

## **Castle Mountain Community Association Executive Meeting**

Date: March 27, 2020

Time: 4:00 pm

Location: Zoom Meeting

“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**

#### **1. Call to Order:**

An Executive Meeting of the Castle Mountain Community Association Board of Directors, was called to order at 4:05 pm.

#### **2. Attendance:**

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

#### **3. Approval of the Agenda:**

**Motion** by Julie and Seconded by Glenn D. to approve the agenda.

Motion Carried

#### **4. Approval of the Executive Minutes:**

**Motion** by Fraser, and seconded by Julie to approve the minutes from the Executive Meeting February 21, 2020 posted on google drive.

Motion Carried.

The February 21, 2020 minutes will be signed when we can get together again.

#### **5. CMCA and COVID 19**

a. Who is here?

Residents have set up contact groups. If members need help they will reach out to others for assistance.

b. Playground/Little Libraries

The Playground and the Little Libraries are closed to the public and residents.

c. Call from Alberta Health

Kevin received a call from Alberta Health, they are concerned, and the community is not following the Departments recommendations for dealing with Covid 19. The CMCA executive feels the people not following the guidelines are the random people coming to Castle.

Kevin will talk to Dean and Jason regarding the random guests at Castle. Castle will be posting signs to discourage people coming to Castle.

d. Behavior expectation – in quarantine?

The expectation for the residents is to self-isolate and remain 2 meters away from anyone when outside.

e. Potential Park Closure/access restrictions

The Alberta Parks is thinking as a precautionary step the Parks might need to be closed to keep the random people from coming to Castle and the Parks.

f. Letter to Community

Kevin has drafted a letter outlining the Alberta Health Departments recommendations for dealing with covid 19, along with some other information pertaining coping with covid 19. Caralee will work with Kevin on completing the letter to the community. Judy will send the letter out, once it has been finalized.

#### **6. Treasurer Report:**

a. Signed Dec Meeting Minutes in order to purchase investments

Monica will forward a copy of the signed minutes to Tara.

b. Revenue, Expenses, Balances at February 28

Tara reported the following:

\$10, 053 Chequing

\$40, 000 Savings  
No known expenses pending.

- c. Year end March 31
  - i. Outstanding bills, invoiced, deposits, donations

Tara is working on the Year End Financials.

Glenn D. will be sensitive when talking to the Liftline advertiser's with outstanding payments owing.

## **7. Report of the Community/Events/Membership Committee:**

- a. Events
  - i. Summer Plan  
We will wait and see what happens with the covid 19 restrictions for planning summer events.
  - ii. Winter debrief  
Kevin has sent out a document outlining with a brief evaluation of winter events.  
Monica will send out comments from the meeting to the executive.  
Each member of the executive is asked for feedback to Glenn A. and Kevin by mid-April.
- b. Playground Maintenance  
A yearly checklist for the playground is looked after by Jason.  
Derrill Murphy does a walk around to check for loose screws in the summer.
- c. Defibulator  
The Defibulator is back in the heated cabinet.

## **8. Report of Communications Committee:**

- a. Spring Liftline  
The deadline for the spring edition is May 8, 2020.  
This edition may be an email copy only.
- b. Communications Strategy in a time of covid 19  
Julie and Caralee will work on communications to the community.

## **9. Report of Planning and Finance Committee:**

- a. Outstanding Grant Applications
  - i. Shell Legacy grant – weeds  
Kevin reported we have been asked to submit more information.
  - ii. Other  
Glenn put in an application to Farm Credit, will hear back in August.

**10. Report of Joint Corporation- Community Committee**

a. CMCA/CMR Joint Ventures

i. Speed limit Signage

The locations for the speed limit signs have been reviewed, and it was determined a few less signs were required. This will cut the cost.

Jason is looking into other options for purchasing the signs. Jason will get back to us once he has the price secured.

ii. Broadband infrastructure

Kevin is working on the CRTC [Canadian Radio-Television and Telecommunications Commission] Funding. The funding is to connect rural communities with cell and broadband. Kevin had a meeting with Telus to see if they can assist with the application. Jason is also assisting with the application.

iii. Security cameras

CMR has had theft in the Shop, Bone Yard and at Alpenland. The quote they received to install cameras and lights was out of their reach.

Alpenland may go on their own and purchase security cameras. The lifeline will promote residents installing personal cameras.

**11. Report of outreach Committee:**

Nothing to report at this time. Meetings have been canceled due to covid 19.

**12. New Business:**

Nothing was added to the agenda.

**13. Next Meeting Dates for Executive:**

a. Friday May 12 4:00pm Location TBA / Zoom Meeting.

b. Summer Meeting will be discussed at the May Meeting.

**14. Adjournment:**

The meeting was adjourned at 6:08 pm by Fraser.

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**President**

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**Date of approval**

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**Vice President**

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**Date of approval**

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**Secretary**

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**Date of approval**

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**Treasurer**

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**Date of approval**

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**Past President**

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**Date of approval**