



Riverside Park Community and Recreation Association (RPCRA)

Board of Directors' Meeting

Wednesday January 9, 2013 7:00 PM

Riverside Churches Room 5, 3191 Riverside Drive, K1V 8N8

Minutes

Board Members Present:

Jeff Atkinson – Director
Jean Emmell – Director
Carolyn Gauthier – Director
David Hutchinson – President
Sandra Kearns – Director
John Kruithof – Director
Ken Leese – Vice-President & Secretary
Andrew Pinsent – Director
Barbara Squire – Treasurer

Board Member Absent:

Bill Smith – Director

River Ward Councillor's

Representatives: Nichole Hoover-Bienasz and Almeera Ismail

1. Welcome

Dave Hutchinson opened the meeting and reviewed the guidelines for the benefit of the members and guests in attendance.

2. Approval of Agenda

A motion to approve the agenda was proposed by Jean Emmell and seconded by Carolyn Gauthier. Motion carried.

3. Approval of Minutes

A motion to approve the December 5 2012 Board minutes was proposed by Jean Emmell and seconded by Sandra Kearns. Motion carried.

4. River Ward Councillor's Report

Nichole Hoover-Bienasz reported to the Association on behalf of Councillor Maria McRae. The report is available at riversidepark.ca.

Nichole introduced Almeera Ismail, a recent addition to Councillor McRae's staff.

5. Committee Reports

Board Administration and City Liaison - David Hutchinson

A motion to cause the RPCRA to become a member of the Ottawa Federation of Citizens' Associations of Ottawa-Carleton (fca-fac.ca) was proposed by Jean Emmell and seconded by John Kruithof with the proviso that it would be reviewed in one year. Bill Smith vote against by email based on this agenda item. Barb Squire and Carolyn Gauthier voted against; the rest were for the motion. Motion carried.



David Hutchinson has renewed the riversidepark.ca domain name registration for one year.

Finance - Barbara Squire

Barbara Squire presented the financial statements as of November 2012 (included below), and indicated that the December 2012 financial statements would be substantially the same.

Membership and Communications - Sandra Kearns

No report

Land Use and Development - Jean Emmell

Ron Stevenson stated that an infill proposal at 3759 Revelstoke concerns a number of residents. He also raised a related concern that the time between formal notices to neighbours (believed to be January 21) and the scheduled meeting of the Committee of Adjustment (believed to be February 6) did not provide sufficient opportunity for residents to adequately prepare briefs for the Committee of Adjustment.

Jean Emmell, the Chair of the RPCRA Land Use and Development Committee, indicated that he would seek further information, discuss this matter with concerned residents, and report back to the RPCRA Board (perhaps electronically) before the Committee of Adjustment meeting.

Special Events - Jeff Atkinson

David Hutchinson raised the possibility of a community event (e.g. fireworks) for discussion, and noted that some funding was available courtesy of Councillor Maria McRae. The difficulty in recruiting volunteers for fireworks was discussed; some suggested that we should investigate some other community event instead. Jeff undertook to organize committee meeting(s) to explore the issues involved in reinstating the fireworks via RPCRA and report back to the Board.

Transportation - David Hutchinson

Carolyn Gauthier noted that she had previously sent Councillor Maria McRae a suggested change to the route for OC Transpo Route 87 but has not received a response. After discussion the consensus was to await a response by the next RPCRA Board meeting, and (if no response has been received) consider sending a letter to Dianne Deans (as Chair of the City of Ottawa Transit Commission) asking that this suggestion be considered.

Carolyn Gauthier raised a question regarding the status of a previous request to consider possible renaming the "Confederation" O-Train stop to "Riverside Park". Nichole Hoover-Bienasz indicated that she would follow up to determine the status of this suggested change.

Environment - Bill Smith

No Report



Safety and Police Liaison - Bill Smith

No Report

Rink - Barbara Squire

Barb Squire presented the rink report (attached below).

6. Close of Meeting

A motion to adjourn the meeting was proposed by Jean Emmell and seconded by Ken Leese. Motion carried.

Minutes recorded by Ken Leese (Secretary) and Sandra Kearns



November 2012 Financial Statements

PROFIT & LOSS versus ACTUAL (Budget)

	Nov 30, 12	Budget
Income		
4000 · Income - Govt Sources		
4011 · C of O Paget Park Rink	0.00	1,100.00
4012 · C of O - Arnott Park Rink	0.00	3,700.00
4013 · C of O Pauline Vanier Park Rink	0.00	4,700.00
4014 · Volunteer Recognition	500.00	500.00
Total 4000 · Income - Govt Sources	<u>500.00</u>	<u>10,000.00</u>
4100 · Income - Non Govt Sources		
4101 · Paget Park	126.00	126.00
Total 4100 · Income - Non Govt Sources	<u>126.00</u>	<u>126.00</u>
4200 · Income - other		
4203 · Membership	145.00	200.00
4205 · RPCRA Income Transfers	695.97	695.97
Total 4200 · Income - other	<u>840.97</u>	<u>895.97</u>
Total Income	<u>1,466.97</u>	<u>11,021.97</u>
Expense		
5100 · Rink Expense		
5101 · Equipment and Supplies	0.00	950.00
5102 · Snow Plowing	0.00	800.00
5103 · Winter Fun Day	0.00	600.00
5104 · Honoraria	0.00	750.00
5105 · Supervision	0.00	6,000.00
5106 · Discretionary	0.00	400.00
Total 5100 · Rink Expense	<u>0.00</u>	<u>9,500.00</u>
5200 · Administration		
5202 · Bank Charges	12.73	50.00
5203 · Office Expense - General	0.00	700.00
5204 · Advertising/Promotion	0.00	150.00
5206 · Web Site	220.09	225.00
Total 5200 · Administration	<u>232.82</u>	<u>1,125.00</u>
5250 · Board		
5251 · Volunteer Recognition	0.00	500.00
5253 · AGM	96.84	100.00
5254 · Board Meetings	0.00	100.00
Total 5250 · Board	<u>96.84</u>	<u>700.00</u>
5300 · Insurance		
5302 · Directors	0.00	875.00
Total 5300 · Insurance	<u>0.00</u>	<u>875.00</u>
5400 · Occupancy		
5401 · Rent	0.00	250.00
Total 5400 · Occupancy	<u>0.00</u>	<u>250.00</u>
Total Expense	<u>329.66</u>	<u>12,450.00</u>
Net Income	<u><u>1,137.31</u></u>	<u><u>-1,428.03</u></u>



BALANCE SHEET

Nov 30, 12

ASSETS

Current Assets

Chequing/Savings

1050 - Bank of Nova Scotia 24,953.94

Total Chequing/Savings 24,953.94

Total Current Assets 24,953.94

TOTAL ASSETS 24,953.94

LIABILITIES & EQUITY

Equity

3200 - Opening Balance
Equity 25,418.71

3500 - Retained Earnings -1,602.08

Net Income 1,137.31

Total Equity 24,953.94

TOTAL LIABILITIES & EQUITY 24,953.94



RINK REPORT

Submitted by Barb Squire

All three of our Rinks, Arnott Park, Paget Park and Pauline Vanier Park, have base ice and are open to the public.

Paget Park being an unsupervised rink does not have hours of operation which means that the public can skate at any time.

Arnott Park's rink hours are:

Monday to Friday 4:00 to 8:00pm

Saturday and Sunday 10:00am to 5:00pm

Pauline Vanier Park's rink hours are:

Monday to Friday 6:30 to 10:30pm

Saturday and Sunday 1:00 to 6:00pm

So far, we have only two Outdoor Rink Permits (Contracts) with the City for outside groups and they are for both of the local schools –

General Vanier School Monday to Friday 9:30am to 3:00pm

Fielding Drive School Monday to Friday 8:00am to 2:30pm

As of this date, no other group has applied for nor have we received notification of any other Outdoor Rink Permits. So, only the two schools listed above have permission to use the rinks outside of RPCRA operational hours and both the trailer and field house will be CLOSED AND LOCKED at the end of each public skating day as listed above. The only exclusion is the watering and maintenance (plowing, shoveling) of the rinks,

I will be checking with the Community Centre on Thursday (January 10) to see if the first of three installment cheques are there. We should receive our second installment by the end of January and the third by the end of March or mid-April.

While I am recuperating from scheduled surgery, the following Directors and Volunteers have agreed to help –

Carolyn Gauthier - main contact for the Rink Operators and City. She will also be taking care of the pay periods for the rink operators.

David Hutchinson - secondary contact for the Rink Operators and City. Both David and Ken will be signing the rink cheques.

Bill Smith - Director in charge of checking Pauline Vanier Park (ice surface, operations, etc.) from the end of January to the rink season is finished. Don Squire, volunteer, will fill in the slack until Bill is back from vacation.

Andrew Pinsett - Director in charge of checking Arnott Park (ice surfaces, operations, etc.)

I want to thank all of our Rink Operators, Directors and Volunteers for their time, energy and devotion to the City of Ottawa's and RPCRA's Outdoor Rink Program