



Vars Community Association

Meeting Minutes

October 8, 2014

Opening: The regular meeting of the VCA was called to order at 7:30 p.m. on October 8, 2014 at Vars fire hall by Laurie McCannell.

Attendance : Gary Larocque Nathalie Sarthou, Laurie McCannell, Stuart Malcolm, Ivan Tanner, Wayne Redsell, David Jones, Anne Jutras.

Regrets: -

A. Approval of Agenda

The agenda was unanimously approved as distributed.

B. Meeting minutes August 21, 2014 were approved unanimously.

C. Conflict of interest

No issues of potential conflict of interest were raised.

D. Open Issues

No outstanding issues from last year.

Remembrance Day

The Ceremony in Vars will be held November 9, 2014.

Linda is to look into "registration" due October 9. Meet at St-Andrews Church at 1:30pm, Procession leaves church at 1:40pm, Arrival at Cenotaph at 2pm.

- Coffee and water will be taking care of by Optimist Club, Jeanne Surprenant will take care of goodies as per previous years ; VCA to refund cost of goods required,
- Invites have been sent out (one person from Mr. Crack office and one person from Mr. Blais office, Mr. Blais in person, Mayor Watson, the musicians, Scouts, Fire department)

- The 3 flags are OK (Fire fighters)
- Linda to update the program by mid next week and website to be updated,
- Pop up tent at the front of school to be install that day
- Garry to confirm presence of Optimist Club's President,
- Mothers of Canada to be confirmed, Sound system to be confirmed
- Letter to be sent to parents through school. Laurie to check if we can get the Word document as we only have the PDF one; so we can make the necessary changes for this year.

Canada Day

Linda to look after city application due November 3,
2014 – no permission for large fireworks

2015 – Optimist Club will have VCA support for their application to the City

CEPGP application

This application is due October 31. We can do it; it involves a Community walk, Community cleanup day, and Recycle day. It is a fundraising opportunity and Laurie will look into this aspect.

Board members

Changes have to be done with Corporation Canada: Laurie = President, Wayne = Vice-President.

Rink management

Barb Lavictoire will be removed as responsible and Wayne Redsell will be listed as the new representative with City of Ottawa (see 6).

Terms of Office for the VCA

We wish to change to one year instead of 2. Laurie will verify if it is possible to change the bi-law and when – possibly at next AGM.

Ice making

Merle is hired. Apparently no contract was done with Ron in the past. Therefore, a guide (role and responsibilities) should be developed and a second contact in case of vacations (backup). Wayne has accepted to write the guidelines and contact the city; deadline for renewing our contract with looking for volunteers to manage the schedule and the canteen.

Stuart will check how the money was shared in previous years (maintenance, supervision, etc...).

Key agent

Barb remains our key agent this year but someone will have to replace her, she will train the person identified during this year.

VCA management of bookings

After much discussion, the VCA voted to investigate taking over the management of the hall bookings at Bearbrook, as offered the city. Laurie will meet with Denis from Carlsbad Spring, the city and Jean Séguin to discuss tips, advantages and things to consider.

Bank account

Because BMO has started charging fees to our account (for cheques), we suggest that we look into another bank. The Caisse populaire has a 4.95\$ service charge monthly but does not charge any other fees.

Stuart will look into other bank and contact BMO to organize signature changes in the meantime.

Community garden and volleyball court

These need to be winterized. Wayne will ensure the community garden and shed are done. Gary will take down the volleyball net.

Mobile market

There is a consistent number of clients every visit; about 40-50 sales.

There is a need for about 4 local volunteers for the Vars visits. Next year the plan is to run the program from May to November. VCA just has to give their intention to participate when the city will reapply for 2015.

Jean is staying on the organizing committee.

Christmas Tree lighting

Ivan is responsible for the event scheduled for November 30 2014 (first advent Sunday). We already have the song booklets; the church ladies will provide hot chocolate and goodies.

Fitness program **Brought forward to next meeting.**

Contract needs to be looked at for the New Year.

VAR.S.CA

Laurie will speak with Stephen McCreary to get all the info required to run the site. Laurie will continue to check and respond to emails regularly. We need a volunteer to run the web for us – Ivan & Laurie can share this duty.

Next meeting

Meetings to be held on the 2nd Wednesday of each month at 7:30 pm at the firehall.

Next: November 12, December 10, 2014 and January 14, 2015

P.S. Vars Carnival will be February 6-8, 2015.

Adjournment:

Meeting was adjourned 9pm by Laurie.

Prepared by Nathalie Sarthou with the support of Anne Jutras



Vars Community Association
Meeting Minutes
November 12, 2014

Opening: The regular meeting of the VCA was called to order at 7:30 p.m. on November 12, 2014 at Vars fire hall by Laurie McCannell.

Attendance : Laurie McCannell, Stuart Malcolm, Ivan Tanner, Wayne Redsell, Anne Jutras, Jean Seguin, Linda Ablack.

Regrets: Counselor Blais' office
Absence: Gary Larocque, Nathalie Sardou

A. Approval of Agenda

The agenda was approved as distributed.

B. Meeting minutes: October 8, 2014 minutes were approved unanimously.

C. Conflict of interest

No issues of potential conflict of interest were raised.

1. Financial update

The report was sent by email, there are no questions. We do not need to file with CRA because we gross less than 30 000\$ income/year and we are not for profit. This can be verified on the Vars memory key under "financial" as it was verified previously.

2. Market Mobile

Jean reports back on the project. Jean will remain on the operational committee until next year. The project will be extended for another year and the committee still has to determine how the sites will be selected. The VCA is interested in continuing for the May to November 2015 season. VCA has to

determine if they will take the responsibility of market on site and confirm at least 4 volunteers to help at the site.

3. Heritage Celebrations 2015

The Heritage Celebrations include anniversaries for several institutions in Vars and the village's 135 years of existence. Some committees have been started to coordinate events May 1 to September 30, 2015. These activities require "sponsors" and financing. The VCA could, for example, have a free BBQ during the celebrations and make it its AGM at the same time. There are many other suggestions...

Laurie will help map out the coordination; Jean will send more info. Linda will work on the federal Heritage fund application; Jean will send more info.

It is suggested that the VCA overview the financial aspect of the Celebrations, and become the central "hub" for the committees.

Proposition: VCA to advance 500\$ of its own funds to begin the momentum.

Accepted unanimously.

4. Meetings reports

Rockdale Rd will be finished next spring; the side of the road which is being broaden, will be finished then. Laurie will revisit getting services to the fire station response. M. Blais says nothing can be done legally unless the public is consulted...

5. Remembrance Day

The Ceremony in Vars was held November 9, 2014. It was a great day for weather and there was great attendance. Thank you to Ivan and Linda. Laurie will be sending thank you s to dignitaries.

6. Canada Day/ Optimist Club application update

B/F as Gary is absent.

7. Filing with Corporations Canada- update

Anne confirms that the annual report has been filed (20\$). The update of board members and roles has also been done online.

8. Ice making

Was not discussed.

9. Rink management

We will need to determine schedule for volunteers at December meeting.

10/11. Key agent/ VCA management of bookings

Gary and Laurie met with Denis at Carlsbad Springs Community Association to discuss pros and cons of key agent and booking management for the community halls. Laurie will meet with Suzanne Sanford to go over the agreement content.

12. Fitness Program: no update

13. From the Community

- a) VCA Newsletter: there has been a request for the VCA Newsletter via email. Laurie will go ahead and restart in the New Year. Will ask Stephen (webmaster) to automate notification of addition to website to members registered.
- b) Strip mall idea: a small area for development is available at the corner of Rockdale and Devine. What would the community like to see there? Suggestions of business, space for city services (nurse, etc.), pharmacy. Should be in conjunction with NPI.
- c) How to do meal on wheel: The owner of Milan Pizza would like to know how he can help community residents with food needs. Suggestions to connect to meal on wheels, gift certificates for school, church.

14. Christmas Tree lighting

The event is scheduled for November 30 2014 at 6:30 pm with the switch being turned on at 7 pm by JP and Jeanne Surprenant. We already have the song booklets; the church ladies will provide hot chocolate and goodies. The kids' choir will be approached as will Ginette for the music. The angel and lights will be set up Saturday November 30 at 10 am.

15. VAR.S.CA

Need to transition to Ivan and Laurie.

Next meeting

Meetings to be held on the 2nd Wednesday of each month at 7:30 pm at the firehall.

Next: December 10, 2014 and January 14, 2015

Adjournment:

Meeting was adjourned at 9:20 pm by Laurie.

Prepared by Anne Jutras



Vars Community Association
Meeting Minutes
December 10, 2014

Opening: The regular meeting of the VCA was called to order at 7:30 p.m. on December 10, 2014 at Vars fire hall by Laurie McCannell.

Attendance : Laurie McCannell, Jean Séguin, Wayne Redsell, Anne Jutras, Stuart Malcolm, Ivan Tanner, Nathalie Sarthou,

Regrets: -

A. Approval of Agenda

The agenda was unanimously approved as distributed.

B. Meeting minutes November 12, 2014 were approved **unanimously**.

Comment [SM1]: We need to find a way to record decisions taken: motion and adoption of motion. It has to stick out.

C. Conflict of interest

No issues of potential conflict of interest were raised.

D. Open Issues

No outstanding issues from last year.

Youth program 2015 with St-Andrew's - David Evans

- In 2014 = - \$5600 were spent
 - 2 coordinators; paid about \$800
 - Fee: \$100 / child
 - 25 kids signed up
 - Orleans/Vars helped without cost
 - \$2500 for 2015 already in youth program
 - Diocese \$4900; Fed \$5700 - City of Ottawa covered some expenses (\$1100)
 - Admin fees: \$1500
 - + balance at church \$1400

- In 2015 =
 - Jean Séguin is in
 - Fee per child = \$150
 - Maximum 25 kids
 - Money is needed to pay the 2 coordinators
 - Bus service would help a lot (to check liability)
 - Equipment is ok; maybe an extra \$500 expenses for art craft, paper,...
 - Partnership with diocese, City of Ottawa, VCA
 - Once we have the money, we will start to find students to assist with the program
 - for 2015 we need to reword the funding request to cover the Heritage Festival
 - David to look at application, notes to parents
 - Jean to run the budget and VCA members to run the program
 - Jean counts on the support of VCA if needed

Environmental update - Linda Ablack

- Linda attended a Blue Dot event in October - Blue Dot is a project of David Suzuki Foundation and sponsors. Linda is now the main contact for Blue Dot Ottawa. Linda mentioned the movie Trashed, an environmental documentary (2012) ; movie VCA could buy and have it played in order to sensitize the public
- Dump the Dump 2 = Report not out yet - it has been delayed - no deadline

Fitness program update & Bearbrook Hall bookings generally

- Laurie had a good meeting with Yves
- 2015 Bearbrook Hall reservations = same process as in 2014 per the City
- Some nights the Hall is messy when Yves arrives for his class - it looks like the Hall has not been cleaned since the last booking
- A couple of persons have a copy of the Bearbrook Hall's key (about 4-5) so they can have access to the Hall without a reservation = situation to be fixed
- VCA would like to look after the reservations so the bookings will be controlled
- City assessment = \$2000 in renovations to come (floor, roof, paint...)
- "If Carlsbad can do it, Vars can do it"

Rink - Wayne & Ivan

- Wayne and Ivan met with Rachel from the city
- VCA will pay for the security checks (\$25 / person)
- Insurance = if a volunteer hurts himself, he/she is covered by VCA if volunteer registered at the VCA
- For volunteers = to reach out parents of the youth program
- Students get community hours if volunteer
- Paid \$8 / hour
- Ice making = will be done based on the weather
- Jean gave back his set of keys
- 1 master key was always in the lock
- Barb has a master key too
- 2 defibrillators needed = the city said that they do not have the money for that - a patch costs about \$75/\$100 each and can be kept for 2 years => Mr. Stephen Blais to be contacted in writing in order to get those defibrillators = Laurie would like to see some progress in this matter

Carnival - Gary & Optimist Club

- Dates = February 6-7-8, 2015
- Friday am = breakfast for the school
- Friday 5-7pm = spaghetti & bean dinner
- Friday 8pm = in the park - Camp fire, and 4 other options (bed race?...) + canteen will be opened for beaver tails
- Saturday = clown at the school between 10am and noon
- During the day Saturday = baseball tournament as per demand - 4 teams
- pm = hockey competition
- Saturday night = Vars Idol (Navan, Cumberland, Vars)
- Sunday = breakfast or brunch or just coffee & donut (intention to partner with local coffee roaster Papabean - nothing may be plan as last time very low show - for 2015, maybe it would help to ask prepayment
- Sunday evening = movie in the park or indoor?? - wagon ride with horses
- Last year Stephen Blais provided the hot chocolate and tents for the sunday afternoon
- Optimist Club to book the park
- VCA to invite the mayor, Stephen Blais, Pierre and Grant for the Friday night

- VCA = scarves with logo
- Carnival flags = this time no dates on
- Next Optimist Club meeting = it was suggested that one VCA member attends

Vars Heritage Celebrations 2015-2016

General application form to be filled

- Start of the celebrations = May 1st, 2015
- Activities content but dates TBC
- Sponsor and donations needed (\$\$ or items...)
- Number of volunteers part of celebrations and their duties
- Letter of support from the city + founding
- Deadline = January 31, 2015
- Committee at church and school; they already met (Jean gave the notes)
- Centennial celebrations + 150th celebration of both parishes
- Sunday May 3rd, 2015 = service in the park from both parishes, no food allowed with funding, activities mostly in the park
- Jean does not have confirmation from St-Andrews (church needs to change the furnace - not sure what the diocese wants to do with this church)
- Jean mentioned that 2016 it will be the 130th anniversary of the Vars post office (1886) as well as the rail way anniversary (1881 construction, 1883 opening)
- Jean also mentioned the 400th anniversary of the Francophonie/Trillium Program in April 2015 and this time funding can go towards food... so Jean would like to have the celebration on May 3rd at the same time as the parishes celebration - city application deadline = February 11, 2015 - 50% of funds from the city and the other half from a sponsor
- City of Ottawa (Mayor) and Stephen Blais open to provide assistance for the community for our Vars Heritage Celebrations (which are separated from the Centennial Celebrations - to be careful)
- Will have partners banner with logos (visibility/thank you to sponsors)
- 1 member of VCA to sit on committee is needed = Laurie offered as she is the President of VCA
- Ivan to follow up with St-Andrews Church if they want to join the celebrations
- Linda to do the application based on the budget Jean made (expenses and revenues)

Local developments - any update

- Laurie met with Stephen Blais = they went through 12 subjects including transportation (regional train - Casselman already did an approach with a Casselman / Ottawa train with a stop in main villages (Vars...))
- Laurie to update Police contact on website with message to residents "if you see something, call..."
- Possibility to get a night time surveillance machine = best spot for it would be the parking lot across for Linda's place

Marketmobile

- Late January marketmobile will start again with a new vehicle
- Where? still on the church's parking lot at the corner of Rockdate and Devine
- Jean to meet with operation team but Jean leaves the committee at the end of the pilote project
- Vars may end up the only rural spot

Website, Facebook, etc - Laurie, Gary and Ivan

- Gary to look after the Facebook account
- All in place

Financial question re filing T2 form

- Rules had changed but not sure if VCA has to file or not
- Apparently, with less than \$25000, no need to file but if paid salaries, VCA may have to file, if no paid salaries, no need to file
- Wayne to ask his brother
- Accountant not needed as VCA has a financial system in place and public had access to it

Next meeting

Meetings to be held on the 2nd Wednesday of each month at 7:30 pm at the firehall - **Next: January 14, 2015**

Adjournment:

Meeting was adjourned at ? pm by Laurie.

Prepared by Nathalie Sarthou

Comment [FJ2]: Did anyone notice the time?