



**erin  
woods**  
COMMUNITY ASSOCIATION  
83 ERIN PARK DRIVE S.E.  
CALGARY, ALBERTA T2B 3A2

## Erin Woods Community Association

### Board Meeting Minutes – Monday, Jan 10<sup>th</sup>, 2022 @ 7:00 pm

**\*\*\*NOTE: Proof of Vaccination or Negative Test needed to attend and MASKS must be worn at all times\*\*\***

Call Meeting to Order 7:00 pm

Approval of Agenda

Adoption of Sep 13, 2021 general meeting Minutes **Anne accepted, Shannon seconded the motion, all approved, motion passed**

Adoption of Nov 8, 2021 general meeting Minutes **John S. accepted, Anne seconded the motion, all approved, motion passed**

Announcements: the Board adopted four e-resolutions since our last meeting:

- Resolved to accept 3-year phone & internet plan with Telus @ \$107.52 + GST / month
- Resolved to hire Mark McLeod as part-time custodian
- Resolved to hire Christina Young as part-time hall administrator
- Resolved to install Kayla Schlaugat as Fundraising and Grants Director until AGM 2022
- WELCOME to the new staff and board member!

Reports to Board and related business:

1. *City NPC* – Rob Dickinson – absent due to 'work from home' rules, see report **Not much has changed here, however we have a neighbourhood streets pilot program coming up**
2. *President's report* – Lori L:
  - a) Motion on EWCA motto: "Share, Inspire, Celebrate" **Kassi accepted, Shannon seconded the motion, all approved, motion passed**
  - b) Change February meeting date to 7<sup>th</sup> or 21<sup>st</sup> from Valentine's Day the 14<sup>th</sup>? **February 7 works best for all**
  - c) Community Garden: Ctte on hiatus; resuming meetings Jan 11/22, looking for funds
  - d) Kassi is looking for message ideas for the 3-way sign **Ideas for sign: Outdoor rink, hall rental, preschool rentals pending Kim and covid. Anything else let Kassi know via email, phone or text ([babygurlkassi@gmail.com](mailto:babygurlkassi@gmail.com) or 587-432-6471)**
3. *1<sup>st</sup> VP / Bingo Director* – Shannon C: Hall report / Bingo report **–absent; see reports**
4. *2<sup>nd</sup> VP / ECTAS Director*: - Anne M: ECTAS report / permanent rink vote / bylaws ctte- **absent; see reports**
5. *Treasurer* – John S: Financial report-**Not much to report here, however resident Gordon Ellison is willing to help out with the report. Kassi has sent his information along to John so he can follow up with issue of Balance Sheet not matching the Income Statement at period end.**

6. *Rink Co-ordinator* – Jonathan M: Outdoor rink report / update-**Everything has been going good so far and we have enough volunteers to date, we are looking into what we can do to make it a more permanent setting though with Rob and the City's help with more information to come as we learn it**
7. *Events Director* – Ali M: Kids Christmas Party debrief / upcoming events-**Christmas party went awesome, but were going to hold off on adult parties as the Halloween Party was a bust, so were going to see what the options are for St Patrick's Day and Valentines Day before we make any definite party plans**
8. *Fundraising & Grants Director* – Kayla S: COVID rules / fundraising / sporting events – **ABSENT -First off welcome Kayla to the board, second off she will be working hand in hand with the board and Rob to see what we are eligible for as it comes**
9. *Safety Director* – Joe K: Under quarantine **-See report**

**New Business-Nothing new**

**Adjournment 8:30**

**Next General Meeting: Monday, February 7<sup>th</sup>, 2022 @ 7 PM**

# Please Sign In



DATE: January 10, 2022 – GENERAL MEETING  
ERIN WOODS COMMUNITY ASSOCIATION

NAME	MEMBER
Kassi Davidson	Yes - Vax
Ali Myshraill	Yes - Vax
Gordon Ellison	Yes - Vax
PANA BALK	Yes - Vax
Anne Miller	Yes - Online
Rob Dickinson	Yes - Online
Jonathan Masri	Yes - Online
John Stark	Yes - Online
Lori Losowy	Yes - Online
Shannon Coleman	Yes - Online



**erin  
woods**  
COMMUNITY ASSOCIATION  
83 ERIN PARK DRIVE S.E.  
CALGARY, ALBERTA T2B 3A2

## Erin Woods Community Association

### Board Meeting Agenda – Monday, Jan 10<sup>th</sup>, 2022 @ 7:00 pm

\*\*\*NOTE: Proof of Vaccination or Negative Test needed to attend and MASKS must be worn at all times\*\*\*

Call Meeting to Order

Approval of Agenda

Adoption of Sep 13, 2021 general meeting Minutes

Adoption of Nov 8, 2021 general meeting Minutes

Announcements: the Board adopted four e-resolutions since our last meeting:

- Resolved to accept 3-year phone & internet plan with Telus @ \$107.52 + GST / month
- Resolved to hire Mark McLeod as part-time custodian
- Resolved to hire Christina Young as part-time hall administrator
- Resolved to install Kayla Schlaugat as Fundraising and Grants Director until AGM 2022
- WELCOME to the new staff and board member!

Reports to Board and related business:

1. *City NPC* – Rob Dickinson – absent due to ‘work from home’ rules, see report
2. *President’s report* – Lori L:
  - a) Motion on EWCA motto: “Share, Inspire, Celebrate”
  - b) Change February meeting date to 7<sup>th</sup> or 21<sup>st</sup> from Valentine’s Day the 14<sup>th</sup>?
  - c) Community Garden: Ctte on hiatus; resuming meetings Jan 11/22, looking for funds
  - d) Kassi is looking for message ideas for the 3-way sign
3. *1<sup>st</sup> VP / Bingo Director* – Shannon C: Hall report / Bingo report – absent; see reports
4. *2<sup>nd</sup> VP / ECTAS Director:* - Anne M: ECTAS report / permanent rink vote / bylaws ctte absent; see reports
5. *Treasurer* – John S: Financial report
6. *Rink Co-ordinator* – Jonathan M: Outdoor rink report / update
7. *Events Director* – Ali M: Kids Christmas Party debrief / upcoming events
8. *Fundraising & Grants Director* – Kayla S: COVID rules / fundraising / sporting events
9. *Safety Director* – Joe K: Under quarantine – will forward his report when received

New Business

Adjournment

Next General Meeting: Monday, February 7<sup>th</sup> or 14<sup>th</sup> or 21<sup>st</sup>, 2022 @ 7 PM – to be confirmed

*Reports from 2<sup>nd</sup> VP & ECTAS Director Anne Miller for the January 10, 2022 meeting:*

A member of my family has tested positive for COVID so I will not be at the community meeting Monday. Here are my reports.

**Permanent outdoor hockey rink report**

EWCA needs to put together a plan for a permanent outdoor hockey rink to present to the city for approval. They will need to know if we are sticking with grass or having a concrete base. How will the boards stay up. Who will take care of repairing and maintaining the boards from vandalism ie graffiti. As well as plans for uses in the off season. Included in this plan will be a budget for the costs of constructing it. A motion needs to be made for board approval to move forward on this plan. Once we have board approval I will work with Jonathan and Rob to put this proposal together.  
(LL – Board to vote)

**Bylaws Committee**

To start working on the bylaws I need the names of the volunteers for this committee. I will then contact Rob who will organize a Teams meeting to come up with a plan on how to move forward on the bylaw review.  
(LL – Collect names; board to vote to remove Howard Johnson as Bylaws committee chair)

**ECTAS Report**

We have promoted John to the position of General Manager. We are looking for an operator/ice scheduler to fill a vacant position. Otherwise we are operating under the REP program to continue to be able to be open. We continue to look for a 2nd VP and come up with ideas on how to give back to the youth of the seven communities. We are trying to promote the arena volunteer positions with the seven community associations.

- Thanks, Anne



**erin  
woods**  
COMMUNITY ASSOCIATION  
83 ERIN PARK DRIVE S.E.  
CALGARY, ALBERTA T2B 3A2

## Erin Woods Community Association

### Board Meeting Minutes – Monday, Nov 8<sup>th</sup>, 2021 @ 7:00 pm

**\*\*\*NOTE: Proof of Vaccination or Negative Test needed to attend and MASKS must be worn at all times\*\*\***

Call Meeting to Order 7:04 pm

Approval of Agenda-all approved

Adoption of Sep 13, 2021 general meeting Minutes – delayed due to technical issue (carry fwd)  
Adoption of Oct 4, 2021 general meeting Minutes- **Kassi Approved, Joe seconded, all in favour, motion passed**

Announcements: the Board adopted two e-resolutions since our last meeting:

- Resolved that All Nations Church's Oct, Nov, & Dec 2021 rent be \$325 + GST
- Resolved that EWCA accept Jewel Electric's Quote #148662 for \$1756.35 + GST (T=\$1844.17) for electrical repairs and replacements of lighting bathrooms and office

Reports to Board and related business:

1. City NPC – Rob Dickinson – absent due to 'work from home' rules, see his report
2. *President's report* – Lori L:
  - a) Guests Shannon Fox and Brian Adare: Presenting their ideas and plans for building a new, larger Little Free Pantry to replace the one currently outside the hall Per the history both Shannon and Brian are going to be looking at the different options to make the Little Free Pantry better or making a sister to it and showcasing the existing one
  - a) Community Garden: Report From Shellbie (Attached)  
There's been wood donated for the garden and 53 jars sold from the Mixing Jar Fundraiser (\$212 made so far), buying these jars gets your name put into a turkey and fixing Christmas dinner. Hopefully we're going to get some trees planted next spring
3. *1<sup>st</sup> VP / Bingo Director* – Shannon C: Hall report / Bingo report  
Unfortunately, Shannon couldn't be here but she provided her report: Some hall rentals have been cancelled for November and December due to the REP program, however we do have a renter on Dec 11. Do we want to allow the renters check their own records or we check for them?

Bingo is running smoothly given the new restrictions, however we have less customers per event but we are fully booked, with some volunteers that aren't fully vaccinated which makes my life difficult, but I've been lucky so far to make it through all of the events with the 5 volunteers I need. I'm just waiting on the yearly report to let us know how we did during the pandemic

4. *2nd VP / ECTAS Director:* - Anne M: ECTAS report /Rink Update/Santa Suit/Bylaw ctte

ECTAS had their AGM and the 2 VP position is still open for anyone wanting to step up for it, ECTAS was complimented by the City for their hard work on how things have been run so far.

The Outdoor Rink is wanting to be a hockey rink with boards, which means we need boards but we need somewhere to store them in the off season and the ctte will need to coordinate with Rob and the Garden Committee about this

Rob is looking into fire pits for us to use for the winter as well to use in coordination with the outdoor rink

Santa Suite is tabled till next meeting

The bylaw ctte has not meet at all to date, due to Howard choosing for whatever the reason to not want to get together and having missed 3 of our regular meetings and has not returned any calls, texts or emails to work on modernization/updates to the current bylaws. Tabled until January and Anne will talk to Rob at that time to see our options at that time

5. *Treasurer* – John S: Financial report

-Ctte Clean Up has made \$59

-Bingo contributions will be going up

6. *Events Director* – Ali M: Halloween Party Debrief/Kids Christmas Party Planning

Christmas Party will be Dec 4 from 1-3 with set up at noon. The cookies will be pre done for us and we will have coffee, tea and hot chocolate. And we will need volunteers the day

The Halloween was quiet due to other events going on and Halloween being the next night

7. *Safety Director*- Joe K: Upcoming Meeting with Const. Miguel Lay to review list of Q's

Joe will be meeting with Miguel on Nov 8 about Crime Reports to try and catch up on those along with some Youth stuff we might be able to get the CPS involved in and something similar to Block Parents or Bock Watch Programs

We would like to possibly get radar in school zones as well as see as where do we go to get these

Adjournment 8:25 pm

Next General Meetings: No meeting in December 2021

\*MERRY CHRISTMAS, HAPPY NEW YEAR AND SEASONS GREETINGS \*

January 10, 2022 @ 7 pm

**VACCINES:**

>Anne-Yes >Brian A -Yes >Joe K -Yes

>Lori L-Yes >Shannon F - Yes

>Colin-Yes >David -Yes

>Kassi-Yes >John S-Yes



**erin  
woods**  
COMMUNITY ASSOCIATION  
83 ERIN PARK DRIVE S.E.  
CALGARY, ALBERTA T2B 3A2

## **Erin Woods Community Association**

### **Board Meeting Minutes—Monday, Sept 13<sup>th</sup>, 2021 @ 7:00 pm**

**\*\*\*NOTE: MASKS are currently mandated to be worn when inside the Hall @ a public function\*\*\***

Call Meeting to Order 7:11 pm

Approval of Agenda - **All approved**

Adoption of July 12, 2021 general meeting Minutes (attached) **Shannon accepted, Anne seconded the motion, all approved, motion passed**

Announcements: Lois Williams resigned as Safety Director, in writing, on Sept. 9, 2021

Reports to Board and related business:

1. *City NPC* – Rob Dickinson – report and various notices (attached)-Jolene is the point of contact for the Mobile Adventure Playground and Lori L is going to look into possibly bring something here for us.

- Organizational Health will be done by the end of the month

2. *President's report* – Lori L:

1) Community Garden: Report from Shellbie (attached) / updates from committee

b) YYC Food Trucks:

- We made \$600 on the 1<sup>st</sup> two events and the final one this Friday, Sept 17 @ 4-8PM!
- We will talk to YYC FoodTrucks about the possibility of doing this again in 2022 as this was such a hit for the short time we did it in 2021

c) We had an offer from Todd Brand to help with bylaws refresh, board support, chair 2022 AGM. Rob is willing to help us out where needed and it was also suggested to see if we should hire Todd again to help us for the AGM. If so, Lori L will discuss with him what his fee's will all entail.



d) Motion to repeal free EWCA memberships for board members policy **Anne motioned, Kassi seconded, all in favour, motion passed**

e) Wishing Wall – outcome: We are hoping to have a Tim Horton's coffee truck come to the Clean-Up Day but will know more once Clean Up Day comes what will happen with the coffee truck

3. *1<sup>st</sup> VP / Bingo Director* – Shannon C: Hall report / Bingo report / Casino update

- The window is fixed and we are still running at 70% capacity and rentals are doing well
- We have a lot of Bingos coming up and are back to normal and still only have 5 volunteers right now
- We finally got into our new bingo for the first time this month which is great news and are back to our 11 bingos a year
- Casino are still a no for now, but we are still about 18-19 months out, so about late next year we may be getting it

4. *2<sup>nd</sup> VP / ECTAS Director*: - Anne M: Rink Coordinator / Clean-up Sept 25th / ECTAS report / 34<sup>th</sup> Ave SE connection from 36<sup>th</sup> St Pathway coming 2022 or 2023

- ECTAS has nothing to report due to our next meeting being Sept 28
- Pathway update for Erin Woods is part of a bike update but we're waiting for updates
- Working on getting signs and Carolyn is looking into this for us. Anne's going to email a group that sent Carolyn an email. We will be accepting cash donations and will be having things put onto Facebook by Anne ASAP. We'll also look into snacks for the day of
- Kassi and Anne will brainstorm healthy prepackaged food for Clean-Up Day
- We will holding off on U-Line Safety Vests and Stickers until next year's clean up
- We are not doing pick ups for this years clean up its only drop off's
- The time for the clean up day is 9-1 with the trucks leave at 1 sharp
- Jonathan Masri has offered to be our Outdoor Rink Co-ordinator and is willing to be a board member **Anne motioned, Allie seconded, all in favor, motion passed**

- Sticks and boards like the adopt a rink may be the cheapest way to go for the rink for the 2021/2022 season, Rob will send Lori L some information through email and she will forward it accordingly
5. *Treasurer* – John S: Financial report / Church Rent Vote / Pre-School Rent Vote
- John's absent, unable to do the financial report
  - Church requested another break until the new year (January 2022) **Anne motioned, Kassi seconded, all in favor, motion passed**
  - Pre-School rent-Waiting for direction for now from Kim and Carolyn – board ok with foregoing any rent from Kim until registrations are increasing. Preschool rent wasn't included in budget, so don't need to vote on this.
6. *Events Director* – Ali M: Kids Christmas party, etc?
- 40th Party was AWESOME!!
  - October 29 Halloween 7-9 Jelly Bean Dance, 8-11 Parent Party after that pending COVID with Bar being open? Sherman is willing to DJ for us if he doesn't have another gig. More information TBA
  - Christmas Party is a go pending COVID, December 4, 1-3 with Pastor Jesse and Church coming to do set up at 11. Sherman willing to DJ for us if he doesn't have another gig.

Adjournment 8:32 pm

Next General Meeting is: Monday, October 4, 2021 @ 7:00 pm. (early, due to Thanksgiving)

Erin Woods Community Association  
Comparative Income Statement

	Actual 01/02/2020 to 31/12/2020	Actual 01/02/2021 to 31/12/2021
<b>REVENUE</b>		
<b>Revenues</b>		
Registration Credit - Ref	0.00	0.00
Total Soccer Revenue	0.00	0.00
Community Clean Up	0.00	59.00
JB Dance Income	497.80	0.00
Hall Rentals	5,747.37	3,285.02
Preschool	952.38	0.00
Church - All Nations	2,484.54	4,470.35
Bar Income	2,814.50	1,762.25
Membership Income	190.50	438.15
Miscellaneous Revenue	18,067.12	16,922.72
Yoga Revenue	0.00	0.00
Grant Revenue	21,588.88	22,621.19
Contributions from Casino Funds	53,413.42	0.00
Bingo Income	9,038.87	11,640.79
<b>Total Revenue</b>	<b>114,795.38</b>	<b>61,199.47</b>
<b>TOTAL REVENUE</b>	<b>114,795.38</b>	<b>61,199.47</b>
<b>EXPENSE</b>		
<b>Expenses</b>		
Summer Soccer Expense	240.00	0.00
Vouchers Issued/Registration Cr...	4,550.00	2,500.00
Community Clean Up	6.00	345.00
Jelly Bean Dances	54.41	0.00
Children's Christmas Party	0.00	610.85
Neighbour Day Expense	0.00	0.00
Bar Expense	731.03	904.81
Bar Over/Short	-1.76	-1.70
BFI Expense	2,147.23	971.95
Hall Cleaning	373.55	264.69
Hall Rental	1,162.41	128.00
Maintenance Expense	26,761.89	5,736.18
Door Mat Service	26.04	131.70
Telus	1,187.34	1,082.78
Enmax	5,361.23	5,570.23
Direct Energy	1,165.14	2,051.54
Outdoor Rink Expense	0.00	178.26
Security Expense	890.00	893.50
Insurance	4,952.00	5,078.00
TOSHIBA	54.97	145.48
Office/Admin Expense	774.42	427.89
Kitchen Expense	0.00	9.97
Memberships	175.00	0.00
Bank Charges - Gen/Savings/So...	9.95	0.00
Bank Charges - Bingo	12.50	0.00
Gifts/Volunteer Recognition/Meet...	435.61	0.00
Website Expense	0.00	0.00
Newsletter Expense	1,725.00	1,725.00
Legal and Accounting	2,953.00	5,911.30
Licences and Dues	714.33	709.84
WCB	0.00	365.33
Wages	26,930.86	24,478.17
Employer's EI Expense	592.79	542.52
Employer's CPP Expense	927.17	807.20
<b>Total Wages and Employer's Ex...</b>	<b>28,450.82</b>	<b>25,827.89</b>
Bingo Expense	148.00	434.13
Casino Expense	2,284.00	0.00
Yoga expense	0.00	0.00
Miscellaneous	142.62	712.99

Erin Woods Community Association  
Comparative Income Statement

	Actual 01/02/2020 to 31/12/2020	Actual 01/02/2021 to 31/12/2021
Total Expenses	<u>87,486.73</u>	<u>62,715.61</u>
TOTAL EXPENSE	<u>87,486.73</u>	<u>62,715.61</u>
NET INCOME	<u>27,308.65</u>	<u>-1,516.14</u>

Erin Woods Community Association  
Balance Sheet As at 31/12/2021

**ASSET**

**Current Assets**

Float - Bar	300.00	
Float - Petty Cash	200.00	
Float - Stampede Stomp	0.00	
Float - Children's Events	350.00	
Float - concession	0.00	
General Bank Account	0.00	
TD General Account	26,697.66	
Soccer Bank Account	0.00	
Casino Bank Account	0.00	
Old Casino Account	13.08	
TD Casino Account	21,075.21	
Pull Ticket Bank Account	0.00	
TD Bingo Account	46,069.05	
Total Cash		94,705.00
Accounts Receivable	1,847.13	
Accounts Receivable - Restricted	0.00	
Account receivable accrual acco...	0.00	
Total Receivable		1,847.13
Prepaid Expenses		4,437.08
<b>Total Current Assets</b>		<b>100,989.21</b>

**Inventory**

Inventory		2,226.43
<b>Total Inventory</b>		<b>2,226.43</b>

**Capital Assets**

Leasehold Improvements	151,542.51	
Acc. Amort. - Leasehold Improve...	-52,167.08	
Office Furniture & Equipment	33,807.46	
Accum. Amort. -Furn. & Equip.	-29,750.71	
Computer Equipment	6,834.47	
Acc. Amort. - Computer Equipment	-5,844.76	
Outbuilding	46,619.87	
Acc. Amort. - Outbuilding	-26,910.04	
Pavement	10,700.00	
Acc. Amort. - Pavement	-9,511.56	
Sports Equipment	3,242.53	
Acc. Amort. - Sports Equip.	-3,127.37	
Basement Renovation	32,989.02	
Acc. Amort. - Basement Renovat...	-19,647.12	
Mechanical Room Renovation	45,480.68	
Acc. Amort Mech. Room Renova...	-18,249.70	
Building	372,688.06	
Acc. Amort. - Building	-83,793.08	
Signs	8,441.00	
Acc. Amort. Signs	-5,908.70	
<b>Total Capital Assets</b>		<b>457,435.48</b>

**TOTAL ASSET** 560,651.12

**LIABILITY**

**Current Liabilities**

Accounts Payable		1,099.58
Accrued Liabilities		5,755.42
Vouchers Payable		3,840.00
Vacation payable		120.84
EI Payable	0.00	
Total Receiver General		0.00
Damage Deposit Payable		2,400.00
GST Charged on Sales	478.69	
GST Paid on Purchases	-232.39	

Erin Woods Community Association  
Balance Sheet As at 31/12/2021

GST Owing (Refund)	246.30
Deferred Membership Revenue	101.15
Deferred soccer fees	0.00
<b>Total Current liabilities</b>	<u>13,563.29</u>
<b>Deferred Contributions</b>	
Deferred Cash Contributions	35,368.69
Deferred Cash Contributions - Bi...	39,622.52
Deferred Capital Contributions	151,439.42
<b>Total Deferred Contributions</b>	<u>226,430.63</u>
<b>TOTAL LIABILITY</b>	<u>239,993.92</u>
<b>EQUITY</b>	
<b>Net Assets</b>	
Net Assets Previous Year	850.48
Invested in Capital Assets	321,322.86
Current Earnings	-1,516.14
Prior period adjustments	0.00
<b>Total Retained Earnings</b>	<u>320,657.20</u>
<b>TOTAL EQUITY</b>	<u>320,657.20</u>
<b>LIABILITIES AND EQUITY</b>	<u><u>560,651.12</u></u>

*Reports from Shannon Coleman for the January 10, 2022 meeting:*

Sorry everyone I am unable to attend the meeting. My husband was in a bad car accident and is recovering from his injuries in hospital.

**Shannon as Bingo Director: Bingo Hall Report**

Things seem to be running smoothly underneath the city vaccination program, with a few hiccoughs here and there. Most customers seem to be following the rules. We are still waiting for the auditor to be done with our financials for last year. That will provide us a clear picture on how the year shaped up and how profitable we were despite Covid. Hopefully it should be completed soon. We have new management that has taken over running our concession as of December 15th. Everyone seems to be enjoying their food and pricing seems to be about the same.

**Shannon as 1<sup>st</sup> VP – Facilities: Community Centre Report**

We seem to still be having a lot of interest in rentals despite Covid and all the restrictions, which is good. We've had a few cancellations due to all the new restrictions and having to show proof of vaccination, which was expected. Thank you to all the board members who have come out and checked vaccine passports, and ensuring we are in compliance with the City and AHS and the whole REP / new restrictions / rules. Unfortunately we had to evict the Sudanese Church from upstairs because they were not following the rules and being very abusive to our staff. Our new caretaker started before Christmas and hasn't had too many responsibilities yet, with low rentals. He comes in weekly and cleans for the church downstairs and has done some odds and end jobs for Carolyn. Our new office administrator Christine started this week seems to be enjoying it so far. Hope everyone is staying safe looking forward to seeing you all soon,

- Shannon

## What is SCAN?

The Safer Communities and Neighbourhoods (SCAN) unit makes communities safer by using civil legislation to target residential and commercial problem properties in rural and urban Alberta where specified illegal activity is occurring regularly. This includes drug trafficking, prostitution and gang-related crime.

SCAN holds owners accountable for activity taking place on their property and supports landlords by helping them remove problem tenants who disrupt neighbourhoods and destroy property.

A resource for communities across Alberta, the unit initiates investigations based on citizen tips and works in partnership with residents to increase safety.

## How does SCAN work?

When a community member reports a problem property to SCAN, the unit will begin an investigation. Once the investigation confirms the activity, investigators will contact the property owner to try and solve the problem informally.

If informal efforts are unsuccessful, SCAN can apply to the courts for a Community Safety Order (CSO) that calls for owners to meet a number of conditions, or for the property to be closed for up to 90 days.

SCAN uses civil legislation to target properties, not people. Any criminal activity uncovered when dealing with these properties is turned over to the police to investigate.

# SCAN

Safer Communities and Neighbourhoods



[www.scan.alberta.ca](http://www.scan.alberta.ca)  
1-866-960-SCAN (7226)

## Contact us

To report a problem property and play a role in keeping your community safe, please contact SCAN at 1-866-960-SCAN (7226).

You can also file a complaint online at [www.scan.alberta.ca](http://www.scan.alberta.ca). Calls are toll-free and all complaints are confidential.



Alberta

Alberta



## Your information is confidential and safe

No person, including the director, shall, without written consent of the complainant disclose the identity of the complainant to another person, court, public body or law enforcement agency.

## Accountable and transparent

- Speak directly to an analyst
- Direct access to an investigator

## Benefits of SCAN

- Improves community safety
- Empowers citizens; complaint-driven process
- Targets property, not individuals
- Holds property owners accountable for activities on their properties

## What are signs I can look for in my neighbourhood?

The following are common signs of suspicious or illegal activity. Observing one of the following doesn't always signal illegal activity, but if they occur frequently or together, a problem may exist.

### Signs to look for include:

- Residents that are rarely seen, distant or secretive
  - Frequent visitors and unusual traffic at odd times of the day or night
  - People repeatedly visiting the property who only go to the door for short durations
  - Increased vehicle or foot traffic
  - Frequent late-night activity
  - Windows blackened or curtains always drawn
  - Extensive investment in home security
  - Neglected property and yard
  - Presence of drug paraphernalia or strange odours coming from the property
  - Residents who regularly meet vehicles near the property for short periods of time
- If you are suspicious of a property, do not investigate it yourself or approach the occupants. Contact local police or SCAN.

## How do I file a complaint?

Call SCAN toll-free at 1-866-960-SCAN (7226).

You can also file a complaint online at [www.scan.alberta.ca](http://www.scan.alberta.ca)

If enough evidence exists to support the complaint, SCAN will investigate.

**Is there a property in your community where illegal activities may be occurring?**

**Take action to improve the safety of your community by contacting SCAN.**



## Safety Agenda Items

1. Application is into the city for a SLOWS electronic speed sign. This sign is a radar-based sign that shows drivers the speed they are travelling. Application was submitted in December; I'm still waiting to hear back. Depending on the data collected from this unit, and severity of speed infractions in this area (school zone on Erin Woods Drive), the conversation can then be had with the city about installing a permanent, solar powered sign – The end goal. Service Number - 893601
2. Met with Miguel to discuss several things.
  - a. Smart Radar – (Above)
  - b. Block Parent program – I was cautioned against anything like this, given that it can be used by criminals to “case” a participant’s home by sending in children to identify security measures and valuables in the home. (Kind of sad to think about) I’m still going to research other options. And see if there is public interest.
  - c. Crime reports & statistics – Images Included in next page. Erin Woods is far below neighboring communities.
  - d. Calgary youth foundation – I’ll reach out to them a little closer to summer.
3. Wood that was slated for use for the community skating rink is no longer needed and can be used for the community garden if they need it.

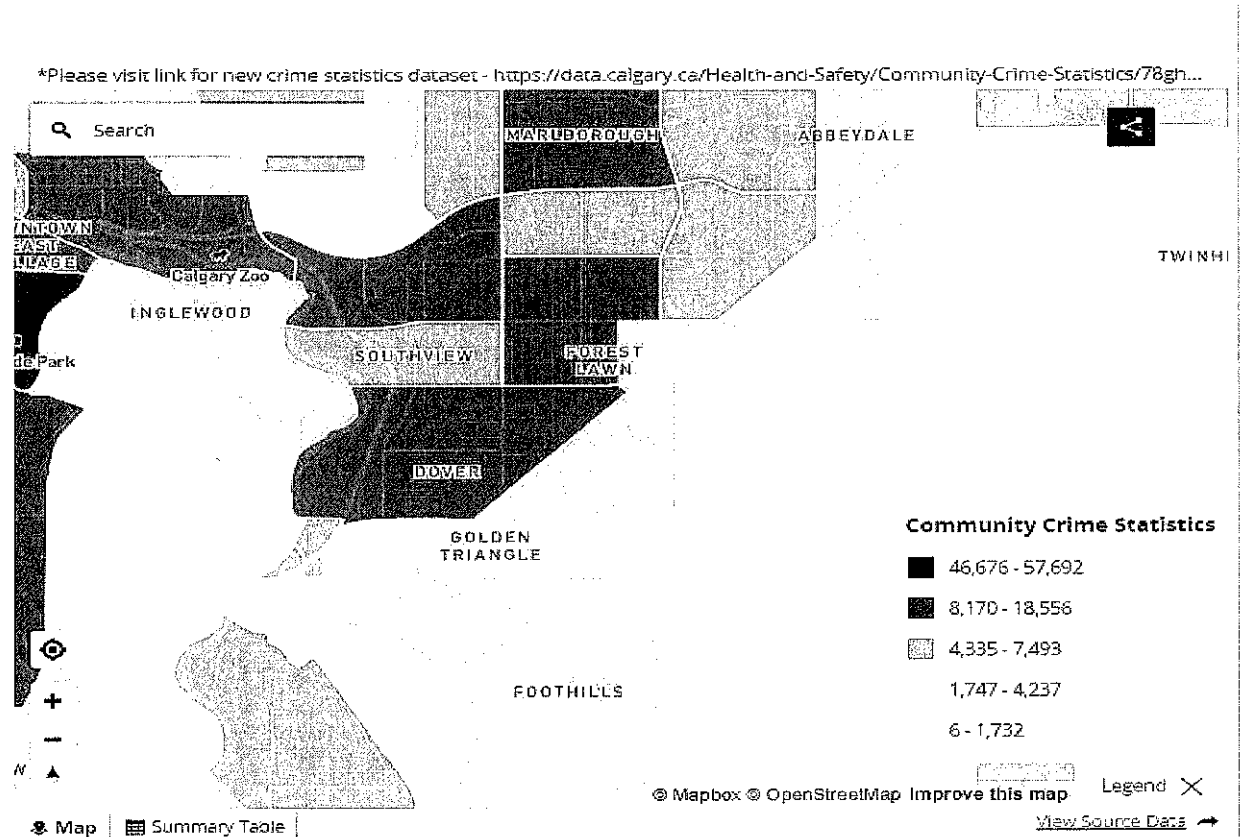
Crime statistics reported on next page

**Crime statistics for Erin Woods – Still no report in for December.**

Category	CommunityName	2021											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ERIN WOODS	Assault (Non-domestic)	1	1	1	5	5	1		2	1	2	1	
ERIN WOODS	Commercial Robbery											1	
ERIN WOODS	Street Robbery	1					1			1			
ERIN WOODS	Violence 'Other' (Non-domestic)		1		2	1		2	2	2		1	
ERIN WOODS	Break & Enter - Dwelling		2	1			1	1		1			1
ERIN WOODS	Break & Enter - Commercial		1	2			2	2	3	1	1	1	
ERIN WOODS	Break & Enter - Other Premises	1				1					1		
ERIN WOODS	Theft OF Vehicle	5		1	2	4	1	4	5	1	2	3	
ERIN WOODS	Theft FROM Vehicle	7	6	5	9	6	9	1	6	1	5		
ERIN WOODS	Social Disorder	22	30	19	35	39	34	44	31	29	31	31	
ERIN WOODS	Physical Disorder	3	4	1		4		5	4	6	1	2	

Community Crime and Disorder Map (to be archived) Health And Safe

[More Info](#) ▾



Erin Woods – 3,522 Incidents - Dover – 10,010 Incidents - Forrest Lawn – 18,556 Incidents



**Erin Woods Community Association  
Neighbourhood Partnership Coordinator Board Report  
January 2022**

<b>Priority Items</b>	
January Meeting	NPC can join January meeting virtually or by phoning in but will not be able to attend in person.
COVID-19 Relief Funds	Erin Woods CA received \$3,902.09 in Q3 Covid funding relief Q4 application window opens January 5, 2022 – email sent with details
Community Garden	NPC will support this initiative wherever possible
Covid - 19	<a href="https://www.alberta.ca/coronavirus-info-for-albertans.aspx">https://www.alberta.ca/coronavirus-info-for-albertans.aspx</a>
<b>Organizational Development</b>	
External Partners Survey	Thank you for completing it.
<b>Financial Management</b>	
<b>Grants</b>	
Active Transportation Fund – Opening Soon	<p><u><a href="#">Infrastructure Canada - Canada's First National Active Transportation Strategy</a></u></p> <p><b>What types of projects does the ATF support?</b> Funding is available for planning and design projects, as well as capital projects.</p> <p><b>Planning Projects</b></p> <p>Grants of up to \$50,000 are available for successful applicants who wish to undertake planning, design or stakeholder engagement activities. Funding can cover up to 100% of eligible costs.</p> <p><b>Capital Projects</b></p> <p>Contributions are available for capital projects that build new or enhance existing active transportation infrastructure, or which provide ancillary features and facilities that promote active transportation or enhance user safety and security.</p> <p>Please refer to the <u><a href="#">Applicant Guide</a></u> for full details on the ATF, including information on eligible recipients, funding amounts and eligible costs.</p>
AGLC – Use of Proceeds	AGLC related information can be found here: <a href="https://aglc.ca/covid-19">https://aglc.ca/covid-19</a>
Letters of Municipal Opinion	If applying for CFEP (or any other grant) which requires a Letter of Municipal Opinion, please send the request to your NPC as early as possible to gain the appropriate signatures. A minimum of two weeks would be preferential.



## License of Occupation

### Connecting City Resources

<p><b>Cold Weather Emergency Supports for Calgarians Experiencing Homelessness</b></p>	<ul style="list-style-type: none"> <li>• If you are cold and have nowhere to go these <u>shelters and services</u> can help – please call or visit.</li> <li>• For more info and other available resources call/text/chat 211 or visit <a href="http://www.ab.211.ca">www.ab.211.ca</a> 24-hours a day.</li> <li>• If you see someone who needs help you can call the DOAP (Downtown Outreach Addiction Partnership) team at 403-998-7388. If someone is in serious distress or non-responsive, call 911.</li> </ul> <p>Consider donating to shelters and outreach organizations who need support and supplies. Check social media to see what is needed and how to donate.</p>
<p><b>Snow Angels</b></p>	<p>The City of Calgary's Snow Angels program encourages neighbours to look out for one another by shovelling sidewalks for a neighbour who needs support. If someone has cleared your sidewalk, you can contact The City to have them officially recognized with a certificate of thanks signed by Mayor Gondek. Visit <a href="http://calgary.ca/SnowAngels">calgary.ca/SnowAngels</a> to print a recognition certificate, or call 311, and you'll be sent a certificate to give to them. To be a snow angel, all you have to do is help your neighbours out with snow and ice clearing this winter. For more information, visit <a href="http://calgary.ca/SnowAngels">calgary.ca/SnowAngels</a>.</p>
<p><b>Neighbourhood Streets Pilot Policy</b></p>	<p>In 2020, The City created a new draft policy with the goal of creating streets where neighbours of all ages and abilities can connect and have access to safe, comfortable travel options. This new draft policy goes beyond speeding concerns and widens the tool kits available to enhance neighbourhood streets and promote other modes of transportation. To test the policy, The City chose a number of diverse communities, each with unique wishes for their local streets. The project team is now gathering feedback on the draft policy from the public and key stakeholders at <a href="http://calgary.ca/NeighbourhoodStreetsPilotPolicy">Neighbourhood Streets Pilot Policy   Engage (calgary.ca)</a>.</p>
<p><b>Outdoor Special Event Fire Code Requirements</b></p>	<p>Outdoor events like block parties, beer gardens, haunted houses, street festivals and religious gatherings may require a permit. You may need to obtain a permit even if your outdoor event is on City or private property, open to public or private. If you are planning on hosting an event with a fire pit, please see the following link - <a href="https://www.calgary.ca/csps/fire/inspections-investigations-and-permitting/outdoor-special-event-fire-code-requirements.html">https://www.calgary.ca/csps/fire/inspections-investigations-and-permitting/outdoor-special-event-fire-code-requirements.html</a> and feel free to reach out to your NPC for more details.</p>
<p><b><u>Calgary COVID-19 Community Food Map – Google My Maps</u></b></p>	<p>A sharable google map has been developed to help Calgarians find access to the following food-related topics: No Cost Food Hampers and Baskets, Community Food Pantries, Food Bank Referrals, Good Food Box Pick Up Locations, Fresh Routes Mobile Market, Free and Low Cost Meals, Baby Supplies, Grocery Delivery Services and Free Bagged Lunches for Kids and Youth.</p>

### Public Relations

<p><b><u>Calgary Awards The Calgary Awards</u></b></p>	<p>Nominations for the 28th Annual Calgary Awards will be accepted from Jan 5 to Feb 9.</p> <p>Extraordinary Calgarians make a difference. Through their exceptional achievements and contributions, many Calgarians make life better. This is your</p>
--	---



	<p>opportunity to recognize deserving individuals, businesses and organizations who have improved the quality of life in our community.</p> <p>The Calgary Awards celebrate exceptional achievements and contributions made by Calgarians. Look to your neighbours, colleagues, community leaders, local groups and companies who could qualify as award recipients.</p> <p>For more information visit: Visit <a href="http://calgary.ca/calgaryawards">calgary.ca/calgaryawards</a></p> <p><a href="https://www.youtube.com/watch?v=5ySxdm0T-Ps">https://www.youtube.com/watch?v=5ySxdm0T-Ps</a></p>
<p><b>Programming</b></p>	
<p><b><u>CalgaryEATS! Farm Stand Program</u></b></p> <p><b>Contact:</b> Kristi Peters <a href="mailto:Kristi.peters@calgary.ca">Kristi.peters@calgary.ca</a></p> <p><b>Deadline:</b> If interesting in hosting a farm stand, submit an Expression of Interest to Kristi Peters by January 28, 2022</p> <p><b>Additional Info on Food Action Plan:</b> <a href="http://www.calgary.ca/Food">www.calgary.ca/Food</a></p>	<p>In support of the CalgaryEATS Food Action Plan, the Farm Stand program supports City Council's vision of bringing fresh, local produce to more Calgarians. A Farm Stand is a single fresh produce farmer/vendor who comes into a community location and sells their produce directly to community residents.</p> <p>About the Farm Stand program:</p> <ul style="list-style-type: none"> <li>• The program typically starts in May, as soon as our local farmer/vendors have fresh produce for sale. Most farm stands run until Thanksgiving long weekend, weather permitting. After this date some vendors may move indoors for the winter.</li> <li>• The facilities required from the hosts will depend on the type of vendor: Our truck vendors need a parking stall or two (one vendor generates its power using solar panels) OR Our table vendors require a flat, open space (could be 3 parking spaces or a flat grassy space near parking). They bring their own tent, tables, signage and display materials.</li> <li>• The hosting organization is not required to provide access to the community hall/washroom facilities, supply electrical power, storage or deal with Farm Stand waste.</li> <li>• The hosting organization does not receive a facility usage fee (i.e. rent) from the vendor or The City of Calgary.</li> <li>• The hosting organization must accept The City of Calgary's Participation Letter</li> <li>• The City of Calgary will promote the 2022 Farm Stand program overall, however, the community will also need to provide significant media resources (social media, newsletter, signage) to ensure the farm stand is successful.</li> </ul> <p>Our local farmer/vendors prevent COVID-19 spread by following our Vendor COVID-19 Protocol</p>
<p>Calgary Recreation Programs 2021</p>	<p>See previously circulated Calgary Recreation Program Request Form for more information. If interested, complete the request form and send to Joleen Teske at <a href="mailto:Joleen.Teske@calgary.ca">Joleen.Teske@calgary.ca</a></p>
<p><b>Facility Maintenance &amp; Capital Construction</b></p>	
<p>Letters of Municipal Opinion</p>	<p>Please note that it is a requirement to receive 'Support in Principle' for capital projects (if applicable, over 50K or DP required as per Lease/LOC agreement) PRIOR to the City of Calgary providing letters of Municipal Opinion (CFEP or otherwise). Please make sure to discuss any projects within your Lease/LOC as far in advance as possible with your NPC.</p>



## Other

Federation of Calgary  
Communities Workshops

**To register and view all online/virtual workshops and sessions visit**  
[calgarycommunities.com/our-events/](http://calgarycommunities.com/our-events/)

Government of Alberta –  
Community Development  
– Workshops & Trainings

Board Development: Understanding your Legal Landscape – January 12  
Board Development: Board Roles & Responsibilities – January 19  
Grant Writing 101 – January 20  
The Role of the Board Chair – January 22  
Board Development: Legal Responsibilities – January 26  
Board Development: Organizational Purpose & Planning – February 2  
Grant Writing 101 – February 3  
The Role of the Board Treasurer – February 8  
Board Development: Financial Responsibilities – February 9  
Cybersecurity: What's the Board's Role – February 15  
Board Development: Risk Management – February 16  
Board Development: Committees & Meetings – February 23

**For more information or to register visit:** [Government of Alberta - Community Development Unit Events | Eventbrite](#)

Email contact is: [communitydevelopment@gov.ab.ca](mailto:communitydevelopment@gov.ab.ca) or call 310-0000 then dial 780-963-2281.

## NPC Contact Information

### Robert Dickinson

Neighbourhood Partnership Coordinator, Neighbourhood Connections  
Calgary Neighbourhoods

| C 403.801.7864 | [Robert.Dickinson@calgary.ca](mailto:Robert.Dickinson@calgary.ca)