

Bryanston Gate Community Association - Minutes

September 12, 2018

7:00 pm

Lenz Home, 5 Alon Street

Meeting called by	Bryanston Gate Community Association Executive
Attendees	Dave Lynch, Carol Lenz, Daniel Cayouette, George Richardson, Matt Naylor,
Regrets	Shelley Lynch, Carrie Roxburgh
Type of meeting	Monthly executive meeting
Facilitator	Carol Lenz
Secretary (acting)	Carol Lenz

Call to Order – Carol Lenz

The meeting was called to order at 7:05 pm.

Minutes of the meeting in June were approved online by George and Dave.

Membership Campaign Update

- Fairly good response to campaign. 58 addresses renewed or paid for memberships to the BGCA.
- Of these, 26 were new members. Some had been included in the email group or on Facebook previously but indicated support for our work by paying for formal membership.
- There are 300 homes in the BGCA identified catchment area. We still have room to increase support.
- Sponsorships have not come through to date. Two businesses have indicated they will sponsor but no further action at this time.

Action Items

Carol/Shelley	Follow up with sponsor candidates	October, 2018
Carol/Shelley	Contact Casey Cunningham re: her support to identify and contact potential sponsors	October, 2018

Traffic and Planning Updates

Bryanston Gate Park Renewal

- Carol sent requests to Louise Cerveny x 2 over the last two weeks for an update on start dates. No response has been received to date.
- The BG Park Renewal has been approved in the 2018 City of Ottawa budget, so completion must occur within this fiscal year.

Action Items:

Carol	Follow up with Louise Cerveny regarding park construction plans	Ongoing weekly until response.
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Johnwoods Linear Park/Multi-Use Pathway Update

- The project has been officially renamed Multi-use Pathway (MUP).
- Slow progress over the summer but the pace has picked up over the last few weeks.
- Carol has prepared a record to determine if trees match the plan and are installed as promised
- Shoulders of the MUP were quite steep and unacceptable for a bike path however this has been rectified after noting it on FB site.

- Several beds have still not been constructed as of this date. The weeds continue to be an issue.
- Plantings in the beds do not match the plan. Mixed plantings are noted in some areas. Review once all plants are in place.
- When reading the landscape architect drawings, there are a couple of areas that state “Retain Existing Surface Conditions”. These areas lie at the ends of culverts in very weedy areas within the Hydro right-of-way. Unclear if these will be brought up to ‘standard’ of the rest of the ditches.
- Pathway from MUP to the existing Pumping Station on Mika is partially paved at this time. Will this paving go through to meet Mika Street as a formal entrance?
- Mattamy is building the MUP. Official turnover to the City will be next year as several mowing and maintenance conditions must be fulfilled prior to this.
- There are no sidewalks to access the MUP at either end of the project from the Bryanston Gate area.

Action Items:

Carol	Monitor construction and note deficits and variations.	Ongoing Fall/Spring 2018-19
BGCA Team	Monitor maintenance of garbage bins, benches, site care once build is complete. Report to City of Ottawa as needed	Ongoing after completion.

Speeding and Traffic Concerns - Alon St

- Flex stakes were reinstalled on Alon St. due to the increased speed of vehicles on the street.
- Residents were advised to make reports to the OPS traffic service regarding speeding concerns, even if a license plate identification is not available. This can be done online. Continues to be an ongoing concern.
- The BGCA has not received any data following our request for information from the Alon St. Speed Indicator sign. We need to review the location of this data (Received by current councillor? The transportation department?)
- BGCA Executive members noted that a *brief* traffic study occurred on Alon Street just west of Kinalea Crescent but before the stop at Mika. This counter measured traffic for less than 48 hours. Note that this study was completed mid-week during the last week of summer prior to the Labour Day weekend (a peak holiday period) and before any bus activity or regular Fall/school season traffic could resume. While not clear why the study was done or who requested it, BGCA will be monitoring future proposals that may use this data for validity.

1981 Maple Grove Road Update

- Original documentation stated the decision would be released August 17, 2018
- Carol contacted the planning office when no report was released
- Received reply as follows regarding the “On Time Decision Date”:

This is the “ideal” target date upon which a decision on the application will be rendered by the General Manager, should there be no issues identified.

Concerns/issues have been identified which we are trying to resolve. As well, the statutory Public Meeting has not yet been held and staff are required to hold this meeting in the community prior to the General Manager making a decision on the application. It expected that the Public Meeting will be held in late September/early October. You will receive notice of the date and location of this meeting.
- BGCA will be monitoring this closely and notices will be sent out once the details of the meeting have been released. Note that the above statement includes “prior to the GM making a decision.” BGCA will continue to expect input into the changes proposed, as necessary.

Action Items

Carol/Shelley	Monitor incoming communications from Planning department re: meeting.	Ongoing
Carol/Shelley	Communicate meeting details to community (FB, email, signage)	ASAP when information is available

Financial Update - Daniel Cayouette, Treasurer

- Daniel stated the BGCA account remains in good standing with all items up-to-date. Current balance September 11, 2018 is \$1272.58.
- Note that this fund will finance all activities and business until May 2020. Fall Socials, Park Opening celebration, etc. will require extra funding. Additions of mulch and planting for entrance gardens will be considered in Spring, 2019.
- Sponsorship has not been followed up. Core sponsors provide much of the funding for the 'extra' events. Follow up to continue this Fall.
- Updated Financial statements are added to the website as they become available.

Action Items

Daniel	Add updated financial reports to the website	September 30, 2018
BGCA Team	Pursue sponsorship funding/support in kind	November, 2018

Communications Update

- The Bryanston Gate Community Association website: www.bryanstongate.com continues to be managed by Daniel and updated regularly.
- The Sponsorship Banner is now on the website but will be removed pending the addition of current sponsors. It will be added to outgoing emails and FB messages from the Executive when new sponsorships are confirmed.
- BGCA Facebook site concerns: increased requests to join the closed group (15 in the last 2 weeks). Likely due to search for information regarding Johnwoods closure. Permission has been granted to date.
- The BGCA Facebook page is designed to be a site to exchange relevant community information, concerns and updates. The sponsors who appear on the site contributed funds to have the right to add their logo to our announcements. Recently, several posts have appeared with veiled advertising disguised as charity activities. Current members have reported these posts. Discussion ensued regarding the issue and new guidelines for "advertising" will be posted for members of the Facebook community. These guidelines have been derived from our stated purpose as well as the rules of other local sites.
- See attached addendum with FB guidelines for the Bryanston Gate Community site.

Daniel	Remove current sponsor bar from website pending new sponsorships.	ASAP
Carol/Shelley	Monitor requests to join FB site as well as content.	Ongoing
Carol	Document the updated "rules" for FB posts/advertising	ASAP
Daniel	Add the Facebook guidelines to the website for reference.	October 1, 2018

Other Business

BGCA Position on Political Processes

- BGCA placed a restriction on political posts on the FB site in August, as agreed at the June meeting.
- After discussion, it was determined that BGCA will not provide an election primer for members. This would bring us into the political spectrum and is not congruent with our position to leave elections/politics out of our mandate.

BGCA Annual General Meeting

- October 12, 2018 at 7:00 pm****
- Location: Wellings of Stittsville Sales Office site. (Shoppers Drug Mart plaza at corner of Huntmar and Hazeldean)
- Guest Speaker – tentative – Ottawa Police Service representative
- Bylaw Amendment: Bylaw 4.3 of our Constitution states membership is for a one-year period. This will be amended to two years, as noted in our membership campaign.
- The Executive Team has a two-year mandate in our Constitution. New ideas and members are welcomed. Please think about joining our executive team. Please forward any questions and intentions to the BGCA prior to the meeting. Voting for executive team membership will be held at this meeting.

All members of the Bryanston Gate Community are welcome and encouraged to attend.

*****Should the meeting regarding 1981 Maple Grove fall on this date, the AGM will be postponed to November 2018.*

Meeting Adjournment - 8:30 pm by George Richardson and Dave Lynch.

Upcoming dates

October 12, 2018 7:00 pm	BGCA Annual General Meeting	Wellings of Stittsville Sales Office, Hazeldean& Huntmar
October 2018 TBD	First meeting of new BGCA Executive Team	TBD
Fall, 2018	Community Update re: 1981 Maple Grove Rd	TBD