



Carlington Community Association

Minutes – CCA Board Meeting – January 19, 2026 (Alexander Community Centre)

Present: Cathie Fraser, Tricia Smith, Jenn Sailus, Alaine Spiwak, Robert Brinker, Matthew Ellis

Regrets: Olivia Jones, Margaret Weil, Mateusz Trybowski

Confirmation of Quorum

Call to Order: 7:04pm

Introductions and Land Acknowledgement: We would like to begin by acknowledging that the land on which we gather is the traditional unceded Algonquin territory.

Motion to Approve the Agenda: Moved by Alaine Spiwak, seconded by Jenn Sailus. There was no opposition, the motion was carried.

Motion to Approve the June 9, 2025 and September 8, 2025 minutes: Moved by Robert Brinker, seconded by Matt Ellis. There was no opposition, the motion was carried.

Motion to Approve the October 20, 2025 minutes: Further changes requested. To be added to a future meeting.

7:09pm **Advisements of Conflict of Interest:** None.

7:10pm **President's Report**

Cathie Fraser provided updates regarding a planned community movie night, potential board recruitment, and support for the Darwins / Triangle Gardens initiative. Robert will volunteer for the movie night.

Action Item: Cathie will check with Deirdre regarding the Darwin initiative.

Bylaws & Policy Review

Governance requirements relating to organizational objects and AGM timing were reviewed.

Action Item: Tricia to do further investigation regarding NFP requirements and if two AGMs within the year is an option.

Development Report

Updates were provided regarding a proposed Carling Avenue development beside Fringe & Foliage for a 28 storey building with 8 stories in the back, the Carlington Coffee House demolition permit, and pending zoning by-law change approvals by the City.



Carlington Community Association

Activities Report

Event outcomes, upcoming activities, social media communications, and election-related spending restrictions were discussed.

Merry and Bright made \$30 to go toward future activities. Adele and Jenn are discussing a date night activity. Raven Park Day is set for August 13th. Alexander Park Day is set for September 26th. Riley discussed with Robert holding an open skate day at Dulude for the community. Fall city election means all spending will stop in July.

Action Items: Jenn will confirm with Mateusz the prizes can go out on his return; Matt will do some social media posts about the winners

Merchandising

Inventory levels, logo considerations, and future merchandise ideas were reviewed.

Transportation Committee

Infrastructure projects on Churchill and Kirkwood, bike lanes Churchill to Billings, and Crown Street design considerations were discussed.

There was discussion on making Crown one way, Riley wants to wait until the other work on Anna and Crown is done before deciding.

Rinks Report

Operational updates, volunteer support, financial matters, and governance oversight for rink operations were reviewed.

AI at Meadowvale has not been paid due to contract signing issues.

Rinks need two people to coordinate, it is a lot of work to ensure we are meeting city contract requirements and our biggest revenue stream.

Contracts are good until 2028.

Motion approved for a \$1,000 advance to cover immediate costs, to be reimbursed upon Mateusz's return.

Greening Committee

No update was provided.



Carlington Community Association

Communications

Grant program revisions, application processes, reporting requirements, and communications strategy planning were discussed.

Report back option added to grant which is new. Encourage groups with EDI elements but do not add it to the scoring rubric. Submissions will be online only. Receipts to be provided for reimbursement; they must show a budget.

Action Items: Mateusz to look at AODA needs; Cathie to determine where Riley gets the money for the bulletin; Matt to follow up with strategy for the newsletter; revised grant documents to be circulated for approval

Membership

This item was deferred.

New Business

Upcoming members' meeting and AGM planning timelines were reviewed.

Members on February 26th. Working toward sending out documents in advance as per last members meeting.

Next Board meeting March 9th.

AGM planned for May 28th.

Action Items: Tricia to send calendar reminder for Members meeting notice; Matt to circulate materials to members, Matt to contact Shepherds of Good Hope and Ottawa Police to see if they will attend.

Adjournment

Motion to adjourn moved by Robert Brinker and seconded by Alaine Spiwak. There was no opposition, the motion was carried.

The meeting adjourned at 9:00 p.m.