February 25, 2025, CHARA Board Meeting

**1 Call to Order** at 6:34 p.m.

**2 Establish Quorum:** Quorum was reached with the presence of eight Board members.

Board Members: Tim Patterson, Elizabeth Anderson, Lorraine Neville, Peter Organ, Rebecca Lee, Yanick Charles, Elaine Vininsky

Regrets: David Pinet

Councillor’s Office: Riley Brockington, Adele Stubbert

**3 Approve Agenda:** Moved by Elizabeth Anderson and seconded by Peter Organ

**4 Approve Minutes of January 28, 2025:** Moved by Elaine Vininsky and seconded by Elizabeth Anderson

**5 Urgent Business:**

a Directors’ Insurance

The agent requires information to seek liability insurance quotes. Treasurer Peter Organ is following this issue, which must be done this month. The insurance has cost $850 in previous years.

b CPIC Event Insurance

As CHARA had this insurance in previous years, it only needs to be renewed. Marsh Insurance likely has Elizabeth Costello as their contact, and that will have to be updated.

c Financial Report

The current bank balance is $14,400. For the period of August 1 to Feb 25, there is revenue of $7,208.65 and expenditures of $3,674.69. Most of the revenue and expenses have been due to the snowblower and rink.

**6 Councillor Riley Brockington’s Report:**

The sewer work on Prince of Wales Drive North is basically wrapped up, with final road work to be completed in the spring. His office received calls about work being done at the Central Experimental Farm. Although this is under the auspices of Agriculture and Agri-Food, he was able to determine that it is water main replacement.

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780 Baseline Road

Councillors Brockington and Devine are hosting a meeting on March 6 at 7:30 p.m. at Fisher Heights Community Centre. (Adele sent the formal invitation by e-mail). Owner Joey Theberge and two of his contractors will explain the construction timeline and noise and dust mitigation measures for the construction of the first tower on Fisher Street.

On-street parking surveys on Kochar Drive and Wilshire Street

Some residents facing Moffat Park on Kochar Drive want parking to be only allowed on one side of the street. Restrictions are proposed for the north side of Wilshire Street, and limiting parking on the south side for up to two hours.

Water Main Work on Apeldoorn Avenue and Arnhem Street

The city team leading the water main work on Apeldoorn Avenue and Arnon Street said the issue of concurrent work with the CHARA scheduled barbecue on June 24 shouldn’t be a problem. There is a public meeting on March 18 at 6:30 p.m. at the Carleton Heights Community Centre.

Snow Removal

Riley has received calls about snow removal. He noted that one person (driver) can plow a street, whereas eight to 10 workers are needed to remove snowbanks. To show the enormity of recent snow removal work, he said it took 100 dump trucks to clean part of Sunnyside Avenue.

Bus Route Implementation Date

The bus route review and implementation will occur on April 20 and not April 1, as previously stated. Riley wants two public sessions during the first or second week of April where staff go through all of the changes. One venue would be at Westgate Shopping Centre and another in the south end. He wants to advertise the new 112 bus that will serve Prince of Wales Drive.

Questions: Riley said he would inform CHARA when he receives information about the site plan for 222 Baseline Road.

**7 Business Arising From the Minutes:**

a Rink Report

As David Pinet had sent his regrets, there was no formal report. However, Elizabeth Anderson said that Joseph Batson indicated his willingness to return next winter. She noted that CHARA would have to analyse any maintenance shortcomings.

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b BBQ Planning

Elizabeth said she wasn’t able to complete the scheduled work, but did try twice to reach Enridge. A city permit must be secured for the June 24 date. She would like someone else to take on the file. Yanick Charles said she would do the advertising. Adele said she would speak with Enridge. There will be a small planning meeting to be attended by Elizabeth, Peter, Rebecca, Tom and Adele on Tuesday, March 4 at 6:30 p.m.

c Community Engagement

The draft two-page newsletter done by Rebecca was shown to attendees. Yanick Charles is still monitoring CHARA e-mails.

**8 Other Business:**

Tim Patterson said he received many e-mails from residents wanting to attend the Board meeting. Rebecca suggested that if we need in camera sessions, we should start off with the councillor’s report to enable people to pose any questions to him; the in-camera section would then be added to the end of the meeting.

a Councillor Brockington’s Request

Riley recommends that CHARA should meet with Mr. Adam Sarumi, owner of 153-157 Sanford Avenue, to discuss parking and garbage issues. The Board discussed the idea of Councillor Riley hosting a smaller group meeting with the owner, noting that CHARA wants to have a positive relationship with business owners.

b Parking and Property Management Issue on 153-157 Sanford

Riley had an on-line meeting with Mr. Sarumi. With regard to the garbage issue, Adele delivered waste management calendars and rat mitigation information to the tenants. Lorraine felt strongly that it was the property owner’s responsibility to tell tenants about garbage removal.

Tim suggested that Courtland Park residents, rather than the Board, meet with Mr. Sarumi. Such a meeting could address any shortcomings of 153-157, so they wouldn’t be repeated when he develops his 154 Sanford property.

Adjournment: The meeting adjourned at 8:16 p.m.