



Carlington Community Association

Minutes (Approved) for CCA Board Meeting – April 6, 2022 (by conference call)

Present: Brian Beard, Tara Beechey, Peter Zakrzewski, Alexandria (Allie) Hodgson, Heather Darling, Dave Janveau

Regrets: Kristen Bennett, Ahmed Elchamaa, David Hoey

Call to Order by Zoom Pro: 7:08 p.m.

1. Introductions and Land Acknowledgement

'We would like to begin by acknowledging that the land on which we gather is the traditional unceded Algonquin territory.'

2. **Motion to Approve the Agenda:** Moved by Dave Janveau seconded by Tara Beechey. There was no opposition, the motion was carried.

3. **Motion to Approve the March 2, 2022, Minutes:** Moved by Tara Beechey, seconded by Alexandria Hodgson. There was no opposition, the motion was carried.

4. **Advisements of Conflict of Interest:** None noted.

5. President's Report:

Community Grant Proposal Meeting

Painting of the Hydro Poles: Basically, it's a no-go as Hydro isn't allowing it. We've let the grant recipients know that; however, happy to talk to the recipients if something else comes up that would be of interest to them. Haven't heard back.

Semicircle across from La Tiendita: Met with Councillor Brockington this week. Riley felt confident it should go ahead no problem. As there would be digging underground, it would have to be confirmed as safe first.

Election Coming Up

Nelson mentioned Glebe Community Association is organizing an online debate. We can put forward some questions if we would like. They are also looking for a bit of sponsorship/money to help cover the cost; however, haven't been told what amount they are looking for. Last time the CCA donated, I believe it was around \$40.

Asked if anyone is interested in sitting on the committee for the debate from the Board - at this time no. Asked if everyone is comfortable with a small donation to support the debate, everyone on the call said yes. President committing to let the Board know if it's a much higher request for support than last time.



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Development Committee

Have communicated through email with Ahmed about the conversations around the Development Committee that we previously had, and he appears to be onboard with the proposed structure, which I outlined for him. Which is, Ahmed taking on the chair role, reaching out to those on the Committee and to those who expressed interest in being on the Committee. Leave it up to him and get his feedback in May as to where he's at.

Meeting with Riley, discussed the following:

30km/hr

Basically, he's checking if we need Council approval to move to 30km/hr. This would be the first one done in his Ward. Riley is going to put out feelers to the rest of the Ward. Might focus on one part of the community as a pilot project to see what the impact could look like. Will get back to us in May.

Bike Lane Removal Request - Fisher

Someone reached out to Riley to ask for the bike lanes to be removed from Fisher. Riley has said that he is not going to advocate for that, that the bike route needs to remain (North/South) and that it needs to be better than what it is.

NCC Pathways

Riley will be working with the NCC to advocate for better pathways in the community, and hopefully we can see some improvements over winter management.

Kirkwood Study

Let Riley know about some of our concerns about the methodology behind how they are doing measurements of traffic levels and truck levels on Kirkwood.

Father's Day Event

I understand that Riley wants to host a Father's Day Event at Alexander Community Centre which we would be happy to promote.

Active Transportation/Traffic- Calming

Had a very good first meeting some time ago as a committee; however, the follow through hasn't been strong. Going to try and work to see what I can do to improve the engagement.

AGM - May 17th

The Board has sent over some ideas to Brian for the AGM:

- Caldwell Health Centre Wellness Hub
- Second Hand Stories. It was noted that Second Hand Stories could come to a General Meeting.



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- Pollinator Patches. It was noted that we will maybe have them talk at the Carlington Outdoors event.

Brian will likely be away for the AGM in May, so David Hoey may have to run it.

6. Finance: Brian Beard

Some cheques signed:

- FCA (Federation of Community Associations) - ~\$40
- Post Office Charge for Collection of Mail
- Check to our Finance Chair (David Hoey) to cover some incidentals

7. Development and Transportation

- Talked with Ahmed about the Development Committee
- Talked about more work at Kirkwood and Carling (received from the Province through Riley Brockington)
- The Province has put together a bill to help make homes more affordable, have gone through a number of the recommendations with the task force but not all of them. Jeff Lieper put out a good report. Looks like they are removing councillors' abilities to get involved with site plans and working with the community who have concerns about rectifying the issues.

8. Communications: Tara Beechey

Election Process

- To establish a nominating committee each year no later than two months before the Annual General Meeting. The chair of the nominating committee shall not be the incumbent president or vice-president and need not be a member of the Board of Directors;

Cam Ketchum has agreed to be the chair.

Tara will also sit on the committee and provide communication and logistical support.

Questions for the election:

- Where will the AGM be held? Virtual or live?
 - Virtual
- How many positions are up for election?
 - 2 for sure, possible 2 more (AHMED AND DAVE TO CONFIRM)

Note: Tara and Heather to work through the polling process.



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Promotion of AGM

- Tara created graphics to promote the AGM and to recruit board members.
<https://drive.google.com/drive/folders/18B3VOAQHpYTRV-w-psTgGVdGW84j8WV3?usp=sharing>
- Has started to promote the AGM
 - Running in the Howell newsletter for May (Heather and Peter cc'd on it so we can keep in contact with her after Tara is gone)
 - Ran in Riley's newsletter in April
 - Has pre-set recruitment ads to run all of April and into May the first week of May.
- To Do:
 - Before April 17, an email should go out to members advising the number of seats open on the Board and that the CCA is seeking nominations. They can contact Brian at his president email.
 - Registration for the AGM email on April 26 with a deadline to let membership know by May 13 so info can go back out to them by Monday.

Governance: Created a Board Term spreadsheet to keep track going forward in Governance folder
<https://docs.google.com/spreadsheets/d/17QqyGRRfWz-2RgtJg1BpdOpID6-DTdOO0Cyc86Gqyq0/edit?usp=sharing>

Overall Agenda: Just focus on the Election, the standard agenda, committees, as well as a follow up from the last meeting.

- Nomination Committee has to be established 2 months in advance.

Active Transport Program

Gowling's Parent Council is actively pursuing the Envirocentre - Active transport program for W.E. Gowling. Looking really positive that the school is going to grab the last spot. We'll be doing a tour of the entire area around the school with police, Riley Brockington, Principal, Chair of the Committee for this and so it fits into what we are trying (at CCA) to achieve as well. It will start in the fall.

Other AGM Notes

- Cam: he runs the nomination process at the meeting.
- Election Process typically takes 30 - 45 mins at the meeting.
 - Timing depends on how many nominees are saying their few words.
 - He will do a call for nominations.
 - Depending on whether there are more people who want a seat, there will be an election. If not, there will be an acclamation.
 - There is always an election for the president seat.
 - There still is a motion even though the director seats are a vote by acclamation.
 - If there is going to be an election, it'll have to be done through polls.



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AGM Dates for Reminder

- May 11th - RSVP date for AGM
- May 13th - Send out Documents to registered attendees
- Board Meeting first week of May - have Agenda Draft Prepared

Veterans' Heritage Housing Documents

Riley sent out documents which will be going to the Council to be approved. The report from the committee, their recommendations and Riley is in support. Would like to provide this info to Vivian so she can decide where to put it on website. The report is 23 pages long and the history is very fascinating. Recommend we have a page dedicated on the website regarding the report.

9. Greening - Alexandria Hodgson

Great plans for things, just need to start putting them in motion. In terms of classic greening activities:

- May 7 is Cleaning the Capital event - goal is to clean Raven Park, NCC pathway, Meadowvale, Alexander. Looking for leaders (have 3 out of 4) before she picks up the kits. Looking to do the Carlington Coffee Grams. Going to start social media/comms.
- Bigger event is the Carlington Outdoor Event. Unfortunately, we didn't get the funding we applied for. School event has been paused - working to make sure we have space for the event. The proposed new date is June 11. The goal is to have the plant and seed sale as we have in past years. Also going to be doing a neighbourhood garage sale.
- Carlington Outdoors Event want to have a food truck with free food from an agent, going to confirm that it's ok and hoping to have a bunch of tables such as Nora from the pollinator garden, EnviroCentre, Ecology Ottawa, so there is a little more traction around it.

10. Membership: Peter Zakrzewski

Membership Numbers/Renewal

Membership is still at 129, hasn't moved but it might because it's up for renewal. Will be sending out a draft email for a call to renew membership. Brian to approve then it will go out to everyone. The recommended amount is \$10, the default option is \$5. Referrals are always great.

Newsletter

Going to put together a template in MailChimp, will be sending a callout for contributions. Hoping to have spots for different committees, events, etc.

Question - Social push for new members?

Brian to message Tara to look at the tweets going out to see if there are spots where we can highlight joining the membership.



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11. Activities

- **June Event:** Piggy back on the event with Allie and Tara in June
- **Pollinator Boxes:** Sent an email to Peter re: Sending out an activity around pollinator boxes
- **Cleaning Capital Event:** Maybe setting up donuts/coffee
- **Insurance:** David was looking in to the additional insurance needed for events

12. Any Other Business

Land Acknowledgement: Looking to add a contribution to an indigenous charity for the general meetings. For consideration 4x a year. Consider how to phrase it during part of the land acknowledgement. Brian to talk to David about how to proceed with it

Inclusion Policy: Bringing to next meeting for voting on changing.

13. Adjournment: Move to adjourn Heather Darling, seconded by Dave Janveau, at 8:34 p.m.