



Evanston Creekside Community Association (ECCA)
Board of Directors - February Meeting Minutes
Date: Tuesday, March 3, 2026
Location: JP's Indian Bistro

Attendees

- Mike Stiles – President
- Sandra Taylor – Vice President
- Jamie Fisher – Vice President
- Karl Alexander – Director of Public Spaces
- Sarah Alexander – Secretary
- Renee Vilneff – Treasurer
- Maricel McDonald – Director of Memberships
- Brooke Snelgrove – Director of Communications
- Tristin Stiles – Director of Public Spaces
- Bobby Kooner – Director of Safety
- Mikee Laberge – Director of Events (Via Zoom)
- Sharon Todd – Director at Large & Garden Coordinator
- Aaron Taylor – Neighborhood Partnership Coordinator, City of Calgary
- Brooke Crozon on behalf of Adam Massiah – Community Relations Advisor, Ward 2 Office

Absentees

- Aly Bhimji – Director of Fundraising
 - Karen Ruzicki – Office of the Hon. Muhammad Yaseen MLA for Calgary-North
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1. Roll Call

The meeting was called to order at 6:28 PM.

Motioned by: Mike Stiles

Seconded by: Brooke Snelgrove

Result: Carried unanimously

2. Guest Presentations

2.1 Neighbourhood Partnership Coordinator Board Report

Presenter: Aaron Taylor

Details available in the attached report. Key updates included:

- Energizing Spaces Grant Applications – now open
- City water restrictions beginning March 9, 2026
- March Community Awareness Month
- Jane's Walk 2026
- Organizational Health Assessment Tool (OHAT) and Service Measures (SM) for the 2025 calendar year
- Travel Safe Video Contest
- Camp Courage
- Alberta Culture Days

2.2 311 & Council Updates

Presenter: Brooke Crozon

- The majority of 311 inquiries in February 2026 related to:
 - Snow and ice on sidewalks
 - Black cart collection
 - Property tax increase inquiries
- Ward 2 Town Hall
 - Date: May 4, 2026
 - Time: 6:00 PM
 - Location: Symons Valley United Church
- Ward Community Event Fund (WCEF)
 - Applications are now open - Recommendation: submit an annual events plan



2.3 MLA Updates

Presenter: Mike Stiles (on behalf of Karen Ruzicki)

- Gift cards and bus passes available for seniors and low-income families
- \$400 grant available for a new speaker
- Action: Mikee Laberge (Events Coordinator) to contact Karen to discuss further

3. Reports of Officers, Directors, and Committees

3.1 President Report – Mike Stiles

Neighbour Day

- June 20, 2026
- Seeking ideas for a community event to host.

WCEF Grant 2025

- \$2,000 received for the Christmas Mingle
- Funds must be reimbursed to Ward 2 due to event cancellation

Community Cleanup

- Date: September 20, 2026
- Location: St. Josephine Bakhita
- Additional details to follow

3.2 Vice President Report – Sandra Taylor

- Police report filed regarding the missing speaker
- Sandra will follow up with the constable for updates

3.3 Treasurer Report - Renee Vilneff

Internal Audit

- No deposit located for the external audit
- Internal audit must be completed prior to the AGM



Volunteers for Internal Audit:

- Sharon Todd
- Sandra Taylor
- Mikee Laberge

Membership and Compliance

- Federation membership paid and certificate of good standing received
- Annual Return completed and submitted to Corporate Registries

Utilities & Insurance

- ENMAX
 - Previous overdue balance paid in full
 - Monthly payments now withdrawn automatically
- Insurance
 - Automatically renewed in January 2026
 - Monthly payments set to automatic withdrawal

Accounts & Payment Systems

- Stripe account access successfully recovered
- Square reader operational and new account created due to unrecoverable previous account

Banking Access

- Bank account access granted to all individuals with signing authority
- Online banking access limited to read-only

Financial Review

- Previous general ledger from prior Treasurer not located
- Review and investigation of voided cheques from previous board underway
- Income statements and balance sheets completed for: November 2025, December 2025 & January 2026

Bank Balance (Feb 7, 2026):

- \$12,815 less \$2,000 refund owed to Ward 2 for Christmas Mingle

Financial Planning

- Board discussed allocating restricted funds to ensure operating expenses can be covered for at least 18 months - All board members in agreement.



Action Items: Create backup files for financial records and implement expense reimbursement forms for improved tracking.

3.4 Director of Memberships – Maricel McDonald

- Membership drive poster created
- Renewal reminder emails to be sent to members with expiring memberships
- Current membership: 146 members

Action Items: Generate list of businesses participating in the membership program.

3.5 Director of Fundraising – Mike Stiles (on behalf of Aly Bhimji)

New Fundraising Opportunity – RainBarrel Program

- Partnership with rainbarrel.ca
- Residents may purchase up to 3 rain barrels per household
- Cost: \$50 each
- Portion of proceeds will go to the ECCA
- The City may provide reimbursement through its own program

Action: Ali Bhimji to complete and submit the grant application – All board members in agreement.

3.6 Director of Public Spaces – Karl Alexander

Park Maintenance

- All locks replaced and shed door repaired

Equipment Update

- Snow blower: requires new motor and unlikely to last another season
- Lawn mower: requires frame repairs and new cutting blades

Board Approval:

Karl authorized to complete lawn mower repairs at his residence/garage

Infrastructure Discussion

- Additional pathway markers needed (deferred to fall)
- Replacement of string lights discussed
 - Options: power vs. Solar



Water Box Access to be limited to:

- Executive board members
- Director of Public Spaces
- Garden Committee Lead

Board Decision: Approved unanimously

Action Items: Remove broken string lights, Remove broken Christmas lights from trees, Tighten clamps in water box and Research UV deflection tape for signboard.

3.7 Director of Public Spaces – Tristin Stiles

Action Item: Flood the rink to identify drain locations before water restrictions begin.

3.8 Director of Safety – Bobby Kooner

Proposal to create safety awareness videos for social media covering topics such as:

- New school opening
- New intersection at 14th Street
- Proper crosswalk use

Action Item: Develop a weekly safety content calendar.

3.9 Director of Communications – Brooke Snelgrove

- Will be away April 13 – May 8, 2026
- Facebook, email, and website access granted to appropriate board members
- Facebook page now active

Requests: Board members to submit signboard and Facebook content ideas before the next meeting

Action Item: Organize and inventory signboard letters to determine if any missing items.

3.10 Director of Events – Mikee Laberge

Proposed new event:

“Bunny Hops” Beer Tasting Event – Late March



3.11 Director at Large / Community Garden Committee Lead – Sharon Todd

Garden Committee

- Contacted previous members
- Three volunteers confirmed

Funding Opportunity

- Climate Ready YYC Grant - Application deadline: April 5, 2026

Garden Needs

- Donations requested: Egg shells & Coffee grounds

Garden Planning

- Replacement covers required for water container totes
- Discussion on planting root vegetables (low maintenance and hardy)

Produce distribution plan:

- First to community members in need
- Remaining produce donated to the food bank

Watering Improvements

- Proposal to install hose and reel on shed
- Current method requires volunteers to carry water pails

Action: Coordinate with Director of Public Spaces and report back to board.

Additional Action Items: Contact local nurseries and RONA to secure supplies, seeds, and materials.

4. Special Orders (Motions)

4.1 Motion: Write a cheque for WCEF reimbursement and provide to Brooke Crozon.

- Moved by: Mike Stiles
- Seconded by: Karl Alexander
- Result: Carried unanimously



4.2 Motion: Allocate \$4,436.35 to restricted funds for general park maintenance and operating expenses.

- Moved by: Renee
- Seconded by: Brooke Snelgrove
- Result: Carried unanimously

4.3 Motion: Purchase two USB drives for the Treasurer and Secretary to create financial backups.

- Moved by: Renee
- Seconded by: Sharon Todd
- Result: Carried unanimously

4.4 Motion: Proceed with Bunny Hops Beer Tasting Event.

- Moved by: Mikee Laberge
- Seconded by: Sandra Taylor
- Result: Carried unanimously

5. Unfinished Business

5.1 Oath of Office & Confidentiality Agreement

Board members received copies to review and sign. Signed copies should be emailed to Mike Stiles if not already submitted.

5.2 AGM Planning & Recruitment

- AGM Date: Wednesday, April 29, 2026
- Time: 6:00 PM
- Location: Servus Credit Union

Board agreed not to appoint a nominating committee. Recruitment responsibilities will be shared by the entire board.

5.3 Strategic Planning

Short- and long-term strategic planning discussion deferred to the next meeting.



6. New Business

6.1 Charlesglen Toyota Celebration

- Proposed location: Creekside Co-op
- Board approval received

6.2 Playfield Renewal Invoice

- Payment required for community soccer permits
- Must be paid to avoid losing permits to another community

6.3 Security Cameras

- Suggestion to apply for Inspiring Neighbourhood Grant
- Interim solution: Vice President Sandra Taylor will loan a Blink camera

6.4 Bylaw Updates

- Proposed bylaw updates circulated as per attached Appendix A
- To be presented at AGM
- Board members may submit additional suggestions to Mike Stiles

6.5 Elbow Park Rezoning Petition

- Board members abstained from participation

6.6 ECCA Door Hangers

- Sir Winston Churchill High School students available for volunteer support at community events

Items Deferred to April Meeting:

- Membership QR code
- Purchase of ID cards and iPad Potential trenching for power to trees
- Potential trenching for power to trees for Christmas lights display
- AGLC Casino application

7. Upcoming Events

Easter Egg Hunt

- Date: April 4, 2026 / Time: 1:00 PM – 4:00 PM
- Location: Evanston Community Park
- Hosted By: Maricel McDonald



8. Next Meeting

- Date: Tuesday, April 7, 2026
- Time: 6:30 PM
- Location: Boston Pizza Creekside

9. Adjournment

The meeting was adjourned at 8:42 PM.

- **Moved by:** Mike Stiles
- **Seconded by:** Karl Alexander
- **Result:** Carried unanimously

Prepared By: Sarah Alexander, Secretary

Approved By: Mike Stiles, President

Dated: March 8, 2026