



ANNUAL GENERAL MEETING

Date: Thursday 22, October 2020

Time: 7:30 - 9:00pm

Location: Zoom Online

Meeting Leader: Graham Irvine, President, RSCA

Meeting Facilitator & Timekeeper: Kyle Creelman, Vice President

Minute Recorder: Lynn Vanasse

RSCA Board of Directors 2019-2020

President: Graham Irvine

Vice-President: Kyle Creelman

Treasurer: Vacant

Secretary: Mireille Focquet

Director, Communications: Lynn Vanasse

Director, Events (Temp Treasurer): Lesia Gilbert

Director, Local Businesses & Sponsorships: Filipe de Souza

Director, Volunteers: Alexander Coakley

Residents in attendance (24):

Lynn Vanasse, Atif Rashid, Graham Irvine, Kyle Creelman, Debbie Sullivan, Alexander Coakley, Tamara Lewis, Lesia Gilbert, Paul Brun, Mireille Focquet, T. Lopez, Mark Rogers, Sue Groult., Justin Wen, Jennifer Jennekens, Stacey Moore, Robina Scrivener, Ross Laughler, C.L., Na Li, Yang Xiang, Samantha Lauzon, Filipe de Souza, and Laurie Rogers.

Guests:

MPP Goldie Ghamari and City Councillor Carol Anne Meehan

Minutes

Item	Details	Motion
1	Call to order & Welcome Attendees (2 min) Meeting was called to order at 7:35pm	

2	Adoption of the AGM Agenda (1 min)	Moved: Lesia Gilbert Seconded: Tamara Lewis Carried: Yes
3	Approval of the Minutes, AGM 21 November 2019 (5 mins)	Moved: Paul Brun Seconded: Lynn Vanasse Carried: Yes
4	Year-End Report: Graham Irvine (5 mins) See Appendix I	
5	Treasurer's Report: Lesia Gilbert (interim) (10 mins) Financial Statement for 2019-20 Adoption of the financial statement for the fiscal year ending August 31, 2020 See Appendix II	Moved: Alex Coakley Seconded: Mireille Focquet Carried: Yes
6	Communications: Lynn Vanasse (5 mins) Overview of 2019-20 See Appendix III	
7	Events: Lesia Gilbert (5 mins) Overview of the activities 2019-20 and plans for 2020-21 We had to cancel majority of events. Sleigh Rides and Parade have had to be cancelled for this year. The RSCA is planning a Toy Mountain drive at Moncion's YIG instead, full details to come in November.	
8	Local Businesses & Sponsorships: Filipe de Souza (5 mins) Overview of 2019-20 Due to technical issues, Filipe was unable to present his report during the meeting. He submitted his report electronically following adjournment – see Appendix IV	
9	Volunteers: Alexander Coakley (5 mins) Overview of 2019-20 The RSCA has not had any events that required volunteers since he started. The focus has been on	

	cleaning up volunteer database – spreadsheets and Sign-Up Genius; they are ready to go when needed.	
10	<p>Winter Rink Program: Mark Vanasse (5 mins) Review of the rink program 2019-20</p> <p>See Appendix V</p>	
11	<p>Board Position Descriptions: Graham Irvine (5 mins)</p> <p>As defined by the current RSCA bylaws (adopted Feb, 2020).</p>	
12	<p>Election of Board of Directors: Graham Irvine (20 mins) <i>Slate of Nominees:</i></p> <ul style="list-style-type: none"> • Kyle Creelman • Atif Rashid • Lynn Vanasse • Lesia Gilbert • Filipe de Souza • Mireille Focquet • Alexander Coakley • Tamara Lewis <p>Nominations from the floor:</p> <p><i>Motion to elect names as listed to the RSCA Board of Directors for 2020-21</i></p>	<p>None</p> <p>Moved: Lesia Gilbert</p> <p>Seconded: Alex Coakley</p> <p>Carried: Yes</p>
13	<p>Comments from Local Elected Officials</p> <p>MP Goldie Ghamari:</p> <p>Shared that the Ministry of Education announced earlier in the week funding for an OCDSB high school in Riverside South and thanked community members who organized the petition. It is now up to the OCDSB to get it built.</p> <p>She has also touched base with the other school boards in RSS to see what their capital priorities are.</p> <p>The MPP shared several links to provincial grants that might be of use to the RSCA and if we should wish to apply for any of them, she would be happy to write a letter of support.</p>	

	<p>City Councillor Carol Anne Meehan:</p> <p>Work building the LRT into Limebank Station continues. Working with City Planners and Urbandale on RSS “City Centre” plans.</p> <p>Speed limit on River Rd reduced so that it will consistently be 60km and traffic lights at Leitrim and River Rd will be installed.</p> <p>A pump bike track is being looked at for land at Spratt & Limebank borrowed from Urbandale for a period of 4yrs.</p> <p>Speeding remains an issue on Spratt and Earl Armstrong and she continues to speak to Ottawa Police about the issue.</p> <p>She is working with Councillor Harder to get a COVID testing centre in the south-end.</p> <p>When asked about more facilities for youth, the Councillor replied it is difficult at this time due to COVID restrictions as well as finding space. Youth in the neighbourhood should come forward with their ideas as well so that it is things they will make use of.</p> <p>OCDSB Trustee Jennifer Jennekens:</p> <p>Looking forward to working with community partners to get the high school built; 3 years is the likely the timeline.</p> <p>Please reach out to her with any questions or challenges that families are experiencing.</p>	
14	<p>Adjournment</p> <p>The meeting was adjourned at 8:35pm</p>	<p>Moved: Paul Brun</p> <p>Seconded: Kyle Creelman</p> <p>Carried: Yes</p>

Next Board of Directors Meeting: Thursday, November 19th @ 7:30pm, Virtual

APPENDIX I: Riverside South Community Association Annual Report

Mandate of the RSCA is to:

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

2020 saw limited RSCA activity due to COVID-19 public health restrictions in place which prevented us from holding our usual events or implementing our regular programs.

Year in Review:

RSCA By-Laws updated and ratified at SGM, February 13, 2020

Website updated and modernized

Spring Cleanup cancelled

Community Garden closed

Mosquito Creek Program closed

Emergency Preparedness Team stood down

Student Bursary program modified, no recipients due to pandemic

Canada Day Event cancelled

Canada Day Flag Program cancelled

Canada Day Contest Held, Moncion's donated 10 gift baskets

Municipal Initiatives:

Ottawa LRT Phase 2 Trillium Line Consultation

Urban Coyote Plan

Resources:

Community Policing Contact - Marcus Cibismo

Rideau Valley Conservation Authority

Councillor Meehan's Office

APPENDIX II: Financial Statement

Statement of Financial Position						
(Unaudited - See Notice to Reader)						
As at August 31, 2020						
				2020	2019	
ASSETS						
				\$	\$	
CURRENT						
	Cash			38,059	20,397	
	Guaranteed Investment Certificate			2,033	2,025	
	Accounts Receivable			-	3,150	
	Prepaid Expenses			329	329	
				<u>40,421</u>	<u>25,901</u>	
LIABILITIES						
CURRENT						
	Accounts Payable & Accrued Liabilities			196	824	
	Deferred Revenue			11,181	1,650	
				<u>11,377</u>	<u>2,474</u>	
NET ASSETS						
NET ASSETS				29,044	23,427	
				<u>29,044</u>	<u>23,427</u>	
				<u>40,421</u>	<u>25,901</u>	

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

For the year ended August 31, 2020

	2020	2019
	\$	\$
REVENUE		
Events	6,111	70,966
Programs	13,281	16,112
Advertising	375	-
Other	3,380	254
	<u>23,147</u>	<u>87,332</u>
EXPENSES		
Bad Debt	-	700
Bank Charges	129	254
Events	9,792	51,536
Insurance	1,327	1,117
Office Supplies and General	3,869	7,135
Outreach	724	561
Professional Fees	-	1,247
Programs	1,689	4,713
Publicity	-	780
Wages	-	3,218
	<u>17,530</u>	<u>71,261</u>
EXCESS OF REVENUE OVER EXPENSES	5,617	16,071
NET ASSETS, BEGINNING OF YEAR	23,427	7,356
NET ASSETS, END OF YEAR	<u>29,044</u>	<u>23,427</u>

APPENDIX III: RSCA Comms Report 2020

The communications portfolio has been an active one in 2020 even with the lack of our usual events.

The RSCA communication platforms include a website, a monthly newsletter, a Facebook page, a Facebook group, a Twitter account, and an Instagram account.

More frequent sharing of information from the City and its various departments on our platforms began in late February after our Special General Meeting.

The RSCA launched a new website in early March that is easier to navigate for site visitors and easier to maintain and update by the Comms team. The new site came at zero cost to the RSCA as the Comms Director, Lynn Vanasse, and our IT advisor/webmaster, Paul Brun, built the site using a free website builder from our hosting provider. This change also brought about a new look to our monthly newsletter.

Late March saw a significant increase in our social media posts after the pandemic hit as we began sharing COVID specific updates from the different levels of government.

The end of May into mid-June saw some residents having close encounters with an aggressive coyote — this resulted in a significant increase of activity in our FB group which kept its moderators busy and also required a special bulletin newsletter and updates on our social media.

In late June, we promoted a successful Canada Day raffle.

This past week, an AGM page with details and supporting documents was created on the website and a special AGM bulletin was sent out to our newsletter subscribers and links to both were shared on our social media platforms.

APPENDIX III: Local Businesses & Sponsorships Report

For our business relations initiative, we had a great 2019 and a so-so 2020 as we all know. Our best example of success was our sponsorship for Canada Day last year and a better way to display our businesses on our website. Besides that, we implemented a procedure where any excess - from their Canada Day sponsorship - could be used for other events and the business owners would choose which events they would like to support throughout the year. Our intention, as you know, is to connect local business to our residents by engaging business owners through sponsorship opportunities as well as events and other initiatives. We also started a monthly meeting in 2019, where we discussed ways to improve their visibility and our community. We brought speakers, our local representatives and had good discussions. In order to foster interest we have to add value to businesses that sponsor our events and we did that by organizing a local trade show as well as using our social media to promote them and let our residents know who is out there, including home businesses. On top of that, we organized 3 sporting events.

This year we reached out to offer our support during this difficult time. The main initiative was to let local businesses post which services they were offering during the worst time of the pandemic. Right now, we are working on a video marketing campaign so more to come.

Special thanks to Lesia for her help in 2019. And thank you for the opportunity to be part of the RSCA since 2018.

APPENDIX IV: Outdoor Rinks Report 2019-2020

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. The rinks opened December 20 and remained open until March 1, though there were many warm days that forced temporary closures.

Skaters not respecting rink closed signs and caution tape remained an issue and resulted in more man hours needed for the ice crews to get the rinks reopened. There were also issues with a few residents using the boarded rinks as dog runs and not scooping.

The City Parks Department received some complaints last year about hockey being played on the puddle pads last year. As a result, this year the City will be posting signs at all locations with its corresponding rink rules and they will be doing more frequent patrols.

Four rink leads from last year are returning and we are looking for a new lead for Boothfield. Volunteer recruitment for the 5 rink crews will begin in November.