

Date: September 21, 7:00 p.m.

Location: Virtual Meeting

Board members present:

- Heather Scott (President)
- Dave Williams (Vice-President)
- Nathalie Seguin (Secretary)
- Miguel Botero (Director)
- Pamela El-Feghaly (Director)
- Trish Williams (Director)
- Alan Wong (Director)

Absent:

- Adele Landriault (Director)
- Elisabeth Russ (Treasurer)
- Jonathan Lesarge (Director)

Minutes	Action
1. Call to order 7:15 pm	
2. Addition/Deletion to agenda No additions, will move Financial update to next meeting. Motion to approve: Pam Second: Nathalie	
3. Approval of Meeting Minutes (May, June and July 2022) Will request formalized minutes for May and June for next board meeting.	1) Dave: To send video links to Nathalie 2) Nathalie: Prepare May and June formal minutes from virtual chat videos.
4. President's Update Community Insurance Program Update: Obtained insurance through this program for Canada Day, but discussions about this program pending further consultation with community associations was pushed into the fall.	

Discussions are now on hold until elections are completed, so the file may not be revisited until November.

PCA would have been qualified under the parameters laid out so at the moment, we continue to use our Hub insurance for activities there and have one-day permits for events in our parks which includes insurance.

With rink management, it has its own insurance as part of that program.

PCA will hold on to this item for the time being.

Blair Road Transit Priority Lanes - Community Working Group Meeting #1 (July 14, 2022):

Part of the expansion of Blair Road went to the Transportation committee and has been approved and is moving forward.

Attended meeting in July and can share materials for those interested as well as meeting minutes.

Working group presenting ideas, what lanes and overall structure will look like and seeking feedback on guidelines from community groups.

Intersection and MUP designs were shown as part of the presentation, including new signaling pedestrian crossings.

Some sidewalk and bus stop positioning comments raised by PCA during the presentation.

Open house on the new design should be in November. This is the next phase of this project.

Civic Grant & Signatures Required [*time sensitive*]:

Civic grant group had challenges at the end of June.

PCA needs to sign – Heather will collect signatures from all board members.

We will submit a final report as well to obtain the funds as part of the agreement.

3) Heather: Will ask if electronic signatures will be accepted from board members

City of Ottawa Outdoor Rink Season 2022/2023 [<i>time sensitive</i>]: Contracts are offered to previous rink contract holders first. PCA has until September 28th to agree and sign our agreement for the upcoming season. The contract type is only for rink maintenance. Once signed, grant funding information will follow and be shared with the board. Board has approved the motion. New rink work to be completed by the end of October (new boards, new pad). Expect costs to be incurred for our existing machinery and equipment. We also need to recruit volunteers who are interested in assisting with the maintenance. Capitalize on the launch of refurbished rink to recruit. Financial Update required for the Board: Last update was July 2nd, \$6,500 in operating/general account for hub and rink expenses. Few expenses have been incurred since and funds have been collected from hub rentals. Full report next meeting.	4) Heather: Will collect signatures from all members 5) Heather: Will respond that PCA will run maintenance of the new rink 6) Miguel: Provide potential costing for rink investments for upcoming season
5. Director Updates a) Hub rentals (Trish) Now have some ongoing hub rentals in place: Gloucester Horticultural Society, Euchre nights. Seven events have been booked since July in Hub. July - now : Request for cards & supplies Looking to acquire more chairs, possibly folding chairs; May also need to look into acquiring additional tables. Will make inquiries post-election if some of these supplies can be obtained through office.	7) Trish: Provide costing for tables and folding chairs 8) Trish: Insurance will be ready for October payment

Expenses being requested makes sense at this time, but financial review is needed first for approvals.

We also need to consider storage space with our purchases.

Access cards: we will require additional cards for board members.

Insurance for City

Next payment due in October

b) Upcoming Events (Heather / Trish)

At Hub:

- Pour painting event
- Craft Fair
- Euchre and Horticultural Society

Do we start to advertise the hub?

No Cleaning the Capital Event (Fall)

Can still register up to September 30th, but Heather has not registered PCA at this time.

Heather shared the link and some board members will look into registration and running the event.

In community:

- October 2, 2022 Tulip Giveaway

c) Community Garden (Pam)

No updates since August, coordinator is leaving and replacement pending.

Need to put the floor plan together and will need to be completed before meeting with them to start the process. Pam can share information provided by the coordinator.

Timeline was suggested of not being able to move forward until next year.

Two volunteers expressed interest in the project, so no call out for more was required until a concrete plan and city approval was acquired.

Consider looking in with other groups working on similar projects.

9) Heather: Will talk with City about Hub sign

6. New Business

a) Campaign Period & Campaign Debates (Dave)

Election is October 24th to elect councilors.

PCA typically is involved in arranging a debate or meeting the candidates opportunity. Other associations are not working on an event due to fatigue and lack of volunteers.

One candidate has reached out asking if an event will be forthcoming.

Moderation alert added to our social media for all posts.

Dave recused from discussion below due to campaign involvement and declared conflict of interest:

- Board interest in holding an event
- Not keen on turning our social media into a campaign zone
- There does not appear to be a strong local campaign, other candidates not well known
- Having an opportunity for residents to have access is important to ask what is important to them
- Pam will be project lead and moderator; will be held at the Hub and stream content for those who cannot attend
- Date will need to be confirmed: October 5th 7pm proposed

b) New Development Application (Dave)

- [1600 James Naismith Drive](#) June 20th
- [1568 Meadowbrook Road](#) Aug 5th

Both are in the “comment” period, staff will assess all of the feedback and provide to the developer and determine if the developer will change anything in our approach.

Dave provided PCA feedback for both projects.

Provincial timelines: City of Ottawa does not meet timelines 85% of the time.

“Revised” plans may be available fall/winter or may go with the LPAT route due to city delays.

c) Social Media / FB Group (Heather): Innes Road bike lane & Apple Saddlery

Dave Grand is on post approval status at this time. Heather has defended Pineview attacks on our channels and has reminded us of our use policy. There have been several in this status due to the nature of their posts.

10) All board: Send questions to be asked for Pam

11) Pam: Reach out to candidates for availability

There are challenges of people using social media for complaints and negativity only. If moderating the group is too onerous, raise with Heather. Dave has intervened several times re: garbage and gravel on Innes Road with the city. Haunted Pineview event: Not formally planned at this time	
7. Adjournment: Next Meeting October 12th @ 7pm Motion to adjourn: Nathalie Second: Pam Meeting adjourned 8:50pm	

ACTION ITEMS

1. July: Heather to order more cheques for PCA
2. July: Financial Update required for the Board (for October mtg?)
3. May: Heather to send John all documents re: PCA - DONE
4. May: Dave to apply for insurance – DONE, but no response received
5. Movie in the Park decisions - DONE
6. Dave to confirm hotdogs with councilor for Canada Day - DONE
7. Heather: Canada Day permits for partners - DONE
8. Pam: Provincial debates – DONE
9. June: Dave: Submit feedback on infill projects – DONE
10. Dave: Options for Canada Day insurance – DONE
11. Dave: Give access to John on PCA social media – DONE
12. Pam: Leftover books brought to library - DONE

Upcoming 2022/23 - Board Mtgs: Every Second Wednesday of the Month at 7:00 p.m.

- October 12
- November 9
- December 14
- January 11, 2023
- February 8
- March 8
- April 5***
- Monday, April 24 : Annual General Meeting

***Outside normal schedule to approve proposed board and budget ahead of the mandatory deadline to circulate to members of the Association