

**CENTRETOWN CITIZENS COMMUNITY ASSOCIATION**  
**ANNUAL GENERAL MEETING AGENDA**  
**Tuesday, 22 October 2013**  
**7 p.m., McNabb Recreation Centre (180 Percy Street)**

1. Welcome, Call to Order and Introductions
2. Adoption of the Agenda
3. Approval of Minutes from the 2012 Annual General Meeting
4. Announcements
5. Executive Reports
  - 5.1) President
  - 5.2) Corporate Secretary
  - 5.3) Membership Secretary
  - 5.4) Treasurer
6. Elections
  - 6.1) 2013-2014 President
  - 6.2) 2013-2014 Directors of the Board
7. Presentations
  - 7.1) Christine Leadman, Executive Director, Bank Street Business Improvement Area
  - 7.2) Dr. Elizabeth Kristjansson, Associate Professor at the University of Ottawa, leader of the Ottawa Neighbourhood Study
8. Bylaw Amendments
9. Standing Committee Reports
  - 9.1) Communications and Membership
  - 9.2) Executive
  - 9.3) Heritage
  - 9.4) Planning
  - 9.5) Seniors
  - 9.6) Transportation
  - 9.7) Trees and Greenspace
10. Other Business
  - 10.1) Accountability Motion
11. Question Period
12. Adjournment

## **Executive Reports**

### **President's Report**

Jordan Charbonneau

Yet again, the CCCA has completed an eventful, busy year. I am very proud of what this organization has accomplished, which is entirely due to the dedication of volunteers from across this great community.

Most significantly, we have finally seen an end to the terribly long, difficult and contentious drafting process of the Centretown Community Design Plan. This plan, which was approved in May of this year, will guide development and planning in our community for the foreseeable future. While we have concerns with important aspects of the plan (City Council approval of which we are appealing to the Ontario Municipal Board), the vision and most recommendations of the document are laudable. The difficulty, of course, lies in achieving them. In this respect, it is up to us, and citizens across Centretown, to ensure that the plan is implemented appropriately.

However, the CDP has certainly not been our only achievement. As always, all our committees have been working through the year, as you will see in their reports. Whether it's developing a position on a neighbourhood issue, consulting with Centretowners, or liaising with other associations, they have contributed to a number of initiatives. Thank you to those who take part in these bodies, and especially to our committee chairs; without you, the CCCA would not have near the impact it does.

Which brings me to my proposed goal for the organization (and president!) for the coming year. As a first step, I would like to see someone step forward to lead our Communications and Membership Committee. But more generally, and as I've stated before, much more can be done to make the CCCA a household name. I take responsibility for the fact that membership hasn't been as much a focus for me as it should have been during my two years as president, and I regret that I didn't make it a higher priority. However, the fact remains that, in order to become an organization that is relevant to all Centretowners and to demonstrate to city staff and politicians that we are representative of the views of our community, we need to put an active, sustained emphasis on recruiting new members. Without this, our influence will be much diminished from its potential.

As I leave this position, I would like to express my appreciation to all those who helped me along the way (and there were a lot!). To the members of the boards that I had the privilege of chairing, and to those who were patient as I learned the ropes of presiding over community meetings and leading a diverse, opinionated organization, thank you. I learned an incredible amount during my time on the board and in the presidency and, while I look forward to the new challenges that await me over the next few years, I will always remember what we did together. Best of luck with the coming year and beyond!

## Corporate Secretary

Lauren Rock

In this short report, I will touch upon three topics: first, a word of gratitude; second, my responsibilities over the past year; and finally, plans for the future and my recommendations.

To begin, I want to publicly express my gratitude to my fellow directors on that Board, and the Association at large. It has been my privilege over the past year to witness grass roots engagement and to record its attendant, sometimes contested, discussions. The role of Corporate Secretary required me *inter alia* to be present at every meeting. As a result I gained some valuable experiences and insights, and formed lasting relationships. Thank you to everyone who participated in the Association's activities and in its governance this year, it is a pleasure to be part of the team.

Second, and most important, onto my responsibilities. At the beginning of last year's governing session, (beginning after the elections at the fall annual general meeting), I agreed to take on a limited role as Corporate Secretary. I agreed to take the minutes of meetings, but not to keep or control corporate records. Accordingly, during my term as Corporate Secretary I recorded and submitted the minutes for each and every Board of Directors meeting. Some months there were two Board meetings, but most months only one. I never missed a meeting and with the help of the President and other members of the Board, always produced an accurate set of minutes for the record.

During my term there was a change in the approach taken to minutes. At the beginning of the term through to the end of last winter, I recorded aspects of discussions that took place at meetings as well as decisions taken by the Board. After a time, this proved to be difficult, and at times left certain points of view ill represented for a lack of context. The Executive Committee of the Board, of which I am a member, met to discuss how to solve the problem of contention as to what to include or exclude from the record of discussion. It came down to a consensus that only "decision minutes", or minutes that record exclusively the motions voted upon, would be sufficiently accurate to assuage concerns of a chilling effect due to partial inclusion of members' contributions at Board discussions.

Therefore, as of March 2013, the Association's minutes have been in "decision" form. When read together with the published Agenda for the meeting, the documents provide a reader with notice of all the topics covered at each meeting, as well as the decisions taken on those topics and any that arise spontaneously at the meeting. Overall, I pleased to communicate to the Association that I fulfilled my responsibilities in a competent and timely fashion.

Finally, as to the future, I do not plan to continue in the role of Corporate Secretary. I feel my energies would make a more meaningful contribution at the committee level. In my final year as a member of the CCCA Board of Directors, I plan to dedicate my time and efforts to reviewing the community benefits (Section 37) materials and processes at the community and city level. My recommendations for the incoming Corporate Secretary would be twofold: first, I recommend that a very simple standard format be adopted for the presentation of minutes going forward--- one that translates easily from one word processing software to another; and second,

that the distinction between the Corporate Secretary's role and the Membership Secretary's role be made clear on the website and in correspondence with the community. I received several requests to be "added to the mailing list" throughout my tenure as Corporate Secretary, a function that is within the purview of the Membership Secretary's portfolio.

I look forward to another year of service on the Board and with my fellow CCCA members!

## **Membership Secretary**

Scott Gorry

- CCCA had a total of 130 paid members for the 2012 - 2013 year (from the 2012 AGM up to but not including the 2013 AGM).
- New members were attracted through participation at community events of interest – notably the CCCA's community meeting regarding a proposed agreement with development stakeholders on the subject of the Centretown Community Design Plan – and through the Buzz, website and previous year's AGM.
- The main driver for new members joining seemed to relate to an interest in planning issues as well as transportation matters.
- The majority of memberships have been received through our website option (with the exception of in-person renewals at the 2012 AGM and the community meeting).
- During the course of the year some errors were found in processing memberships, mainly to do with an issue receiving emails, the issues were all resolved and members were added. Some members were not added due to not being able to decipher hand written forms or information was not present on the form in order to be added.
- Suggestions for next year: At a recent board meeting it was proposed to have a membership committee, this is something that would benefit the Association and needs to have a chair to direct the mandate. Investigating a way to reduce the manual workload with the membership list, as it stands with 130 members it's not out of control but if the number reaches a few hundred the manual nature of the system being used can be cumbersome.

## **Treasurer**

Alice Nakanishi

### **Summary For Sept., 2012 – Aug., 2013 Fiscal Year:**

- Fiscal year ended on August 31, 2013.
  - Received 138 membership fees for a total of \$690.00 in 2012/2013.
  - Received \$365.56 in general donations in 2012/2013.
- Fundraising Events:
  - eWaste Collection (Oct. 6, 2012) raised \$908.35, net of expenses.
  - Games Tables Fundraising Dinner, March 5, 2013 raised \$620.59, net of expenses.
  - Games Tables Bake Sale, June 15, 2013 raised \$265.00, net of expenses.

- T&G's Plant Sales (May 18, 2013 and June 15, 2013) raised \$771.85, net of expenses.
- Minto Park Yard Sale BBQ (June 16, 2013) raised \$242.57, net of expenses.
- Major Donations/Grants:
  - Received \$5,900.52 from 2013 City of Ottawa Community Grant for purchase and installation of one games table at Minto Park
- Submitted CCCA's T2 Corporate Tax Return on Mon., Feb. 25, 2013 for the period from Sept. 1, 2011 to Aug., 31, 2012, i.e., CCCA's fiscal year end. Tax returns are due 6 months after fiscal yearend, i.e., due at the end of February for CCCA.
- Renewed commercial liability insurance for CCCA under City of Ottawa Community Association Program, policy number AC20110506-13-21 with Halpenny Insurance Brokers Ltd., for the period from June 1, 2013 to June 1, 2014.
  - Third party general liability insurance coverage provided at no cost to CCCA.
  - Deductible = \$500.00
  - This insurance coverage does not include directors' and officers' liability insurance.
  - Certificates of Insurance for CCCA and DCA have been provided to CCOC for use of 101-210 Gloucester St.
- Summary of Finances (2012/2013):

**Centretown Citizens Community Association  
2012/2013 Fiscal Year  
(September 1st, 2012 - August 31, 2013)**

	<u>General Fund</u>	<u>Tree Fund</u>	<u>Chess Table Fund</u>	<u>Total</u>
<b><u>Income:</u></b>				
Membership Fees (Prior Fiscal Year (August, 2012))	15.00			15.00
Membership Fees (Sept., 2012 to pre-Nov. 21, 2012's AGM)	120.00			120.00
Membership Fees (At or Post Nov. 21, 2012's AGM)	570.00			570.00
Donations - General	365.56			365.56
Donation to Chess Table Fund received from C. MacDonald (Nov. 2012)			50.00	50.00
Donation to Chess Table Fund received from J. Forrest (May, 2013)			50.00	50.00
Donation to Chess Table Fund received from J. Spice (May, 2013)			20.00	20.00
Donation to Chess Table Fund received from Saumweber (June, 2013)			50.00	50.00
<b><u>Fundraising Events:</u></b>				
eWaste Collection Fee, Oct. 6, 2012.	908.35			908.35
Games Tables Fundraising Dinner, Mar. 5, 2013			1,100.00	1,100.00
CDP Public Meeting, Apr. 23, 2013	361.05			361.05
T&G Plant Sale (May 18, 2013)		390.00		390.00
Minto Park Yard Sale, BBQ, June 15, 2013	735.00			735.00
Minto Park Yard Sale, Plant Sale, June 15, 2013		537.50		537.50
Minto Park Yard Sale, Bake Sale, June 15, 2013			265.00	265.00

2013 City of Ottawa Community Grant received for purchase and installation of one games table at Minto Park in Aug., 2013, net of funds raised by CCCA and transferred to City of Ottawa. (City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)

			5,900.52	5,900.52
Interest Earned From GICs	6.90	20.08		26.98
Subtotal:	3,081.86	947.58	7,435.52	11,464.96
<b>Expenses:</b>				
Professional planning services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (Momentum-Planning And Communication, Chq No. 00006, Oct. 9, 2012).	1,525.50			1,525.50
Payment for 1 commemorative tree planted at Jack Purcell CC in Fall, 2012 (City of Ottawa, Chq No. 00005, Oct. 9, 2012)		452.00		452.00
Buzz Ad for AGM notice (Centretown Buzz, Chq. No. 00007, Nov. 12 2012)	150.00			150.00
Transfer Chess Table funds from donors eligible for 2012 tax receipts to City of Ottawa (City of Ottawa, Chq No. 000008, Dec. 18, 2012)			665.00	665.00
McNabb CC meeting room rental fee for Nov. 21, 2012 AGM (A. Nakanishi, Chq No. 000009, Jan. 2, 2013)	44.60			44.60
Arborist services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (E&S Experts, Chq No. 000010, Jan. 15, 2013)	116.40	200.00		316.40
Architectual services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (Kariouk Associates, Chq No. 000011, Jan. 18, 2013)	432.23			432.23
Arborist services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (E&S Experts, Chq No. 000013, Feb. 21, 2013)	116.40	200.00		316.40
Buzz Business Card Ad for Games Tables Fundraising Dinner, Mar. 5, 2013 (Centretown Buzz, Chq. No. 000014, Feb. 21 2013)			35.00	35.00
Meal costs for Games Tables Fundraising Dinner, Mar. 5, 2013 (East India Company, Cash Pymt, Mar. 5, 2013)			440.00	440.00
Federation of Citizens' Associations Members Annual Fee For 2013 (FCA, Chq No. 000012, Feb. 21, 2013)	30.00			30.00
Supplies For T&G's May & June, 2013's Plant Sales (Richmond Nursery Inc., Chq No. 000015, May 6, 2013)		155.65		155.65
Buzz Ad on Centretown CDP public meeting scheduled for April 23, 2013 (Centretown Buzz, Chq. No. 00016, May. 28 2013)	150.00			150.00
OMB appeal application fee for City of Ottawa Official Plan Amendment No. 117 (TD draft memo (certified cheque) no. 62668221, transit serial no. 354-62668221, payable to Minister of Finance, June 5, 2013)	125.00			125.00
Transfer \$1,343.71 from Chess Table funds including donors eligible for 2013 tax receipts and \$423.62 from Tree Fund to City of Ottawa for installation of game table at Mindo Park. (City of Ottawa, Chq No. 000017, June 28, 2013)		423.62	1,343.71	1,767.33
Postage for letters to Chess Table donors; (A. Nakanishi, Chq. No. 000018, June 28, 2013)			26.88	26.88
Ticket printing costs for Mar. 5, 2013's Games Tables Fundraising Dinner; (A.Nakanishi, Chq. No. 000018, June 28, 2013)			4.41	4.41
Dominion Chalmers Church meeting room rental fee for Apr. 23, 2013 CDP Public Meeting (Dominion Chalmers United Church, Chq No. 000019, Aug. 12, 2013)	300.00			300.00
Costs incurred from Minto Park Sale's BBQ, June 15, 2013. (A. Nakanishi, Chq No. 000020, Aug. 12, 2013)	249.86			249.86
Donation to Diane Holmes Fund (50% of net proceeds from Minto Park Sale's BBQ (50% of \$485.14)). (Diane Holmes Fund, Chq No. 000021, Aug. 12, 2013)	242.57			242.57
Return of Chess Table funds transferred to City of Ottawa on Dec. 18, 2012.(City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)			-665.00	-665.00
Return of funds transferred to City of Ottawa on June 28, 2013. (City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)		-423.62	-1,343.71	-1,767.33

Purchase of games table equipment installed at Minto Park on Aug. 21, 2013. (Enviro-Curb Manufacturing Inc., Invoice No. 4158, Chq No. 000022, Aug. 23, 2013)			3,310.90	3,310.90
Installation of concrete pad and games table equipment at Minto Park on Aug. 21, 2013. (Crolla Construction Corporation, Invoice No. 13019, Chq No. 000023, Aug. 23, 2013)	423.62	4,599.23	5,022.85	
PayPal Transaction Fees incurred in prior fiscal year (August, 2012)	0.90		0.90	
PayPal Transaction Fees incurred pre-2012 AGM (Sept.-Nov. 20, 2012)	6.55		6.55	
PayPal Transaction Fees incurred post-2012 AGM (Nov., 2012-Aug., 2013)	14.25		14.25	
Banking Fees - Account Fees	2.00		2.00	
Subtotal:	3,506.26	1,431.27	8,416.42	13,353.95
<b>Surplus:</b>	-424.40	-483.69	-980.90	-1,888.99
<b>Funds:</b>				
Beginning Balance @ September 1, 2012:	5,396.94	6,040.52	980.00	12,417.46
Ending Balance @ August 31, 2013:	4,972.54	5,556.83	-0.90	10,528.47
Change in Funds	-424.40	-483.69	-980.90	-1,888.99
<b>Bank Account, Investments:</b>				
Chequing Account, Ending Balance @ August 31, 2013:	2,950.64	3,529.25	-0.90	6,478.99
TD 1 Yr Cashable GIC, November 15, 2012 to November 15, 2013, @ 0.8000% p.a.	2,021.90	0.00	0.00	2,021.90
TD 1 Yr Cashable GIC, July 11, 2013 to July 11, 2014, @ 0.800% p.a.	0.00	2,027.58	0.00	2,027.58
Total Funds	4,972.54	5,556.83	-0.90	10,528.47
<b>Outstanding Income/Refunds:</b>				
<b>Outstanding Expenses/Disbursements:</b>				
<b>Upcoming Income/Refunds:</b>				
Minto Park Yard Sale, eWaste Collection Fee, June 15, 2013	155.40			155.40
<b>Upcoming Expenses:</b>				
Web hosting 2013 renewal fee with WebHost4Life for its Basic Plan = \$112.39 CAD (c. \$108 USD). Last year's payment was due on Jan. 24, 2012. Service renews on Feb. 8, 2013; 2012's renewal fee = \$111.50 CAD (\$107.40 USD); (C. Akben-Marchand)	112.39			112.39
Plant 2 trees with guard at 551 Gladstone Ave (City of Ottawa)		1,304.00		1,304.00
<b>Other:</b>				
<b>Funds Held By City of Ottawa:</b>				
Chess Table funds transferred to and held by City of Ottawa (Dec., 2012-Apr., 2013) for installation of game table at Minto Park in August, 2013		665.00		665.00
Funds transferred to and held by City of Ottawa (May, 2013-June, 2013) for installation of game table at Minto Park in August, 2013	423.62	1,343.71		1,767.33
Subtotal	0.00	423.62	2,008.71	2,432.33
Return of funds transferred to City of Ottawa (City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)	423.62	2,008.71		2,432.33
Outstanding Balance	0.00	0.00	0.00	0.00

Last Updated: September 11, 2013

**Summary For Sept., 2013 – Oct., 2013 Fiscal Year To Date:**

- Received \$20.00 in membership fees in September, 2013 (includes \$15.00 via PayPal).
- Received \$10.00 in membership fees in October, 2013 to date (via PayPal).
- Received \$1.00 in donations in September, 2013.
- Received \$10.00 in donations in October, 2013 to date (via PayPal).
  
- An Electronic Waste Collection Event that was considered for Fall, 2013 has been postponed due McNabb Community Centre’s parking lot being under construction.
  
- Summary of Finances (2013/2014 YTD):

**Centretown Citizens Community Association  
2013/2014 Fiscal Year To Date  
(September 1st, 2013 - September 30, 2013)**

	<u>General Fund</u>	<u>Tree Fund</u>	<u>Chess Table Fund</u>	<u>Total</u>
<b><u>Income:</u></b>				
Membership Fees (Sept., 2013 to pre-Oct. 22, 2013's AGM)	5.00			5.00
Membership Fees (At or Post Oct. 22, 2013's AGM)	0.00			0.00
Donations - General	1.00			1.00
<b><u>Fundraising Events:</u></b>				
Minto Park Yard Sale, eWaste Collection Fee, June 15, 2013	155.40			155.40
Interest Earned From GICs	0.00	0.00		0.00
Subtotal:	161.40	0.00	0.00	161.40
<b><u>Expenses:</u></b>				
Closure of Chess Table Fund and transfer of remaining funds to General Fund, as per Motion No. ____, CCCA Board meeting held on Sept. 17, 2013	0.90		-0.90	0.00
Banking Fees - Account Fees	0.00			0.00
Subtotal:	0.90	0.00	-0.90	0.00
<b><u>Surplus:</u></b>	<b>160.50</b>	<b>0.00</b>	<b>0.90</b>	<b>161.40</b>
<b><u>Funds:</u></b>				
Beginning Balance @ September 1, 2013:	4,972.54	5,556.83	-0.90	10,528.47
Ending Balance @ September 30, 2013:	5,133.04	5,556.83	0.00	10,689.87
Change in Funds	160.50	0.00	0.90	161.40
<b><u>Bank Account, Investments:</u></b>				
Chequing Account, Ending Balance @ September 30, 2013:	3,111.14	3,529.25	0.00	6,640.39
TD 1 Yr Cashable GIC, November 15, 2012 to November 15, 2013, @ 0.8000% p.a.	2,021.90	0.00	0.00	2,021.90
TD 1 Yr Cashable GIC, July 11, 2013 to July 11, 2014, @ 0.800% p.a.	0.00	2,027.58	0.00	2,027.58
Total Funds	5,133.04	5,556.83	0.00	10,689.87
<b><u>Outstanding Income/Refunds:</u></b>				

Membership fees received pre-2013 AGM (Sept., 2013) via PayPal. Funds held by PayPal	15.00	15.00
Membership fees received post-2013 AGM (Oct. 22, 2013 - TBD) via PayPal. Funds held by PayPal	0.00	0.00
Donations received pre-2013 AGM (Sept., 2013) via PayPal. Funds held by PayPal	10.00	10.00
<b><u>Outstanding Expenses/Disbursements:</u></b>		
PayPal Transaction Fees incurred pre-2013 AGM (Sept, 2013)	1.64	1.64
PayPal Transaction Fees incurred post-2013 AGM (Oct. 22, 2013 - TBD)	0.00	0.00
Buzz Ad for AGM notice (Centretown Buzz, Chq. No. 00024, Sept. 17 2013)	150.00	150.00
<b><u>Upcoming Income/Refunds:</u></b>		
<b><u>Upcoming Expenses:</u></b>		
Web hosting 2013 renewal fee with WebHost4Life for its Basic Plan = \$112.39 CAD (c. \$108 USD). Last year's payment was due on Jan. 24, 2012. Service renews on Feb. 8, 2013; 2012's renewal fee = \$111.50 CAD (\$107.40 USD); (C. Akben-Marchand)	112.39	112.39
Plant 2 trees with guard at 551 Gladstone Ave (City of Ottawa)	1,304.00	1,304.00
McNabb CC meeting room rental fee for Oct. 22, 2013 AGM (McNabb)	50.00	50.00

Last Updated: October 10, 2013

Possible future goals: continue to review the requirements of the soon-to-be-in-force corporation act to ensure that the CCCA's finances are up to standard.

## **Elections – Nominating Committee Report**

(Note: Candidate information includes information received as of Sunday, 20 October and will be updated at the AGM.)

### **Nominations for President**

The Nominations Committee has so far received no nominations for President. According to the By-Laws, the Vice-President will assume the powers and duties of the President "in the absence of the President" and the Board will make efforts to find someone willing and qualified to take on this role as soon as possible. The Board may also wish to consider appointing co-VPs to deal with this situation. Another AGM would be required to elect a President (there is no prohibition in the By-Laws against having a second AGM in one year).

To address this situation, see the proposed motion below:

*(MOTION) Whereas no one has come forward to fill the office of President despite general calls in emails to the membership and advertisement in the Centretown Buzz, as well as discussion with potentially interested Centretowners;*

*Whereas it has been the practice for the CCCA to accept nominations from the floor for all offices and to approve nomination by acclamation if there is only one candidate;*

*Whereas given the President's role in the Association, it is important that he or she receive endorsement from a majority of the membership;*

*Whereas the CCCA By-Law does not have a rule establishing the method of voting and has established by Article 13.3 that Roberts Rules (current edition) "shall govern" in this situation;*

*Whereas Roberts Rules states "In an assembly or organization that does not have a rule or established custom prescribing the method of voting in elections, the voting can be by any of the accepted methods.... In the absence of a rule establishing the method of voting, the rule that is established by custom, if any, should be followed, unless the assembly, by adoption of an incidental motion or incidental main motion, agrees to do otherwise." (RONR, 11th ed. pp. 438-39.)*

*Therefore, be it resolved that:*

- *if there are nominations from the floor for the Office of the President, the candidate will be asked, as per standard CCCA practice, to speak to the membership on his or her background, relevant experience and reasons for wanting the position. A vote will then be taken and only a candidate who is endorsed by a majority of members present will be elected;*
- *the Board shall ensure that the next By-Law review consider including this provision in the CCCA By-Laws and also whether this provision should be extended to Board members as well.*

### **Nominations for the Board of Directors**

According to the CCCA By-laws, the Board consists of the President and 12 directors with two-year, staggered terms. Five directors elected in 2012 are entering the second year of their term (Judy Forrest, Lauren Rock, Scott Gorry, Henry McCandless and Norm Fee). Rob Dekker would have been entering the second year of his term but is vacating his position.

Therefore, there are seven (7) vacancies to be filled at the 2013 AGM in terms of Board of Directors and one (1) for the President of the CCCA. In accordance with the CCCA Bylaws, officer positions, including Vice-President, Treasurer, Corporate Secretary and Membership Secretary, are filled at the first Board meeting following the AGM.

### **2013 CANDIDATES (one of seven positions is for one year only)**

The CCCA By-laws state that "the Nominating Committee shall ensure, to the fullest extent possible, that candidates from each of the following areas of Centretown stand for election". The candidates for 2013 are grouped according to these areas. Current Board members who are entering year two of their term are also included for information purposes. The boundaries below are according to the new proposed boundaries in the amended bylaws.

#### **East of Elgin Street**

David Gladstone (candidate, current Board member term expiring)

Henry McCandless (current Board member going into year 2)

Judy Forest (current Board member going into year 2)

Norm Fee (current Board member going into year 2)

Lauren Rock (current Board member going into year 2)

Sara Esam (candidate)

Scott Gorry (current Board member going into year 2)

Paul Mennier (candidate)

Patricia Marsden-Dole (candidate, current Board member term expiring)

Tom Whillans (candidate)

**Elgin to Kent, South of Gloucester**

Adam Harris (candidate)

Peter Thorn (candidate)

**Kent to Bronson, South of Gloucester**

Charles Akben-Marchand (candidate, current Board member term expiring)

Graham Pressey (candidate)

**Elgin to Bronson, North of Gloucester**

No Board members/candidates. Please note, under existing boundaries, Adam Harris would have qualified as North of Somerset.

**Bio of Candidates up for election (100 words or less)**

<b><u>Charles Akben-Marchand</u></b>
I grew up in Ottawa and went to school at McNabb and Lisgar. I moved to Centretown in 2005 and started my blog, Images of Centretown, in 2008. Also in 2008 I chaired the Special General Meeting organizing committee and the By-Law Review Committee, joining the CCCA's Board as Corporate Secretary that autumn. In 2010 I became CCCA President at a time Centretown was bombarded with major rezoning applications and the CDP process. My term as President was cut short when Councillor Holmes hired me into her office, but I have remained a director-at-large since.
<b><u>Patricia Marsden-Dole</u></b>
My bio. I retired in 2003 and have been active in our community association as member and board member for several years as well as a member of the Buzz board and a deliverer of the Buzz. I set up and continue to chair the Seniors Committee which has met regularly monthly with a group of enthusiastic seniors concerned with the welfare of seniors in our downtown community. You can read our topics of research interest in our monthly column of the Buzz. Yeh senior activists!
<b><u>Paul Mennier</u></b>
I moved to Ottawa in April 2013 after selling my business and commercial property in Edmonton and am looking for opportunities to network and make a contribution in this city. I was in television and radio for thirty years, anchoring, producing and managing at stations in Halifax, Vancouver and Edmonton. Community involvement includes board of director/cabinet positions with Edmonton's Downtown Business Association, Farmers Market and United Way. I'm currently self-employed as a media/publicity consultant. I'd welcome the opportunity to work with the CCCA board and share my energy and skills. Thank you for your consideration.
<b><u>Sara Esam</u></b>
I am a new Canadian (March of this year), having moved to Ottawa from my home country of New Zealand seven years ago. I am bilingual English/French - the original reason for my moving

here - and I work for the federal government in the areas of governance and program management. Sheer luck led me to my present home in Centretown, and I am keen to become even more committed to this wonderful part of the city through membership of the CCCA Board of Directors.

**David Gladstone**

- received a Masters in Civil Engineering from Carleton in 1980
- moved to Centretown permanently in 1986 to work at NDHQ
- first elected as a Director of the CCCA around 1990
- one of the founders of THE BUZZ, 1995

**Adam Harris**

I have lived in Centretown for three years while attending Law school at UOttawa and I am currently articling at a small litigation firm on Elgin Street. I am interested in joining the board to make positive change our neighbourhood in the areas of public transit and cycling, green buildings and other planning issues. I am a volunteer with Ecology Ottawa and I have recently been volunteering with the CCCA Planning Committee. Previously, I have experience on the executive and board of my undergraduate student union and with an international youth organization giving me experience event planning, budgeting and working well with people.

**Peter Thorn**

I moved to Centretown a bit more than 20 years ago and pretty much live, work, shop, hang out, go to the library and go out to eat in Centretown. I've been active in a number of committees and community groups over the years and though I've taken a few years off to recharge, I feel like it's time to get re-involved.

**Graham Pressey**

I am a recent graduate of Carleton University and Algonquin College, and I currently work as a public opinion researcher in the federal government. I am eager to get involved in municipal issues, particularly as it relates to consulting with citizens and communities. As a member of the Board, I would put my knowledge of research methodologies; qualitative and quantitative research skills; and research report writing ability at the service of the CCCA.

**Tomas Whillans**

My name is Tomas Whillans and I am a young professional working in the Environmental Consulting industry. I have a long standing interest in the environment and greenspace, which has included my participation with several eco-organisations and charities. I have an academic background in environmental science and served as an elected environmental representative during my undergraduate degree. As a committee member (and recent volunteer co-chair) of the Trees and Greenspace committee I aim to represent the interests of the committee from a fresh perspective on the CCCA board of directors. I am a proud resident of Centretown and would eagerly welcome the opportunity to participate on the Board.

Members should now vote on which of the nine candidates listed above they'd like to have fill the seven vacant positions.

## **Bylaw Amendments**

Joan Spice, member of the by-law review committee

The CCCA by-law review committee was established in the spring of 2013 and met sporadically between May and September to review the bylaws and make recommendations to improve them.

The recommendation for changes to the By-Laws were approved at the September 18 meeting of the Board. Annex A – Part I (separate document) explains the most significant changes and Annex A – Part II (separate document) includes all changes proposed. In Annex A – Part II, explanatory comments are in green italics and changes are highlighted in red. Changes highlighted in red include minor substantive changes and editorial, formatting, punctuation and numbering changes.

The following motion is proposed to the AGM:

*(MOTION) Whereas the CCCA by-law requires that a review of the by-laws be undertaken within five years of the previous review and the most recent review was done in 2008, therefore, be it resolved that the Annual General Meeting approve the changes to the By-Laws outlined in Annex A – Part II.*

## **Standing Committee Reports**

### **Communications and Membership Committee**

This committee had no chair for 2012/2013

### **Executive Committee**

Chair: Rob Dekker

The CCCA Executive Committee met periodically through the year to discuss community involvement and other ongoing community/association concerns.

The Executive did draw new guidelines for Board meeting minutes. The Executive took the following guidelines back to the board for approval:

1. Some context is good, since it helps future readers understand the background to and result of a motion. Context will be kept concise and presented using factual statements. Context will include brief, objective summaries of discussions.
2. No names will be included in the minutes other than for indicating:
  - movers (seconders will not be noted)
  - dissenters/abstainers for votes (which we will record in all cases)
3. The location/date/time of and attendance at the meeting
4. Section numbers and titles will match between the agenda and minutes

5. The time of adjournment and who took the minutes for the meeting in question.

The challenge for the upcoming Executive Committee will be to update its Terms of Reference to ensure that regular meetings and actions are taken by the committee.

One aspect of the Executive to be considered could be to meet prior to the monthly Board meeting to discuss the agenda and items that need to be brought forward for board discussion. This would help in regular meetings and outcomes from the committee.

## **Heritage Committee**

Chair: Katherine Charbonneau

I have recently taken over as chair of the CCCA's heritage committee. Heritage is an active file in Centretown and I look forward to working with the committee. Specifically, I am proposing the following activities for the next year:

- hold regular meetings and establish committee structure and membership (chair, vice chair, etc);
- provide considered input to heritage issues affecting Centretown to appropriate city mechanisms (i.e. Built Heritage Sub-Committee, Planning Committee);
- raise awareness of heritage issues in Centretown, including the existing heritage conservation district;
- establish stronger linkages to other heritage-related organizations in Ottawa (e.g. Heritage Ottawa, other community heritage committees).

## **Planning Committee**

Co-Chairs: Judy Forrest and Rob Dekker

### Name Change

The CCCA Planning and Development Review Committee simplified things with a name change to the CCCA Planning Committee; the name change reflects a continuity with other organizations and the City using the same identification for working on development applications and planning activities. "Planning and Development Review Committee" was a tongue twister to say and type.

### Community Design Plan for Centretown (CDP)

In the fall of 2012, Planning Committee members spent numerous volunteer hours putting together final comments on the latest version of the CDP dated October 2013 and another proposal which was submitted to the City by a group of the major developers operating in Centretown. The CCCA Board submitted these comments and proposals to the City in December. By that point, the CCCA had devoted considerable time and energy over more than three years on successive versions of the CDP. Very little of what we proposed had been adopted by the City. In mid-February, the City released another version involving further changes. Both the CCCA and the developers had significant concerns. An unprecedented cooperation resulted between the CCCA and the group of developers to draft some alternate proposals. Significant

work and compromise was required and for the first time, the City actually paid attention and modified the proposal in significant ways beneficial to Centretown.

Ottawa City Council approved the CDP and Official Plan Amendments to implement key provisions in the CDP on May 8.

The passing of the CDP/OPA presented the CCCA with challenges as the documents still held elements that the CCCA could not agree with. The CCCA decided to file an OMB appeal of several aspects. We are partnering with the CCOC. There are several other parties, including developers that are also appealing. A pre-hearing conference is scheduled for October. The actual appeal is not expected to be heard for several months. Community members that have an interest in the outcome of the CDP appeal are encouraged to contact the Planning Committee to join the appeal team.

#### Official Plan (OP)

The 5 year review of the City's Official Plan resulted in the City proposing numerous amendments to the OP which are now in the comment stage with the community. The CCCA is submitting its own comments and also participating with other Community Associations through the FCA (Federation of Citizens' Associations) in consultations and submissions to the City to ensure that the City will hear a strong united voice on issues of concern to dozens of community associations. Such issues as protecting the character of communities, preserving and enhancing greenspace and calling for a meaningful City policy on public consultation are some of the key areas where there is considerable common ground among community groups and associations across the city. The City's Planning Committee will meet on November 6 to consider the OP draft.

#### Casino

The Planning Committee conducted a survey through our website and the Centretown Buzz to obtain opinions on the location and desirability of a new or second location for a casino in Ottawa. Results of the poll strongly indicated strong opposition to a casino located downtown and also significant concerns about the impact of casinos on the community.

#### 96 Nepean Appeal

The OMB appeal against the proposed Claridge development for 96 Nepean launched in August 2012 came to a resolution with a negotiated settlement in February 2013. The CCCA made gains for the community including increased setbacks for the two town houses which form part of the proposal and a public easement to use an alleyway down the side of the building to a Winter Garden.

#### Section 37

The Planning Committee continues to work on Section 37 Community Benefits, including asking for a review of the process since implemented last year.

#### Elgin Street Patios

The Planning Committee has been monitoring the impact of the installation of new sidewalk patios on Elgin Street which the City has approved on a trial basis until the end of summer 2014. Concern exists that the patios are impeding pedestrian traffic and posing safety hazards.

#### 186 James

As part of the Planning Committee activity in Centretown, we are happy to hear from residents and assist with their concerns. In August the CCCA supported the Friends of James and Bay (TFOJB) in their campaign to limit the conversion of a property to a 15 unit apartment building. Since then, TFOJB have hosted several public meetings and have decided in consultation with Councillor Holmes to support a maximum of 6 units and 3 parking spaces down from the developer's proposal for 10 units and no parking spaces. This is consistent with current zoning. The proposal is scheduled to be considered by City Planning Committee late this fall.

#### The Official Plan Amendment for Upper Town

In the spring, the City proposed significant amendments to the Official Plan for Upper Town, which lies roughly between Wellington and Laurier (north-south) and Bronson and Bay (east-west). The main reason for the proposed amendments is that the City has negotiated an agreement with the Ottawa Carleton District School Board with regard to potential development of its significant properties now occupied by the Albert Street Education Centre (formerly Ottawa Tech High School), playing fields and a parking lot. The properties take up about 1.5 blocks between Albert and Laurier just east of Bronson.

The OP amendment will facilitate the redevelopment of the property if the school board decides to sell all or part of it by increasing the maximum heights permitted on 2/3 of property so that the City can develop the remaining 1/3 as a community park. Also proposed is a bicycle path through the playing fields from Laurier to Slater to connect with cycle paths west of Bronson. This path should be in place by next summer. The CCCA strongly supported the main elements of the City's proposals and also obtained several amendments to the wording of the OP Amendments including specific references to maintaining existing setbacks, preserving Nanny Goat Hill Community Gardens and heritage protection. The OP Amendment was approved by City Council in June.

#### Planning Applications and other Planning concerns

In addition to dealing with the CDP which is very complex, the Planning Committee reviewed and in most cases, provided input to the City on many applications for rezoning and committee of adjustment changes, including the following:

- Urban Capital rezoning for 488 – 500 Bank
- 108-110 Lisgar Street
- Housing Conversions and infill policies
- Somerset House
- 320 MacLeod
- 160 Waverley
- 511 Kent Street
- 315 Somerset Street W
- 429 MacLaren
- Hungarian Embassy

- 199 Slater Ave
- 340 Gilmour
- 200 Cooper
- 406 Bank
- Cash-in-lieu of parking policy cancellation
- Museum of Nature west lawn parking

### The Year Ahead

The Committee is in search of Co-Chairs for the upcoming year. We will continue to pursue the CDP OPA appeal, Official Plan, new Infill/conversion regulations and the development applications.

Each of these items requires time and energy: interested CCCA members and Centretown residents are welcome to join our meetings each month.

## **Transportation Committee**

Chair: Michel-Adrien Sheppard

Here are some of the highlights from the year that was.

### **1) Review of Master Plans**

The big issue of the year is of course the City's project "Building a Liveable Ottawa" which involves revamping the official plan as well as the Transportation Master Plan, the Cycling Plan and the Pedestrian Master Plan: <http://ottawa.ca/en/city-hall/public-consultations/draft-master-plans-now-available>

The draft documents for the project were made public on October 9<sup>th</sup> and the CCCA Transportation Committee will be coordinating a response with the City Centre Coalition (which has representatives from all the urban core community associations).

### **2) Complete Streets planning approach**

The CCCA transportation committee presented a motion to the CCCA Board to endorse Ecology Ottawa's campaign in support of the adoption of the "Complete Streets" planning philosophy by the City of Ottawa.

The "Complete Streets" philosophy means that planners take into account the needs of users of all ages, abilities and modes of transportation during the construction, retrofitting and repair/maintenance of all roadways and of the right of way (this includes sidewalks). Thirty groups have joined the Ecology Ottawa campaign and CCCA President Jordan Charbonneau sent a letter to that effect to the Mayor and city councillors on June 14, 2013.

### **3) Laurier segregated bicycle lane**

The CCCA was represented on the Public Advisory Committee tasked with providing on-going feedback about the project. According to city reports, the number of cycling trips along Laurier

Avenue West has significantly increased compared to the period before the bicycle lanes were implemented and continues to grow. Collisions are down.

At its June 2013 meeting, the CCCA Board voted in support of making the bike lanes on Laurier Avenue permanent, as proposed by City staff. In July, Ottawa councillors voted to make the Laurier Avenue bike lanes a permanent fixture.

#### **4) Sidewalk patios on Elgin**

There have been a number of objections to the addition of new patios, all related to the problems this causes to pedestrian circulation. For one thing, the new patio permits may be in direct violation of the recently adopted Centretown Community Design Plan, which calls for improving pedestrian circulation and removing chokepoints. The distance between the curb and sidewalk patios in some cases was found to be inferior to the city's proposed minimum unencroached width of 1.8 m.

The issue of patios encroaching on the space available to pedestrians came up during the August Elgin St. walkability audit (next item).

#### **5) Walkability audits**

The Transportation Committee, in conjunction with Ecology Ottawa, organized a "walkability audit" on August 7<sup>th</sup> in the Elgin St. area, and another one on Bank St. (between Laurier and the Queensway) on October 3<sup>rd</sup>. In a walkability audit, a group of volunteers from a number of organizations, from different age groups and with different levels of physical ability roams through the community according to a predetermined route to identify obstacles to walking, bicycling and wheelchair use, as well as to comment on any positive elements that make the streets friendly and conducive to "hanging out".

Final reports are being prepared, and recommendations for fixes/changes will be forwarded to the appropriate city services.

Some of the preliminary results for the Elgin audit include the following: there is a surprisingly large number of places where sidewalks are cracked, sunken, or have holes; sidewalk space restrictions due to restaurant patios on Elgin Street can cause difficulties in busy pedestrian traffic, forcing people into the street (and into oncoming traffic); and the intersection of Argyle and Metcalfe, where the road swoops around the Canadian Museum of Nature, has been identified as particularly dangerous.

Some of the preliminary results for Oct. 3 Bank St. include: sidewalks are in much better condition than in the Elgin zone; and participants identified many beautification opportunities such as bulb-outs that could accommodate more benches and parklets, blank walls that could be embellished with murals; etc.

#### **6) Gladstone Avenue Reconstruction Project**

The CCCA is represented on the public advisory committee for the Gladstone Avenue Reconstruction Project.

There are many problems, according to observers and the CCCA representative, most notably problems related to the loss of one full lane at Bank St and the relocation of a bus stop to the N-E corner of that intersection. City traffic estimates are 3 years old and appear to many of us to be seriously understated and we foresee that the new configuration will cause major congestion headaches on the street.

### **7) King Edward trucks and new inter-provincial bridge**

In the late spring, John Verbaas (City Centre Coalition), a rep from the Dalhousie Community Association, and CCCA president Jordan Charbonneau (not acting in his role as president) met provincial MPP Yasir Naqvi to discuss the idea of a truck tunnel between Gatineau and the Queensway in lieu of any new bridge(s).

All available studies relating to proposed bridge routes show that the reduction in truck traffic on King Edward would only be temporary and traffic would eventually revert to current levels. Naqvi appeared positive to the idea of a truck tunnel and said he would talk to other area politicians. There are precedents elsewhere in North America. At a City Centre Coalition meeting in the spring, a video was shown about a truck tunnel project in Miami that bypasses the downtown and takes container trucks from the international port directly to interstate highways without going through the central core.

## **Seniors Committee**

Chair: Patricia Marsden-Dole

Our committee in its regular monthly meetings has been very active this year investigating and reporting issues of interest to Centretown seniors and in implementing projects. The issues which we feel were important to seniors concerned the safety of our city sidewalks for slower moving or otherwise handicapped seniors; the difficulties of living in areas with road and major building construction; senior leadership in community building; the availability of healthy food from vendors and community gardens in Centretown. Our members were actively engaged in funding and installing a games table in Minto Park; leafleting bicycles to respect city bylaws for cycling; supporting appropriate in fill at 186 James Street, and participating in the walkability audit led by Ecology Ottawa. Our concerns for next year are issues related to the social net for seniors in Centretown who need supportive and/or affordable housing. We are also concerned about the implications of aging for seniors living in the centre of the city.

## **Trees and Greenspace Committee**

Chair: Bonnie Mabee

It has been a busy and productive year with events and membership. T&G has now 49 people on its email list. There have been some initiatives to move beyond the focus of trees and greenspaces into other sustainability concerns but it does require individuals on the Committee to take the lead.

## **EVENTS**

**Jane's Walk** in May was through three Centretown parks and their neighbourhoods that reflect, support and link a safe and healthy neighbourhood.

**The Plant Sales** were the major fundraiser. First T&G partnered with CCOC to purchase annuals from Richmond Nursery. These were then sold in late May at a small sale on Elgin St. at Minto Park. At the Minto Park Sale in June we received donations of plants from Carol MacLeod, Loblaws and many T&G members. The total profit for both sales is \$771.85.

### **INVOLVEMENTS**

**The Mid-Centretown Community Design Plan**, Much time was spent on the final draft and the proposed draft from the developers. CCCA has appealed to the OMB on 3 concerns including the proposal of Landmark buildings. As Centretown becomes denser because development that increasing goes from lot line to lot line, we are losing more greenspace than we are adding for the increased population. The City and the developers must be held accountable to have long range plans for more greenspaces, both active and passive.

**The Museum of Nature** has recently revealed its plans to reduce the parking lot to 96 spaces on its West Lawn. T&G supported the movement to protect this greenspace. We applaud the residents for their work.

**Tree Planting** Two trees were planted in the boulevard at 551 Bronson. The tree at Jack Purcell was trimmed at our request. Centennial School has 21 new trees which needed watering over the summer. We thank the care staff who dragged out the hoses plus a good amount of rain that gave the trees a good start.

**McNabb Park Community Garden** was provided with a letter of support to obtain the initial funding from Just Foods. When the park plans came out, the garden was to be situated in amongst a group of trees. T&G lobbied along with others to successfully change the garden to a sunny location.

**Support for 96 Nepean & Games table in Minto Park** The OMB hearing for 96 Nepean needed the report from an arborist consultant to whom \$400 was paid from the Tree Fund. Also because of concerns about the placement of the concrete footing for the games table in Minto Park under the trees, T&G paid for that concrete footing at \$423.62. It was beautifully done away from the roots yet following the curve of the walkway.

This will be my last year as Chair of the Trees & Greenspace Committee. I owe a huge debt to those who have supported this Committee constantly through the last 5 years. I will remain as a member of the Committee and provide support to the new co-chairs Stephen Hawley and Tomas Whillans. They will be the ones to set the direction in the coming year although we have decided to have an event in March and to promote more of the City's Trees in Trust program to get more trees on front lawns.

### **Other Business**

## Accountability Motion

Henry McCandless, Board member

### Introduction to the CCCA 2013 AGM Motion for a Public Explanation Standard for Council

As civic process in Ottawa right now, citizens, through their organizations like CCCA, submit views and recommendations to City Hall accepted only as advice. Citizens haven't held to account. As Planning Committee Co-Chair Judy Forrest has said, "We win some; we lose some." The process, whether we like the term or not, must be called supplication. The intentions of city staff and council affecting citizens in important ways are not explained by them to a standard of public explanation that citizens have the right to see met.

Most important, Council's intentions and reasons are not publicly explained before Council votes. A classic example is the Mayor's proposal for an Ottawa city casino. Citizens did not require the proponents to publicly explain, as soon as the proposal became evident:

- Who would gain what benefits from a city casino, and why they should, in both the short and longer term, and
- Who would bear what costs and risks, and why they should, in both the short and longer term.

If they are doing their jobs properly, decision-makers in authority, like municipal councillors, will identify for themselves, for an intention affecting citizens in important ways, the answers to these two basic questions. Since Council is publicly accountable, it can be expected to publicly report for citizens what it has learned as the answers to the two central questions. The reason is so citizens will have a sensible basis for properly and fairly challenging the intentions and reasons of City staff and Council.

This public accounting by Council, obviously needed by citizens, was omitted for the casino proposal. In early voting 19-5 to support the Mayor's proposal, councillors did not have answers to the necessary public accountability questions, let alone valid answers. Councillors ignored meeting a standard of self-informing and public explanation that citizens had the right to see them meet. Joanne Chianello of the Ottawa Citizen correctly pointed out this performance failure in her column in December of that year.

Thus the CCCA Board's motion for the 2013 AGM to create a needed public explanation obligation for City staff and Council as an unassailable standard of public explanation. It tells no one how to do their job; it is only an obligation to explain.

To sum up:

1. the purpose of the explanation obligation for Council is to create a needed basis for fair challenge by citizens of Council's intentions and reasons -- usually in planning intentions -- *before* a vote. Citizen challenge *after* a Council vote would usually not overturn the vote, and would likely need a protest to the OMB with usually a predictable OMB result.
2. Council's public explanation obligation is basic, and central for public accountability.

Henry McCandless, MBA, CA  
Board member

### **The September 2013 Board Motion**

*That the Board recommend that the CCCA membership, at the AGM in October, approve writing a letter to Mayor Watson and all Councillors, asking the Mayor and Council to install in Council's regular decision-making processes, for an issue coming before council that would affect Ottawa citizens in important ways, that:*

- 1. Council develop its answers to the two basic public accountability questions\* for what is proposed as Council action, and do so before a vote is taken, making the answers public on the City's website in a City public accountability section, to allow fair citizen challenge.*
- 2. Where there is disagreement among councillors on what should be Council's answers, the public statement on the website will include councillors' answers significantly at variance from Council's answers, and that the City website state the answers to the basic public accountability questions developed by the staff responsible for supplying to Council their action proposal on the issue in question.*

*Motion passed.*

\* the basic questions are:

- Who would gain what benefits from what is proposed, and why they should, in both the short and longer term?
- Who would bear what costs and risks, and why they should, in both the short and longer term?)

### **Motion for the Membership**

*(MOTION) That the CCCA membership approve writing a letter to Mayor Watson and all Councillors, asking the Mayor and Council to install in Council's regular decision-making processes, for an issue coming before council that would affect Ottawa citizens in important ways, that:*

- 1. Council develop its answers to the two basic public accountability questions (see introduction) for what is proposed as Council action, and do so before a vote is taken, making the answers public on the City's website in a City public accountability section, to allow fair citizen challenge.*
- 2. Where there is disagreement among councillors on what should be Council's answers, the public statement on the website will include councillors' answers significantly at variance from Council's answers, and that the City website state the answers to the basic public accountability questions developed by the staff responsible for supplying to Council their action proposal on the issue in question.*