

Minutes of Board Meeting

Date: November 13, 2024



RIVERVIEW PARK
COMMUNITY ASSOCIATION



Board Members in attendance: Jeff Blatmann, Carol McQueen, Stephanie Lines, Jon Lemieux, Lorella Piirik, Brian Orndorff, Lynne Patenaude, Wanda Raymond, Ron Ridley

Regrets: Kris Nanda

Topic	Discussion	Action Item
Call to Order	Meeting called to order at 6:55 PM Declaration of conflict of interest: None	
Agenda Approval	<i>Motion: Approval of Agenda (see Annex A)</i> First moved: Ron Seconded: Stephanie Approved by: All	
Approval of Minutes from Last Meeting	<i>Motion: Approval of minutes of October meeting</i>	
Councillor Marty Carr's update	<ul style="list-style-type: none">● Councillor Carr was not available due to a prior commitment.	
Treasurer's Report	Budget and Financial Statements <ul style="list-style-type: none">● Highlights of the Treasurer's report were presented. See Annex B for the full report. <i>Motion: Approval of 2024/25 Budget as Presented</i> First moved: Stephanie Seconded: Ron Approved by: All <ul style="list-style-type: none">● New cheques have been ordered. Jeff needs to go into the branch to order them. Jeff is looking at having access to e-transfers.	
Special Reports	Communications <ul style="list-style-type: none">● Warmly welcomed Lynne to the position● 5 newsletters between Sept and November sent to 370 subscribers● Over 400 members to our Facebook group● Looking into updating Facebook page. Whether Reddit is a way to reach younger community members.	



Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Additional highlights of the Communications Report in Annex C were presented 	
	<p>Planning and Development</p> <ul style="list-style-type: none"> Highlights of the planning and development report were presented. See Annex D for the full report. 	
	<p>Green Spaces</p> <ul style="list-style-type: none"> Ron is working to get permits for entry into parks. He is working on permits for non-park land as well. Invasive species centre budget approved for \$2400. People are working on Balena Park and on Knox Cres. to remove invasives among other locations. Parks are adopted until January 2028. City puts up signs. We may want to adopt pathways too. 	
	<p>Social Committee</p> <ul style="list-style-type: none"> For the carolling event, we have the fire and park permits. Marty Carr is sponsoring, MP McGuinty donating \$200, MPP Fraser hot chocolate. Southeast City church is providing TimBits. Blair Court is a sponsor. Advertising by poster, facebook and our newsletter. Craig Cormier has agreed to lead the singing. Carol will print the song sheet and a poster. Ron has requested equipment for winter carnival. He has made the request for the park permit. Ron is working to request the fire permit Additional highlights of the Social Committee Report in Annex E were presented 	
	<p>Membership</p> <ul style="list-style-type: none"> Jeff sent out renewal reminders to all current members which has helped with membership renewal. Membership stands at 83 	<p>Jonathan will print membership cards using the design Ron created at Staples using the account Carol set up.</p> <p>Ron drafting membership letter</p>

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Topic	Discussion	Action Item
President's Report	<ul style="list-style-type: none">● Ron requested feedback on 2023/24. Overall board members felt it was a very successful year with lots accomplished.	
New & Ongoing Business	<ul style="list-style-type: none">● Wanda mentioned that she and Kris wrote a write-up for the fall social for the Riverview Park Review.● Lorella is looking after the pet memorial. Ads for the memorial are no longer appearing in the Riverview Park Review. Lorella asked if the board would consider funding the ads for the pet memorial in the RPR. It would cost \$50/issue for 1/8 page (\$250/year). It was decided not to continue but rather to put it on our web site instead.● Wanda is letting people know that Charles Hulse is looking for winter clothing for kids.● Wanda has a facebook page "saving items from the land fill" so people know where they can take stuff.	
Approval to Adjourn Meeting	<p>Motion: Adjournment of Meeting First moved: Jeff Seconded: Stephanie Approved by: All</p>	

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Annex A

AGENDA

1. Call to Order and Declarations of Conflict of Interest (5 mins)
2. Agenda Approval (5 mins)
3. Approval of Minutes from Last Meeting (5 min)
4. Welcome to any guests on the call
5. Councilor's Update
 - a. Marty's Update (15 minutes)
6. Monthly & Special Reports (25 minutes)
 - a. Treasurer's Report
 - b. Communications Report
 - c. Planning and Development Report
 - d. Green Spaces Report
 - e. Social Committee Report
 - i. Winter Caroling Event
 - ii. 2025 Events
 - f. Membership Report
7. President's Report (5 min)
8. New & Ongoing Business (10 min)
9. Recap of Action Items and Adjournment (5 min)

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Annex B

TREASURER’S REPORT

RPCA member (and retired accountant) Ron Coughlar is presently completing a review of the RPCA's annual financial statements for the fiscal year ended 30 September 2024 and hopes to have his review complete by month end (at which point he'll deliver a letter to the RPCA re: the outcome of his review).

Proposed Budget for the Association's 2024/25

 DRAFT BUDGET 2024-25		
INCOME	FY 2024-25 BUDGET	Notes/Assumptions
Operating Income:		
2024/25 Membership Dues	\$1,820.00	20% growth, to 91 members from 76 (already at 83 members, \$1660, as of AGM)
2024 Fall Social Fundraising Net Proceeds	\$1,800.00	Raised Sept 29, 2024
Operating Budget	\$3,620.00	
Supplemental Income:		
Dale Park Rink Service Contract income (from City of Ottawa)	\$1,246.00	
Deposit Interest	\$200.00	Term deposit interest + monthly interest
Donations/Contributions	\$500.00	Riding associations (let's target more than just the incumbent)
Community Service Credit	\$350.00	annually from City of Ottawa (cannot be carried over year-to-year)
Grants & Contribution Agreements	\$5,161.61	Prospective \$1000 City of Ottawa a Community Event Funding Program. \$2400 ISAF Microgrant for 2024/25 + \$1,161.61 Microgrant leftovers from last year
Supplemental Operating Budget	\$7,457.61	
TOTAL INCOME	\$11,077.61	
EXPENSES		
Operating Expenses:		
Directors' & Officers' Liability Insurance Policy Premium	\$842.00	fixed through June 1 2027 at \$842/policy period (June 1 - June 1)
Membership to Federation of Citizens' Associations	\$40.00	annual dues (payable Jan 2025)
Membership to CAFES	\$100.00	annual dues (payable in 2025)
Banking Fees	\$50.00	New cheque order Nov 2024
IT Expenses	\$260.00	Cdn Webhosting + Domain Name + Malware protection subscription
AGM/SGM Facility Rentals and/or Permits	\$100.00	Trinity Church of the Nazarene Rental Oct 2024
Annual Financial Review/Test Audit	\$50.00	Proposed gift card for financial review/audit services by Ron Coughlar
AGM/SGM Advertising & Materials Costs	\$200.00	\$150 RPR Ad + miscellaneous supplies
Postage	\$8.00	stamps and envelopes for half dozen cheques
Total Operating Expenses	\$1,650.00	
Other Expenses:		
Dale Park Rink Maintenance Service Operator Contract	\$1,246.00	payout proceeds from City to rink operator
Holiday Caroling (Dec. 12th)	\$570.00	estimate (using RPCA capital)
Winter Carnival (Feb. 9th)	\$1,000.00	estimate (using RPCA capital)
Late Spring Festival/Movie Night (June 28th or July 26th)	\$1,000.00	estimate (using RPCA capital)
Late Summer Carnival & Movie Night (Aug. 23rd)	\$1,000.00	estimate (using proceeds of Community Event Funding Program Contribution from City of Ottawa)
PorchFest (June 12th-15th or 20th-22nd)	\$150.00	estimate (using RPCA capital)
Fall Corn Roast (Sept. 14th)	\$0.00	estimate (using RPCA capital)
Cleaning the Capital Spring Edition (May)	\$150.00	estimate (using RPCA capital)
Cleaning the Capital Fall Edition (Oct)	\$150.00	estimate (using RPCA capital)
Easter Egg Hunt	\$600.00	estimate (using RPCA capital)
ForPGS Project Expenses	\$3,561.61	New \$2400 2024 ISAF Microgrant + leftovers of 2023 ISAF Microgrant
Total Other Expenses	\$9,427.61	
TOTAL EXPENSES	\$11,077.61	
PERIOD NET INCOME / LOSS	\$0.00	



Annex C

Communications Report

Communications Report

Statistics for September 9 – November 13, 2024

Newsletter

- 5 newsletters were sent out
- 367 newsletter subscribers
 - Anyone who visits the website can subscribe by putting in their email address and then confirming their intention when they receive the automatic email.

Website

- 5 events posted
- Review of website underway
- Page updates-new board members, board bios, school photos, Volunteers extraordinaire, splashpad at Coronation Park
- Plan to add:
 - other board's schools that Riverview Park kids attend (Marie-Curie, St. Luke's, St. Pat's, Louis-Riel) and their daycare centres (as for Riverview Alternative)
 - RPCA Board meetings as Events, Carol Sing is drafted and ready to add

Facebook Group and X

- FB Group, Instagram and X are monitored and maintained by Dianne H for RPCA and any FB Group member can post to this FB Group.
- Lynne trying to get access to RPCA-Ottawa main FB profile, owner of the RPCA FB Group, as it would be better to post in both. Last post was 2022.
- RPCA Group has 456 members
- Friends of Riverview Park Green Spaces Group has 247 members
- Other Communication options to consider: Reddit?

Transition from Heather to Lynne mostly complete. Ownership of web-site and domain name, Communications e-mail address, access to MailChimp, Wordpress, Cloudash (billing) and Cpanel for e-mail and web-site admin.



Annex D

Planning and Development Report

November 13, 2024

1. Draft of New City Zoning By-Law for consultation --. The City released the draft Zoning By-law to implement its New Official Plan that was approved in late 2022. Consultation to take place over next 18 months with Council approval expected in Fall 2025. Major changes include a proposed minimum of four dwelling units per lot, elimination of parking minimums, while retaining four story maximum along corridors in Riverview Park. AVCA and others have provided detailed analysis, including in the Vistas paper.

2. Divestiture of the National Defence Medical Centre (NDMC) Budget 2024 listed the NDMC as one of 14 surplus Department of National Defence buildings to be put up for sale and possible conversion into affordable housing. No timetable yet for divesting and several other hospitals (E.g. Bruyere) are reportedly interested in the NDMC as well.

3. Environmental Assessment(EA) for the Tremblay Multi-Use Connection (Terminal Avenue to Tremblay LRT Station). Councilor Carr's office received an August 2024 update from city staff on the proposed multiuse pathway (MUP) connecting Via Rail and Tremblay Road to Trainyards. (The RPCA was part of Public Consultation Group on this EA study for the MUP. The Councilor reported that "This project has been put on pause until the time when VIA Rail redevelops the area as part of the High Frequency Rail (HFR) . No timetable yet.

The RPCA has subsequently contacted VIA's HFR team to ensure that community concerns are reflected in the redevelopment plan and to see more information on how the City's work to date might be incorporated into VIA's planning. No response from VIA yet to questions posed.

The City is looking at an interim solution by extending a Mult-Use Path (MUP) from Tremblay Road and along Riverside and up behind the Main Post Office and ending near the intersection of Sandford Fleming and Terminal Avenue. This would follow the "desire line"

up the hill towards the Post Office, just south of the VIA and LRT tracks. (A "desire line" is a

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path that pedestrians take informally, rather than taking a sidewalk or set route, e.g. a well-worn ribbon of dirt). The slope of the path up the hill would have to be regarded and reduced. Staff will include this connection in the Transportation Master Plan (TMP) Update for consideration by Council when the TMP is brought forward in 2025. (Implementation of this project is subject to the City's priority list of active transportation projects and future capital budget priorities

4. Suggestion received regarding additional sidewalks/MUP along Industrial (asking if City can look into sidewalk/MUPs on one or both sides East of Neighbourhood Way (Figure 8) and traffic light at corner of CIBC. Would need to take into account some poles and the Metro food depot truck traffic. t. These gaps would meet up with MUP on Innes Road East of St. Laurent and extend all the way to Windmill Rd, just West of Hwy 417

5 .A Public Information Session was held on November 6 regarding plans for the old rail bridge across the Rideau River just south of the Queensway. The City has indicated that the current bridge, which is used by pedestrians and cyclists, has structural issues that need to be addressed. Four alternative solutions were presented, and the preferred option being construction of a new bridge just south of the existing Bridge. This option would allow the public to continue to use the existing bridge while its replacement is constructed. The proposal is going to the City's Heritage Committee in December with final approval in the first quarter of the new year. The two year construction period would likely begin in 2026. The current bridge would be demolished once the new bridge is opened.

6. According to the City of Ottawa Media Relations branch, "construction of the Smyth Road Cycling Safety Improvements project is near completion and most of the asphalt and concrete work have been completed. It is anticipated that the cycling facility will be open by the end of the year with the exception of the intersection crossing at the former Riverside Hospital entrance. At this intersection, cyclists will be required to dismount and walk until the green thermoplastic pavement markings are installed in the spring of 2025 along with commissioning of the bike signals. We appreciate the community's patience while this work is completed.

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Final paving, concrete reinstatements and landscaping work is planned for spring 2025.

The former Riverside Hospital access will remain as the construction access point for the Schlegel development beyond the completion of the Smyth Road Cycling Safety Improvements project. The bike box and permanent traffic detection loop at that location will be completed once the access is no longer needed for development construction.

7. Update on Everest Private Residential Complex- Construction of the second block of the multi-story residences at Everest Private (across Russell Road from the Perley Rideau Veterans complex) is nearing completion. The occupancy date has yet to be confirmed. Once completed, this block will be one of t two eight-storey apartment buildings at 355 and 374 Everest Private (which would add another 293 units and 354 parking spaces to the existing complex).

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Annex E

RPCA Events

Current as of November 2024

2024/2025 Events Plan

Upcoming Events	Date	Desc	Details
Winter Carol sing	Friday December 12th	(Campfire)	<ul style="list-style-type: none">• Carol has arranged with Marty for the sleigh ride• Ron has secured the fire and park permits.• Carol has reached out to Ottawa South Church to co-sponsor.• Craig will be leading the sing-along
Winter Carnival	Sunday, February 9th 2-4 pm	(Campfire)	
Cutest Pet Competition	Feb. 1 – Mar. 15 TBD		
Easter Egg Hunt @ Balena	Sunday, April 20th		
Spring Cleaning the Capital	Saturday May ??, rain date Saturday, May ?		

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Community garage sale	early June TBD		
Porchfest	Sunday June 13-15 or 20-22		
Summer festival and Movie night	Saturday August 23rd	(Campfire)	
Possible additional movie nights	Saturday, June 28th, Saturday, July 26th	(Campfire)	
Councilor's Fall Corn Roast -	Sunday September 14th TBC		
Fall Social – Sunday	September 28th before AGM		
AGM	October 22nd		
Fall Cleaning the Capital	tentatively early October		

Potential additional events:

1. Silent book club
2. Billings Estate High Tea
3. Sports events – Titans Baseball, Atletico soccer, 67's, Women's hockey, RedBlacks
4. Community Potluck dinner/Harvest Feast / Foodie event at Balena
5. Volksmarch community walk
6. Art in the Park

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2023/2024 Events

<u>Event</u>	<u>Date</u>	<u>Desc</u>	<u>Principal Organizer</u>	<u>Details</u>
RPCA AGM	Oct 23			<ul style="list-style-type: none">● AGM to be held at Trinity Church
Fall Cleaning the Capital	Oct 5 Rain Date Oct 12			<ul style="list-style-type: none">● Volunteer leaders will be leading volunteers to pick up garbage in the neighbourhood.● Ron has gloves and garbage bags if needed
Fall Social	Sept 29	Dinner and Silent Auction fundraiser at O'Briens	Kris Nanda Person to organize on the day needed.	<ul style="list-style-type: none">● We welcomed 83 people to the event (including 77 residents and 6 guests) and netted proceeds of \$3,600 to split between the RPCA and Matthew House Ottawa (that's \$1,800 each).● Thank you letters will be drafted.
Councillor's Fall Corn Roast	Sept 15			
Summer Carnival	Aug 24 6:30 pm – activities/ games 7:30 pm - movie	A movie, games, food, and campfire in Balena Park	Carol McQueen	<ul style="list-style-type: none">● Grant for \$1600 received from the City of Ottawa● MP McGuinty has donated \$200● MPP Fraser has donated \$200● Movie Encanto was shown● Food Popcorn, smores, drinks, freezies● Ron has secured equipment for the games from the city● Carol managed publicity.● Ron acquired A/V equipment

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				<ul style="list-style-type: none"> ● Cappy from the Titans was present from 6:30 to 7:30 ● Partnered with David Hood for face painting and other activities
Porchfest		Neighbourhood musicians play in 45 minute sets at houses in the neighbourhood	Ron Ridley	<ul style="list-style-type: none"> ● Reached out to all musicians to see what genre, where they will play, preferred time, etc. ~16 Acts ● Given the number of bands they will be divided into groups and clustered together geographically ● Publish all the acts and map on RPCA Web Site ● Do signage 1-2 weeks in advance in the neighbourhood, Figaro, etc. ● Ask musicians about interest in an after-party at O'Brien's ● Musicians can put out a guitar case for donations for themselves, split for Blair Court or other charity of their choice if they want to ● Note when promoting the event - no restroom facilities ● May need a volunteer for traffic control on the streets
RPCA Night at the Ball Park	June 2024	Ottawa Titans Baseball Game	Kris Nanda	<ul style="list-style-type: none"> ● Games are played at the baseball stadium on Coventry Road a short drive, bike ride or walk from Riverview Park ● Visit the Ottawa Titans website and purchase your tickets. ● Use the code RPCA24 to get a special discounted price of \$10 (plus tax)
Cleaning the Capital	April 2024	Volunteers pick up garbage in the community	Ron Ridley	<ul style="list-style-type: none"> ● Complete ● Report Completed. ● Fall event planned
Cutest Pet Contest	April-May 2024	Residents can enter a cat or dog. Funds raised go to Humane Society	Kris Nanda	<ul style="list-style-type: none"> ● Completed very successfully with over \$500 raised for Humane Society. ● Prizes donated by PetValu ● Plan to do it again next year