

Minutes of Kanata Beaverbrook Community Association (KBCA)

Annual General Meeting

18 April 2023

The Annual General Meeting of the KBCA was conducted online beginning at 7 pm using Zoom. Extensive advertising for the meeting was conducted using our newsletter to those on its mailing list and outdoor signs posted at prominent intersections in the community.

Present:

President: Neil Thomson,

Directors: Rob McAulay, Tom Lawson, Kevin McCarthy

Members: There were seventeen KBCA members (Beaverbrook residents) in attendance as reported by the Zoom program during the meeting. Given that the number of community members exceeded the number of Directors at the meeting a quorum for approving motions was established.

Others: Ward 4 Kanata North City Councillor Cathy Curry, Ottawa Public Library (Beaverbrook branch) Abbey Clark and Barbara Ramsay (Chair Kanata Greenspace Protection Coalition)

This meeting was called and chaired by KBCA President as the Annual General Meeting as per the requirement of the By-Laws.

A recording of the AGM, plus all KBCA materials and reports presented at the meeting, including the slides, are available on the KBCA web site here: [KBCA 2023 AGM - web page](#)

Supporting Documents

- [AGM - \[Slide\] Presentation](#)
- [Presidents Report](#)
- [Treasurers Report](#)
- Recording: [YouTubeLink](#)



Partner Presentations:

Ottawa Public Library:

Abbey Clark - Coordinator, Beaverbrook Branch presented this report.



City Counsellor:

Counsellor **Cathy Curry** (Ward 4, Kanata North) addressed the meeting. Topics included:

- The speed limit on March Road
- An update on the 100 Stacie Road potential development
- A meeting on the recent assessment of the performance of the LRT
- Plans on the upcoming Canada Day events in Walter Baker Park
- Expansion of the Kanata Central Business Improvement Area
- Traffic and road issues including calming and pot hole repair

Clublink/Golf Course redevelopment application

Barbara Ramsay (Chair of the KGPC) gave an update on the issues that are of concern at the moment, specifically:

- emphasizing how important our greenspace is in attracting new high tech business to Kanata North
- the decision on the court case of the validity of the entire 40% agreement is still with Justice LaBrosse. It has been 9 months and we are hoping for a favourable ruling
- a second avenue under consideration is that of the restricted covenant restricting re-grading of the property and storm water management
- ongoing financial support from the community is vital to continue this effort. The next fundraiser is the upcoming Chip In For Greenspace golf tournament at The Marshes Golf Club on 12 May 2023

President's Report:

Neil Thomson, President KBCA presented this report.

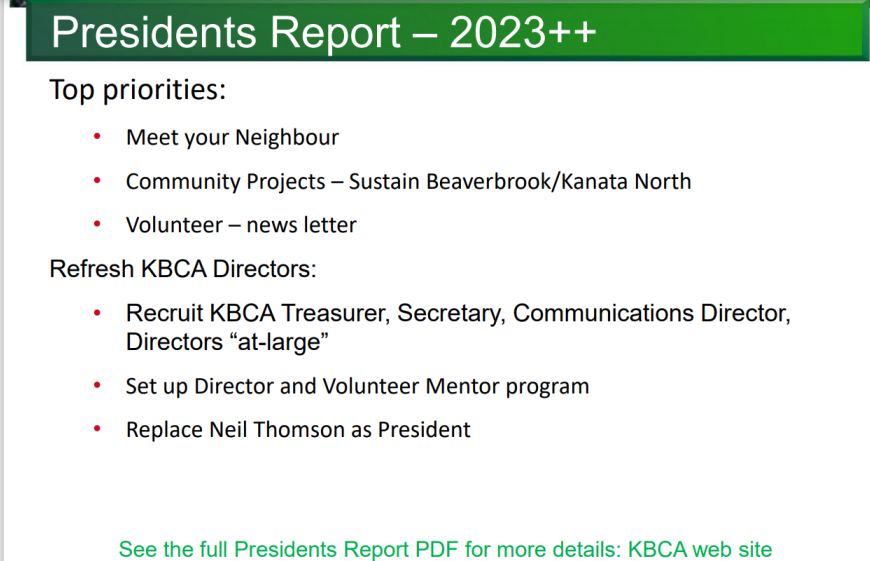
Use the Supporting Document links above to see the full Presidents Report PDF for more details.

A presentation slide titled "Presidents Report – 2023" with a green header. The background image shows a building with large windows and trees. The slide lists "Key Activities" in two columns.

Presidents Report – 2023

Key Activities:

- COVID-19 impact – over (financially)
- Community Centre
 - Use rebound, +ve trend
 - Renovations
 - Fire Safety Plans
- In-Community in-person Projects
 - On hold in 2022, resume in 2023
 - Virtual Cleanup
 - All Candidates (Ont, Ott)
- Planning: 1131/1151 Teron, 100 Steacie, 100 Weeping Willow, Nokia, Main&Main
- FCA – New Official Plan, Transportation Master Plan
- Storm Water Management
- Heritage Lighting, Study
- Cross Comm Assoc links

A presentation slide titled "Presidents Report – 2023++" with a green header. The slide lists "Top priorities" and "Refresh KBCA Directors" in two columns.

Presidents Report – 2023++

Top priorities:

- Meet your Neighbour
- Community Projects – Sustain Beaverbrook/Kanata North
- Volunteer – news letter

Refresh KBCA Directors:

- Recruit KBCA Treasurer, Secretary, Communications Director, Directors “at-large”
- Set up Director and Volunteer Mentor program
- Replace Neil Thomson as President

[See the full Presidents Report PDF for more details: KBCA web site](#)

Motion to accept – Marianne Wilkinson, Seconded by Eugene Florescu. The motion was approved by all present.

Treasurer's Report:

Neil Thomson, President KBCA presented the Treasurer's Report.

Treasurers Report - 2023

- **Income – has rebounded to 2019 levels**
 - Rental Rates – reviewed, will be done annually
- **Community Centre Contract Staff**
 - Hourly rate review (prev. 2016)
 - Will be reviewed annually
- **Renovations**
 - Finally started, will be annually for next 5 years
 - Leveraging City Capital Grant program, provides 50% funding
- **In-Community projects – now open to funding ideas**

Treasurers Report – Cash on hand

CASH ON HAND			
Scotiabank Account number	Account Type	Balance	Comments
40576 01618 10	Business Savings	\$2,618.57	Investments
00786 00008 17	Building	\$71,519.60	
00786 00130 13	General	\$8,796.88	
Actual GIC	GIC	\$5,474.86	Investment - GIC
	Total	\$88,409.91	

- The KBCA net income is approx.. \$20,000 per year
- Renovations from cash reserves (above) + City of Ottawa Major Capital Grants (50% renovation funding)

Treasurers Report – Actuals, Budget

In KBCA P&L Format	2022 Actual	2022 Budget	2023 Budget
Revenues:			
Community Funding	\$ 29,499	\$ 45,457	\$ 46,188
Recreation Grant	26,553	26,552	27,083
Major Capital Grant	-	16,100	16,100
Minor Capital Grant			
Rink Maintenance	\$ 2,946	\$ 3,005	\$ 3,005
Facility Rental	30,043	18,505	32,000
PRSC Risk Pass Through	\$ -		
Interest Income			
Gift			
Donations (Special projects)	\$ -	\$ -	\$ -
Memberships	\$ -	\$ 200	\$ -
Total Revenue	\$59,542	\$64,361	\$78,188
Expenses:			
Community Centre Maintenance	\$ 2,650	\$ 1,533	\$ 900
Building Leasehold Improvements (Fit Up)	3,051	30,000	50,000
Staffing	\$ 30,383	\$ 24,411	\$ 32,500
Construction Relocation Expense	\$ -		
Convention or Meeting Expense	\$ 36		
Equipment (purchase, rental, repair)	452	1,000	1,000
Insurance	\$ 316	\$ 863	\$ 500
Internet	1,938	1,166	2,300
Legal Fees	\$ -		
Donations (Subsidies for Scouts/Guides)	\$ -	\$ 640	\$ 640
Other Misc Expenses	\$ 111	\$ 100	\$ 100
Professional Services Fees			
Telephone	\$ -	\$ 22	\$ 25
Software Expenses	\$ 170	\$ 400	\$ 400
Utilities	\$ 3,761	\$ 3,950	\$ 4,350
Outdoor Rink Maintenance	\$ 2,946	\$ 3,005	\$ 3,005
Board Expenditures (Membership Fee Expenses)	\$ 305	\$ 300	\$ 300
Community Events (Seasonal/Other)	\$ -	\$ 500	\$ 500
Community Projects	\$ -	\$ 3,000	\$ 3,000
Bank Expenses	\$ 10	\$ 100	\$ 100
Postage & Delivery	\$ 1,229	\$ 1,100	\$ 1,100
Printing	\$ 674	\$ 1,600	\$ 1,000
Total Expenses	\$ 48,031	\$ 73,691	\$ 101,720
Profit (Loss)	\$11,511	(\$9,329)	(\$23,532)

Treasurers Report – P & L

PROFIT & LOSS					
December 31 2022					
BUILDING	RINK	MEMBERSHIP	ADMIN		TOTAL
Income	Income	Income	Income		
City Ottawa- Community Recreation grant	26,552.84	City Ottawa- Rink Grant	2,946.00	Memberships	Gifts (Donation to
Facility Rental	30,043.07				0.00 Street Signs)
PRSC Risk Pass Through **	0.00				Lighting Project
Flow Through Income					Donations Special
Interest Income *					0.00
Total	56,595.91	Total	2,946.00	Total	0.00
Expenses	Expenses	Expenses	Expenses		
Community Centre Maintenance	14,068.15	Rink Maintenance	2,946.00	Bank Fees	9.65
Community Centre Management Renovations	2,740.00				
Community Centre Management	11,061.00			Bookkeeping	1,761.50
Community Centre MGMT COVID -19	753.00				
Travel (Associated with CC Management)					
Community Centre Fit Up	3,051.00			Postage & Delivery	1,229.12
Convention or Meeting Expense	35.60			Printing	673.93
Equipment Rental and Maintenance				Supplies & Materials	2,650.19
Equipment (Furniture)	452.00			Other Org	
Insurance	316.44			Membership Fees	305.00
Internet(Northwind Wireless, Google)	1,938.34				
Other Community Events (Clean UP Day)(Open House)	0.00				
Special Project (Signs) (Neighbourhoods)	0.00				
Flow Through Expense					
Donations (Subsidies for Scouts/Rangers)					
Other Misc Expenses (Bad Debt)					
(Plantings) (Xmas Gifts)	110.66				
Professional Services Fees					
Telephone (Bell, VOIP)	0.00				
Software Expense (Esri Canada)	169.50				
Utilities	3,760.98				
Total	38,456.67	Total	2,946.00	Total	6,629.39
					48,032.06

Motion to accept – Eugene Florescu, Seconded by Katie Kaufmann. The motion was approved by all present.

Community Centre Renovations:

Use the Supporting Document links to the presentation slides from the link above.

To pay for these renovations the Board presented the following motion:

To authorize the KBCA Community Association to plan and commit to \$100,000 in renovations contingent on:

- applying to the City of Ottawa Capital Grant Program (50% funding)
- adjust based on annual inflation

Motion to accept – Marianne Wilkinson, Seconded by Katie Kaufmann. The motion was approved by all present.

Green Beaverbrook Initiatives:

Use the Supporting Document links to the presentation slides from the link above for more details.

Proposed Slate – KBCA Board & Officers:



Proposed Slate – KBCA Board & Officers

Nominations for KBCA Board of directors

- President: Neil Thomson
- 1st Vice-President: Rob McAulay
- 2nd Vice-President: David Brown
- 3rd Vice-President: <Vacant>
- Secretary: <Vacant>
- Treasurer: <Vacant>
- Communications Director: <Vacant>
- Director, Cluster 1: Tom Lawson
- Director, Cluster 2: <Vacant>
- Director, Cluster 3: Kevin McCarthy
- Technical Director – web, voip, facebook <Vacant>

Motioned to approve the appointment of Directors moved by Katie Kaufmann. Seconded by Diane Tessier. Approved by all present.

Adjournment:

The meeting was adjourned at 8:32 pm.

1st Signature:



Name of Signatory (please print)

Neil Thomson

Title of Signatory

President

Name of Organization

Kanata Beaverbrook Community Association

2nd Signature:



Name of Signatory (please print)

Rob McAulay

Title of Signatory

2nd Vice President

Name of Organization

Kanata Beaverbrook Community Association