



## RIVERSIDE SOUTH COMMUNITY ASSOCIATION ANNUAL GENERAL MEETING

Date: Saturday, October 16, 2021  
Time: 2:00-3:30pm  
Location: Claudette Cain Park – Gazebo  
Meeting Leader: Tamara Lewis, Vice President, RSCA  
Meeting Facilitator & Timekeeper: Lynn Vanasse  
Minute Recorder: Lynn Vanasse

### **RSCA Board of Directors 2020-2021**

President: Vacant - *Kyle Creelman stepped down September 2021 for personal reasons*  
Vice-President: Tamara Lewis  
Treasurer: Atif Rashid  
Secretary: Vacant - *Kieran Jordan stepped down September 2021 for personal reasons*  
Director, Communications: Lynn Vanasse  
Director, Events: Lesia Gilbert  
Director, Local Businesses & Sponsorships: *Vacant - Filipe De Souza moved July 2021*  
Director, Volunteers: Alex Coakley

### **Residents in attendance (20)**

*In-person:* Elizabeth Van Herk, Nathan McKay, Robina Scrivener, Lynn Vanasse, Mark Vanasse, Tamara Lewis, Stacey Moore, Atif Rashid, Lesia Gilbert, Mireille Focquet, Kevin McGowan, Alexander Coakley, Greg Moore, Sandrine Cyr, and Steve Desroches.  
*Online:* Meg Murphy, Jodi Robinson, Tim Kotalek, Alex Averbeck, and Jason Deschamps.

**Guest:** City Councillor Carol Anne Meehan

### **Minutes**

Item	Details	Motion
1	<b>Call to order &amp; Welcome Attendees</b> (2 min)  Meeting was called to order at 2:50pm	
2	<b>Adoption of the AGM Agenda</b> (1 min)	Moved: Mark Vanasse Second: Mireille Focquet Carried: Yes

3	<b>Approval of the Minutes, AGM October 20, 2020</b> (5 mins)	Moved: Lesia Gilbert Second: Robina Scrivener Carried: Yes
4	<b>Year-End Report:</b> Tamara Lewis (5 mins)  See Appendix I	
5	<b>Treasurer's Report:</b> Atif Rashid (10 mins) Financial Statement for 2020-21  Adoption of the financial statement for the fiscal year ending August 31, 2021.  See attached	Moved: Mark Vanasse Second: Lesia Gilbert  Carried: Yes
6	<b>Communications:</b> Lynn Vanasse (5 mins) Overview of 2020-21  See Appendix II	
7	<b>Events:</b> Lesia Gilbert (5 mins) Overview 2020-21 activities, plans for 2021-22  See Appendix III	
8	<b>Local Businesses &amp; Sponsorships:</b> N/A  Vacant position since July due to Filipe moving from the area. The portfolio had been quiet due to pandemic restrictions.	
9	<b>Volunteers:</b> Alexander Coakley (5 mins) Overview of 2020-21  See Appendix IV	
10	<b>Winter Rink Program:</b> Mark Vanasse (5 mins) Review of the rink program 2020-21  See Appendix V	
11	<b>Board Position Descriptions:</b> Tamara Lewis (5 mins)	
12	<b>Election of Board of Directors:</b> Tamara Lewis (10 mins)  <i>Nominations Received:</i> <ul style="list-style-type: none"> <li>• Tamara Lewis</li> <li>• Kevin McGowan</li> <li>• Atif Rashid</li> <li>• Sacha Saroop</li> <li>• Lynn Vanasse</li> </ul>	

	<ul style="list-style-type: none"> <li>• Lesia Gilbert</li> <li>• Andrew Latty</li> <li>• Alex Coakley</li> </ul> <p>Nominations from the floor.  <b>Motion to elect names as listed to the RSCA Board of Directors for 2021-22</b></p>	<p>Moved: Stacey Moore  Second: Mark Vanasse  Carried: Yes</p>
<p>13</p>	<p><b>Guest Speakers:</b></p> <p>Kevin McGowan: Neighbourhood Watch Program (5 mins)</p> <p>After recent incidents of crime in the neighbourhood, community members felt it was time to launch a Neighbourhood Watch. Kevin spoke with the volunteer that organizes the Watch Program with OPS. Each street would have its own Watch program, with a block captain and volunteers. This is not a patrol or vigilante group out looking for troublemakers; it's getting to know your neighbours and looking out for each other – watch for the unusual and report to the proper authority. The program will be looking for volunteers and Kevin will be out in the community, online, etc. recruiting and making people aware of the initiative.</p> <p>City Councillor Carol Anne Meehan (5 mins)</p> <p>Congratulated the new board and is looking forward to working with them – community associations are so important to the community.</p> <p>Spratt Rd traffic still a concern; missed out on this deployment of photo radar, but on the list for the next expansion round</p> <p>Speeding is an issue on all area roads. OPS Neighbourhood Resource Team to start in Riverside South in November.</p> <p>Working on / exploring ideas for activities for teens in the area.</p> <p>The Councillor's Ward 22 newsletter is a great resource to stay up to date on area news. You can subscribe through the councillor's website.</p>	
<p>14</p>	<p><b>Q &amp; A</b></p> <p>None</p>	

15	<p><b>Adjournment</b></p> <p>The meeting was adjourned at 3:20pm</p>	<p>Moved: Lynn Vanasse Second: Mireille Focquet</p> <p>Carried: Yes</p>
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**Next Board of Directors Meeting:** Thursday, November 18th @ 7:30pm, Virtual

### **Appendix 1: Year End Report**

The mandate of the RSCA:

- Develop and foster community spirit
- Protect and enhance the quality of life throughout the community
- Promote organized community endeavours
- Keep residents informed of actions that could affect the community

Ongoing pandemic restrictions saw some of our usual events/programs cancelled this past year, but we held some modified activities in their place.

Year in Review:

- Outdoor Rinks
- Toy Mountain Drive
- Holiday Light Tour
- Spring Clean Up - planned and then cancelled due to restrictions
- Student Bursaries
- Canada Day - cancelled due to restrictions
- Labour Day Weekend Fireworks
- Community Garage Sale
- AGM

### **Appendix II - Communications:**

The RSCA communication platforms include a website, newsletter, Facebook page, Facebook group, Twitter account, and Instagram account. Using these platforms during the past year, the RSCA Communications Director:

Promoted RSCA activities: see the Year-in-Review section

Posted articles/bulletins regarding:

- Outdoor Rink conditions
- Coyote information
- Who to call and when to make reports to Police and Bylaw

Shared:

- Engage Ottawa opportunities that involved or affected Riverside South
- LRT updates and construction notices
- City of Ottawa reminders and events
- News and information from Ottawa Public Health, Ottawa Police, Ottawa Bylaw, Ottawa Parks & Rec, and the Ottawa Safety Council

### **Appendix III - Events:**

Like so many other things, Covid significantly affected the events of the RSCA in the last year. While the Christmas events were put on hold, Toy Mountain was deeply appreciative of the toy drive we hosted in the Moncion's YIG parking lot, sponsored by Rachel Hammer, Royal LePage Team Realty, and delivered by Parkview Moving. Once again, our wonderful neighbours showed their true generous nature and demonstrated tremendous Christmas Spirit!

We had to cancel our flagship Canada Day event for the second year in a row, but the easing of restrictions allowed us to host a Labour Day weekend fireworks display, sponsored by Urbandale, Richcraft and HN Homes, which was enjoyed throughout the Neighbourhood.

We hope to safely get back to the events that are enjoyed by so many in Riverside South in the near future.

### **Appendix IV - Volunteers:**

#### Toy Mountain Drive

- The Drive was a very successful event, with all factors considered: from volunteer turnout to donations and how the event overall went.
- Plenty of volunteers showed up, more than we even required. Very grateful for the community coming out in such times. It was the first time we had organized a significant number of volunteers since the pandemic started; its success was a great testament to our capabilities and adaptiveness.
- Showed that meaningful in-person events can be held even during the pandemic. Gave insight into how to run future events with similar conditions.

#### Spring Clean Up

- While unfortunately cancelled, the number of volunteers registered in the very brief time the event was planning was great to see. The event was lining up to be a great success had it been able to carry through.
- Certainly not ideal to cancel an event in such a manner, with such a short gap between asking for volunteers to have to cancel the event. Ultimately, it's simply a consequence of the world situation that was unavoidable other than educated guesses on upcoming public health policy.
- The conversation of "could public health restrictions change before the event" is always centre stage when we talk about hosting new events. The Spring Clean-Up was the one that we believed we could do and were wrong.

#### Labour Day Weekend Fireworks

- Not able to attend the event myself due to work, so all information I have is second hand.
- Many last-minute volunteer cancellations — understandable given the world situation and something to plan more for in future events as it surprised us this time.
- I was pleased to hear the event was still an overall success — any activity/event that we can successfully run during these times is of service to the community.

#### General Volunteering Situation

- Volunteer registrations still come in through the form at a solid pace. There is no reason to think we are running low on volunteers — evidence being consistent

- signups to events, responsiveness to communications and form submittals.
- The back-end systems were re-vamped a while ago; it is now easy to communicate with our extensive list of volunteers and edit the list as needed. SignUpGenius is a great tool.
  - Future volunteering events are very hard to predict as we don't plan as far in the future as we might have pre-pandemic. Spring Clean-Up is an example of why. Whenever there is a potential need for volunteers, I am always happy to send out an email asking for help.

#### **Appendix IV - Outdoor Rinks:**

RSCA volunteers created and maintained ice at 5 locations last year — puddle pads at Nimiq and Mountain Meadows parks; boarded rinks at Boothfield and Summerhill parks; and a boarded rink and puddle pad at Spratt Park.

##### Openings and Closures:

- Boothfield opened on Dec. 17
- Spratt puddle rink opened on Dec. 19
- Both Boothfield & Spratt rinks closed due to mild temps on Dec. 21 and completely melted by Dec. 26.
- Spratt, Boothfield, and Nimiq ice sheets were all open on Dec. 31
- Summerhill and Mountain Meadows opened on Jan. 9.
- There were several 1–2-day closures for all the rinks due to mild temperatures throughout the season.
- Summerhill and Mountain Meadows closed for the season on March 2, and the others all closed a few days later.

Skaters not respecting rink closed signs and caution tape remained an issue and resulted in more hours needed for the ice crews to reopen the rinks. Hockey on the puddle rinks was a problem again last season. The RSCA Rink Coordinator will be asking the City Parks & Recreation Department to post more visible and durable signs at the three puddle rinks for the 2021-22 season.

The search for new leads for Spratt and Mountain Meadows and volunteer recruitment for the five crews will begin in early November. If you would like to sign up now, send an email to [icerinks@riversidesouth.org](mailto:icerinks@riversidesouth.org).

# **Riverside South Community Association Inc.**

**Financial Statements**  
For the year ended August 31, 2021  
(Unaudited - See Notice to Reader)

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Financial Statements  
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## **Notice to Reader**

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We have compiled the Statement of Financial Position of Riverside South Community Association as at August 31, 2021 and the Statement of Operations and Changes in Net Assets for the year then ended.

No audit or a review engagement in respect of these financial statements has been performed.

Readers are cautioned that these statements may not be appropriate for their purposes.

Riverside South Community Association Inc  
October 10, 2021

# Riverside South Community Association Inc.

## Statement of Financial Position (Unaudited - See Notice to Reader)

As at August 31, 2021

	2021	2020
<b>ASSETS</b>		
	\$	\$
CURRENT		
Cash	40,297	38,059
Guaranteed Investment Certificate	2,071	2,033
Accounts Receivable	-	-
Prepaid Expenses	500	329
	<u>42,868</u>	<u>40,421</u>
<b>LIABILITIES</b>		
CURRENT		
Accounts Payable & Accrued Liabilities	263	196
Deferred Revenue	11,181	11,181
	<u>11,444</u>	<u>11,377</u>
<b>NET ASSETS</b>		
NET ASSETS	<u>31,424</u>	<u>29,044</u>
	<u>31,424</u>	<u>29,044</u>
	<u>42,868</u>	<u>40,421</u>

## Riverside South Community Association Inc.

### Statement of Operations and Changes to Net Assets (Unaudited - See Notice to Reader)

For the year ended August 31, 2021

	2021	2020
	\$	\$
REVENUE		
Events	-	6,111
Programs	10,196	13,281
Advertising	-	375
Other	67	3,380
	<u>10,263</u>	<u>23,147</u>
EXPENSES		
Bad Debt	-	-
Bank Charges	152	129
Events	329	9,792
Insurance	1,250	1,327
Office Supplies and General	1,802	3,869
Outreach	2,000	724
Professional Fees	-	-
Programs	2,350	1,689
Publicity	-	-
Wages	-	-
	<u>7,883</u>	<u>17,530</u>
EXCESS OF REVENUE OVER EXPENSES	2,380	5,617
NET ASSETS, BEGINNING OF YEAR	<u>29,044</u>	<u>23,427</u>
NET ASSETS, END OF YEAR	<u><u>31,424</u></u>	<u><u>29,044</u></u>