

## **PROPOSED AGENDA**

### **NECA Annual General Meeting and New Community Centre Forum**

**Thursday, Oct. 29, 2015 - 7:00 -9:30pm  
St. Bartholomew's Church Hall, 125 MacKay Street**

- 1) President's welcome: Tim Plumptre
- 2) Approval of the AGM agenda
- 3) Approval of the 2014 AGM draft minutes
  
- 4) NECA committee reports available online: audience question period
  - (a) Finance: Cindy Parkanyi
  - (b) New Edinburgh News: Christina Leadlay
  - (c) Heritage and Development: Gail McEachern
  - (d) Transportation and Safety: Cindy Parkanyi and Noor Ahmed
  - (e) Communications: Jennifer Irwin
  
- 5) BRICK Award – Jennifer Irwin
  
- 6) NECA By-laws: Vote by the membership: proposed changes to NECA's by-laws: Noor Ahmed
  
- 7) Report of the Nominating Committee: election of new Board members – Sarah Anson-Cartwright
  
- 8) Other business, announcements
  
- 9) Adjournment of the AGM: 7:45pm

### ***Refreshments***

### **New Community Centre Forum**

8:00 – 9:30 pm: agenda to be provided at meeting.

**NECA AGM draft Minutes**  
**Thursday 30 October 2014**  
**St. Bartholomew's Church Hall**  
**125 MacKay St., New Edinburgh**

The number of NECA members attending the meeting was estimated at around 45.

The Annual General Meeting was chaired by Tim Plumptre President of the NECA Board. Other NECA Board members present were Noor Ahmed, Sarah Anson-Cartwright, Patricia Begin, Roslyn Butler (Secretary to the Board), Christina Leadlay (Ex-Officio Board member and Editor of New Edinburgh News), Gail McEachern, Cindy Parkanyi, Jim Watson (Treasurer).

The meeting was called to order at 19:36 by Tim Plumptre, who welcomed everyone and thanked them for coming out.

Jim Watson moved to approve the Agenda for this meeting and Gail McEachern seconded the motion. It was approved by all present.

Patricia Begin proposed a motion to approve the Minutes of the October 2013 AGM. Gemma Kerr seconded the motion. Tim asked if there were any comments or corrections to these draft Minutes but there was no comment from the floor. The 2013 AGM Minutes were approved by a unanimous vote.

Tim then noted that the sitting Councillor, Peter Clark was defeated in the recent municipal elections and introduced Toby Nussbaum who won the election as our new Councillor for Ward 13, Rideau Rockcliffe. Toby spoke for a few minutes, thanking everyone for his election. He said that he will be spending time at several of our Ward's Community Association AGMs in the next weeks as they are a good way for him to learn what are the concerns and issues in the different neighbourhoods he represents. Afterwards he said he will draw up a set of priorities for him to represent at City Hall.

Tim paid tribute to the NECA Board members and introduced everyone present - Noor Ahmed, Sarah Anson-Cartwright, Patricia Begin, Roslyn Butler, Christina Leadlay (Ex-Officio), Gail McEachern, Cindy Parkanyi, and Jim Watson. He noted those who were absent and those who recently resigned who had served in 2013/2014.

#### **Presentation of Strategic Priorities 2014 – 2016**

The document was available on line on the NECA website. There was brief resume of the successful spring forum which resulted in this document outlining the important areas of concentration for those present at the forum:

- Promote Responsible Development of Beechwood Corridor - Patricia Begin to be in charge of this file.
- Transportation and Safety – Noor Ahmed will chair this group and will be assisted by Cindy Parkanyi.
- Protecting Heritage – Gail McEachern to chair.
- Fostering Community Engagement. There has been one meeting with NECTAR. A committee has been established consisting of Paula Thompson, Tim Plumptre and Noor Ahmed.
- The Greening of New Edinburgh. - Tim Plumptre invited members present at the AGM to come forward to help with this priority.

Cindy Parkanyi proposed a motion that the AGM approve these Strategic Priorities on which NECA will concentrate as stated above. The motion was seconded by Patricia Begin. The motion was approved by those present.

### **Committee Reports:**

**Finance:** This is a committee of one – Jim Watson is NECA Treasurer. He said that last year (2013) was bad with only \$1000 of income. This year (2014) is much better and The New Edinburgh News, which NECA owns, brought in \$5000 and NECA was able to make a donation to NECTAR.

**New Edinburgh News:** Cindy Parkanyi the now retired Editor introduced Christina Leadlay, the new Editor. She did an excellent solo job on the October issue. Christina continued to report saying that the advertising revenue has increased now that advertising can be in colour. She asked for volunteers to help with newspaper delivery. She also asked for volunteers to join the NEN Advisory Board. She listed who currently sits on the board.

**Heritage and Development:** Gail McEachern is the Chair of this committee. She invited people to go to the NECA website, H&D page to learn about the 6 properties which are of concern to the Heritage & Development committee at present.

She said that the City of Ottawa does not at all seem to adhere to the heritage overlay rules, the City infill guidelines and the by-laws regarding development, when property developers request these restrictions be lifted.

She listed some of the tools available to us to help resist inappropriate development:

- The Streetscape Character Analysis
- The upgrading of NECA's heritage designation to 2005 standards which are more stringent.
- Working with the City of Ottawa Heritage Planner, Lesley Collins, has been helpful
- Strengthening the language of the City's rules and by-laws so they are not ambiguous.
- Working with the Ottawa Built Heritage sub-committee (Jan Harder is now Chair). They toured New Edinburgh with Gail two weeks ago.

**Friends of the Park:** Tim explained that Marci Surkes was not available to be chair of this committee. He explained that it was rather ad-hoc as part of the NECA Board but did important work on behalf of the park users. He asked if there was anyone who would like to take over. Could they please contact Marci.

**Traffic and Safety:** Noor Ahmed is the new Chair and has renamed the committee to **Transportation and Safety**. He noted that at the All Candidates Meeting there were two opposing views on how to deal with traffic flow – one was to speed up traffic to get it through the neighbourhood quickly; the other was to slow everything down. He thought that slowing everything down was good and compared Beechwood Ave. to Wellington and Richmond Roads where motorists can find shops and restaurants to patronize while cyclists and pedestrians are not so endangered by speeding vehicles.

He asked for volunteers to become “Transportation Block Captains” and to be monitors of traffic issues for their residential area. He is also looking for volunteers to be Transportation and Safety Committee members.

### **Special Report – NECA survey of the practices of other urban community associations:**

Patricia Begin conducted this survey during the past few months. A spreadsheet of her findings was available before the meeting. The topics surveyed were:

- frequency of board meetings,
- holding an AGM,
- whether the ward councillor attended board meetings,
- relationships with neighbouring communities,
- charging membership fees,
- funds and budgets,
- ownership of community newspaper.

The topic of charging a membership fee for NECA was discussed amongst the attendees. Gyde Shepherd raised the idea of it being a citizen's responsibility to pay fees which would then give a fund for NECA to do projects. This question of funds through membership will be discussed by the NECA Board during this year.

Tobi Nussbaum, Councillor elect, spoke to the topic of meeting with community association boards. He was thinking of meeting with the heads of all community associations in the ward two to three times per year.

Patricia Begin and David Sacks have been NECA's representatives at FCA (Federation of Community Associations in Ottawa) meetings. They find that the interests of such a large group that includes inner urban, suburban and rural communities are not always relevant to NECA.

### **Nominating Committee – Election of New Board Members**

Sarah Anson-Cartwright as chair of this committee announced the resignation of the following Board members: Catherine Lindquist, Simon Ford, Leslie McKay. She said that Paula Thompson was not standing for re-election. Jim Watson would like to step down if a replacement Treasurer could be found.

Those standing for re-election for a new 2 year term were: Sarah Anson-Cartwright, Roslyn Butler and Tim Plumptre. New candidates previously announced and standing for election were: Noor Ahmed, Jennifer Irwin, Cindy Parkanyi. These six people created a "slate" to be voted for the 2014/2016 NECA board. They would join Patricia Begin and Gail McEachern on the Board.

Patricia Begin proposed a motion that the "slate" be elected to the NECA Board of Directors. The motion was seconded by Barbara Laskin. All were in favour and none opposed. All the "slate" was elected – the NECA Board for 2014/2015 is as follows:

- |                          |                                  |
|--------------------------|----------------------------------|
| • Noor Ahmed             | • Christina Leadlay (Ex-Officio) |
| • Sarah Anson-Cartwright | • Gail McEachern                 |
| • Patricia Begin         | • Cindy Parkanyi                 |
| • Roslyn Butler          | • Tim Plumptre                   |
| • Jennifer Irwin         | • Jim Watson                     |

Tim Plumptre presented Gemma Kerr and Jim Watson with a painting of the Beechwood Ave. shops (sadly no longer with us) as a thank you for their years of long service on the NECA Board.

### **Proposed Changes to NECA's By-laws**

Noor Ahmed presented a revised (2014) set of NECA by-laws. He explained that NECA must be able to comply with the new Ontario government act for not-for-profit corporations, which is coming into effect in 2016. Noor and Tim have rewritten the NECA by-laws. He clarified that they are not substantively changed but re-worded and reworked so they comply with the proposed

Ont. Act. These revised by-laws will now list the duties for the President, Treasurer, secretary and Board members.

Sarah Anson-Cartwright proposed that the AGM accept these Revised (2014) NECA By-laws. Gyde Shepherd seconded the motion.

Former NECA president, Gemma Kerr, rose to speak against the motion. She raised these points:

- There was no mention of Finance and Heritage and Development
- There should be at least 2 signatures for cheques
- There was no mention of NECA ownership of the New Edinburgh News
- Does NECA accept outsiders as Board members?
- There is no definition of who is a member of NECA – property owner and/or resident
- How do the by-laws deal with proxy voting

She suggested that there should be more work to the proposed by-laws and then present them for the 2015 AGM to approve.

Past President David Sacks also spoke against these 2014 proposed by-laws. He recommended they be tabled and decided at a dedicated meeting in the coming year.

Noor Ahmed proposed an amendment to the proposed 2014 by-laws that included all of Gemma Kerr's objections/points. However at this point Sarah Anson-Cartwright withdrew her motion that was being considered and re-proposed a new motion:

“That NECA work on the proposed by-laws with other interested parties, including Gemma Kerr and David Sacks, in the near future. Those individuals are to send a written letter of their objections and/or concerns to Noor Ahmed by the end of November. That he would take note of them and work on the by-laws for re-presentation.” The new motion was seconded by Rosemary (Tovell). This motion passed when put to a vote.

Cindy Parkanyi moved that the meeting adjourn and refreshments be enjoyed. Barbara Laskin seconded the motion and all agreed. The meeting ended at 9:12 pm.

**CONSOLIDATED FINANCIAL STATEMENTS<sup>(1)</sup>**  
**for NECA / New Edinburgh News for Fiscal Year 2014/2015**

<b>Income and Expense Statement</b>				
	<b>2014/2015</b>		<b>2013/2014</b>	
<b>INCOME</b>				
NEN Net Income	\$	2,790.35	\$	4,858.17
Interest	\$	-	\$	0.17
Race Weekend prize (NECA portion)	\$	500.00	\$	-
<b>TOTAL INCOME</b>	<b>\$</b>	<b>3,290.35</b>	<b>\$</b>	<b>4,858.34</b>
<b>EXPENSES</b>				
NECA Miscellaneous Expenses	\$	549.99	\$	1,068.76 (2)
Events and meetings	\$	1,006.37	\$	-
Heritage & Development Committee	\$	12.00	\$	-
Donations	\$	-	\$	2,000.00
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>1,568.36</b>	<b>\$</b>	<b>3,068.76</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$</b>	<b>1,721.99</b>	<b>\$</b>	<b>1,789.58</b>

<b>Balance Sheet as at June 30, 2015</b>				
<b>ASSETS</b>				
Cash in Bank - NECA	\$	4,109.73	\$	206.49
Cash in Bank - NEN	\$	986.76	\$	3,448.21
Undeposited funds - NEN	\$	-	\$	-
GIC Held at BMO - NEN	\$	2,502.63	\$	2,217.35
Petty Cash - NEN	\$	83.44	\$	141.58
Accounts Receivable - NEN	\$	6,907.24	\$	8,522.13
<b>Total Assets</b>	<b>\$</b>	<b>14,589.80</b>	<b>\$</b>	<b>14,535.76</b>
<b>LIABILITIES</b>				
Accounts Payable - NECA	\$	-	\$	-
HST Balance	-\$	42.15	\$	663.04
Total Liabilities - NEN	\$	6,014.96	\$	5,161.52
<b>TOTAL LIABILITIES</b>	<b>\$</b>	<b>5,972.81</b>	<b>\$</b>	<b>5,824.56</b>
Fund balance	\$	8,616.99	\$	8,711.20
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$</b>	<b>14,589.80</b>	<b>\$</b>	<b>14,535.76</b>

<b>Statement of Changes in Financial Position</b>				
<b>FUND BALANCE, Beginning of year</b>	<b>\$</b>	<b>8,711.20</b>	<b>\$</b>	<b>6,921.62</b>
Surplus (Deficit) for year	\$	1,721.99	\$	1,789.58
NEN equity adj - previous years	-\$	1,816.20 (3)	\$	-
<b>Total Fund balance at Year End</b>	<b>\$</b>	<b>8,616.99</b>	<b>\$</b>	<b>8,711.20</b>

<b>Major expenses:</b>			
AGM Refreshments	\$	394.38	
All Candidates Forum	\$	478.52	
Genl liability insurance - banners	\$	310.00	
Emergency Preparedness Fair	\$	133.47	

**Notes:** (1) Prepared based on Ontario's *Guide to Bookkeeping for Non-Profit Organizations (2014)*.

(2) In previous years, events and meeting expenses were included in misc. expenses.

(3) Consolidation required one-time adjustment due to changes made to NEN balances in previous years. NEN books will be locked in at year end to avoid this in future.

## *New Edinburgh News 2014-2015 Report*

# **NEW EDINBURGH NEWS**

Christina Leadlay took over as managing editor for the October 2014 issue. A few stylistic changes have been made since, but on the whole the NEN retains its usual format and presentation. NEN is looking forward to the new [newedinburgh.ca](http://newedinburgh.ca) website, which will greatly enhance the paper's online presence. Christina has also been active on the paper's Twitter account, not only promoting the newspaper, but also helping to promote and share local events.

The core team continues to be Jane Heintzman (associate editor and senior writer), David Rostenne (production manager), Brian Gallant (advertising manager), Louise Imbeault (photographer), Jonathan Blake (residential distribution manager), with Cindy Parkanyi and Sandra Fraser (proofreaders). Kathryn Sabetta stepped down as NEN's bookkeeper in Sept. 2015. The search is on for a replacement. Ideally, we would like someone who could also assist with advertising. Also, Christina has taken over the Breezy Bits from Tanya Guay. In Feb. 2015, NEN welcomed writer Elizabeth Gray-Smith to the team. Liz contributes to the Burgh Business Briefs, and has been written many other great stories.

The *New Edinburgh News* Advisory Committee is a panel that helps make editorial, administrative, and financial decisions for the paper. Since the Oct. 2015 issue we have started listing the committee members on page 3 of NEN. Members include: David Rostenne, David Horley, Roslyn Butler, Cindy Parkanyi, Brian Gallant, Jane Heintzman, Cathy McConkey, Gemma Kerr and Jim Watson. Barbara Benoit and David Sacks have stepped down from the committee. Thanks to everyone for their support and advice.

Our distribution team delivers each issue of the paper to approximately 1,750 households, as well as to businesses on Beechwood. The team includes: William Beddoe, Liba Bender, Isobel Bisby, Susan Boyd, Roxanne Clark, Jim deFaye, Melanie Dillon, Ian Fraser, the Fyfe Family, Lise Gagnon, Phillip McAdam, Cathy McConkey, Elizabeth Rogers, Margo Silver, Victoria and Charlotte Walker, Veronika von Nostitz-Tait and the Young Martin family. Extra thanks to David Horley for his valuable support and resources.

We are looking for new delivery team members! Please contact distribution manager Jonathan Blake at 613-842-9792 if you can spare an hour of your time every two months.

### **STATISTICS FOR 2014-2015**

Readership: approx. 3,200 (1,750 households plus retail distribution)

Average number of pages per issue: 44

Average number of advertisers per issue: 64

Average \$ value per ad: \$148

*Christina Leadlay, Managing Editor*  
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**Report of the Transportation and Safety Committee  
Submitted by Cindy Parkanyi and Noor Ahmed**

**Transportation**

The committee addressed the following issues this past year:

- Reported to the City with respect to the uneven sidewalk in front of Sconewitch area which was repaired by the City
- Reported to the City the problems with the walk signals at the intersections of Beechwood and MacKay and Beechwood and Springfield. They have since been adjusted by the City whereby pushing the button for a walk signal is no longer required during daylight hours.
- Inquired with the City as to the road paving priorities in New Edinburgh. In summary, the repaving of our community streets will not occur before, on average five years. Further discussion by the Board will follow.
- Inquired with the City with respect to buses and coaches driving on Lisgar and Dufferin Streets, which appear contrary to the "no bus" signs. The City has responded and the Board will review a potential further response.
- Inquired with Councillor Nussbaum about obtaining City-approved "slow down" signs for our laneways (especially Avon Lane). The City will be dropping off several signs at the NECTAR Centre for our community use.
- The NECA Board approved supporting a letter from the Community Association Forum on Environmental Sustainability to the Transportation Committee of Ottawa requesting that the City approve the Complete Streets Implementation Framework and to accelerate funding of Ottawa's cycling and pedestrian plans.
- Attended the June forum sponsored by the City with respect to future of the Beechwood Transportation Corridor and reported on the forum in the Oct edition of the NEN.

**Safety**

The first annual **New Edinburgh Emergency Preparedness Fair**, which took place on May 3 at the Fieldhouse, provided area residents with an opportunity to hear from a City Emergency Management volunteer, who talked about the top seven potential emergencies in the Ottawa area and offered advice and suggestions on how to prepare for the first 72 hours. Participants also had the opportunity to practice their CPR and defibrillator skills after an excellent hands-on demonstration by the Paramedic Service.