

CARLETON HEIGHTS AND AREA RESIDENTS ASSOCIATION (CHARA)

Minutes of the Board of Directors Meeting

Tuesday, January 26th, 2021

Place: Zoom meeting

Director Attendees: Yvele Paquette, Darren Dicks, Elizabeth Anderson, Tim Patterson, Adam Martin. **Regrets:** Lorraine Neville, Francina Webster, Mike Mack

Members and Guests: Jody Sunstrum, Sue Baker, Brad Gilbert, Peter Organ (Debra Dynes House) Councillor Riley Brockington, Andrew Hickey (city of Ottawa) Umai Belendra (presenter) James Ying (presenter)

1. Darren called the meeting to order at 6:35 p.m.
2. Darren moved to approve the agenda, seconded by Elizabeth.
3. Approval of the Minutes of [December 15th](#) meeting was **postponed**.

Business Arising from the Minutes. - None

4. **Councillor Brockington's Report** - covered the topics below: *Full report can be found on our website under minutes.*
 - Hog's Back Road Bridges
 - 1111 Prince Of Wales Drive
 - 25-person limit on all City rinks and sledding hills
 - Winter Road Maintenance and Repairs
 - Clearing Catch Basins
 - Cannabis Retail Location Update
 - Fisher Avenue Repaving in 2021
 - Sewer Rehabilitation Project—Year 2
 - Traffic calming plans
 - Mandatory masks around City rinks
 - Community Safety and Well-Being Plan Consultation
 - Winter Road Maintenance—Your feedback is needed!
 - Parks and Recreation Master Plan Consultation
 - Anti-Asian Racism in Ottawa
 - COVID-19 Support Information Meeting for Businesses
 - COVID-19 Testing
 - Vaccination Update
 - Mental Health
 - Pandemic Parenting
 - communitysupport.covidresponse.ca/#AvailableServices.
 - Be a Snow Mole!
 - Women's Day—March 10, 2021

- COVID-19 Response Site – Champlain Community Support Network

Response to report: Adam asked, what are the standards for clearing the snow from Bike Lanes. These are big investments. **Action: Andrew Hickey** will get back to CHARA.

5. **Financial Report** - Adam reported that since early December we have received two instalments for the City of Ottawa Rink Grant. Each instalment is \$1,597.50. We also had expenses of \$923.49 for volunteer gifts (e.g., CHARA toques
6. **Presentation- iContribute** From Carleton University - Umai Balendra, James Ying co-founders

- An application that connects students to local volunteer opportunities (like our rink, web)
- Ye-Cheng-Hao Du - founder
- Facilitate community involvement with youth
- Non-profits benefit from this platform in that they can advertise needs and students can “apply” to work on an event, e.g. BBQ or some other activity e.g. improve website
- Free
- Police checks for volunteers is up to the non-profits, not iContribute. This could be a requirement in our description of the event for which we require volunteers
- Soft launch in February with 100 users
- Currently 10 clients - Food bank,
- For now, focus is local i.e. Ottawa, will expand later, Competitors are global
- Will be sustainable. Students, interns and graduate founders maintain the connection
- Non-profit would have one person create an account with iContribute who would then verify our organization. Are we (CHARA) a safe environment for the students?
- A YouTube video is available

The application sounds excellent for our needs. CHARA will take some time to discuss, vote, possibly select contact person and create an account. It is ideal for the website work and possibly rink maintenance.

7. New Business

- a. Rink update – Jody reported that the rink opened January 18th. Quite a bit of work by the volunteers was done during the prior week. Eighteen of twenty four hours have been supervised. The operation of the rink is week days 6 to 8 p.m and on weekends 12 to 5 p.m. Early afternoons seem to be the busiest times. Not all skaters are signing the

screening form. More signage with the CHARA logo should be placed around rink. **Action: Yvele and Darren**

- b. Maintenance – Darren and Mike - postponed
- c. New approach to maintenance and revisit compensation for maintenance and snow clearing - postponed
- d. Protection of grass boulevards - Tim - postponed
- e. Review of job descriptions and new portfolios -Yvele - postponed

9. **Debra Dynes Family House** - Peter reported that the recent AGM had huge turnout of 39 people. There are 13 board members. Even though there is an excellent group of people maintaining the Food Bank, it has been a challenge as it is very busy during these times.

The Bright Futures Scholarship has given out \$5000. (This fund creates a strong sense of community where members feel recognized and encourage to pursue their dream. An anonymous donation of \$15,000 was recently received.

8. Date for next meeting – Feb 23rd, 2021

9. Adjournment at 7:55 p.m.

