



## MANOTICK VILLAGE & COMMUNITY ASSOCIATION

### Minutes

Wednesday, May 6, 2020

7 pm – 9 pm

Online Zoom Meeting

**In Attendance:** Grace Thrasher, *President* (GT); Nancy Horne, *Treasurer* (NH); John Harrison, *Director of Road Safety* (JH); Bonnie Gray, *Director of Membership* (BG), Theresa Roberts, *VP Events* (TR); Leeanne Van der Burgt, *Director Communications* (LV); Doug Valerio, *Secretary* (DV)

**Apologies:** Allan Smith, *Director at Large* (AS)

Meeting called to order, 7:02pm

Opening Remarks:

#### ITEMS

1. Approval of Minutes of Last Meeting & action items updates.
  - a. Motion to approve the minutes of last meeting: JH, BG All in favour.
2. Treasurer's Report (See Appendix A).
  - a. GT is still looking for someone to audit our accounts
  - b. Motion to accept Treasurer's report: BG, TR. All in Favour
3. President's Report.
  - a. Thank you letter received for the \$2,100 donation
  - b. Skate Park, outdoor rink and basketball court expected to start soon.
  - c. Scott Moffatt informed us that the Beryl Gaffney portfolio will be assigned to someone new. Until that happens it is unlikely, we will get answers to our questions.
  - d. Resurfacing of Rideau Valley drive will be going ahead this summer.
  - e. A design for a 2-storey development at the end of Highcroft Dr. has been released. The design looks a little boxy, Scott Moffatt will suggest a redesign to blend in with the surrounding neighbourhood.
  - f. A three-storey building is planned for the vacant construction lot, crn. Main and Clapp, where Pizza van is. Scott will do a virtual town hall meeting to inform public what is happening with this and other Main St. developments.
4. Events Report.
  - a. Everything is still closed due to Covid. All events are uncertain or definitely cancelled.
5. Communications Report (See Appendix B).
  - a. We have doubled the traffic on our website, in part due to the online quiz.
  - b. More people are signing up for the Facebook sites. We have had lots of diverted traffic from Facebook to the website for more information.
  - c. New Quiz being launched this Friday.
6. Membership Report (See Appendix C).
7. Transportation Report.
  - a. Nothing to report

8. Growth Management Strategy and Ward Boundary Review.
  - a. Official plans are no longer appealable. The maps available now, show current urban boundaries. Scott is adamant that agricultural land will be protected.
  - b. Regarding intensification and quality of living, there is a planning requirement to have a certain amount green space per residential unit.
  - c. Zoning is an important part of defining real development. In the past, developers have succeeded in getting zoning changed (spot zoning) for development of agricultural land.
  - d. How far will Riverside South encroach on Manotick? The land beside Tim Hortons is prime agricultural land so it cannot be developed. There is a 1km buffer zone around the village.
  - e. Do we want to make a presentation to the committee?
    - i. We were in favour of the rural economic development strategy. ARAC tend not to allow "in favour presentations." GT suggests we do a written document if we have something to add to the proposal.
    - ii. Suggest urban boundary is not adjusted until all green space within the boundary is used up. Current proposal is based on projected population increase over the next 25 years. Past projections have been incorrect.
    - iii. Is there anyone tying the different development committees and the boundary committees? Planning and Infrastructure Development Office in City Hall runs all the committees relating to the Official Plan. The Ward Boundary review is run by consultants to keep it arm's length from Council.
    - iv. Has the pandemic affected any of the planning? Intensification is at greater risk in pandemic. Natural disaster has been discussed at some point. Natural disasters such as flooding favour high rise instead of spreading development over flood plains.
    - v. It is important that we protect the rural villages and Agricultural land from the suburban sprawl. Ottawa is quite unique in that we have so much green space within the unified boundary. If more people start working from home will we need so much infrastructure and high rise?
    - vi. Summary of Board's position; We think the balanced scenario is the right direction. We strongly support protection of agricultural land and rural villages. The 1KM buffer zone around the village should be a hard line. Future pandemic should be considered in the proposals. Protect green space. Housing needs with aging population and changing demographics need to be reflected in the plan. Note that these discussions could be put on hold until Covid is over. GT to draft a response and circulate it for comment.
  - f. Ward Boundary review is on hold for now. We will have another opportunity to speak to it in the fall.
9. Constitutional Amendments.
  - a. Due to Covid, we are not able to set the AGM within the timeframe of the Constitution. Proposed changes to Constitution that will allow us greater flexibility to set the date due to circumstances beyond our control.
  - b. The other proposal is to change the period that a person must be a member in good standing prior to being able to vote at any meeting of the Association.
  - c. BG to send out a notice option for membership renewal to be deferred to August 1<sup>st</sup> or renew now.
  - d. Motion to present amendments to articles 4.3 & 7.4 to the AGM. (See Appendix D): BG, NH. All in favour

10. Other Business and Adjournment.

- a. Is there an opportunity to show thanks to PSW drivers? Either Tim's or Independent Grocer \$20 gift cards. Could we do meals rather than cards? LV to reach out to Hyfields to find out dietary restrictions for providing baked goods to residents.
- b. Motion \$20 gift cards: JH, LV. All in favour.
- c. Motion to adjourn the meeting: JH, NH All in favour.

Meeting Adjourned, 8:52pm

NEXT MEETING: June 9, 2020

Minutes Accepted:



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Grace Thrasher; President

9<sup>th</sup> June, 2020

Appendix A. – Treasurer’s Report.

**Manotick Village and Community Association**  
**Treasurer's Report**

**Apr. 2020 Opening balance \$10,800.97**

**Revenue**

Membership \$28.83

**Total Revenue \$28.83**

**Expenses**

Association expenses -\$3.75

Constant Contact -\$229.20

MCPRA donation -\$2,100.00

**Total Expenses -\$2,332.95**

**Apr. 31 balance \$8,496.85**

**Liabilities**

uncleared cheques \$375.56 Cromie, HH, McDonough, Impact

**Total Liabilities \$375.56 \$8,121.29 Available balance**

GIC \$15,000.00

GIC \$8,000.00

Membership Cash Box \$100.00

Events Cash Box \$239.50

Derby Reserve \$4,000.00

## Appendix B. – Communications Report.



MVCA Communications Report  
 To: MVCA Board of Directors  
 Data from: April 2020

### Summary

In Facebook the number of posts was lower than the previous month, but the use of the platform increased dramatically. Twitter profile visits, mentions and followers increased. Instagram followers continue to grow. There was an issue with the Google Analytics settings which measures the use of the website, so no data was collected that way. Limited data was available through our site host Wix. There were double the number of sessions on the website in April and the decreasing bounce rate indicates users are moving around the site more rather than visiting just one page and leaving. The increased activity may be due to residents looking for Covid-19 information and the online trivia contest MVCA is hosting. Both Facebook Groups have been active this past month as anticipated with the Covid-19 isolation.

### Facebook

Number of posts	34	-8%
Page Views	180	+14%
Post Reach	3050	+315%
Post Engagements	1132	+115%

### Twitter

Tweets	25	-28.6%
Impressions	6913	-50.4%
Profile visits	88	+46.7%
Mentions	41	+78.3%
Followers	691	+3%

### Facebook Groups

MVCA Group Members	341	Manotick Neighbours Helping Neighbours Members	412
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### \*Definitions

- Tweet impressions – the number of times people have seen the Tweet
- Mentions – the number of times people used “@ManotickVCA”

### Instagram

Number of posts	4	+100%
Followers	147	+9%

### Website

Sessions	262	+256%
Page views	Not available	
New visitors	Not available	
Avg. session duration	Not available	
Bounce rate:	48%	-18%

### Acquisition

Organic search	Not available	Direct	Not available
Social media	Not available	Referrals	Not available

### \*Definitions

- Sessions – the number of visits to the website
- Bounce rate – the percentage of visitors who enter the site and leave without viewing other pages.  
41-55% is considered an average bounce rate.
- Organic Searches – visitors arrive at the site through a search engine rather than a referral

April 2020

## Appendix C. – Membership Report.

### Board of Directors MVCA Membership Report May 2020

#### April 2020

New Single Memberships	New Family Memberships	Renewal Notices Sent Out	Single Renewals	Family Renewals
	2	0		1
<input type="checkbox"/> Paid Up Members as of March 31 = 351 some of these are Family Memberships but only one name on our list.				

#### Notes:

- No renewals were sent out due to the COVID-19 Virus
- Renewals for Memberships which have or will expire between February -August 2020 have been adjusted to reflect the Boards' directive at the April Board Meeting of an postponement of renewal until the end of August
- Confirmed storage arrangements with David Craig (Osgoode Storage) for June 1, 2020 @ \$200 + HST for a 1 Year term. Theresa with follow-up with Allan Haan re ramps. David said that he might be able to provide additional storage for the ramps in his barn if they don't fit in the storage space. TBD

Respectfully submitted  
Bonnie Gray  
Director of Membership, MVCA  
(h) 613.692.4436  
[bonniegray@rogers.com](mailto:bonniegray@rogers.com)

## Appendix D. – Amendments to the Constitution.

### 4. Governance

4.3 An Annual General Meeting of the membership shall be held in the third or fourth week of May of each year, at a time and place to be determined by the Board of Directors.

Proposed: An Annual General Meeting of the membership shall be held yearly in the month of May, at a time and place to be determined by the Board of Directors. Should circumstance arise where this timeline cannot be met due to a natural disaster, pandemic etc., the meeting will be rescheduled later in the same calendar year.

Rationale: Situations arise where we are unable to meet such as the Pandemic and this allows us the adjust the timing of the meeting. By removing the dedicated third or fourth week ensures some flexibility in the scheduling.

### 7. CALLING OF GENERAL AND BOARD MEETINGS

7.4 At all meetings of members of the Association every question shall be determined by a majority of votes of those present who were members at the time of the initiation of the meeting notice, as in 7.3.

Proposed: At all meetings of members of the Association every question shall be determined by a majority of votes of those present who were members in good standing three months prior to the initiation of the meeting notice, as in 7.3.

Rationale: Currently members only have to be members at the time the meeting notices go out, two weeks ahead of the meeting. I have been in a situation that a Board has been overthrown by a group which got together and bought memberships just ahead of the AGM meeting. I would like to suggest that we increase the “in good standing” to 3 months from the two weeks.