

Federation of Citizens' Associations of Ottawa
Executive Meeting – June 7, 2015 – Draft Minutes
Tanglewood Park Community Centre

Participants: Gary Sealey Bob Brocklebank, Archie Campbell, John Chenier, Alex Cullen, Lorne Cutler, Kul Kapoor, Maria Louisa Marti, Sheila Perry, Graeme Roderick, Don Stewart, Phil Sweetnam and Agnes Warda

Regrets: Klaus Beltzner, Maureen Forsythe,

1. Introductions
Those present highlighted their community backgrounds.
2. Approval of amended agenda: CARRIED
3. Executive Minutes of May 27 has been placed in circulation
4. Appointments to the Executive
While Karen Wright had advised the chair that she will not be able to serve another term.
Moved by Gary, seconded by John that Maria Louisa and Phil Sweetnam be named executive members at large. CARRIED
Maureen has volunteered to take minutes. She is with Age Friendly Ottawa/Council on Aging.
5. Secretary position: While taking, distributing, posting of minutes of both executive and general meetings, as well as record keeping are necessary aspects of this role, these duties can be either assigned and/or rotated.
Moved by Archie and seconded by John that “for the present” aspects being assigned. CARRIED
John stated willingness to work with Bob in taking on distributing/posting notice of meetings, agendas, and minutes.
6. Officers: Other officers are Gary, president; Sheila, vice president; and Lorne, treasurer.
7. Co-ordinates: A list of executive’s e-mail and *phone number* be distributed.
8. Spring Survey Results: Will be used to assist us with our undertaking in the coming year. Helpful to report feedback at Annual General Meeting.
9. Goals for 215-2016: While we will continue to articulate, refine and prioritize, it was agreed that FCA needs to achieve ongoing visibility and credibility with members, other community associations, councillors and staff as well as the builders and developers. In particular
 - Inspire, engage, and support members and potential members
 - Grow our membership and their sense of belonging,
 - Grow influence with City Hall
10. Meetings Dates:
It was agreed that the executive would meet on the second Wednesday of the month at Tanglewood Park Community Centre. Some changes reflecting days of religious observance will be accommodated. Archie reported that dates including January have been confirmed as
 - September 09 Jules Morin Park Field House, 400 Clarence Street
 - October 06 Hintonburg Community Centre, 1064 Wellington
 - November 02 Legion Hall 5050 Ann Street, Manitock
 - December 10 Overbrook Community Centre, 33 Quill Street
 - January 06 Tanglewood Park Centre, 30 Woodfield Dr.Archie is willing to focus on meetings dates/location until May 2016
11. Structure and New Initiatives
Beyond the executive and Nominations & Recognition Committee, we have been operating on the basis of committees overseeing portfolios (i.e Planning and Zoning). It was agreed that this would be reviewed following our Planning Day on June 28 in Kanata.

12. Communications: John reported on status of our new website. He was thanked for being the lead hand in our realizing it. Bravo!
13. Other Business:
 - a) Social FCA ??
 - b) Logo: It has long been agreed upon that we need to rename ourselves – Ottawa rather than Ottawa-Carleton. On a motion to Affirm moved by Alex and seconded by John. CARRIED
On the new website our signature masthead will have only Ottawa. The formality of getting it changed should be one of our administrative goals for the year.
 - c) Volunteer Ottawa: At the May General Meeting Uylana Zanevych made a presentation, including the range of services they offer. Annual membership is \$175, which may be a feasible amount for some community associations.
 - d) Letters Patent: This is a necessary document for changing signing officers at the Caisse Desjardins. Bob will review what we have. If necessary to pay a fee to obtain a copy, agreed by consensus to do so. CARRIED
 - e) Signing Officers: At the last meeting of the outgoing executive, it was recommended that the current signing officers remain in place during the transition. AFFIRMED
 - f) Community Mail Box: Should City Council consider this matter, the outgoing executive recommended a press release. A letter to the mayor and all councillors and to our distribution list was sent in May, which followed up on a January letter. AFFIRMED
 - g) Media Release: John indicated that he maintains a current list which could be utilized. It was agreed that such releases should be posted on our website and with Unpublished Ottawa. Contact person needs to be identified.
 - h) City’s Planning Department’s *Ambassador* Initiative has brought a strong reaction from the community. Some community associations have sought clarifications, others state marked reservation. Our membership may be guidance from us.
ACTION: Planning & Zoning
 - i) Storm water ??
 - j) OMB Appeal of the new Zoning bylaw: FCA may well wish to be a participant in such an appeal.
 - k) Planning and Zoning Committee expenses: By consensus agreed that the committee can be reimbursed up to \$150 on receipt of records. CARRIED
12. Adjournment CARRIED
Dates of the next Executive meetings: July 8.



Graeme Roderick Recorder