



CARLETON HEIGHTS AND AREA RESIDENTS' ASSOCIATION (CHARA)
Minutes of the CHARA Board of Directors Meeting
Time: 6:30pm-7:35pm, Tuesday, May 25th, 2021 on Zoom

1. Call to Order

- President Darren Dicks

2. Introduce Any New Attendees

- Board member Elizabeth Anderson introduced two new attendees, Pat Lamanna and Diane Larocque

3. Attendance

- Board members: Tim Patterson, Lorraine Neville, Darren Dicks, Elizabeth Anderson
- Regrets: Yvele Paquette
- Community Members and Guests: Susan Baker, Jane Lund, Elizabeth Costello, Andrew Hicks, Riley Brockington, Peter Organ, Pat Lamana, Diane Larocque

4. Approve Agenda and confirm who is recording the minutes of the meeting

- Elizabeth Costello volunteered

5. Approve Minutes of April 27th meeting

- To be posted before the next CHARA meeting
- Approved first by Lorraine, 2nd Darren, then Tim, Elizabeth, Susan and then others attending

6. Business Arising from the Minutes

a. Lorraine to propose purpose and scope of New Official Plan (NOP) Committee* and ratify

- Proposed purpose and scope approved in concept (mandate, 18-month duration)
- Committee Chair Elizabeth Anderson will finalize minor style/grammar edits before final ratification
- Committee will keep Board cc'd on Committee correspondence to the City and keep up the momentum
- Committee will report back monthly to the Board on their activities for simple Board review in minutes

b. Confirm how membership works in CHARA**

- **We currently do not have a process; people opt-in**
- **Our by-law requires the stipulation of age, address within the boundary, application at the AGM or process defined by the Board**
- Lorraine, membership is vague in the By-laws.
- Members will self-identify.
- Lorraine introduced a new CHARA membership card. The Board will buy some cards and encourage card-carrying members. There are no obstacles to join. Membership is a simple process.
- Lorraine will add to the new membership card "donate"; we are receptive to donations.



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7. Councillor Brockington's Report

- No written report. Councillor provided a verbal report.
 - A small-medium landlords' group appealed the new Short-Term Rental (STR) By-law. Across the province, similar appeals have failed. The City will follow due process; the matter will table next week.
 - Committee has approved the 1707 Fisher development of 2 homes on the rectangular property near Fisher and Viewmont, and Council will likely support the development on May 26th.
 - Waterline interruption. A water main in Carleton Heights at Normandy and Appleton broke down (new infrastructure tried to merge with older infrastructure, and the additional pressure broke the ageing infrastructure). The interruption occurred at the same time as a planned water line interruption.
 - The City is expediting repair at south end. The \$8 M repairs at Claymore/Falaise will complete this year.
 - Potential to use condo community green space for social/quiet sports space (e.g., soccer, horseshoes to be respectful of neighbours in the immediate area and not louder basketball on a court, not sand for volleyball court) at the edge of the property (Appleby and Georgian near Borden Side Road). The plan was to make this a cul-de-sac; assessment of land does not lend to large structures (the waterline and the sanitary line are underneath; Bell Canada lines may be underneath).
 - Potential for federal funding to fund the Carleton Heights' park play structure if members pursue it.
 - Traffic calming. Speed display on Prince of Wales (POW) northbound (thanks Andrew and Francina). The Councillor will fund the traffic speed display (\$4K). Not a solution for backing out or getting into POW driveways. Not a lot of calming options for an arterial road, Prince of Wales. Speed display will capture data/statistics for the Board.
 - Traffic calming. New flex sticks at North/South ends of Veteran's Park.
 - From last year's study, speeds are fast on Cochar. Resulting from the survey, the location of the flex sticks will move slightly to allow for parking (assisted living medical professional) at the South end. The North end doesn't like the flex sticks.
 - Normandy North is not wide enough for road stakes/flex sticks in the middle of the road.
 - The Meadowlands Park community garden is at the epicenter of a rat infestation; the area will continue this battle before making changes to the park.
 - People discharged fireworks over four days of the Victoria Day long weekend in crowds, with minors, on the beach and in Mooney's Bay park resulting in eight fires and numerous noise complaints. The Councillor will inform and engage the public in a public inquiry on fireworks (e.g., in residential areas).
 - "As We Heard It" will publish June 7th, reporting feedback to the New Official Plan with questions listed by ward. Councillor Brockington would like to engage a small working group to respond in August.
- a. Question of Ottawa health map and Courtland Park omission**
- The Councillor will connect Tim Patterson to City staff to review the issue.
- b. Added, Councillor Brockington will follow up on outstanding questions at the Infrastructure Master Plan meeting and the Transportation Master Plan meetings in May (C. Forgie promised written responses)**
- Councillor will follow up with City staff for responses to E. Costello's questions (e.g., Transportation Master Plan meeting request for the data to ensure safe BRT commercial construction; IMP questions).
 - Tim Patterson requested City's 1973 Carleton Heights engineering report that determined Courtland Park and Carleton Heights infrastructure is inadequate for intensification/large construction (see: <https://ottawastart.com/dark-clouds-hang-over-the-auto-sky-a-history-of-ottawas-first-drive-in-movie-complex/>)



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8. New Official Plan Committee Report

- Committee Chair Elizabeth Anderson reported to the Board
- The Committee members hand-delivered flyers, and they received eight responses from residents
- The Committee Chair will email these eight people an introductory letter
- Committee agreed on a sidewalk proposal; they will soon send this to the City and Councillor Brockington
- Elizabeth A. also requested 1973 Debra Dynes engineering report (see: <https://ottawastart.com/dark-clouds-hang-over-the-auto-sky-a-history-of-ottawas-first-drive-in-movie-complex/>)

9. Financial Report Monthly Update

- No report.

10. Report on Transportation Master Plan (Safe Roads, Pedestrians and Cycling) Meeting

- Francine made good points about plans for Prince of Wales at the Transportation meeting.
- Councillor shared that the next Transportation Master Plan meeting will be 6:30 p.m., Thursday, May 27th

11. New Business (5-10 mins)

a. Active Transportation Priorities

b. Review purpose and vision of CHARA***

c. Review of job descriptions and new portfolios (Yvele)

d. Ways to create more community engagement

- **Create a newsletter?**
- Would a CHARA newsletter be possible or would it be a time burden to Board members? Could CHARA have an article/did you know post in Councillor Brockington's newsletter?
- **Letter to businesses**
- Lorraine drafted a letter offering advertising to businesses
- **Network and improve connection with Boys and Girls Club, Debra Dynes House, students, etc.**
- Start with new push for the AGM and summer BBQ

8. Date for next meeting – June 22th, 2021

Close



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By-law Items Referenced

****g. "member"** means an individual, eighteen years and over, whose principal residence is in the area defined as the Central Experimental Farm to the North; Rideau River to the East; Fisher Avenue to the West; junction of Fisher and Prince of Wales to the South, and who has applied to become a member at the Annual General Meeting, in a manner prescribed by the Board;

*****The purposes of the Corporation are:**

- i) to promote the interests of the community in order to maintain and enhance residents' enjoyment of their community;
- ii) to inform residents of proposed developments or changes that could affect the community;
- iii) to advocate on behalf of the community in such areas as real property, planning, development, safety, security, transportation and essential services;
- iv) to support recreational and community events which benefit the residents and foster a sense of pride in the community; and
- v) to conduct outreach in order to involve members in issues affecting their community.



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FROM DRAFT MINUTES OF THE BOARD OF DIRECTORS Zoom Meeting April 27th, 2021

BY-LAW 5.05 COMMITTEES: "The Board may from time to time appoint any committee or other advisory body, as it deems necessary or appropriate for such purposes and, subject to the Act, with such powers as the Board shall see fit. Any such committee may formulate its own rules of procedure, subject to such resolution as the Board may from time to time make. Committees report to the Board, and as such, decisions must be brought to the Board for final vote and implementation, unless otherwise provided for in the By-Laws. Any committee member can be removed from the Committee by resolution of the Board."

Considering the above By-Law and the Board's interest in providing significant input to the New Ottawa Plan and the number of concerns raised by members of Carleton Heights and Area Resident's Association (CHARA) that reside in Courtland Park area, the Board of Directors has agreed to establish a committee. The following is the Mandate and Term of Reference of this Board Committee.

***NAME: CHARA-Committee of Courtland Park Residents on New Ottawa Plan**

DURATION: 18 months from date of appointment by the Board of Directors of CHARA

MEMBERSHIP: Only Resident volunteer owners of Courtland Park, with a maximum of 15 members on the Committee, **of which four must also be members of Carleton Heights and Area Resident's Association (CHARA).** Any additional members (>15) to this Committee will be considered members at large and without status. All members of this Committee must provide their email addresses to the Board of Directors of CHARA.

MANDATE: Gather and formulate information, present briefs, write material, solicit input from other residents and other community Associations with similar problems as Courtland Park, look at historical documents, take pictures, communicate with residents, make a submission, all to support the community in addressing the significant consequences for future housing and commercial development in the neighbourhood of Courtland Park, arising from the City of Ottawa Draft Official Plan.

- CHARA will support this Committee by providing Liaison persons from its Board for contact purposes, communications, and resources, when and if required.
- The Chair of this Committee will be informed of Board Meeting dates, agenda items and invited to attend Board Meetings and ask, in advance, if there are issues, he/she would like addressed at these meetings. If the Chair cannot participate in these Board Meeting, he/she can designate someone else from the Committee to attend. However, the Chair or Alternate can provide a written report, instead, on a monthly basis, three days before the scheduled Board Meeting, if more convenient.
- The Chair of this Committee can initiate and hold a Board of Directors Meeting in an emergency.
- Any submission by this Committee to the City on the New Official Plan must receive the Board of Directors' approval of at least 4 members of the CHARA Board of Directors before submission. Once approved, the Board will authorize the request under the CHARA logo with a covering letter from the President.
- At the discretion of the Board, this Committee can be extended if needed by additional three months, or dissolved at any time.