

Champlain Heights Community Association
BOARD OF DIRECTORS Draft Meeting minutes

Oct 22 2025, 7 PM

[Meeting folder](#)

Attending: Juliana, Nancy (notes), Damian, Silvia, Rob, Maria (chair)

Regrets: Andrew, Darko, David

Absent: Trevor, Aly

Guests: Carla, Jed, Joan, Grant, Tanya, Connor, Commissioner Digby (8:02-8:18 by phone)

1. Call to Order 7:08 pm
2. Introductions
3. Approval of agenda M/C
4. Approval of the [Sep 24 2025](#) and [Aug 27 2025 minutes](#) M/C
5. Appointments
 - 5.1. Motion to endorse appointment of Connor and Tanya for two year term M/C
6. Correspondence
7. Park board (Grant)
 - 7.1. Flooring
 - 7.2. Film parking: \$1200 donation to association
 - 7.3. Pay parking
 - 7.4. Council budget plan
8. Committee reports (3 min each) and business arising from past minutes
 - 8.1. Executive
 - 8.1.1. Report on file
 - 8.1.2. Slate: Silvia, Damian, Maria, Juliana, Lorraine, Carla, Jed
 - 8.1.3. AGM Nov 6
 - 8.1.3.1. One-pager needed from committees by Saturday for booklet
 - 8.1.3.2. Refreshments planning: Silvia will use \$250
 - 8.1.3.3. ACTION Grant update active net membership info change
 - 8.1.3.4. Meeting after AGM
 - 8.1.3.5. ACTION Rob will invite Tom Digby
 - 8.1.4. Draft Terms of References
 - 8.1.4.1. Directors ToR
 - 8.1.4.1.1. Motion to approve with amendment for allowance upon board discretion for no committees M/C
 - 8.1.4.2. Program committee ToR awaiting edits
 - 8.1.4.3. Executive committee ToR
 - 8.1.4.3.1. Motion to approve M/C
 - 8.1.4.4. ECPC ToR
 - 8.1.4.4.1. Forward comments within the week
 - 8.1.4.4.2. Damian will meet with Rob

- 8.1.5. [Draft Bullying and harassment policy](#)
 - 8.1.5.1. Motion to approve M/C
- 8.1.6. Oct 25 training plan
- 8.1.7. Safe removal
 - 8.1.7.1. ACTION Silvia and Joan will coordinate paid move of safe to Silvia's work
- 8.1.8. Extended hours
 - 8.1.8.1. [Grant shared attendance during 2025 extended hours](#)
- 9. Finance
 - 9.1. Report provided
 - 9.2. 30k under 86k budgeted loss
 - 9.3. Childcare loss: 30k off budgeted 20k profit
- 10. Childcare
 - 10.1. Motion to approve draft waitlist policy M/C
 - 10.2. Director position to be re-posted
 - 10.3. Motion to approve [Draft cell phone policy](#) M/C
 - 10.4. ACTION Lorraine will set up business plan for cell phones
 - 10.5. Weekend childcare
 - 10.6. Motion to expand childcare to the weekends as per report, expand OSC to the summer months of July and August, and to subscribe to a survey program to survey current parents and parents on waitlist on weekend and summer child care needs. M/C
 - 10.7. In camera 9:25-9:34 pm
 - 10.8. \$10/day
- 11. ECPC
 - 11.1. Report on file
 - 11.2. Summer student grant possibilities
- 12. Marketing
 - 12.1. Monday's City's Official development plan meeting posters
- 13. Programming
 - 13.1. Program guide; new board can be included
 - 13.2. Bernie
 - 13.2.1. 33 youth council members
 - 13.2.2. Increase in programs and fee-based programs
 - 13.3.
- 14. Storage
 - 14.1. Toy swap in December
- 15. New business
 - 15.1. TABLE Darko's Sep 22 email
- 16. Motion to adjourn 9:57 pm
- 17. Next meeting: Nov 6 2025 after AGM

