

CARLETON HEIGHTS AND AREA RESIDENT'S ASSOCIATION (CHARA)
MINUTES OF THE BOARD OF DIRECTORS
MEETING APRIL 27, 2021.

ATTENDANCE

Board Members: Darren Dicks- President, Yvele Paquette- Vice-President, Adam Martin- Treasurer, Elizabeth Anderson, Lorraine Neville, Tim Patterson, and Mike Mack. (absent: Francina Webster)

Members & Guests: Riley Brockington-Councillor, Andrew Hickey. Jody Sunstrum, Peter Organ, Elizabeth Costello, Susan Baker, Jane Lund, Gerhard Nerge, and Kurt West.

1. **CALL TO ORDER:** The President, D. Dicks, called the meeting to order at 6:35pm, The President indicated that there was a quorum.
2. **APPROVAL OF AGENDA:** D. Dicks Moved, Approval of the Agenda as presented, Seconded by L. Neville. **Motion Carried.** L. Neville volunteered to take the minutes at this meeting.
3. **APPROVAL OF MINUTES:** Y. Paquette Moved, Approval of the March 23, 2021 Board of Directors Meeting Minutes, Seconded by E. Anderson. **Motion Carried.**
4. **BUSINESS ARISING FROM THE MINUTES:** The President stated that there are several procedural issues on the Agenda, and not all would be dealt with at this meeting. **(a) i. Approval of Procedures on Minutes:** L. Neville, Moved, that the Procedures on Minutes be approved, Seconded by Y. Paquette. **Motion Carried.**

(a) ii. Establish purpose and scope of NOP Committee: D. Dicks informed the Board that CHARA's By-Law 5.05 clear state that the Board can establish Committees, to assist the Association in their endeavours. L. Neville indicate she would provide the Board with a draft, for their consideration, on a Committee for Courtland Park, to dealing with The City's New Official Plan. **Action. L Neville**

The President asked the Board Members to make note of items (a) iii: Confirm how membership works in CHARA and (a) iv. Protocols for Meeting- who has a voice and when. Plus, Item b. Do we need volunteers for website, communications, which maybe dealt with at the next meeting?

From March Minutes: E. Anderson, asked Mr.Brockington to provide any engineering reports to support his reassurances that the stormwater management in Courtland Park is both sufficient to current needs and capable of managing the planned intensification targets for Courtland Park **Action.Councillor Brockington.**

5. **COUNCILLOR RILEY BROCKINGTON'S REPORT:** Mr. Brockington informed the Board, that a meeting took place on April 22nd, with the City Planning Committee and the Community & Protective Services Committee, in a joint session, to discuss the **Short-Term Rental and Zoning By-Law Amendments to Permit the Short-Term Rental of Residential Dwelling Units City Wide.** The approved By-Law and the related zoning would be in place for a three-year trial period to give staff the enforcement tools they need to manage potential community nuisances and address issues around consumer protection, public safety and protection of property. The Plan, approved six temporary full-time equivalent positions for By-Law and Regulatory Services, funded through user fees and the Municipal Accommodation Tax. The By-Law regulation's restrict short-term rentals to Principal Residences in urban residential zones and rural villages.

Hosting Permit would cost \$110 for two Years. The By-Law puts the greatest accountability on the local host, as a resident in the community. They would need to obtain a host permit from the City, proving the property being rented is their principal residence. Hosts would need to provide guests with instructions about waste management, parking, community nuisances and safety, and have valid insurance that specifically cover Short-Term rental Activity. Violations of the By-Law could result in fines for both guests and host. The City could issue fines up to \$100,000 each day that an offence occurs and could suspend or revoke a host permit for violating the By-Law. (Air B&B platforms). Mr. Brockington indicated that he and one of his colleagues will be presenting an amendment to the By-Law on the number of people that can be in a resident dwelling, at one time. **Parking Morley At Baseline.** The Councillor stated that parking on Morley Blvd, immediately south of Baseline on the west side, will be further restricted, due to on-going issues with parked cars. **Other issue in the Councillor's Report are as follows: 1598 Prince of Wales-re-zoning, Fisher Avenue Repaving, Claymor Ave, Senio Ave and Falaise Road Integrated road, Sewer and Watermain Replacement Project, Women and Gender Equity Strategy, More Covid 19 Vaccine appointments available Today, and ACTIVE TRANSPORTATION PUBLIC MEETING MAY 18, 2021. Particularly cycling infrastructure.** For more information on the above subjects please go the **CHARA website under minutes.**

6. **NEW OFFICIAL PLAN FOR OTTAWA:** E. Anderson stated more information is being gather with respect to history of the storm sewers in the area of Courtland Park and the meeting that was schedule to meet with City Officials was cancelled due the Shut down and hoped Mr. Brockington could make arrangements, in the future, so this meeting can occur after the shutdown is over. E. Costello (chair of the Courtland Park Committee of the New Official Plan) informed the Board, that a leaflet is planned for distribution shortly, to residences in Courtland Park, seeking their involvement in this important and significant consequences for future housing and commercial development in their neighbourhood. Mrs. Costello also stated, meeting with City Planners, is extremely important and asked the Councillor for his help, in making this happen. **Action. Councillor Brockington.**
7. **FINANCIAL REPORT: Monthly Update:** A. Martin, Treasurer, indicated there was \$13,035.00, in the Bank account, at this time. Some minor expenses were incurred with respect to website costs. A. Martin mention there seem to be some confusion, with respect to the Free Insurance provide by the City for Associations, and sought Councillor Brockington help, in looking into this issue and then getting back to him. A. Martin Moved, that his Financial Report be approved, Seconded by D. Dicks. **Motion Carried. Action. A. Martin & Councillor Brockington**
8. **NEW BUSINESS: (A) Received Reports regarding iContribute and Local Business Outreach.** Y. Paquette provide a report on the iContribute and state this project did not result in anything useful, at this time, and recommends that we keep in touch with developers and if and when there are improvements try it again, in the meantime let it go. The Board agreed with Y. Paquette's recommendation. In addition, Y. Paquette, provided the Board with a written report on her **Outreach to Local Business**, and advised that, the response rate is zero to date. The Board noted Yvele's recommendations and felt maybe, a shorten version of the letter or even a CHARA business card could help. L. Neville said, could assist with this project, as it moves forward.
9. **Items Deferred to Another Meeting:**1. Review Purpose and Vision of CHARA, 2. Review of Job descriptions 3. New Portfolios 4. Ways to create more community engagement; Letters to Businesses, ii. Network and improve connection with Boys & Girls Club, Debra Dynes House, Students.
10. **DATE OF NEXT MEETING: MAY 25, 2021 6:30PM**

11. **Adjournment: D.Dicks Moved, Seconded E. Anderson, that the meeting be adjourn at. 7:39PM.
Motion Carried.**