



## Speargrass Community Association (SCA)

### Annual General Meeting

Location: Carseland Hall

Date: Thursday, October 26, 2023

Time: 7:00pm – 9:00pm

**In Attendance – See Attached Spreadsheet of Members who attended (quorum is 15 households - achieved)**

### Agenda Items:

See Attached Powerpoint for the agenda and discussion items. Minutes below include only general discussion topics in addition to information on the powerpoint.

#### 1. Approval of Minutes & Agenda

*Moved by Lynn Mullen that the minutes are approved.*

Carried

*Moved by Shelley McEachern that the agenda is approved*

Carried

Jeff has been President for 4 years and thanked the Community as he is stepping down

### President Message to Community

- Self watering plants were installed this past spring and worked great and reduced the work for the volunteers
- The upper Pergola needed staining. Has since been completed. Thanks again to those involved in making this happen.
- The base of both Pergola's has been recovered and repaired. The new rubber-based coating not only looks terrific but will be far superior in durability. A grant from the County covered the cost.
- Many of our community members organized and ran Special events. Such as Our family day horse & wagon event, the Easter egg hunt & the fall gathering.
- Thank You to ALL our volunteers for helping to make these events happen!



- NOTE: We can always make room for additional volunteers to help keep Your community a viable & beautiful place to reside!
- On that note My term as President will be completed this evening and a new President will be named.
- I have enjoyed My tenure as President for the past four years. Several projects have been completed over those years of which I'm proud to have been part of.
- A huge Thank You to present and Past board members, it has been a pleasure and honor to have served with You all!
- I'll wish the current board and new members continued success.

#### **Special Guests:**

##### **Speargrass Golf Course**

- Golf Course update – See Powerpoint slide (Tahra Sabir provided update on behalf of golf course)

##### **Shelley McEachern**

- Trails to the Bow Update – see powerpoint attached

##### **Donna Bigger – County of Wheatland Councilor**

- Signs as previous entrance have changed from stop to yield. Lights requested and have been added to plan. Bill Jarvis – MLA would like to come next year.
- Curling open house in November
- Discussion on Zero scaping some the areas in Speargrass.

##### **Dave Rimes**

- Community groups can apply for grants – keep an eye out for them.
  - Pretty flexible in what they can be used for
  - Also a couple scholarships – math, environmental, engineering etc available
  - November 29, 2023 – grant writing class

*Moved by Gord Howe to approve the Budget 2024 –*

Carried

Discussion about snow removal. Jeff is getting a quote from Steve Skaar – discussed using a brush versus a blade. Limited dollars in budget for this. Discussed about golf course have equipment



Christmas Lights set up date is Saturday, November 4, 2023 at 10 am

### **Elections for President**

Donna Biggar nominated Sheryl Johnston for President

Sheryl Johnston accepted.

No other nomination

**Sheryl Johnston declared President for the term effective October 26<sup>th</sup> 2023 – AGM Meeting in October 2025.**

Calls for Event Coordinator – no nominations or volunteers – will defer this position

***Motion to adjourn 8:15 – Shelley McEachern*** – Carried.

Date **October 26, 2023 List**

**Members in Attendance**

	<b>Last Name</b>	<b>First Name</b>
1	Biggar	Donna
2	Cey	Paul
3	Donald	Bev & Vic
4	Gatemen	Joan
5	Graff	Wayne & Julie
6	Henkel	Henry
7	Howe	Gord
8	Johnston	Sheryl
9	Kidd	Len & Kay
10	McEachern	Kevin & Shelley
11	Moore	David & Sharron
12	Mullen	Lynne
13	Perini	Marilyn
15	Sabir	Tahra
16	Schienbein	Pamela
17	Wark	Iona
18	Wrigley	Susan & Doug
19	Yates	Murray & Jayne

**Non Members**

<b>Last Name</b>	<b>First Name</b>
Rimes	Dave

**QUORUM IS 15 - WE HAVE 19**

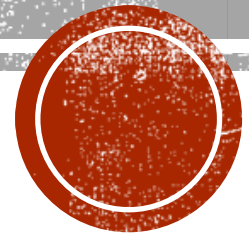


# **SPEARGRASS COMMUNITY ASSOCIATION AGM**

**Tuesday, October 26, 2023**

**7:00 p.m.**

**Carseland Community Hall**



# APPROVE AGENDA

- Welcome & Introductions
- Approve Agenda
- Review and Adopt GM Meeting Minutes
- Expression of Appreciation
- Special Guests Reports
- Annual Reports: Presidents Report/Directors' Reports/Committee Reports
- Elections
- Adjourn Meeting



# REVIEW AND ADOPT SPRING GM MINUTES







Planting trees & flowers  
Watering flowers, green spaces, trees  
Trimming pathways

Christmas Lights - putting up and taking down  
Maintaining RV Parking Lot

Volunteering for events  
    Winter Sleigh Ride  
    Golf Tournament  
    Garage Sale - HUGE SUCCESS!  
    Spring Clean Up

Speargrass Golf Course





# SCA Board Members

President - Jeff Perry - VACANT

Vice President - Julie Graff

Treasurer - Iona Wark

Secretary - Tahra Sabir

Beautification - Donna Bigger

Communications - Ross McTavish

Membership/Welcoming - Sharron Moore

Membership/RV Parking - Marie Leason

Event Coordinator - Sheryl Johnston



# WELCOME SPECIAL GUESTS/NEW RESIDENTS

## Special Guests:

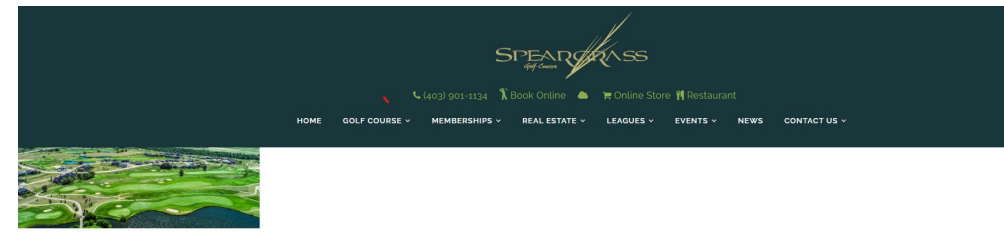
- **Donna Biggar**, Councilor -  
Division 3, Wheatland County
- **Dave Rimes** - Community  
Service Coordinator,  
Wheatland County
- **Speargrass Golf Course** -  
Report
- **Wheatland Trails to the Bow  
Update**



**Welcome New Residents**



# Speargrass Golf Course Update



WELCOME TO SPEARGRASS GOLF  
COURSE COMMUNITY

- Warren sends regrets
- 2023 Season went well, similar rounds as last year
- Land redesignation to change the 18<sup>th</sup> hole
- New Clubhouse
  - Working with Architects
  - Location – same as current clubhouse
  - Need to move existing clubhouse (between 1<sup>st</sup> and 9<sup>th</sup> green)
    - By next season opening
  - Construction build for new clubhouse – potentially late summer, early fall 2024 with potential opening date of Spring 2026.



# ANNUAL REPORTS

The S.C.A. accomplished a number of project's in the community in 2023.

**Self watering plants** were installed this past spring and worked perfectly eliminating the need for volunteer ( for the most part) help.

Upper **Pergola** was stained & both bases have a new rubber based coating - much better quality and grant cover the cost!

**Special Events a Success!** - Family Day horse and wagon, Easter Egg Hunt, Fall BBQ



# TREASURER'S REPORT

## DRAFT

Speargrass Community Association  
January 1, 2023 - September 15, 2023

Bank Balance as of September 15, 2023 47,985.44

### REVENUE

Donations	50.00
Membership Fees	4,150.00
RV Rental Monies	11,565.00
Grant Funding	13,090.60
Deferred Grant Revenue	11,800.00
<b>Total Revenue</b>	<b>40,655.60</b>

### Expenses

Amortization (see schedule)	15,966.00
Grant Monies (Operating Exp)	11,285.45
Canada Day Celebration	187.89
Insurance	-
Interest & Bank Charges	-18.17
Property Taxes	2,685.41
Utilities	837.24
Supplies/General Admin	752.85
Trees & Beautification	-
Welcome Kit Supplies	-
<b>Total Expenses</b>	<b>31,696.67</b>

Net Revenue/(Loss) 8,958.93

## Proposed Budget for 2024

### REVENUE

Membership Fees	4,000.00
RV Rental Monies	11,500.00
Grant Funding	20,000.00
Deferred Grant Revenue	11,800.00
<b>Total Revenue</b>	<b>47,300.00</b>

### EXPENSES

Amortization (see schedule)	15,966.00
Grant Monies (Operating Exp)	20,000.00
Events	3,000.00
Insurance	800.00
Interest & Bank Charges	50.00
Property Taxes	2,700.00
Utilities	850.00
Supplies/General Admin	800.00
Welcome Kit Supplies	100.00
<b>Total Expenses</b>	<b>44,266.00</b>

Net Revenue/(Loss) 3,034.00





- Flowers at the green spaces were purchased through Blue Sky and paid via a C.E.R.B. grant
- Flags at the front entrance were replaced
- Pergola stones – New Layout - rubber base
- Self-watering containers a success
- Snow Removal - volunteers?
- Christmas Lights - volunteers - Saturday, October 28, 2023 at 10:00 am

## **BEAUTIFICATION REPORT**



# COMMUNICATIONS REPORT

- We have endeavored to answer most communications normally within 2 to 24 hours window – but not the expectation as we are volunteers.
- The goal has been to keep residents informed about community events
- Answer questions sent through our website
- To communicate information sent to us by outside sources such as: Wheatland County, Speargrass Golf Course and the Engineering Company regarding road construction





# MEMBERSHIP

119 Homes in Speargrass

- 94 Members (79%)
- 19 households (16% ) non members
- 6 households unknown - (5%) “Unknown Residents”



# RV PARKING REPORT



- 55 Stalls in total with RV Parking available for rent -
  - 100% Small stalls rented
  - 77% Large Stalls rented (6 vacant)
- Total Average 89% of stalls rented
- 2 RV rentals still owing
- Internet connectivity for video surveillance





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# GRANT REPORTS



## 2023 COMMUNITY ENHANCEMENT GRANT FUNDING (CERB)

Ø Applied the following grants totaling - \$44,605.60

- Paving Stones for two Pergolas - \$10,000 – Project is completed
- Self-Watering Planters - \$1,390.60 – Project is completed
- Flowers for Community Planters – 1,700.00 – Project is completed
- Speargrass Community Pathway – Fire Pit Greenspace – \$28,945.00
- Operating Expenses (Utilities & Insurance only) - \$2,570.00



# GRANT REPORTS

Grants for \$15,660.60 were approved and completed

- The Grant for the pathway at the Fire Pit Greenspace was not approved.
- Ø Reconciliations for CERB Grants cannot be done until November (when the paperwork becomes available online)
- Ø A Thank You will be posted on our Speargrass Community Association (SCA) Website and an ad will be placed in the Strathmore Times (November 2023)
- Ø SCA is responsible for paying all GST and any overages (Balances not yet reconciled)
- Ø SCA is responsible for returning any balances remaining after the project is completed
- Ø Grant Applications for 2024 have yet to be determined
- Ø We sincerely Thank Wheatland County and the CERB for their continued support of our community.





# ELECTIONS

## Role of the President

- Chair of the meetings of the association
- Ex-officio member of all committees
- Direct and confirm the duties delegated to the other Board Members
- Works closely with the board and residents to establish the overall goals of the association.
- Presides at board and other meetings.
- Ensures that valid voting procedures are used
- Maintain order throughout the meeting and rule on points of order
- Knowledgeable of all governing documents and ensure the association operates accordingly.
- Primary spokesman for the association.





- Questions ???
- Adjourn Meeting

**Thank you for  
Attending  
See You Next Time!**

