

**Minutes
Cumberland Community Association
June 5, 2014**

In Attendance

Executive

Anda Bruinsma	Co-President
Euan Swan	Co-President
Chris Thomas	Treasurer
Eva Lyons	Secretary

Board

Mathieu Blanchard	Manager, Farmers' Market
Rebecca Dufton	City Issues
Lyle Fair	Trails Committee
Anne Hawley	Beautification
Donna Nuttall	Member-at-Large
Russ Thomas	Member-at-Large

Also in Attendance

Josh Giguère	Councillor's Office
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Regrets

Bobbie Walker	Social Committee
Myroslava Mykytyn	Member-at-Large

Agenda Items

**Actionable
Items**

<p>1. Call to Order</p> <p>The meeting was called to order at 7:05 pm. Euan Swan thanked the Board for their support and contributions to the May 2014 AGM.</p>	
<p>2. Approval of the Agenda</p> <p>A motion to approve the Agenda was made by Russ Thomas, seconded by Chris Thomas. Passed.</p>	
<p>3. Approval of the Minutes of Last Meeting</p> <p>A motion to approve the Minutes of the April 3, 2014 meeting was made by Anne Hawley, seconded by Anda Bruinsma. Passed.</p>	
<p>4. Report from the Councillor's Office</p> <p>Josh Giguère familiarized himself with the outstanding issues following the May 2014 Board meeting and AGM. He will follow-up on concerns: community pothole filling; stagnant ditch water on Royal Orchard Drive; the viability of the large Pizza sign on Cameron; the concern that there no reflective lines on Frank Kenny lanes; and he will make sure that the CCA is listed in the directory of community associations on the City of Ottawa's website.</p> <p>Rebecca Dufton summarized for him the AGM discussion and questions directed to Councillor Blais, specifically the question of whether drive through facilities are allowed under the Official Plan as part of the updated Secondary Plan for Villages.</p>	<p>Josh Giguère</p>

<p>A response from the planner on the Barnett Street development file needs to be clarified. Josh will investigate this and will report back to the Board.</p> <p>A household hazardous waste drop-off will be held Sunday June 8, 2014 from 8 am to 4 pm at BFI Canada, 3354 Navan Road.</p>	<p>Josh Giguère</p>
<p>5. Business Arising</p> <p>Board insurance Following the question of the details of the City of Ottawa insurance coverage for community associations, Rebecca Dufton reported that the coverage should be adequate for all usual CCA activities.</p> <p>CCA Banner Purchase Anda Bruinsma and Mathieu Blanchard will research appropriate graphics and text. In view of a final decision, they will circulate by email to the Board members the draft templates.</p> <p>Gift For Isabella Bruinsma This item has expired its purpose and is no longer being considered.</p> <p>Outdoor Rink Final Report The final end-of-season online report was submitted. Thank you to Gary Nuttall for his dealings with the City on the CCA's behalf. Anda Bruinsma suggested that next winter the CCA apply only for the maintenance portion of the Outdoor Rink Grant.</p>	<p>Anda, Mathieu</p>
<p>6. Update from the Co-President's</p> <p>Mailbox Keys Euan Swan is now in possession of the keys to the CCA mailbox.</p> <p>City Issues Euan Swan thanked Rebecca Dufton for agreeing to chair the City Issues Committee. Rebecca replied that it is the role of the CCA to be vocal in all issues affecting the community.</p> <p>Communications Anda Bruinsma reminded us that residents have ample vehicles for obtaining information and comment sharing: telephone; Lamplighter; email; Website; and Facebook.</p>	
<p>7. Treasurer's Report To be brought up to date and receive all past documentation, Chris Thomas will be meeting with past Treasurer Anna Perron shortly.</p> <p>A motion was made by Chris Thomas to institute the use of an expense claim form for all financial transactions, seconded by Anda Bruinsma. Passed. See Appendix 1.</p> <p>Chris Thomas also asked that all moneys collected be recorded and turned in as a whole, with expenditures recorded and taken out separately, using the expense claim form. A forecast budget will also be prepared and circulated for consideration.</p>	<p>Chris</p>

<p>8. 2014/2015 Planning of Events</p> <p>a) Fall Social Event: The idea of a Harvest Festival with the Farmers' Market was discussed. Mathieu Blanchard will check for available dates in late October and early November. Donna Nuttall will approach the Lions Club to see if they are interested in holding this as a joint venture.</p> <p>b) Winterfest and Family Fun Day: Since Family Fun Day falls on a long weekend and many families are away, it was proposed that the Winterfest weekend events be split up. Sunday February 15th would be Family Fun Day at the Cumberland Museum. Russ Thomas will chair the organizing committee. Anda Bruinsma will ask the Councillor's Office about the timeframes for submission of the Family Day Grant application.</p> <p>The Winterfest dinner and dance would be held Saturday Feb 21st. Donna Nuttall will ask the Lions as to their February schedule. Russ Thomas will approach Clive Horne to see if he would again take on the Silent Auction portion of the evening.</p> <p>c) Community Clean-up: As the City of Ottawa clean-up initiatives are advertised, the CCA will react accordingly.</p> <p>d) Community Garage Sale: Due to abundant interest, this event has the potential of being a huge success. Lyle Fair will help organize the 2015 sale.</p> <p>e) Other:</p> <ul style="list-style-type: none"> - Following a Vankleek Hill example, Donna Nuttall suggested that Cumberland hold a Heritage House Christmas Tour. - Russ Thomas will check with Clive Horne as to the CCA's involvement in the annual Marathon Run. 	<p>Mathieu Donna</p> <p>Anda</p> <p>Donna Russ</p> <p>Russ</p>
<p>9. CCA Operations</p> <p>a) Communications Traffic on the website and Facebook has been substantial.</p> <p>b) Trails Lyle Fair has met with City and Museum staff and they walked the trail route noting areas of concern (signage, etc).</p> <p>c) Beautification Anne Hawley asked about the parameters of the beautification budget in view of barrel and plant expenses. A draft budget will be sent to Board members shortly.</p> <p>d) Outdoor Rink It is too early to confirm an outdoor rink committee.</p> <p>e) Liaison with the Lions With discussion of the 2014/2015 programming, it is becoming apparent that having a Lions Club liaison at our monthly Board meetings would be an asset.</p> <p>f) Liaison with the Federation of Citizens' Association of Ottawa This topic was not discussed due to time constraints.</p>	<p>Chris</p>

<p>g) Youth/Senior Representatives It is normal for community associations to have youth and senior representatives' input concerning their needs and desires.</p>	
<p>10. Adjournment / Next Meeting</p> <p>Russ Thomas moved that the meeting be adjourned at 9:15 pm, seconded by Mathieu Blanchard. Passed.</p> <p>The next meeting is Thursday September 4, 2014 at 7 pm.</p>	

