received.	All	February meeting topic.
Respond to "mail ballot" for approval of Business Plan by requested date after received.	All	By due date outlined in the mail ballot notice.
Meet with concerned residents with respect to pickle ball sound study and proposed path forward. Report back.	Jim and Zonita	Before February 4 <sup>th</sup> .
Prepare draft communication to pickle ball community re the sound study and the recommended path forward.	Zonita, Jim, with consultation with pickle ball leaders	Before next meeting.
Add updated Approval of Capital Projects Policy to the website.	Zonita	Before next meeting.
Invite Councillor, MLA and MP to Cheers and Beers event as comp tickets.	Jessica	Soon, so that they can set in their schedules.
March 18 Special Meeting of the Association		
-Book room	Zonita	ASAP re room.
-"Save the date"	Zonita/Lance	In next enewsletter. Have we missed the deadline for the March newsletter?
-Prepare notification (what and why) for	Jim	Before next meeting

What	Who	When
community -Prepare motions for Board review	Jim	Before next meeting
Prepare draft amendment of By-Laws.	Jim	Once greater clarity about timing of Special Meeting of the Community for Special Resolutions re certain spending items.
Be ready to plan for the Special Meeting of the Community Association. <b>Q: Do we present the audited financial statements for last year at this meeting too, so that the financials at the upcoming AGM are just the most recent year?</b>	Executive	If and when required.
Determine next steps to be taken with Chinook Park residents about the potential new Chinook Park playground as a Chinook Park residents' project (rather than a Community Association driven project).	Rodney and Matt.	As feasible- <b>just keeping this as a parking lot item.</b>
New sound system and potential movie screen projector and screen.	Lance	As feasible- <b>just keeping this as a parking lot item.</b>