|  |  |
| --- | --- |
| **DATE:** | January 19, 2022 |
| **TIME:** | 7:00 PM |
| **LOCATION:** | Via Zoom Teleconference |

 **MEETING MINUTES**

****

**\*\*This Meeting was recorded and transcribed at a later date.\*\***

**Call to Order**

Angela called the meeting to order at 7:01 PM.

**Attendance**

* **Attendee Names:** Sierra Banwarth, Jared Bencharski, Derek Blum, Arynne Chaharyn, Tyler Gawley, Chad Malinowski, Sandi Malinowski, Mike McPhail, Jack Sandbrand, Angela Strand
* **Attendees Not Present:** Kevin Ariss (regrets)
* **Guests in Attendance:** Mairin Loewen (Ward 7 City Councillor) – arrived at 7:04 PM, left at 7:31 PM

**Adoption of Agenda**

*C. Malinowski (Sandbrand). CARRIED unanimously.*

**Approval of Previous Minutes – December 14, 2021**

*McPhail (Blum). CARRIED unanimously.*

**Approval of Emergency Meeting Minutes – December 29, 2021**

*Blum (Chaharyn). CARRIED unanimously.*

**Business Arising From/Since Previous Meeting**

-Emergency meeting held on December 29: ACA withdrew from winter programming. Angela contacted all instructors; they were all understanding. Spanish textbooks order was cancelled without penalty. QEXCA was notified; they were fine with our decision to withdraw and decided to only go ahead with the 3 online programs. They also mentioned that if the ACA would continue to promote these programs, they would discuss with their board the profit share as previously agreed upon should there be Avalon registrations for these programs. Angela will follow up.

Action items from previous meeting:

* Policy #8: All board members to review, sign last page and return to Angela.
	+ Jared has completed action item.
	+ Chad, Sandi & Tyler: action item remains outstanding.
* Angela & Derek to resign Bylaws and Policies & Procedures manual following changes made.
	+ Action item remains outstanding.
* Tyler to provide bank with signature to complete signing authority change.
	+ Action item complete.

**New Business**

-Light at CP Seeley Park: Mike had a community member ask about a light being put at CP Seeley Park following an experience of finding needles in the park while walking her dog. She said she went to the City and was told it was “not our job”. Mike drove by CP Seeley to check on it and stated it does not have a light and it very dark and clumps of bushes that could be used for illegal activity.

Mairin: will follow-up; stated there isn’t a consistent level of lighting service for playgrounds; some are close to schools/rinks and are lit “accidentally”; it is not common practice for the city to light and CP Seeley doesn’t have a walking path. Regarding the needles: call the fire dept. or if community members feel comfortable, they can safely pick them up and put them in a sealed container and take them to the fire hall where there is a needle disposal. She suggested that the ACA wait until spring and see how the trees come in then request a “crime prevention through environmental design” where the trees are given a major pruning; an expert from the city will come in and ensure sightlines are ok and no blind corners.

**\*\*ACTION ITEM FOR APRIL: BOARD MEMBERS TO MEET AT CP SEELEY TO MAKE RECOMMENDATIONS FOR PRUNING OF TREES FOR CRIME PREVENTION.\*\***

In the short-term, Mairin will ask about lighting at this park.

-School Zone sign missing on Hopkins Avenue: Angela noticed one day that the 30km/hr. speed limit sign was missing on this street, she drove around to all the streets adjacent to John Lake School and they all had the speed limit signs. Hopkins does have the 50 km/hr. sign when vehicles are heading east. She emailed Councillor Loewen and she was going to look into it.

Mairin: the sign has gone “missing” (?snow clearing) and will be replaced within days or weeks

Mairin’s report:

Playground zones – a multi-factor assessment currently ongoing of all parks in the city; should not be any surprises in Avalon. No changes around JLS/GVS. Additional playground zones will be around CP Seeley and Avalon Park. Council has issued direction but the Bylaw hasn’t been enforced yet. There will be further reporting in March, voting on bylaw in June and changes made in September. Once the maps are finalized and the zones are decided, Mairin will share them with us in the next couple of months and we can share with the community. The engineers had some concerns raised with John Lake and the proximity of the loading zones to the crosswalks; so this is going to be looked at, expected changes may be not having the loading zone go into the crosswalk or not too close to the crosswalk to maintain visibility. These changes would also be made over the summer when the playground zone changes are made.

In big parks, where the playground is at one end, the playground “zone” will only be at the end where the play structure is.

Regarding programming space (parks with baseball and soccer fields for example) may follow the point system. Mairin will follow up on how this works.

Dog parks will not be included in the reduced zones because they don’t have the most vulnerable users despite having a lot of activity. Some parks have a playground and a dog park, so if there is a reduced speed zone, it would be incidental.

Snow removal on Broadway/Hopkins: snow is graded and piled onto the windrow and eliminates that area for parking/drop off and also makes it difficult to walk until the snow is completely removed. Question if this could be a higher priority snow removal area due to proximity to school. Mairin stated that if piles of snow are impeding drop off/visibility then we are to let her know.

\*\*Councillor Loewen departed meeting.\*\*

**Reports**

* **President**

-new ACA sign: our ACA banner is very large and also very dated. Angela has gone to 2 businesses and priced out 2 options for Coroplast signs and Zoom Flex flags. Coroplast sign: Company A: 4 x 4 single sided full color $190 + tax; Company B: 4 x 6 single sided full color $295 + tax. Flags: single-sided graphic: Company A: $156 (feather or straight) $161 (teardrop) Company B: $249 (feather/straight/teardrop) double-sided graphic: Company A: $264 (feather or straight) $268 (teardrop) Company B: $379 (feather/straight/teardrop). Artwork is extra, weight bags are extra to hold down outside.

 - Decision can be made at a later date due to current season.

 -Chad noted that the flags are transparent so a single-sided flag will show backwards.

* **Treasurer**

- 3 statements presented due to year – end now being December 31

-received a cheque for $102.18 from Growing Smiles

-Income is showing $443.91 for last year; once the fundraising is moved, we are at a loss of $3304.53

-Income is currently $21.63

-Derek to make some adjustments for fundraising and rink reserve and send out to board members

-2022 budget presented and adjusted following discussion

-*Blum (C. Malinowski) moved to accept financial report to January 15, 2022 as presented (adjusted statements to be emailed). Motion CARRIED unanimously.*

*-Blum (Banwarth) moved to accept 2022 budget as presented and adjusted. Motion CARRIED unanimously.*

**\*\*ACTION ITEM: Derek to send out adjusted financial statements to board members.\*\***

-we are awaiting ISC approval to change the date, Angela had to re-do and re-send in the paperwork

* **Programs**

-Angela is required to present the 2021 program numbers to Kevin for the program grant by mid-February; Kevin does not have a record of the winter or spring numbers and there is no email in the programs account due to all the emails being deleted by the previous DOP. Therefore, Angela will have to go through the registration forms and end-of-program attendance forms, if they can be located, to complete the required forms for Kevin.

* **Rink**

-had some nice weather and was able to get the rink cleared off; had a good Sunday & Wednesday turnout for public skating; was able to get a couple floods on the ice. Lots of good feedback and lots of community members helping clear the snow. When doing drive bys on other nights, rink seems to be busy with all ages.

-some issues with garbage; particularly beer bottles not being cleaned up under the benches

-Mike encountered one issue with the alarm system that Mike with JLS staff on a Sunday during public skating; Angela will follow up with JLS admin

**\*\*ACTION ITEM: Angela to follow up with JLS admin re: alarm system during public skating hours.\*\***

* **John Lake**

-SCC/Home & School had been planning to move to in-person meetings but will remain virtual for now

Staffing:

-New Balance Teacher – Mrs. Carly Bunker

-2 New EA’s hired under “Jordan’s Principle” – funding for Indigenous Students that require EA’s

Covid Update:

-Grade 7/8 class –due to 4 Covid cases in 1 day, 8 absences in that same day; following discussion with the superintendent and head of the division, it was decided the class would go online for the mandatory 5 days. They returned yesterday due to Monday being a PD day

-One case in grade 2 and 3 in the grade 3/4 class

-division has put in a protocol for staff shortages: staff from downtown division office will be available to replace teachers if sub list is exhausted; also due to the admin staff situation JLS dealt with in December, admin staff will also be available on short notice

Basketball/Indoor Track & Field:

-These started but then paused due to grade 7/8 going online

-Teams are wearing masks which is not ideal, but athletes are adapting

-games/meets are postponed but practices are continuing

SLC Spirit Day:

-This Friday, Tropical wear day. School will be decorated with tropical items and tropical music will be played on intercom throughout the day. SCC voted to buy popsicles for students.

Pink Shirt Day:

-February 18

Valentines Parties:

-same as last year; no outside items brought in; cards brought in advance to quarantine and stickers used to close envelopes rather than licking

Review of Spirit Hampers:

-10 John Lake Families received hampers (same families that received SPSF cheer crates); it was decided that we need to collect items earlier next year to give the SCC more time to organize the hampers and have them completed prior to the final week of school and families that have their own transportation will pick them up along with the cheer crates rather than us deliver. Also, have a more specific list of ages/genders of the children in the families ahead of time to provide so more age appropriate gifts are bought.

Parent feedback of winter concert:

-everyone thought this was the best alternative given the situation we are in and appreciated having the you tube link to show to extended family

Report cards:

-Out on Jan. 28; still distributing paper copies and families can also find on Edsby

SCC presentation:

We will be offering a school-wide caregiver mental health session with the JLS counselor and his wife who is a psychologist sometime in February. This will be done via zoom and people can send in questions ahead of time or ask at the presentation. Goal is to try and relieve some of the stress families are feeling right now; provide some coping measures and give everyone a chance to see other parents' faces.

Next Meetings:
SCC General Assembly –January 26

JLS SCC/Home & School – February 15 @ 6: 30

* **Georges Vanier**

There is basketball in the school this year, but they are not going to other schools for any games; just scrimmaging amongst themselves. This goes until February.

Indoor track is Tuesday mornings. So far, all the meets are cancelled.

Staff appreciation is February 14-18.

Planning on spring musical in May called “High School Musical Jr.” for grades 6-8.

There are Covid cases in the school. Please do your part in keeping you and everyone safe. A few cases in grade 7 & 8 and in grade 2.

Next Fun lunch is January 18th – Boston Pizza

Dates to Remember:

-No school January 24th

-February 14th – Valentine’s Day

-February 15th – Fun Lunch – Cora’s

-February 16th – Pink Shirt Day

Having a virtual BINGO in March; each class chooses a theme and then items are brought for the theme and a basket is made for the prize.

Possible book fair in May.

Still collecting data and ideas for the outdoor classroom.

* **Communications**

Facebook:

Likes – 3 (down from 10)

Views – 102 (down from 180)

Post Reach – 1152 (down from 2071)

Post Engagement – 125 (down from 766)

Biggest Reach/most engagement – December 27; public skating cancellation

 Website:

 170 so far this month (383 in December)

**\*\*ACTION ITEM: Angela to give Jared information from babysitting consent forms for website.\*\***

* **Fundraising**

Sarcan to date - $784.55

* **Community Consultant**

Emailed out to everyone

**Concerns/Announcements**

Avalon Events Email Account – Angela currently responsible for this email; she is requesting to have it taken off her plate. Tyler volunteered to check the Events email account. If there are any pertinent emails, he will forward to the correct individual (Angela, Jared, etc.). Angela will send Tyler the log in information.

**\*\*ACTION ITEM: Angela to send Tyler the log in information for the Avalon Events email account.\*\***

**Date of Next Meeting – February 16, 2022 @ 7:00 PM via Zoom**

**Adjournment: McPhail moved to adjourn the meeting @ 8:14 PM.**

**Minutes Recorded By**

Electronically via Zoom

**Minutes Transcribed/Distributed By**

Angela Strand

**Attachments**Updated Financial Statements (previously emailed to board members on January 19)

Budget 2022