

Approved Meeting Minutes – FCA Annual General Meeting  
Wednesday, June 21, 2023  
7:00 pm  
Hosted online via Google Meet

Minutes Recorded by Leeanne Van der Burgt

	Agenda Item	Discussion	Action
1	Welcome and Recognition of Quorum	The meeting was called to order at 7:05 pm It was confirmed there was quorum. 26 Members were in attendance.	
2	Approval of the Agenda	Motion to approve the Agenda Motion: Phil Sweetnam Second: Alex Cullen All in favour.	Carried
3	Approval of the Minutes of the June 15, 2022 FCA-FAC AGM	There were no changes requested. Motion to approve the Minutes of the 2022 AGM Motion: Alex Cullen Second: Maria Luisa Marti All in favour	Carried
4	President's Report	Robert Brinker presented on behalf of the FCA with a brief overview of the work of the Board, committees and working groups over the year and shared the 2023 Members list. (Appendix A)	
5	Treasurer's Report	Lorne Cutler reported that there are currently 66 members. Lorne then reviewed the FCA financial summary. Motion to receive the financial report as presented Motion: Lorne Cutler Second: Alex Cullen All in favour	Carried
6	Motion to raise the annual Membership fee to \$40	Whereas the annual membership fee is the primary income for the FCA and provides resources to the members like regular meetings and workshops. Whereas the current fee of \$35 has been in effect since 2019. Whereas the FCA Board voted in favour of raising the membership fee at its May Board Meeting. Therefore, be it resolved that the Annual General Meeting approves a 2024 Membership fee of \$40. Motion: Alex Cullen Second: Don Stewart All in favour	Carried
7	Presentation of FCA Awards	The winners were announced for the following awards: FCA Lifetime Achievement Award – Roland Dorsay Media Award - Joanne Chianello Recognition Awards – Barbara Ramsay and Maria Luisa Marti	
		BREAK	
8	Keynote Address	Ottawa Centre MP Yasir Naqvi presented on the topic of reimagining downtown Ottawa.	

<b>9</b>	Report from the Nominations Committee & Election of Board of Directors	<p>Bob Brocklebank presented the report from the Nominations Committee. The Committee sought candidates with varied skills and views with the intent of representation across the city.</p> <p>The Committee presented  Robert Brinker for President  Leeanne Van der Burgt for Vice President  Lorne Cutler for Treasurer  There was no nominee for Secretary.  Three calls were made for nominations from the floor. There were none.</p> <p>Motion that the FCA Executive be adopted as presented  Motion: Bob Brocklebank  Second: Don Stewart  All in favour</p> <p>The list of candidates for Director at Large were presented:  Elizabeth McAllister  Lynn Davidson-Fournier  Mihailo Mihailovic  Paul Johanis  Stephen Turner  Warren Waters</p> <p>There were three calls made for nominations from the floor to replace or add to the list of nominees. There were none.  Motion to adopt the list of seven (7) nominees as presented  Motion: Bob Brocklebank  Second: Maria Luisa Marti  All in favour</p>	<p>Carried</p> <p>Carried</p>
<b>10</b>	Comments from incoming President	Robert Brinker thanked the Nominations Committee and congratulated the new Board. There will be a meeting of the new Board next Wednesday, June 28. The date of the Board Retreat is pending.	
<b>11</b>	Other Business	There were no topics raised.	
<b>12</b>	Adjournment	Motion to adjourn the meeting by Don Stewart	

## Appendix A

# President's Report To the 53<sup>st</sup> Annual General Meeting Of the Membership of the FCA June 21, 2023

Due to the ongoing COVID-19 pandemic, the Federation of Citizens' Associations (FCA) held its Annual General Meeting on June 15, 2022 in a virtual format. During the meeting, a presentation on the People's Official Plan was conducted, and the election for the 2022-23 Board of Directors took place. At that time, the FCA had a membership of 70 community organizations.

### **FCA MONTHLY MEETINGS:**

From September 2022 to May 2023, the FCA has successfully conducted 9 monthly meetings, consistently drawing an average attendance of 60 participants. These gatherings covered a range of significant subjects, including the City's recently introduced Official Plan, the updated Comprehensive Zoning By-law, the Transportation Master Plan, and the development of Lansdowne 2.0. In addition to these discussions, the FCA played a collaborative role in organizing two noteworthy workshops: an in-person session on the Transportation Master Plan and another workshop focused on the Ontario Not-for-Profit Act (ONCA).

Furthermore, during the FCA's monthly meetings, a special segment called "Spotlight" provided an opportunity for various community associations to present themselves and share information about their initiatives. Each association was allotted five minutes to describe their organization and its activities. The following community associations had the opportunity to participate and deliver presentations: Alta Vista CA Local Food Committee, Stittsville Village Association, Glebe CA, Riverside Park CA, and Guildwood Community Alliance.

### **FCA COMMITTEES:**

**The FCA's Planning & Zoning Committee**, led by chair Robert Brinker, is the busiest and largest FCA Committee, with 100 members.

The primary emphasis for this year centered around commencing the consultation process for the new comprehensive zoning by-law, as well as examining the repercussions of provincial planning bills 23 and 109. Subsequently, attention was directed towards infill guidelines and performance standards. Several stakeholder meetings were held, with representatives from the FCA, GOHBA, and City staff, to address and delineate concerns pertaining to neighborhood zoning, urban design guidelines, and consultation.

**The FCA's Transportation Committee**, led by co-chairs John Verbaas and Alex Cullen, with 38 members, discussed several transportation issues, the dominate topic was the development of the City's Transportation Master Plan. Committee members were engaged in the development of a Workshop on the City's Transportation Plan (TMP) Update to develop public input to the City's proposed TMP. This workshop (an all-day session on April 15 attended by 46 persons, co-sponsored by CAWI, CAFES, Ecology Ottawa, and the People's Official Plan Coalition) formed the basis of a presentation to both the City's Transportation Committee (on April 17) and to the April 19 FCA General Meeting

**The FCA's External Relations Committee**, chaired by Roland Dorsay, held regular meetings with city staff, aiming to enhance public engagement and establish direct lines of communication with upper management. Additionally, efforts were made to reestablish a monthly meeting with the Greater Ottawa Home Builders' Association (GOHBA).

**The FCA's Communication Committee**, led by Leeanne Van der Burgt, had two primary objectives this past year. The first was to recruit, hire and train a new Administrative Assistant for FCA.

The second objective for the Communications Committee was forensics on the current communications model. The current flow of communication, in and out of FCA, was mapped and analyzed. Further insights came from the Board's self evaluation process this spring and questions on specific topics posed to Members at several FCA General Meetings.

#### **FCA BOARD:**

The FCA's Board met on 12 occasions, handling a wide range of responsibilities beyond the coordination of monthly membership meetings. They actively supported the efforts of the FCA's Planning & Zoning Committee and Transportation Committee, while also overseeing the management of the organization's website, newsletter, Twitter account, and budget. Recognizing the expansion of the FCA, the Board followed up with the decision to hire an administrative assistant, thus ensuring efficient handling of administrative duties going forward.

Additionally, the Board of the FCA proactively engaged in advocacy efforts on behalf of the organization. They composed letters addressed to the Minister of Municipal Affairs & Housing, expressing the FCA's position on Bill 109 and Bill 23. Furthermore, they actively participated in discussions with the Ottawa Police Services board, advocating for increased transparency and open meeting participation.

An ongoing concern that remains a focal point for the FCA Board and its members revolves around the issue of insurance for community associations conducting programs on behalf of the City. This matter was initially brought up by FCA members last year when it became evident that the City's existing funding program for insurance requirements placed an unfair burden on community groups in growing areas. These groups had to secure their own, more costly insurance for providing the same services as the "grandfathered" community groups. A dedicated working group within the FCA continues to actively address and pursue resolution of this significant issue.

The most recent staff update did not include any involvement from the FCA or any community group, and the ensuing staff report fails to provide satisfactory answers regarding the City's program. As a result, it is anticipated that this matter will persistently captivate the attention of the FCA and its members in the times ahead.

Despite a formal request for a meeting with Mayor Mark Sutcliffe, both he and his staff have remained unresponsive, resulting in a lack of communication on their part.

Other challenges facing the FCA and its members in the coming year include the comprehensive zoning bylaw review based on the new Official Plan, the development of a new Transportation Master Plan, as well as conforming to the provisions of the new Ontario Non-profit Corporations Act.

## CONCLUSION:

The FCA operates as an association comprised of voluntary associations, drawing strength from the dedicated contributions of our 66 members. The organization's financial status, primarily supported by membership fees and a few generous individual contributions, will be presented by our treasurer, Lorne Cutler. However, the FCA faces escalating demands, not only from our members seeking assistance across a broad range of activities but also from the City of Ottawa, which relies on community input for program and policy development. Keeping up with city policies and reports, coordinating meetings, ensuring timely community responses to emerging issues, and distributing newsletters have made the FCA Board acutely aware of its limited resources. Consequently, the Board remains committed to exploring funding opportunities to enhance both its own capacity and that of its member organizations.

*Respectfully submitted by Robert Brinker, President 2022-23*

## **2023 FCA Member Organizations:**

Action in Sandy Hill

Alta Vista CA

Belair Heights

Belltown Neighbours Ass.

Bike Ottawa

Britannia Village

CAFES

Carleton Heights

Carlington CA

Cederhill CA

Centretown CA

Centrepointe CA

Champlain Park

City View

Civic Hospital

Concord CoHousing

Convent Glen Orleans Wood

Crestview Meadowlands

Cumberland Community

Dows Lake Residence Ass.

Faircrest Heights

Findlay Creek CA

Fisher Heights

Friends of James & Bay

Glebe

Glebe Annex

Glens C.A.

Greater Avalon

Greenspace Watch

Guildwood Residence Alliance

Hampton Iona

Heritage Ottawa

Heron Park North

Hintonburg

Hunt Club  
Island Park C.A.  
Kanata Beaverbrook  
Kanata Greenspace Protection  
Coalition  
Kanata Lakes  
Lincoln Heights Parkway CA  
Lowertown C.A.  
Lynwood Village CA  
Manor Park Community Ass.  
Manor Park Community Council  
Manotick Village  
McKeller Park  
Mechanicsville  
New Edinburgh Com. Alliance  
Ottawa East  
Ottawa South C.A.  
Overbrook  
Ridgemont CA  
Riverside Park  
Riverview Park  
Rothwell Heights Property Owners  
Ass.  
Stittsville Village Association  
Tanglewood-Hillsdale C.A.  
Upper Hunt Club  
Vanier Community Association  
Trend Arlington  
Wateridge Village CA  
Wellington Village  
West Barrhaven CA  
Westboro Beach  
Woodpark C.A  
Woodroffe North