

Record of Decisions

Alta Vista Community Association Executive Committee Meeting

April 16th 2013

(Revised 21 May 2013)

Executive Committee Members Present:

Tony Bernard (Chair), Anita Dunlop, Brenda Ellacott, Eleanor Fast, Brian Irvine, John Lark, Garry Lindberg, Teresa LeGrand, Rock Radovan

Regrets: Clinton Cowan, Bill Davis, Kimberly Fish, Peter Hume

Guests: Roger Mandeville, Joumanna Mezher, John Samuel, Ingrid de Vries, Asif Rehman, the "Ratz" rink team.

1. Agenda approved with the addition of other business: (dog issues, rinks, playstructure at Applewood Park – see items 11 to 13) (John/Brian)
2. Record of Decisions for March 19th meeting approved (Garry/ Brian)
3. The Trinity-AVCA MOA is signed. See Annex 1.
ACTION: Tony to write to Trinity with an outline of how last year's funds were spent.
4. Membership
Teresa informed the committee that no new memberships had been received this month. During May and up until the picnic in June, membership forms (with cheques) can be dropped off at Mary's Food Market and Kilborn Food Mart.
The Perennial exchange will also be an opportunity to sign up new members. Details of the benefits of joining AVCA as well as a membership form will appear in next month's VISTAS.
There was discussion about the possibility of doing door-to-door canvassing for memberships, but no decision taken.
5. Treasurer's report
AVCA currently has a \$3376 deficit, not including monies expected to come in related to the rinks. See Annex 2 for financial statement.
6. City Hall
Garry Lindberg provided an update on upcoming consultations related to the updated city plan.
7. Perennial Exchange and Picnic

The Perennial Exchange will take place at Billings Bridge Estate on 12th May. An article will appear in the next VISTAS. Teresa told the Committee she is still waiting for a contract from the Billings Bridge Estate.

The picnic will take place at Billings Bridge Estate on 9th June. The theme will be cycling and cycling safety. Peter Hume has arranged for a youth sized bike for the raffle, and for city cycling staff to be present. There will be 100 bike racks, and a recycling information station provided by the city. Some picnic sponsors have renewed, others have not yet confirmed. There will be Tim Hortons coffee at the Picnic.

ACTION: Garry to follow-up on sponsorship emails for the picnic.

The Alta Vista Garage Sale will also take place on June 9th. There is a new gmail address and signage will go up along Alta Vista road.

Anita thought it would be useful to also have a phone number on the signs and offered her own phone number to be used.

Rideau Park Church will rent out tables and sell hamburgers and drinks during the garage sale.

ACTION: Teresa to send John Samuel a list of all free listing sites in Ottawa for advertising the garage sale.

8. Website

All is going well.

9. Directors Insurance

ACTION: John and Rock to continue to investigate options for Directors Insurance and report back at the next meeting.

10. Amendments to the constitution

Discussion was postponed.

11. Other business – Dog issues

Roger Mandeville raised issues related to dogs, and particularly hygiene (people not picking up after their dogs). He wants to work with the city to address dog owner rights and responsibilities. Concerns include consistent signage about dogs in Alta Vista parks, and the need for more garbage cans. Committee members suggested writing to VISTAS, and Rock offered to post something on the website.

12. Other business – Playstructure at Applewood Park

Joumanna Mezher informed the committee that the city has selected the winning bid for a playstructure at Applewood Park. She is currently involved in fundraising for seating (park benches), and hoping to get matching funding from the city. She requested a letter of support from AVCA for the project. The committee approved the request (Teresa/Garry).

ACTION: Letter of support to be sent by Tony

13. Other business – Rinks

Ingrid de Vries and Asif Rehman presented a “Vision for Alta Vista Rink”. See Annex 3 for a copy of the presentation. Issues raised in response to the presentation included the fate of Sharel rink if Alta Vista rink moved to a different management model, and whether all the proposals would be able to be carried out with the limited budget available. The committee decided to form a sub-committee of Garry, Rock and Tony to look at the issue in more detail.

ACTION: Sub-committee to report back at the next meeting with a recommendation for how to move forward.

14. The Chair adjourned the meeting at 9:30pm.

Next meeting 21st May 2013.

Memorandum of Agreement

Between

Alta Vista Community Association (AVCA)

And

Trinity Development Group Inc. (Trinity)

Preamble

Trinity, having acquired the buildings and property known as the Heron Gate Shopping Centre sought a stronger community presence. Mr. Michael Foley, Associate Vice President of Development for Trinity reached out to the community for ideas or opportunities to see how Trinity could further support the community.

The AVCA is committed to carrying out activities and projects that benefit the whole community and that provide opportunities for community building. Some of the current AVCA activities include: the Annual Community Picnic, the Awesome Alta Vista Garage Sale, operation of Outdoor Skating Rinks, the Annual Plant exchange and providing a forum for community participation during the development and improvement of local community parks.

Trinity recognizes that each community they become a part of is unique and diverse, resulting in areas of special interest for each and every one.

Just as they are proud to design, develop and build within a community, so too are they proud to generously support community interests that develop and build on the values they feel are important in every active and vibrant community.

It is Trinity's hope that the support they give to communities will leverage further support and encourage others to give back to the communities in which they live and work.

Trinity Development Group

Trinity agrees to contribute \$5,000.00 per year for a period of five years; 2012 – 2016 inclusive. It is recognized that the 2012 payment has been received from Trinity and future payments will be made on May 1st of each year. Prior to Trinity submitting their annual payment, AVCA will provide a cost breakdown of how the funds were used the previous year.

These payments are made specifically in support of the following activities; the Annual Community Picnic, the Alta Vista Garage Sale, Outdoor Rink Operation and the Annual Plant Exchange and such other community building events as the AVCA Board of Directors and Trinity Development Group shall mutually agree upon. Examples being a Winter Carnival or a walk to support a community event.

The Alta Vista Community Association

The AVCA agrees to publically acknowledge Trinity's financial support for the AVCA. This may include public announcements, news releases, acknowledgements on websites and special events. The AVCA website will include the Trinity logo and a link to the Trinity Development Group website for the duration of the agreement. The wording to be used in publicity and promotional materials is:

The AVCA gratefully acknowledges the financial support provided by Trinity Development Group.

In order to maintain high standards of accountability, integrity and to ensure transparency with community members and other partners, this agreement shall not limit or otherwise impact the freedoms or actions of the AVCA (or its members) regarding plans pursued by Trinity or any other corporation or entity.

This MOU may be amended or modified subject to the mutual written agreement by the authorized representatives of the AVCA and Trinity. Amendments to this MOU are to be detailed in writing and approved by the authorized representatives or their designates. Once approved, such amendments shall form part of this MOU.

Signed on behalf of the Alta Vista Community Association

Tony Bernard

President

Date:

Signed on behalf of Trinity Development Group

Michael Foley

Associate VP Development

Date:

Income/Expense

10/1/2012 Through 4/12/2013 (in Canadian Dollars) (Cash Basis)

4/12/2013

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Category Description	10/1/2012- 4/12/2013	OVERALL TOTAL
INCOME		
City Rink Grant		
Alta Vista Rink	2,775.00	2,775.00
Sharel	2,775.00	2,775.00
TOTAL City Rink Grant	5,550.00	5,550.00
Membership fees	130.00	130.00
Other Inc	250.00	250.00
Picnic Income		
Corp. Sponsors Picnic		
Peter Hume Office	1,000.00	1,000.00
TOTAL Corp. Sponsors Picnic	1,000.00	1,000.00
TOTAL Picnic Income	1,000.00	1,000.00
TOTAL INCOME	6,930.00	6,930.00
EXPENSES		
Alta Vista Community Assoc.		
Annual General Meeting	69.97	69.97
Internet Domain Name reg.	13.24	13.24
RPUC Room Rent	240.00	240.00
TOTAL Alta Vista Community Assoc.	323.21	323.21
Picnic		
Billings Estate Fee	77.38	77.38
TOTAL Picnic	77.38	77.38
Skating Rinks		
Management Fee	2,500.00	2,500.00
Salary		
Alta Vista Rink	1,604.38	1,604.38
Sharel Rink	3,126.25	3,126.25
TOTAL Salary	4,730.63	4,730.63
Snow clearing		
Alta Vista	1,087.63	1,087.63
Sharel	1,087.62	1,087.62
TOTAL Snow clearing	2,175.25	2,175.25
TOTAL Skating Rinks	9,405.88	9,405.88
Support for Community Projects	500.00	500.00
TOTAL EXPENSES	10,306.47	10,306.47
OVERALL TOTAL	-3,376.47	-3,376.47



A VISION FOR ALTA VISTA RINK

The Ratz

Background

- Group of interested Alta Vista residents attended AVCA meeting December 2012 to express wish to contribute volunteer efforts
- Goals of volunteer effort:
 - ▣ Increase rink season by early preparation
 - ▣ Improve ice condition through extra manpower
 - ▣ Lengthen season by maintaining ice as long as possible
 - ▣ Minimize skating time lost after snow storms

Volunteers 2012-13

- Gary Lane
- Riaz Mohammed
- Asif Rehman
- Keith Sherlock
- Mike Smith
- Carl Suri
- Doug Woodside

Achievements 2012/13

- First skaters December 27th!
- Created welcoming environment for skaters
- Active engagement of 7 volunteers and their families for the benefit of the neighbourhood residents
- Teamwork with the volunteers led to ideas for the future – we realized there is lots of potential at AV Rink!!
- Opportunities to network with other residents

Concerns 2012/13 – Agreement between City and Service Provider

- Supervision [Section 4]
 - Underage rink attendants (4b)

- Ice maintenance [Section 2]
 - Scraping (2b) – not done by rink attendants on daily basis
 - Rink Access for emergency vehicles (2c)
 - Usable ice surfaces after snowfall (2d)

- General Maintenance [Section 3]
 - Building amenities in safe condition (3e) – blocked toilet was reported by city staff (not rink attendants) near end of season
 - Overflowing garbage cans (3e)

- Programming , Permits, Public Inquiries [Section 6]
 - Request for permits ignored or delayed response (6a)
 - 1 entry for Alta Vista rink on Ottawa rinkconditions.com
 - Communication

Vision



Community
Involvement

Volunteerism

Youth
Engagement

Community
Centered
Events

Community Involvement

- Building a Strong Alta Vista
- Outreach
 - ▣ Connected to over 140 families
 - ▣ Mailing list continues to grow
- Everyone welcome to “come out and play” and/or “play a part”
 - ▣ Occasional shovel
 - ▣ Running a barbeque
 - ▣ Fundraising
 - ▣ Participate
 - ▣ **Play!**

Volunteerism

- Opportunity to Give Back
- Building a committed team
 - ▣ Today and the future
 - ▣ People love the rink and want to help
 - ▣ Broad representation – Passion
- Committed group of volunteers
 - ▣ Growing

Youth Engagement

- Build Neighbourhood Pride
- Hire Age Appropriate Students to Staff the Rink
 - ▣ Build a relationship with families to ensure success
- Provide Volunteer Opportunities for Students to Fulfill Community Service Requirements for High School

Events

- Hockey Day in Canada – February 9, 2013
 - Hot Dogs and Hot Chocolate!

- Other Ideas
 - Pre-school Kids Events
 - Birthday Parties
 - Team Events
 - PD Day Events
 - Community Fun Day

Rink Enhancement

- Safety
 - Berm to separate hockey from skating
 - EMS
 - First aid training

- Full Boards?

- Skating Oval?

Management Team

- Ingrid de Vries
 - Manager and Volunteer Coordinator

- Donna Smeaton
 - Events

- Keith Sherlock
 - Ice Operations

Next Steps



Thanks

- Ingrid de Vries
- Asif Rehman
- The Whole Ratz Team