



Carlington Community Association

Minutes (Approved): CCA Board Meeting – May 5, 2022 (by conference call)

Present: Brian Beard, Tara Beechey, Peter Zakrzewski, Alexandria (Allie) Hodgson, Heather Darling, Ahmed Elchamaa, Dave Janveau, David Hoey.

Guests: Charity Bartlett, Vivian B.

Regrets: Kristen Bennett.

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 Brian Beard, seconded by Tara Beechey. There was no opposition, the motion was carried.

3. Motion to Approve the April 6, 2022, Minutes: Moved by Tara Beechey, seconded by Brian Beard. There was no opposition, the motion was carried.

4. Advisements of Conflict of Interest: None noted.

5. Shakespeare in the Park (Charity Bartlett): Planned for August 5, to be put on by the Company of Fools. She has applied for the keys for Raven Park. In the past, the City always had a wading pool event on the same day as Shakespeare in the Park and Riley hosted a free BBQ.

There was discussion about what kind of vendors/events/simple things can be at the event, i.e., popcorn, etc.

How much does the CCA want to be involved (who is going to manage it) and how much does it want to support this? First step: go to Riley to confirm his free BBQ. Charity to ask Riley what he might be willing to commit to.

If CCA is involved on-site, it needs Liability Insurance, which is due June 11. Does the CCA want to consider insurance on a case-by- case basis? The FCS is trying to work on it and the City commented they are changing providers for Community Associations to lower the price, which will guide that decision vis-à-vis holding events.

For Consideration – Insurance: PAL is an insurance company that could provide case-by-case insurance at \$100 for \$2M worth of liability insurance which could be considered for this event.



Carlington Community Association

Adopt-a-Park Renewal: Alexander Park is up for renewal. CCA doesn't have to renew it, but it could: for future discussion.

6. President's Report (Brian Beard):

Adopt-a-Park: He'll look at the renewal and forward it also to Allie. Seems pretty standard. Will come back to it. NOTE: The Adopt-a-park sign is starting to fall over and its location is in process of soil remediation. That location was also a path to get to Alexander Park; could be seen from Merivale. Brian is to reach out to Riley to get the sign relocated.

Questions Sent to Riley:

- Not yet received a reply from Riley last week re street sweeping and traffic-calming. Riley's last newsletter said street sweeping must be completed by May 31. Brian did see one on Anna earlier this week, so it seems the work is progressing.
- Riley confirmed the deadline for installation of Kirkwood's traffic-calming measures is the end of June. Brian then asked if it could be done earlier than that.
- Riley has been invited to our AGM, Heather to provide him the invite. In order that residents can participate in the candidates' debate on the same day, Brian suggests that Riley take questions either via email or via another Zoom.

Provincial Election Debate:

- On same night as the CCA AGM. AGM cannot be re-scheduled but perhaps the CCA can encourage people to go to it once AGM is over.
- If the CCA has any questions for the debate, Brian will inform the debate organizers.
- In the last update he received from debate organizers, they indicated that no financial support from the CCA would be needed as Zoom had reduced its fees, lowering the costs considerably.

CCA Board Election:

- The following Board members are not putting their names: Dave Janveau, Ahmed Elchamma and Tara Beechey. Robert Brinker and Alaine Spiwak have put their names forward for the election. Tara has asked Brian to introduce her to them so she can gather a write-up on each one for the AGM. David Hoey is now the main contact person for the election as Brian is now starting his parental leave and will not be at the AGM

AGM: Brian is not able to attend. The most important issue is the election of board members. It was decided to have no guest speakers at the AGM because of the election. And if things do move quickly,



Carlington Community Association

members should be encouraged to join the Debate. Brian will still submit an Annual Report on the past year's activities and to thank non-returning Board members. Re the hospital, there might be some questions to Riley considering the price tag the City is being asked to cover. Brian will write in his report the Board's recommendation that it strengthen/continue the roles of committees in the decision-making process.

Traffic Calming Committee: Not as much uptake as had been desired. Committee is trying to get a collection of tangible evidence as it is considered the easiest way to talk to Riley and/or City of Ottawa staff. Brian is hoping to have some dedicated walks in June with the Committee in various parts of the community, includes on the west side of Merivale. Here is a map of some identified issues:

<https://onedu.maps.arcgis.com/apps/instant/attachmentviewer/index.html?appid=b1860d276c984cfe8ada-f03ac3ad8eb8> People can add their own concerns [here](#). Heather is to add in photos and details for Raven Avenue, Tara for hydro poles on Merivale. Tara will be joining the Transportation Committee. W.E. Gowling looks to be in line to get the last spot in the EnviroCentre's School Active Transportation program.

7. Finance (David Hoey):

- FCA (Federation of Community Associations) - ~\$40
- Books still to be done for fiscal year in advance of AGM
- He will discuss, likely via emails, how much to set aside for next year's CCA Grant, which opens up in spring. Last year's amount was \$2,000.
 - Question: As we can't do the Hydro Pole project, the money goes back to the coffers.
 - Question: Is the P.O. Box still functioning? Answer: Yes, it is back up and running.
 - Yes, the other grant at the half moon location is still moving forward.
- Brian is to forward the insurance email from Marsh to David.
- David and the CCA need to set budgets for next year.

8. Development and Transportation (Ahmed Elchamaa):

This will be Ahmed's last Board meeting. He is still very interested in volunteering but can't commit to the level needed for a Board position. He said that Riley did send an update on Morrisette Avenue (4-storey, low-rise, 31 residential units, parking and amenity space). People's concerns were aired at the site plan meeting and Riley sent those concerns and response from the planner back. The concerns people had were about the build itself and not the actual plan for the building.

9. Communications (Tara Beechey):

- Vivian created a new webpage about the Heritage designation information. Once the designation is approved, she'll put a link on the "About Carlington" webpage so people will know about the designation.



Carlington Community Association

- Carlington Market has been added to the newsletter as a link but she asked Peter if it could be a graphic w/ link instead. The Market has not been getting a lot of orders -- if CCA can't help boost activity, it's going to be shut down, even though it's expanding a lot this summer.
- Having only 2 new candidates means not necessarily having a poll at the AGM. If 3 more people decide to become candidates, then a vote would be needed. The poll can be set up in advance with Alaine's and Robert's names on it. Tara and Heather will meet to discuss how to do it.
- Question: Can you get a new Board member at a non-election time? Look at Robert's Rules to see if there can be a by-election, which would likely need to be at a General Members meeting. Brian is to consult with Charity on this.

10. Greening (Alexandria Hodgson):

Cleaning the Capital Event, May 7, 2022: Had a decent sign up for Raven Park, Meadowvale, Alexander and Kingston and NCC Trail.

Carlington Outdoors: June 11, 2022. A few people guaranteed to do educational stuff – still a need to advertise the plant and yard sales. A realtor was providing a food truck, but Allie had no confirmation from them. She asked for additional support if possible from the Board.

Trees of the Neighborhood: Claire and Vivian have been working on this.

11. Membership (Peter Zakrzewski):

Membership Numbers/Renewal: He has processed 31 memberships so far, but hasn't cross-referenced them yet in PayPal and there are still some more emails to process. Comment: What about membership sign-ups or T-shirt sales for June 11? Tara said she would help with those on June 11.

Newsletter: Peter is asking for feedback, now that the first issue is out.

AGM Registration and Backup: Google forms are out there, other channels people are asking to be registered. Peter to add updates to the Login document, create a document with what needs to be done so the Board has it should he be unavailable for the AGM.

12. Activities (Dave Janveau):

Dave got a permit and access to the field house from the City for the Eid celebration in Meadowvale Park. He will check in on the activities that Saturday.

13. AGM (Heather Darling):

- **Logistics:** David will chair the meeting. Cam will run the Election. Heather and Tara will work together to ensure that the polls are prepared.



Carlington Community Association

- **Agenda:** Heather has confirmed the full agenda items. Alliw is to send in a recommendation about which Indigenous charity the CCA could donate to. Heather is to finalize the draft AGM agenda before sending it to the rest of the Board to comment/approval.
- **Minutes:** There was discussion about the length of both November and February minutes; they were very detailed. Consensus was to keep them as is for this AGM; however, going forward, minutes will be summaries of conversations and a record of any motions and major decisions. In the past, the minutes included the link for Riley's report; Heather will work with Vivian on that and as well record any questions/clarifications requested. AGM minutes would also include a link to the President's Report and a snapshot of the actual budget.
- **President's Report:** Previously, Vivian had a draft version of the President's report on the website for the following year's AGM to approve via a motion. In future, the President's Report will be posted immediately after the AGM; no motion needed as it is a matter of record.
- **Confirmation of Documents to go out for AGM Documents:** Treasurer's Report, President's Report, Greening Report, Agenda, Minutes. Target is May 13th to get documents.
- **Voting:** As the AGM will be over Zoom, polls cannot be used. Instead, the voting will be done on Chat. Afterwards, Peter will need to check the list of who RSVP'd vs. who registered.

Adjournment: Move to adjourn Heather Darling, seconded by Allie Hodgson, at 9:15 p.m.