**BURRITT’S RAPIDS COMMUNITY ASSOCIATION**

**MEETING MINUTES – November 12 2020**

**Members in Attendance:** Bart Bilmer, John Dwyer, Jill MacDonald, Vanda Stanley, Cameron Rhodes, Joan Simpson, Inge vanGemeren, Angie Lyrette (Hall Rental Agent

**Community Members in Attendance**: Julie Wylie

**Financial Statement:**

No financial statement was presented, however the Treasurer reported that the year-end statement required for the Annual Report was almost ready and would be audited as per usual.

There was a general discussion on insurance costs and a competitive quote provided by another insurance company. Member John Dwyer agreed to compare it against the existing policy and get back to Members. [**UPDATE**: John Dwyer reviewed the policies and subsequently spoke to the competing company. It was determined that the competitive offer was better and more cost-effective than the existing policy. There remained a question as to whether additional coverage should be obtained relating to ‘debris removal’ and whether coverage for earthquakes and flood damage was necessary.]

**Minutes:**

Minutes of the meeting in October were not presented

**Hall Rentals**:

**Update on Rentals**

Member John Dwyer reported on his conversations with the appropriate official in Ottawa on COVID-19 requirements for Hall users. The Province had given guidance however this was being reviewed by the lawyers at the city. Once this review was complete, the city was to inform clients including the Board. [**UPDATE:** The city subsequently advised that activities, including physical exercise classes, could recommence with reduced numbers and the normal protocols.]

**Hall Maintenance**

There was a discussion on de-humidifiers in the basement, one of which required emptying. The Chairperson was to check on ensuring automatic emptying, which she thought had already been organised.

There was also a discussion on cleaning, and it was agreed to reduce the level given the reduced Hall usage.

The broken shut-off valve to the exterior tap at the rear of the Hall was discussed and arrangements were made to have this repaired. [**UPDATE**: Resident Greg Johnston organised a repair.]

The Chairperson informed the Board that a person had come forward to offer to do snow-clearing for the season.

**Community Matters**

**AGM**

There was a lengthy discussion on the AGM. It was agreed that it was impossible to hold an in-person meeting given the COVID restrictions and that it was equally impossible to hold a virtual meeting given the difficulties with internet connectivity we experience in the region.

That said, the Board felt it was felt possible to engage residents at a distance allowing them the chance to review and comment on the Annual Report, including the financial statement, electronically and/or by phone. The election of members could also be organised in a similar manner. The possibility of holding an in-person event later, when possible, was also raised and agreed to.

It was decided that the draft annual report would be circulated electronically. Hard copies would also be made available, including at the Library. Notices of this would be posted. Residents would be given a reasonable time to post or otherwise communicate their views on the draft, which would be tabulated, as would the responses to these. A subsequent report would be prepared, and residents would then be asked to approve it.

Similarly, residents would be advised as to which Board Members were prepared to continue on and asked to put their names forward if they too wished to join the Board. Coincidental with the distribution of the final report, a final slate of candidates would be provided residents for their review and approval.

The Board recognises that this process is not perfect; however, if is the best possible approach given the current circumstances. [**Update**: prompted by an article on legal responsibilities to hold an AGM brought forward by member Joan Simpson, member John Dwyer consulted with appropriate officials at the City of Ottawa. He was advised that they are cognisant of the difficulties not-for-profits are having in this area and that extensions of required dates for AGMs are being approved. The process being proposed by the BRCA is one that others are using as well and is considered acceptable as legitimate AGMs given the circumstances.)

**HDP**

There was a lengthy discussion on the process for moving forward on the HDP with the consultant hired by NG. Members were both clear and unanimous in their view that the draft plan developed over several years and with significant consultation with the community is the starting point for the work of the consultant, whose task should be to articulate the Plan in concrete ways pointing out, as necessary, required trade-offs or possible alternatives to attain similar ends. It is once that is done that the community will be asked to comment. The Board should have an on-going role with the consultant to ensure that the Plan is well understood and that the proposals brought forward reflect the decisions take by the community as set out in the HDP. This process represents the agreements reached at the time the HDP was finalised and the commitments made by the municipality at that time, and reflect the community-driven nature of the initiative.

**Connectivity**

Member Cameron Rhodes updated the Board on progress. He was awaiting results of the NG survey as it applied specifically to the community. He had approached Joe Computer to determine whether they might consider linking us at a distance to the broad band available in Merrickville. This might be an option but would require them to obtain funding for service improvement.

**Tip-to-Tip**

The Chairperson noted that member Bart Bilmer had re-installed the trail sign that had been missing.

Bart also indicated that he had finished the trail brochure. Bart is to follow up with resident Joanne Auger to determine if she might be able to translate the document before it is submitted to Parks Canada.

There was a discussion of relocating the Swing Bridge sign to the periphery of the butterfly garden – away from the mowed area but with a clear sight-line to the bridge. A potential location was to be staked for review by Greening, which John Dwyer was to organise.

**Board-sponsored activities**

***Hallowe’en Contest***

Notwithstanding the technical glitch that prevented residents from tuning into the live facebook judging (subsequently repaired), the contest was well received.

***Christmas***

There was a general discussion, prompted by member Cameron Rhodes, on organising a Christmas activity. It was agreed that we should approach the Masons – who traditionally host Santa at the Hall and invite kids of all ages to the event – and propose hosting a reverse Santa event in December. (Santa would be asked to deliver presents to children in the Hamlet.) Cameron is to work with John Dwyer on this. [**Update:** Cameron has approached the Masons, who are supportive, and is advised that Santa has sourced some locally produced presents. A tentative date has been set and the communication note drafted.]

***T-Shirt Design Contest***

Cameron also raised the possibility of a T-shirt design contest as a fund-raiser, prompted by a similar activity undertaken by the Board many years ago. Following a general discussion, it was agreed to tie it to Valentine’s Day and the general message of loving one’s community. Cameron was to move forward on this, and the Board would pick it up again in the New Year.

**Next Meeting**

**TBD**