



**Carlington  
Community  
Association**

## **MINUTES - CCA Board Meeting - March 9, 2026 (Alexander Community Centre)**

---

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

**In attendance:** Cathie Fraser, Robert Brinker, Jenn Sailus, Mateusz Trybowski, Matthew Ellis, Alaine Spiwak

**Observer:** Vivian Bierman

**Approval of agenda:** Moved by Robert, seconded by Jenn.

**Approval of minutes:** Moved by Robert, second by Jenn.

- [October 20, 2025 Board Meeting](#)
- [January 19, 2026 Board Meeting](#)

**Advisements of any conflicts of interest:** None

### **President Report - Cathie Fraser**

- Cathie to circulate the latest copy of the by-laws and board members have one week to approve prior to posting on the website.
- Robert to draft and circulate a motion regarding the change in AGM and elections. We propose running an election in May 2026, then another in October 2026, which is our new proposed AGM date.
- At the Carlington Connects ACC event on March 3, we sold 9 t-shirts and 1 membership and inventoried our t-shirt stock.
- The Board proposes ordering more t-shirts for the W.E. Gowling School Fair and CCA Plant Sale. Cathie will connect with Tricia on the order, based on the most popular sizes and colours.
- Charity Bartlett and Deirdre Furlong are working on the plant sale.
- Mateusz, Robert, Jenn, and Alaine's Board terms are up.
- Looking to make improvements to the ACC bunker such as installing hooks in the wall, to secure the snowblower and additional equipment.
- Cathie has spoken with the Chair of the Transportation Committee to ensure that any Transportation Committee recommendations to Councillor Brockington and the City must be heard by and passed through the CCA Board first.
- Suggestion to review the By-laws to determine if Terms of Reference are needed for CCA committees.



## Carlington Community Association

**Action Item:** Assign bunker improvements to a board member.

### Development - Robert Brinker

- Residents commented on the additional plans for the ACC at the information session on February 19th.
- There was an open house regarding the development of the old Westgate property. There is no firm timeline on that project.
- Councillor Brockington indicated that there will be another 20-storey apartment tower on Carling, in the parking lot of the current tower.
- The Oaks is closing its smallest building at the most northern corner. It cannot be renovated to an accessible level.

### Activities - Jenn Sailus

- Raven Park Day will be Thursday, August 13. This change is to align with the availability of the Company of Fools.
- Alexander Park Day will be Saturday, September 19.
- There is someone interested in putting on international cooking classes that will go through the CCA Grant.

### Merch - Cathie Fraser

**Action Item:** Cathie will speak to Tricia about pricing estimates for more t-shirts before confirming an order.

### Transportation Committee - Robert Brinker

- Robert is being cc'd on Transportation Committee emails, but has not been invited to any meetings.
- The Committee is suggesting that right on red traffic lights in high pedestrian areas (e.g. Anna and Carling) be reviewed.
- The Committee would like the slip lane on Merivale at Carling to be removed.
- They would like to host a BBQ with a bouncy castle on the slip lane to highlight their point. The Board does not believe that this is feasible because of traffic concerns.
- Terms of Reference should be prepared for all subcommittees.

**Action Item:** Cathie will prepare Terms of Reference for subcommittees for review by the Board.

### Rinks - Alaine Spiwak

- It was a great season and Alaine is submitting rink attendance, as required, to the City, along with rink photos.



## Carlington Community Association

### **Action Items:**

- ❖ Alaine will confirm with Dave and Al, the rink caretakers, that the rinks are closed for the year.
- ❖ Alaine to discuss with Dave about how best to demonstrate our appreciation for volunteers. If they don't wish to have a dinner or BBQ, then we could purchase equipment for the volunteers instead (e.g. gloves).
- ❖ Alaine to check with Dave about what type of replacement snowblower would be best for the rink. If it has enough power, we can consider an electric model. We will try to buy one on sale to reduce costs.

### **Finance - Mateusz Trybowski**

- Mateusz provided an update of the current budget.
- The last rink payments have not yet been received from the City, but are expected shortly.
- We do not yet have any grant applications. The Friends of Meadowvale Park are also helping to publicize the grant.

**Action Item:** Matt to send an email to members and subscribers and promote on the CCA socials.

### **Greening - Cathie Fraser, on behalf of Deirdre Furlong**

- Deirdre is assembling a list of volunteers who have participated in Cleaning the Capital.
- Yard and Plant Sale planning on June 6 is underway.
- Deirdre wishes to work with Matt to establish a volunteer list.

**Action Item:** Matt to contact Deirdre to create the volunteer list.

### **Communications & Membership - Matthew Ellis**

- Lots of upcoming content for the CCA grant. Matt is working on a content calendar to share with the Board in advance of posting.
- Continuing to investigate the benefit of a newsletter when considering potential content.
- The CCA has increased its membership by nearly 50% over last year.
- In advance of the AGM, Matt will communicate with members that their membership is up for renewal at the AGM. We will collect memberships at the AGM and over the summer at our activities.
- With the possible change in AGM date, we would extend the membership one time only from May until the new fall AGM.

**Action Item:** Matt to send an email to members and subscribers about membership renewals.



**Carlington  
Community  
Association**

**New Business**

- The Board needs to strike an election committee by March 28. Cathie will ask Charity if she will run the election committee again this year.
- Alaine will be resigning at the AGM.

**Adjournment:** Motion to adjourn made by Robert, seconded by Mateusz.