

GWCA MISSION STATEMENT:

***To maintain the hamlet character of Glen Williams by
engaging and communicating with its residents and other stakeholders.***

GWCA Board Meeting Minutes

Wednesday March 11, 2026 @ 6:30 PM, Glen Williams Town Hall

- **Welcome**
 - Motion to accept and approve agenda – Derek, Sean carried
 - Motion to accept and approve meeting minutes of Jan 16 2026. – Hillary, Sean
 - Decide who will take minutes – combination Sean Liton & Stacey Kapparis
 - Welcome new Board members – Roundtable introductions
 - In attendance: Joan Griffin, Ken Paige, Derek Smith, Derek Remes, Hillary Spurr, Wade Murray, Roger Stopford, Ilde DeBeradinis, Stephen Groom, Stacey Kapparis, Sean Linton
- **Determine the 2026 Executive Team**
 - A review of the roles, responsibilities and time commitments to each was discussed
 - Joan Griffin current President expressed a need to start to transition her duties; existing by-laws state a maximum of 6 years is allowed in the role of President. This maximum will be reached by the end of 2027
 - Ken and Hillary announced plans to run for town counsellor roles expressing a conflict-of-interest concerns around holding Executive roles
 - Ken stepped down as Chair replaced by Sean Liton. Linda supporting Communications
 - Final outcome of Executive Status discussion:
 - **President:** Joan Griffin to remain in role with the understanding and commitment of greater support from all Board Members to balance the workload
 - **Treasurer:** Kate (Staying in role).
 - **Chair:** Sean Liton. (Focused on leading meetings/discussion)
 - **Secretary:** TBD
- **Secretary: Debrief of Annual General Meeting Review (AGM)**
 - A great turn out for the 2026 AGM on February 18, 2026 at the Glen Williams Town Hall, especially given winter storm
 - Business portion of meeting completed no questions
 - All elected officials present as well as Ward 3 Councillor Alex Hilson
 - No negative feedback received about meeting.
 - Reviewed discussion regarding motion tabled from resident asking GWCA and Town Hall Board to ask memberships if they are in favour of having boards explore merging
 - This motion passed. The GWCA Board can't proceed to explore if the membership of the Glen Town Hall Board do not pass the motion as well
 - Discussed make up of the GWTH Board. Their mandate, current challenges in recruiting volunteers to build out their board. Several GWCA Board members stated they were also interested in joining the GWTH Board
 - It was agreed that the GWCA Board members should try to attend the upcoming GWTH AGM meeting tentatively scheduled, Wednesday March 25, 2026 at 7pm at the Town Hall

- Reviewed Resident Survey Results:

Themes Linked to Annual Plan	Paper	Online	Total	Ranking
Traffic Safety	27	50	77	1
Development	30	47	77	1
Engagement	23	42	65	2
Communication	21	40	61	3
Parks & Trails	26	35	61	4
Beautification	16	37	53	5

- A review of the comments along with the above summary results occurred
- It was noted that the survey results have been very consistent over the last few years
- A commitment to explore additional technology options beyond google survey was agreed to as a few issues occurred with the recent survey. Linda agreed to champion this for the next survey along with increased marketing of the survey
- **Action Item:** Linda to explore other free applications that could be used for the annual resident survey
- **Discussion to draft 2026 Annual Plan:** variables considered included carry over projects, year over year commitments, residents priorities coming out of survey responses. Attached draft action plan format based on discussions. Further community engagement ideas to be brainstormed at next meeting.
- **Discussed details of an April open community meeting/silent auction fundraiser**

Fundraising

- It was decided that going forward it would be clearly noted for which purpose the fundraising activities were occurring: 1) Defending the secondary plan field fund raising 2) all other items not related to defending the secondary plan and community development committee
- Defending the secondary plan field fund raising:
 - Current balance is \$28,800. Resident Claudia Russell has agreed to still lead this committee however the committee is in need of volunteers
 - **Action Items:**
 - Proceed with April Silent Auction and direct all funds raised to the Field fight.
 - Communicate via social media post/newsletter post the need for additional volunteers to assist with fundraising efforts – **Linda/Joan**
 - Explore 100 Men/100 Women Associations opportunities - **Stacey**
- An additional meeting via Zoom will be coordinated by Joan to finalize the Spring Silent Action, 2026 Annual Plan, Format of April 26 Community meeting – Tuesday March 24 @ 7pm
- Membership Campaign discussion around the importance of growing beyond the current 531 with a target of 600 members or 50% of the Glen population.
- Joan share that in previous years typically three fundraisers conducted annually. Given the amount of funding currently in the account, the Board agreed we don't need to add any more to the plan at this time.
 - Silent Auction (Spring meeting)
 - Canada Day (CDN) Booth,
 - Glen Tavern Raffle @ Christmas Market Booth.

- **Reviewed and revised Operating budget. Approved the below:**
 - Joan presented a draft of 2026 Budget reviewing all of the operating expenses and cost of year over year projects such as Earth Day and Pumpkin Walk. The attached budget was accepted with the addition of a new category OTHER and \$1000 to be added and approved to fund permit for Christmas lights at Shelagh Law Parkette.
- **Other Business**
 - Community Grant Programs 2026 – Successful submission by Joan for a grant to complete the Kiosk in Parkette. Proposal included a request for funding to complete planting and to create and install an educational, interpretive storyboard. This project was paused for 2025 due to Glen200 project. Should we not get the grant, Joan raised it would be great to fund this project so that we can apply for Parkette certification in 2027 with David Suzuki Butterfly Way Project.
 - Parkette/Environment:
 - New 3-year stewardship agreement to be signed with Town. Town excluding maintenance of pathways and fencing in new agreement however including delivery of water. Discussed our preference would be to buy a pump and source water ourselves and leverage having pathways & fencing repair included in the agreement. Joan meeting Town on April 9 to discuss.
 - Water pump approved; \$225
 - Immediate Task: Take down holiday lights/decorations in the park.
 - **Action Item:** Joan meeting Town April 9th to discuss Stewardship Agreement
- **Next Meeting Dates**
 - Finalize Spring Silent Auction, Annual Plan, Format of Spring Community Meeting – Tuesday March 24 @ 7pm, Zoom
 - Next monthly meeting - Wednesday April 22 @ 7pm Location Glen Williams Town Hall – TBD
 - Spring Community Meeting (Silent Auction & Annual Plan), Sunday April 26 @ St. Alban Church Hall
- **Adjourn approximately 9:45 pm**

Additional Updates Sheridan Nursery properties for sale:

- 5 lots totalling 849 acres, anticipated rezoning is upcoming
- estimated about 4/acre, so the 5 lots could possibly contain 3,000 homes if all low density
- Glen Williams is approximately 2,800 people, so at 2.8 ppl/home, GW might currently be about 1,000 homes
- Agreed we should actively monitor any actions on these lots



2026 Draft Budget

Operating Expenses	Cost
Membership Volunteer Canada (allows us to get a sizeable discount on insurance)	\$250 due annually in May
BMS Director's & Liability Insurance	\$873.72 due annually in March
Website Domain name - GoDaddy	\$60.18 due annually in February
Website hosting platform - HostGator	\$179 due annually in November
Zoom	\$338 due annually in December
Printing for events	\$300
Canva	\$338 - January
Banking Fees	\$58 due annually in December
Thank yous	\$250 – accountant \$50 – parkette lead, manage website
Hall Rentals – 1 St. Albans rental	\$95 for hall if needed
	Total Operating Costs \$2,353.90
Discretionary Expenses	
Annual General Meeting – liquor license, wine, refreshment supplies or coffee/tea, refreshments	\$400 (\$50 for liquor license, \$150 insurance if at town hall, \$200 wine, \$50 plates, napkins, glasses, pop)
Discretionary – i.e. additional rental fees, fees associated with any open meetings i.e Fall Information Open House, printing, thank you gifts, prizes, items that cannot be acquired through donations.	\$500
	Total Discretionary Costs \$900
	Sub Total Funds Required year over year - \$3,253.90
Other Project Commitments we need to fund this year	
Parkette Replace any plants that died during winter, complete phase 3 plantings – if we do not get the Town Grant	\$500
Earth Day – if we don't get donations for refreshments	\$50
Pumpkin Walk - If we don't get donations for refreshments	\$50
Parkette Kiosk – if we do not get the Town Grant	\$2,000
Permit for Christ lights at Parkette	\$1,000
Replacement lights/new display Parkette	\$500
	Sub Total for projects - \$4,100
	Total planned expenses to date = \$7,400