

Castle Mountain Community Association Executive Meeting

Date: December 13, 2019

Time: 4:30 pm

Location: CMR Joe's Cafe

"If you love to live, work or play here you are a member of our community"

CMCA Mission: Castle Mountain Community Association is committed to promoting a family oriented, safe and sustainable community experience for its members and visitors in our unique alpine setting.

CMCA Vision: A vibrant community sustained through collaborative partnerships, shared values and common interests.

CMCA Goals:

- Expand membership/enhance member engagement
- Enhance community connectivity
- Develop community recreation potential
- Environmental stewardship
- Community beautification
- Develop fundraising capacity
- Encourage development of community infrastructure plan
- Represent member interests effectively to CMR and external interest groups

Minutes

Present: Kevin Finn, Fraser Stewart, Monica Stewart, Judy Clark, Tara Garratt, Julie Heinrich, Caralee Marriott, Ray Bussey, Sheri Herold & Glenn Armstrong

1. Call to Order:

An Executive Meeting of the Castle Mountain Community Association Board of Directors, was called to order at 4:33 pm.

2. Approval of the Agenda:

Motion by Ray and Seconded by Caralee to approve the agenda with the following additions;

New Business: Goals Addition, Smart Grid, Hamish

Motion Carried

3. Approval of the Executive Minutes:

Motion by Caralee, and seconded by Tara to approve the minutes from the Executive Meeting October 31, 2019 posted on google drive, with the following addition;

Insurance required by CMCA- Judy will look into the Policy with Astro Insurance to see what CMCA is covered for.

We need to determine if Playground Insurance is required.

Motion Carried.

Glenn will follow up with Jason through the CRC Committee to determine if CMCA requires insurance for the playground, an annual maintenance. CMR may have the playground under their insurance umbrella. Glenn will also look into volunteer insurance.

Ray suggested we look into Jubilee Insurance with the MD.

The finance committee will follow up with this after we hear back from Judy.

4. Report of Municipal Council – Bev Everts

Bev was unable to attend the meeting.

5. Treasurer Report:

i. Handover of Responsibility

Judy has set up online banking along with e-transfers.

Judy will meet with Glenn D. & Tara on December 27, 2019.

Discussion and documents will be handed over at this time.

ii. Approval of Email Motions from Minutes

1. 2018-2019 audited financial statements

Judy has sent the Audited Financial Statements to the Government.

2. Changing Financial Year End from December 31 to March 31

Judy will send out the required documents.

iii. Investment Options

Here is a little info on our 2 types of Business Savings accounts as well as our awesome Business GIC.

The interest for a business acct, as it's only between .2% and .55% depending on which type we go with. CMCA is currently in the Business Savings but can switch it to the T-Bill if you wish. Look closely at the fees and withdrawal limits and let me know.

The other good option is to just put that \$40k into the Amplified Business GIC. The longer you keep it in there, the more interest it earns.

Motion by Judy, and seconded by Caralee to move \$40,000 from savings into a GIC at 1.3%.

Motion Carried.

iv. Bylaw Review

Tara has been working on this. Ray has added comments to the document on the drive.

v. Committee Budgets for Jan Meeting

The Membership Committee presented a budget of 200.00.

vi. Asset Write-downs

The finance committee will work with Fraser to determine items the CMCA has that are valuable in the storage shed. Julie has CMCA waterproof decals that can be attached to the items.

Judy and Tara along with Ward have been working on getting the use of square to use to collect memberships and donations for the CMCA.

6. Report of the Community/Events/Membership Committee:

Judy will follow up with CMR for the volunteer funds from working the Casino and Huckleberry Festival 2019.

Fraser meet with Paulette, the new events person at CMR. Potluck dates are posted on CMR website.

Potlucks – Winter

Doors open 6:00 pm

Dinning at 6:30 pm

Dec 28th Julie is in Charge of set up

Jan 25th Judy is in Charge of set up

Feb 22nd Fraser is in Charge of set up

March 21st Julie is in Charge of set up

Julie has had discussions with CMR about the Casino event at CMR in March. CMCA has been asked to run the event. Judy has been looking into the Licence to run the event.

Sheri will coordinate the silent auction at Maritime Night. This will be a major fundraiser for CMCA.

Julie will look into lighting the Tree of Lights by the Huckleberry Chair.

7. Report of Planning and Finance Committee:

a. Outstanding Grant Applications

Unfortunately, the CMCA has not been very successful securing grants. The application have been time consuming, and we need to focus our applications to the grants we have a chance at receiving funding.

b. ASP Consultation

The CMCA first started working on the ASP in 2014. Glenn reported the ASP will be a living document, which mean, changes and revisions can be made by both the MD and the CMCA.

c. Village Visioning revision

Next Step is to start thinking about what the community wants/needs. Glenn will send out and email to get comments from the executive.

The Planning Committee will become separate from the Finance Committee.
Finance Committee is Glenn D., Ray & Tara
Planning Committee is Julie, Glenn A. & Kevin

8. Report of Joint Corporation- Community Committee

a. Water Conservation

Glenn reported the following; Ward has been looking into water conservation models. Castle does not fit any models. Residents should be moving toward, low flow toilets, and shower heads. By 2025, we should have a plan in place to reduce water consumption by 50%.
Once the water meters are in place, residents will see their consumption.

9. Report of outreach Committee:

Kevin, along with Brian and Dean will be meeting Ministers in Edmonton next week.

10. New Business:

i. Residents Guide Update

Glenn will post the guide on the website.

Julie and Glenn will design stickers to handout at the Membership Drive with website, email and donation links.

ii. Weeds

Kevin has been trying to access funding for spraying. Grants proposals have not been successful.

We might want to tag on with CMR's spraying program, and continue to encourage residents to remove weeds in their yards and surrounding areas. Kevin will talk to the residents with the weed problems.

iii. Christmas Membership Drive

Members of the Executive will go to the residents, and promote become a member and request a donation to the community association.

The square will be available on an app on personal phones to collect funds.

Other options for payment will be, e-transfer and cash.

A meeting on December 20 at 4:30 in the T-Bar will be held to discuss the procedure and to gather information to distribute to the residents during the membership drive.

iv. Goals Update

Glenn would like to add a goal to reflect infrastructure.

- **Motion** by Fraser, and seconded by Judy to add the following to our goals; Encourage development of community infrastructure plan.

Motion Carried.

v. Smart Grid

The NDP was promoting the grant program for the smart grid for alternative power. With the NDP no longer in power, the program is no longer available.

vi. Hamish – Dieter Award Hat

Caralee would like to give Hamish his hat at the December Potluck.

11. Next Meeting Dates for Executive:

Kevin will send out a list of proposed dates for executive meetings.

12. Adjournment:

The meeting adjourned at 6:48 pm by Julie.

President

Date of approval

Vice President

Date of approval

Secretary

Date of approval

Treasurer

Date of approval

Past President

Date of approval

Secretary

Date of approval