

## CHARA BOARD OF DIRECTORS *Virtual* MEETING

### Minutes

Time: 6:30 P.M., Tuesday, March 24, 2020

This meeting was a virtual one using Skype

**Attendees:** Darren Dicks, Elizabeth Anderson, Yvele Paquette Adam Martin, Jody Sunstrum, Anthony Chiarello, City of Ottawa; Tim Paterson, Doug O'Brien, Councillor Brockington, Lorraine Neville **Regrets:** Noel Sabbagh, Mike Mack

Darren called the meeting to order at 6:30pm.

**Approval of Agenda** – Lorraine moved to approve the agenda; second by Elizabeth.

**Approval of the minutes** - Lorraine moved to approve the minutes from February, second by Elizabeth.

### **Business or actions arising from the minutes.**

- Letter to Community Partners – **Action:** in Darren's hands. Bring forward to April meeting.
- 2020 Capital Clean up – postponed to April meeting

**Financial Report** - Adam – Cheques have been signed by Adam and Mike. Outstanding rink payment from the city for 2019 has been received and deposited.

**Rink update** – Jody - the rink supervisors have all received their cheques, the rink sheets have been scanned and emailed to the City contact person, and the rink keys have been returned to Mike. **Action:** Darren will write a letter of appreciation. The board approved giving a stipend of \$50 to the Volunteers. (roughly \$300) Moved by Adam, second by Yvele.

### **Councillor Brockington's Report**

Residents are encouraged to visit the Ottawa Public Health website to keep up-to-date on Covid-19 -

[https://www.ottawapublichealth.ca/en/public-health-topics/novel-coronavirus.aspx?utm\\_source=OPH&utm\\_medium=Friendly\\_URL&utm\\_campaign=Coronavirus&utm\\_content=Friendly\\_URL#Please-read-the-following-text-CAREFULLY-before-calling-Ottawa-Public-Health-OPH-or-seeking-healthcare-You-DO-NOT-need-a-phone-assessment-by-OPH-to-access-appropriate-care-based-on-the-information](https://www.ottawapublichealth.ca/en/public-health-topics/novel-coronavirus.aspx?utm_source=OPH&utm_medium=Friendly_URL&utm_campaign=Coronavirus&utm_content=Friendly_URL#Please-read-the-following-text-CAREFULLY-before-calling-Ottawa-Public-Health-OPH-or-seeking-healthcare-You-DO-NOT-need-a-phone-assessment-by-OPH-to-access-appropriate-care-based-on-the-information)

This is an ever evolving situation with information changing seemingly by the hour. Also, please visit the Councillor's website at [www.RileyBrockington.ca](http://www.RileyBrockington.ca) as we frequently share important information on City programs and services.

The Councillor's e-newsletter will be emailed this week with important information for families and residents including some information if residents wish to volunteer or lend a helping hand for residents who may be isolated. Any resident who does not currently receive the Councillor's e-newsletter is encouraged to send a note to [Riley.Brockington@Ottawa.ca](mailto:Riley.Brockington@Ottawa.ca) and we will add them to the distribution list.

### **Light at the Church - Response from Bylaw:**

A Bylaw officer went out to check the lighting at the church. The Bylaw Officer determined that the light illuminated the entire rear parking lot, that light did not carry past the property to project into any neighbouring dwellings.

The church has a legal obligation to properly illuminate their parking area to allow for the safety and security of persons and parishioners. Under the bylaw, the Bylaw Officer considers the legal requirement for safety to supersede the desire for a person's comfort.

### **1092 Normandy Crescent**

This is the information as shared by City Development review staff:

*On Normandy and throughout Carleton Heights the City's storm sewers are twin perforated pipes located on either side of the paved roadway. These pipes are shallower than typical storm sewers which can lead to design constraints for proposed buildings. At the time of the recent Committee of Adjustment applications, a rear yard catch basin was not proposed. City staff did review the proposal for a reverse slope driveway at this property which staff did not support due to the shallow storm sewers.*

*From a conceptual standpoint, the City could support a rear yard catch basin at this property given the proposed servicing design is able to meet the City's guidelines and standards. Outside of City requirements, the applicant's survey plan shows that there is a utility pole easement which runs along the southern and eastern property lines for this lot which would need to be respected.*

*City staff will work with the applicant through the consent application to explore options to improve the drainage within the rear yards. For further details on the City's requirements and review process, please don't hesitate to contact either Rubina Rasool ([Rubina.Rasool@ottawa.ca](mailto:Rubina.Rasool@ottawa.ca)) or myself.*

*Thank you,*

*Cody Oram, P.Eng. Senior Engineer  
Development Review, South Services  
Planning, Infrastructure and Economic Development Department*

**Hog's Back Road Bridge Repairs** - nothing new to report at this time. Construction continues on the bridge repairs. Both accesses from Colonel By are slated to be closed on May 12.

**Ice Rink Payments Owed** - The City of Ottawa has made all payments to CHARA for ice rink maintenance. There are no outstanding payments owed to CHARA.

**Sanitary Sewer Repairs** - Sanitary sewer pipe repairs on Baseline Road between Morley Blvd. and Prince of Wales Dr. expected to commence in mid-April to complete approximately 54m of sanitary sewer.

Traffic impacts: Baseline Rd will remain open with lane interruptions to accommodate the construction:

- No westbound lane reductions at any time.
- Maintain a minimum of two eastbound lanes (minimum 3.3m wide) weekdays 7:00am to 7:00pm.
- Maintain a minimum of one eastbound lane (minimum 3.3m wide) weekends and weekdays between 7:00pm and 7:00am.
- Maintain both the eastbound right and left auxiliary turn lanes/channels at all times.

Notices will be hand delivered to nearby residents/ business's and/or institutions circulated two (2) weeks prior to construction start.

### **Discussion after Councillor Brockington's report:**

Some members were surprised by the by-law report regarding the parking lot light. Light shines into the bedrooms on Normandy until 5:00 am. **Action:** Neighbours will supply a couple of photographs to the councillor for further follow-up.

Regarding 1092, **Action - Anthony/Riley** will follow up with city staff to see if there are further updates. Doug attended the first COA meeting re this property and noted that it has been postponed to April 5.

Sanitary repairs – Morley and Lexington will not be blocked due to this construction.

**Action:** Yvele will add <https://www.ottawapublichealth.ca> to Facebook and the website.

**Action:** Members will share the councillor's newsletter to as many people as possible.

The estimates regarding the timeline for Hogs Back construction were planned prior to COVID-19. Questions of concern were raised regarding the physical distance between construction workers.

### **CHARA and COVID-19**

What can we be doing for our area? Do we have a responsibility for social service? Councillor Brockington mentioned that there are over 40,000 names with Volunteer Ottawa and that they could be of service to members of our community.

**Should we cancel our summer BBQ?** – If we do cancel it perhaps could have a Fall Harvest BBQ. Jody mentioned that the vendors have no problem if cancelling June dates, if notified 30 days in advance.

**HOG'S BACK** – How should we respond to the delays? - move to April agenda.

**Media** -- Who speaks for CHARA? How do we handle media request? The president (in his absence the vice-president) should speak on behalf of CHARA. Individual members should refer media request to them.

Meeting adjourned at 7:35, Next Meeting April 28, 6:30 pm.