

Approved Meeting Minutes – FCA General Meeting

Wednesday, January 15, 2025

7:00 pm

Hosted online via Google Meet

Minutes Recorded by Leanne Van der Burgt

	Agenda Item	Discussion	Action
1	Call to order, welcome and land acknowledgement	The meeting was called to order at 7:05 pm	
2	Approval of the Agenda	Motion to approve the Agenda Motion: Alex Cullen Second: Robert Brocklebank All in favour	Carried
3	Approval of the Minutes of the Last Meeting – November 20, 2024	Item 10 required amendment to read “moved for adjournment”. An addition to the Minutes was requested, at the end, to reflect that the decision was made, following the meeting, to not have a General Meeting in December. A note will be added to the minutes to document this. Motion to approve the Minutes of the last General meeting as amended Motion: Robert Brocklebank Second: Don Stewart All in favour	Carried
4	Presentation: City program for Liability Insurance for FCA members	Lynne Bankier from the FCA Insurance Working Group presented on the topic of the City’s Community Partners Insurance Program and its known status. The slide deck is attached.	
		B R E A K	
5	Neighbourhood Spotlight - Queensway Terrace North Community Association	The slide deck is attached.	
6	Open Mic	Susan Fletcher, with Fisher Heights and Area Community Association requests that other community associations share their policies on hosting events and facility usage to help her association develop its own guidelines. Janet Mark Wallace shared that Kilburn Garden Group will host Seedy Saturday on March 1st at Emmanuel United Church from 10 AM to 3 PM, featuring six free garden presentations and a seed exchange table. Heather Mitchell noted there is a significant need for food assistance in the community, as highlighted by the partnership with the Churchill Senior Center. The Ottawa Food Bank is facing challenges and has had to cut back on supplies, indicating a growing need for community outreach and support. Members are encouraged to support local food banks and provide	

		more support to those in need. Erin Coffin with Bridlewood Community Association echoed this sentiment.	
7	Chair's Report	<ul style="list-style-type: none"> a. Since the last General Meeting there have been 2 Board Meetings, one on November 27 and another on January 9. b. FCA submitted a statement to the City regarding the budget, focusing on long-term financial sustainability. It highlighted that the City is not paying attention to important financial ratios, which could lead to an unsustainable financial situation for the municipality. c. There was a lot of work done on Terms of Reference and recruit members for the newly formed Newcomer Reception Centres Working Group. d. The newsletter has some format changes, including a section called 'Words from the Chair'. e. The FCA sent a letter to the Planning and Housing Committee on the topic of a Renovication By-Law. The outcome of the letter is currently unknown. 	
8	Treasurer's Report	<p>Lorne Cutler reported.</p> <p>2024 ended with 68 Members. Year to date there are 10 paid Members. Total funds available equals \$25,700 in funds, including \$10,700 in the current account and \$15,000 in GICs.</p> <p>The Board is preparing the budget, which is expected to be finalized in February.</p>	
9	Committees Reports	<p>Committees Reports</p> <ul style="list-style-type: none"> a. Planning & Zoning <ul style="list-style-type: none"> Warren Waters reported <ul style="list-style-type: none"> i. Councillor Troster introduced a motion to work on a Renovication By-Law. ii. The FCA Planning and Zoning Committee adopted their Terms of Reference and elected a Vice-Chair and Secretary. iii. A response was received from the City on FCA comment on the first draft of the New Zoning By-Law. Heather Pearl and Robert Brocklebank have volunteered to analyze the response and suggest next steps. iv. FCA External Relations Committee will be proposing a collaboration on the topic of metrics and monitoring 15-minute neighbourhoods. v. The Committee sent a supplemental comment on the New Zoning By-Law encouraging the City to explore transitional parking options in higher density neighbourhoods where transit services may not be available. vi. CAFES is organizing an event in January on the topic of battery energy storage, which aims to advocate for broader zoning allowances. b. Transportation <ul style="list-style-type: none"> Arto Keklikian reported that the Committee is meeting on January 16 One of the agenda topics will be the Transportation Master Plan. c. External Relations <ul style="list-style-type: none"> Elizabeth McAllister reported. <ul style="list-style-type: none"> i. The Committee is following up on the FCA submission to the City; Feedback on Official Plan Monitoring Report. https://fca-fac.ca/2024/10/fca-provides-feedback-on-official-plan-monitoring-report/ 	

		<ul style="list-style-type: none"> ii. A small group has been selected to discuss metrics related to 15 minute neighbourhoods and liveable cities. iii. The Committee met with the City on the topic of public engagement. <p>d. Communications Leeanne Van der Burgt reported the Committee is meeting on January 20</p> <p>e. Governance Alec Mazurec reported that the Committee met in December to discuss Terms of Reference and the process to evaluate comments received in the by-Law revision.</p> <p>f. Membership Robert Brocklebank reported that the Committee is working on Terms of Reference. Membership renewal reminder will be sent out shortly.</p> <p>g. Funding - Nil</p>	
10	Working Group Reports	<ul style="list-style-type: none"> a. Newcomer Reception Centres Erin Coffin reported. A proposal was presented to the Board and it was accepted. The Group will be focusing on the communication strategies on this topic. The Group has been recruiting members. The first meeting will be in-person in January. b. Zoning Working Group There was nothing further to report. 	
11	Other Business	None	
12	Adjournment	Don Stewart moved for adjournment at 9:22 pm	

The next meeting is Wednesday, February 19, 2025.

FCA INSURANCE WORKING GROUP

UPDATE ON REVISED CPIP
Community Partnership
Insurance Program
2025 January 15

FCA Requests Level Playing Field For City Paid CPIP (before 2022 Budget)

- FCA request for equality of groups to receive paid CGL (Commercial Liability) insurance under CPIP not just those in existence pre-amalgamation, but throughout the City
- City response was to propose to dismantle CPIP and put it under the Community Funding framework (a grant program)
- However they did create equality for the Outdoor Rink program throughout the City by putting it under the City's integrated insurance; all ODR received City-paid coverage
- Further Advocacy by FCA and Rink Operators added Accidental Death and Dismemberment Insurance to Rink Contracts for volunteers (to replace absence of medical coverage when CPIP was discontinued for rinks).

Report to Council 2022 May 21

- Successful FCA advocacy to retain CPIP resulted in a report tabled at Council 2022 May 21
- FCA supported the report in a motion 2022 May 18 but requested further consultation :

Therefore be it resolved that the FCA:

1. Endorse the CPIP Report to May 25 City Council as progress in resolving the inequity in insurance coverage for community groups operating similar programs; and
 2. Request that Council direct City staff to further engage the FCA and community groups to resolve insurance issues resulting from community group activities, including process of defining types and terms of contracts, as a means of facilitating such activities, and report back to CPSC prior to the tabling of the 2023 City budget.“
- Result of Successful FCA Advocacy in point 2: Staff was directed to go back and work further with the community

Finance and Corporate Services

Report 2024 Feb 6

- the passing of a Motion by Councillor Kitts to retain a revised CPIP: Finance and Corporate Services Meeting Feb 6, 2024
- passed at Council Feb 21, 2024 but Amending Motion at Council failed: to amend the original motion with a requested change by FCA to refer the issue back for public consultation if an insurer could not be found
- So original motion retained: If no insurer found, CPIP monies would be rolled back into the Community Funding Framework (revert to original staff proposal).

Councillor Kitts Motion 2024 Feb 21

- 4 Page Motion, including 12 “Whereas” and 6 “Be it Resolved” clauses!!
- So, we won’t go through it here (Whew!)
- In summary, outlines eligibility criteria for community groups to receive CPIP, and directs staff to undertake the required steps to put the revised CPIP in place on or before 2025 Jan 1 to be part of City’s 2025 budget

After the Kitts Motion

- FCA accepted in general the revised eligibility criteria in the Kitts motion as fair, but requested clarification of some variables (see next slides)
- Some clarification was provided by the City Solicitor
- Community Services Committee 2025 budget to include 2 FTE's to administer CPIP plus provide an info service to community groups to help them navigate City services
- Memo from Dan Chenier gave general update (see next slides)

Clarifications to Kitts Motion

Email between City Solicitor and FCA

- *The proposed CPIP would have as its objective the support of community groups **whose primary mandate includes the holding or hosting of community events**. An organization established principally for purposes of advocacy on neighbourhood issues would not qualify under the proposed eligibility criteria.*
- *there may be more than one community group eligible for participation in the CPIP within the boundaries of an area defined by the ONS (Ottawa Neighbourhood Study)*

Clarifications to Kitts Motion

- *Be governed by a democratically-elected Board of Directors or Committee of **at least three independent and unrelated members**:*
- *It is staff's understanding that the purpose of the requirement is to ensure that the decision-making of the Board/Committee is not concentrated within a group of related individuals (husband/wife, employer/employee etc).*
- *Accordingly, it may be reasonable to assume that the aim of the criteria is to **ensure that a majority of the total membership of the Board/Committee are independent.***

Clarifications to Kitts Motion

- ***Have measures in place to ensure that they do not at any time sponsor or produce any materials that promote or oppose the candidacy of a person for elected office, or that promote or oppose a campaign related to a question on the ballot, in accordance with the City's Election-Related Resources Policy:***
- *This provision is intended to ensure that the City is compliant with the terms of its Election Related Resources Policy (ERRP), which is itself a statutory obligation. The hosting of all-candidate meetings, provided that they operate on a non-partisan basis, would not be contrary to the City's ERRP.*
- *FCA Suggestion for Motion/By_Laws "would appear to be reasonable": X is an apolitical body and shall not promote or oppose the candidacy of a person for elected office, or promote or oppose a question on a federal or provincial or municipal ballot*

Memo Dan Chenier 2024 Nov 21

Memo from General Manager Recreation, Cultural, Facility Services

Staff are working on revised CPIP as directed by Council including staffing for

- intake
- ongoing evaluation of community group eligibility
- other supports to community associations

Chenier Memo continued

Eligibility for revised CPIP (Start June 1, 2025)

1. Geographic-based community associations
2. Primary Mandate is representing a neighborhood on a broad range of civic matters and that hosts community events, activities and programs for the public

Chenier Memo continued

The draft 2025 budget includes adequate resources to support the CPIP program (2 FTE allocated).

These positions will support the CPIP program as follows:

- overseeing the eligibility process for prospective community organizations
- overseeing intake applications for access to the program
- provide ongoing monitoring to ensure compliance with eligibility.
- will act as liaisons with the community in matters relating to governance and access to information and key resources within the City of Ottawa.

Chenier Memo continued

Legal Services will continue to oversee

- the administration of insurance coverage
- to liaise with the insurance broker and/or underwriter on insurance and risk-related matters.

Chenier Memo continued

Some operations/groups will be (or have been)moved out of CPIP to another insurance program:

- 1. Outdoor Rink Maintenance and Supervision**
- 2. Community Gardens** through Community Garden Network (for approved activities only)
- 3. Manage or Operate City-owned or leased facilities or Operate Affordable/Accessible Recreation programs under an **Active Continuous Service Agreement with the City.****

Chenier Memo continued

CPIP Eligibility:

“Among other Parameters” groups to provide evidence

- they operate as a not-for-profit organization within the city of Ottawa
- they represent a geographic community within the boundaries of Ottawa
- have been existence for a minimum two years
- have been democratically elected with a board of directors and have an annual general meeting
- that they operate in a manner that respects and is consistent with the Ontario Human Rights Code and other applicable laws.

Chenier Memo continued

Next Steps

- Two staff hired to accept Applications beginning Q1 2025
- *Recreation, Cultural and Facility Service* and *Legal Services* continue to work collaboratively to finalize the application and approval process to ensure a successful transition to a new CIP.
- Coverage under the new program will be from June 1, 2025, to June 1, 2026, and subject to annual renewal.
- Should the City be unable to procure the necessary insurance in the future, staff will inform Council and reallocate that funding as directed in the motion to a dedicated community insurance support funding program within the community funding framework.

Where does FCA go from here?

- FCA wrote City in November 2024 looking for update
- City acknowledged FCA letter but provided no update
- We are waiting for the City to issue detailed information regarding the application process and eligibility criteria
- The FCA Insurance Working Group had hoped to preview the information before general release and have some questions answered, but that hasn't happened
- The most likely scenario is that we will receive the information as a "fait accompli", study it and determine next steps from there



Queensway Terrace North Community Association

January 15, 2025

Future of QTN: Learning from Two Secondary Plans

- ▶ Sandwiched between
 - 2 new LRT stations-Lincoln Fields, Queensview;
 - 2 major redevelopment areas.

- ▶ Will the future be
 - an urban oasis – attractive, green, friendly hood, or
 - the back-side of two big urban centers?

- ▶ Active participation in 2 secondary plan processes for more than 3 years. Delays – rush at end

- ▶ Outcomes: ???

Two Secondary Plans: Part of Ottawa's 2024 Focus on Housing

- ▶ **November: Lincoln Fields Plan adopted**
 - strategic place – major station; west end of parkway
 - maximum intensification
 - some public realm improvements
- **December: Pinecrest/Queensview Plan adopted**
 - strategic place – west entry from 401/417
 - industrial to mixed use
 - maximum intensification
 - major public realm improvements

Impact of Current Approach: Planning for traffic and Human Services

- Different population projections used for study of traffic impacts
- As-of-right development permissions far exceed what will be built
- Inability to predict and plan well for traffic impacts
- Reactive planning; first-come, first served; not balanced growth
- No planning for human services, e.g. health, education

Gap in Current Approach: Inadequate Concept of Neighborhood

- Specific Example
- Inability to defend good planning decisions
- General objectives need more robust policies
- Imbalance of voice and power in processes

Implementation of Current Approach: Community Benefits

- QTNca did get improvements in the plans
- Implementation? No active mechanism
- Total dependence on factors beyond control
- Is 20 year plan wise in uncertain times?
- Strengthen implementation to be pro-active
- Multi-stakeholder
- Frequent monitoring and updates
- Living plans