

## Minutes of Board Meeting

**Date:** October 23, 2024

**Location:** Trinity Church of the Nazarene



**RIVERVIEW PARK**  
COMMUNITY ASSOCIATION



### Riverview Park Community Association Annual General Meeting

#### Attendance:

#### 2023/24 Board Members:

Ron Ridley – President

Jeff Blattman - Treasurer

Stephanie Lines - Secretary

Heather Dunlop – Member at Large (communications)

Kris Nanda – Member at Large (planning and development)

Carol McQueen Member at Large

Bryan Orendorff – Member at Large (*Ex-officio*)

Wanda Raymond - Member at Large

Craig Cormier - Member at Large

Lorella Piirik – Member at Large

Jonathan Lemieux – Member at Large

**Members:** Jackie Comerton, Louis Comerton, Christian Lachance, Helen McGurrin, Joseph Murphy, Denise Kennedy, France Delude, Lynne Patenaude, Courtney Rock (Perley), Marilyn Minnes, Carol Moulton, Alison Nanda; Erich Forler; David Hubka, Emer Killeen, David Drinkwater

**Guests:** Marty Carr, Carolyn Kropp, Jennifer Stelzer

| Topic                             | Discussion                                                                                                                                                                                                                                                               | Action Item |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Call to Order                     | Meeting called to order at 7:11<br><br><i>No Conflicts of interest</i>                                                                                                                                                                                                   |             |
| Agenda Approval                   | <b>Motion:</b> Approval of Agenda ( <b>see Annex A</b> ) with the change in order to hold the board elections earlier.<br>First moved: Kris Nanda<br>Seconded: Marilyn Minnes<br>Approved by: All                                                                        |             |
| Approval of Minutes from Last AGM | <b>Motion:</b> To approve the minutes of October 25, 2023 AGM<br>First moved: Joseph Murphy<br>Seconded: Jeff Blattman<br>Approved by: All                                                                                                                               |             |
| Approval of 2024/25 Board         | Ron Ridley thanked outgoing board members Craig Cormier and Heather Dunlop for their work on the Board. The proposed 24/25 slate was presented by Bryan Orendorff in his capacity as Immediate Past President. A vote of members present approved the slate as proposed. |             |

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| Topic              | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Action Item |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
|                    | See <b>Annex B</b> for the slate which was approved and biographies of new board members.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |             |
| Invited Speakers   | <p>Jennifer Stelzer, Director of Community Sustainability, EnviroCentre</p> <p>EnviroCentre scopes, designs, delivers and scales practical solutions to dramatically reduce climate emissions in our communities. Jennifer presented 10 ways to live lighter. More information on EnviroCentre can be found at <a href="https://www.envirocentre.ca/">https://www.envirocentre.ca/</a></p> <p>Carolyn Kropp spoke on behalf of MPP John Fraser (Ottawa South). For further details please refer to MPP website: <a href="https://johnfraser.onmpp.ca/">https://johnfraser.onmpp.ca/</a></p> <p>Councillor Marty Carr – for Ward 18 - Alta Vista<br/>Councillor Carr addressed several key issues being raised in the Riverview Park area including:</p> <ul style="list-style-type: none"><li>• Recent by law action on a home gym</li><li>• Ongoing parking issues</li><li>• Car racing / speeding</li><li>• Acknowledgement of the great work being done by the Friends of Riverview Park Green Spaces</li></ul> <p>For further details please refer to councillor website: <a href="https://martycarrottawa.ca/">https://martycarrottawa.ca/</a></p> <p>MP David McGuinty was not able to attend due to a previous commitment</p> |             |
| Presidents Report  | <p>Presented by Ron Ridley</p> <ul style="list-style-type: none"><li>• See <b>Annex C</b> for full treasurer's Report</li><li>• Ron thanked all of the Board members and volunteers who supported the RPCA with their time and effort – it is very much appreciated.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |             |
| Treasurer's Report | <p>Presented by Jeff Blattman</p> <ul style="list-style-type: none"><li>• See <b>Annex D</b> for full treasurer's Report</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |

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| Topic                       | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Action Item |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Special Reports             | <p><b>Friends of Riverview Park Green Spaces Report</b><br/>Presented by Ron Ridley</p> <ul style="list-style-type: none"><li>See <b>Annex E</b> for full Report</li></ul> <p><b>Planning and Development</b><br/>Presented by Kris Nanda</p> <ul style="list-style-type: none"><li>See <b>Annex F</b> for full Report</li></ul> <p><b>Communications Report,</b><br/>Presented by Heather Dunlop</p> <ul style="list-style-type: none"><li>See <b>Annex G</b> for full Report</li></ul> <p><b>Membership Report</b><br/>Presented by Ron Ridley</p> <ul style="list-style-type: none"><li>See <b>Annex H</b> for full Report</li></ul> <p><b>Social Committee Report</b><br/>Presented by Stephanie Lines</p> <ul style="list-style-type: none"><li>See <b>Annex I</b> for full Report</li></ul> |             |
| New and ongoing Business    | No new business                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |
| Approval to Adjourn Meeting | <p><b>Motion:</b> Adjournment of Meeting<br/>First moved: Bryan Orendorff<br/>Seconded: Jeff Blattman<br/>Approved by: All</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |

**Next AGM Meeting:** October 2025

## Minutes of Board Meeting

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### Annex A

## Agenda

### 2024 RPCA Annual General Meeting

October 23, 2024

7:00 pm

Trinity Church of the Nazarene, 480 Avalon Place

1. Call to Order (5 min)
2. Agenda Approval (5 min)
3. Approval of Minutes from the last Annual General Meeting (Oct. 19, 2023) (5 min)
4. Invited Speaker (20 min)
  - a. Jennifer Stelzer, Director of Community Sustainability, Envirocentre
5. President's Report (5 min)
6. Remarks from Elected Officials (20 min)
7. Treasurer's Report: (15 min)
  - a. Review of Budget 2023-2024
  - b. Financial Review Report
  - c. Draft Budget 2024-2025
8. Committee Reports: (25 min)
  - a. Friends of the Riverview Park Green Spaces : Ron Ridley
  - b. Planning and Development : Kris Nanda
  - c. Communications : Heather Dunlop/Ron Ridley
  - d. Membership : Ron Ridley
  - e. Social : Stephanie Lines
9. 2024/25 Board Elections (10 min)
10. New Business (10 min)
11. Closing Remarks (5 min)
12. Adjournment

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### ANNEX B

#### Proposed Slate of Board Members for 2025

| Position                            | Incumbent        |
|-------------------------------------|------------------|
| President                           | Ron Ridley       |
| Vice President                      | Carol McQueen    |
| Treasurer                           | Jeff Blattman    |
| Secretary                           | Stephanie Lines  |
| Director (Communications)           | Lynne Patenaude  |
| Director (Planning and Development) | Kris Nanda       |
| Director                            | Jonathan Lemieux |
| Director                            | Wanda Raymond    |
| Director                            | Lorella Piirik   |

#### Biography of new Board Member Lynne Patenaude

My husband Christian Lachance and I bought our home in Riverview Park in 1993. I left Ottawa to study engineering in southern Ontario but always knew I wanted to move home again. We chose this community because of its central location, beautiful old trees, access to public transit and great cycling and walking routes. We raised two wonderful children here who are now pursuing their dreams in other cities. Nos enfants ont fait leurs études en français et je suis bilingue.

We are avid cross-country skiers so are happy to be able to ski locally on the hydro corridor and also on the Rideau Winter Trail and in Gatineau Park. We enjoy cycling, canoeing, kayaking and travelling, especially bike touring.

I have been an active volunteer, focussed for many years on our kids' activities. Since retiring from Environment and Climate Change Canada, where I worked on air pollution and greenhouse gas issues, I've found a renewed passion for nature, and how gardening, restoring green spaces with native plants and citizen science are great ways for citizens to help local biodiversity. I'm active with Friends of Riverview Park Green Spaces, tending the Riverview Park Pollinator Garden and helping to remove invasive species. I volunteer with Ottawa-South Eco-action Network, Ottawa Wildflower Seed Library, Wild Pollinator Partners and the Canadian Coalition for Invasive Plant Regulation.

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### Annex C

#### President's Report

The 2023-24 RPCA year seemed to fly by with the RPCA active on many fronts and hosting many events, including two new events.

Our 2023-24 goals were like the previous year and good progress was made on all of them:

1. Provide a voice to monitor and influence development planning & activities in Riverview Park and elsewhere in Ottawa
  - Actively monitoring all P&D in the community, regular meetings with the Councilor on Ward 18 P&D
2. Promote the revitalization of the Balena Fieldhouse
  - Continued dialogue with the city on this, some progress on what is needed to begin the project
3. Organize our activities to center around a few core events
  - a. Christmas Carol sing
  - b. Summer Carnival & Movie night in the park
  - c. Corn Roast
  - d. Spring & Fall Park cleanups
  - e. Fall Social

These were all done and more including the Winter Carnival, Cutest Pet competition, afternoon 67's Hockey game, Porchfest, Baseball game night, making for possibly our busiest social program in a long time!

4. Be a cheerleader and helpful enabler for individually/community driven events and activities like FoRPGS
  - RPCA continued this work and supported OSEAN, FCA and others as needed
5. Be financially responsible with a focus on expanding the membership and increasing community engagement by employing digital techniques
  - Excellent accountability and transparency on all our finances
6. Offer our continued support for the Friends of Riverview Park Green Spaces
  - FoRPGS continued to be active in the community

We continue to fight at every opportunity to get the AVTC extension removed from the City's Transportation Master Plan - (aka "boondoggle boulevard"). This seems to be working as the likelihood of it ever happening continues to be pushed out, but we must be vigilant.

A bright sign for the RPCA was the rebirth of the Social Committee which last year brought back the Fall Social Fundraiser and held social events almost every month in 2024. The Fall Social was held again this year raising over \$3600 split evenly between the RPCA and Matthew House Ottawa. The Social committee was very active and hosted many very successful events.

The Board worked well together throughout the year and all required meetings were held.

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Thank you to all the Board members and volunteers who supported the RPCA with their time and effort – it is very much appreciated. Unfortunately, due to personal circumstances the board lost two members again this year, but we expect to add more members in the coming weeks.

Like any volunteer run organization, the RPCA needs additional help which has been hard to find – we will continue to work on recruitment. Advertising and promotion.

Ron Ridley

23 October 2024

# Minutes of Board Meeting

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**RIVERVIEW PARK**  
COMMUNITY ASSOCIATION



Annex D

## Statement of Financial Position for FY 2022-23 and draft budget for 2024-25

|                                                                                                                                                             |              |              |              |              |              |              |              |              |              |              |              |              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
|  <b>Riverview Park Community Association (Ontario Corporation 1630986)</b> |              |              |              |              |              |              |              |              |              |              |              |              |
| <b>Statement of Financial Position for FY 2023-2024</b>                                                                                                     |              |              |              |              |              |              |              |              |              |              |              |              |
| <b>ASSETS</b>                                                                                                                                               | 31-Oct-23    | 30-Nov-23    | 31-Dec-23    | 31-Jan-24    | 29-Feb-24    | 31-Mar-24    | 30-Apr-24    | 31-May-24    | 30-Jun-24    | 31-Jul-24    | 31-Aug-24    | 30-Sep-24    |
| <b>Current Assets:</b>                                                                                                                                      |              |              |              |              |              |              |              |              |              |              |              |              |
| Cash & equivalents                                                                                                                                          | \$ 15,139    | \$ 16,667    | \$ 17,270    | \$ 17,470    | \$ 17,701    | \$ 18,053    | \$ 16,533    | \$ 15,696    | \$ 14,615    | \$ 13,642    | \$ 18,080    | \$ 24,703    |
| Accounts receivable                                                                                                                                         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ 200.00    | \$ 170.00    |
| Community Service Credit w/City of Ottawa                                                                                                                   | \$ 322.26    | \$ 322.26    | \$ 290.30    | \$ 350.00    | \$ 219.16    | \$ 219.16    | \$ 219.16    | \$ 219.16    | \$ 219.16    | \$ 219.16    | \$ 186.39    | \$ 186.39    |
| <b>Capital Equipment &amp; Supplies:</b>                                                                                                                    |              |              |              |              |              |              |              |              |              |              |              |              |
| Audio Visual Equipment                                                                                                                                      | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ 1,080.48  | \$ 1,080.48  | \$ 1,080.48  |
| ForPGS Tools & Supplies                                                                                                                                     | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ 697.37    | \$ 697.37    | \$ 697.37    | \$ 697.37    | \$ 697.37    |
| Office Supplies                                                                                                                                             | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ 3.32      | \$ 3.32      | \$ 3.24      | \$ 3.15      |
| <b>Total Assets</b>                                                                                                                                         | \$ 15,461.33 | \$ 16,989.36 | \$ 17,560.46 | \$ 17,820.37 | \$ 17,920.02 | \$ 18,272.28 | \$ 16,751.80 | \$ 16,612.08 | \$ 15,534.37 | \$ 15,642.80 | \$ 20,247.92 | \$ 26,840.75 |
| <b>OBLIGATIONS</b>                                                                                                                                          | 31-Oct-23    | 30-Nov-23    | 31-Dec-23    | 31-Jan-24    | 29-Feb-24    | 31-Mar-24    | 30-Apr-24    | 31-May-24    | 30-Jun-24    | 31-Jul-24    | 31-Aug-24    | 30-Sep-24    |
| Accounts payable to external suppliers                                                                                                                      | \$ 90.00     | \$ 244.14    | \$ 150.00    | \$ 156.25    | \$ 156.25    | \$ 156.25    | \$ -         | \$ -         | \$ 992.40    | \$ 101.70    | \$ 429.40    | \$ 2,460.00  |
| Reimbursements payable to members/volunteers/directors                                                                                                      | \$ -         | \$ -         | \$ 154.12    | \$ 110.02    | \$ 262.79    | \$ 217.31    | \$ 98.58     | \$ -         | \$ -         | \$ 1,080.48  | \$ 484.17    | \$ 293.72    |
| Accounts payable to partners                                                                                                                                | \$ -         | \$ 2,600.00  | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ 2,933.00  | \$ -         | \$ -         | \$ -         | \$ 1,800.00  |
| Accounts payable to associations                                                                                                                            | \$ -         | \$ -         | \$ -         | \$ -         | \$ 100.00    | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ 40.00     |
| Amount Payable for Dale Park Puddle Rink Operation & Maintenance                                                                                            | \$ -         | \$ -         | \$ 373.80    | \$ 747.60    | \$ 747.60    | \$ 1,246.00  | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         |
| Unearned Grants                                                                                                                                             | \$ 2,000.00  | \$ 2,000.00  | \$ 2,000.00  | \$ 2,000.00  | \$ 2,000.00  | \$ 2,000.00  | \$ 2,000.00  | \$ 1,161.61  | \$ 1,161.61  | \$ 1,161.61  | \$ 1,161.61  | \$ 1,161.61  |
| Unearned Funding from Contribution Agreements                                                                                                               | \$ -         | \$ -         | \$ 2,933.00  | \$ 2,933.00  | \$ 2,933.00  | \$ 2,933.00  | \$ 2,933.00  | \$ -         | \$ 1,450.00  | \$ 369.52    | \$ -         | \$ -         |
| Unearned Ticket Revenue from Fall Social                                                                                                                    | \$ 120.00    | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ 1,800.00  |
| Unearned Membership Dues                                                                                                                                    | \$ -         | \$ -         | \$ -         | \$ -         | \$ 20.00     | \$ 20.00     | \$ 20.00     | \$ 20.00     | \$ 40.00     | \$ 60.00     | \$ 120.00    | \$ 1,320.00  |
| <b>Total Obligations</b>                                                                                                                                    | \$ 2,210.00  | \$ 4,844.14  | \$ 5,610.92  | \$ 5,946.87  | \$ 6,219.64  | \$ 6,572.56  | \$ 5,051.58  | \$ 4,114.61  | \$ 3,644.01  | \$ 2,773.31  | \$ 2,195.18  | \$ 8,875.33  |
| <b>NET ASSETS</b>                                                                                                                                           | 31-Oct-23    | 30-Nov-23    | 31-Dec-23    | 31-Jan-24    | 29-Feb-24    | 31-Mar-24    | 30-Apr-24    | 31-May-24    | 30-Jun-24    | 31-Jul-24    | 31-Aug-24    | 30-Sep-24    |
| <b>Net Assets</b>                                                                                                                                           | \$ 13,251.33 | \$ 12,145.22 | \$ 11,949.54 | \$ 11,873.50 | \$ 11,700.38 | \$ 11,699.72 | \$ 11,700.22 | \$ 12,497.47 | \$ 11,890.36 | \$ 12,869.49 | \$ 18,052.74 | \$ 17,965.42 |



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**RIVERVIEW PARK**  
COMMUNITY ASSOCIATION



## Riverview Park Community Association (Ontario Corporation 1630986)

### Statement of Activities for FY 2023-2024

| INCOME                                                              | 31-Oct-23        | 30-Nov-23          | 31-Dec-23        | 31-Jan-24        | 29-Feb-24        | 31-Mar-24        | 30-Apr-24      | 31-May-24          | 30-Jun-24        | 31-Jul-24          | 31-Aug-24          | 30-Sep-24       | FY 2023-24         |
|---------------------------------------------------------------------|------------------|--------------------|------------------|------------------|------------------|------------------|----------------|--------------------|------------------|--------------------|--------------------|-----------------|--------------------|
| <b>Membership Revenue:</b>                                          |                  |                    |                  |                  |                  |                  |                |                    |                  |                    |                    |                 |                    |
| 2022/23 fiscal year Membership Dues                                 | \$ 550.00        | \$ 120.00          | \$ 40.00         | \$ 20.00         | \$ 10.00         | \$ -             | \$ -           | \$ -               | \$ 10.00         | \$ 10.00           | \$ -               | \$ -            | \$760.00           |
| <b>Revenue from Fundraising Activities:</b>                         |                  |                    |                  |                  |                  |                  |                |                    |                  |                    |                    |                 |                    |
| November 2023 Fall Social Funds Raised (Net)                        | \$ -             | \$ 2,600.00        | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ -            | \$2,600.00         |
| <b>Total Revenue</b>                                                | <b>\$ 550.00</b> | <b>\$ 2,720.00</b> | <b>\$ 40.00</b>  | <b>\$ 20.00</b>  | <b>\$ 10.00</b>  | <b>\$ -</b>      | <b>\$ -</b>    | <b>\$ -</b>        | <b>\$ 10.00</b>  | <b>\$ 10.00</b>    | <b>\$ -</b>        | <b>\$ -</b>     | <b>\$3,360.00</b>  |
| <b>Other Income:</b>                                                |                  |                    |                  |                  |                  |                  |                |                    |                  |                    |                    |                 |                    |
| Bank Deposit Interest                                               | \$ 0.32          | \$ 0.43            | \$ 0.39          | \$ 0.51          | \$ 0.49          | \$ 0.54          | \$ 0.50        | \$ 0.45            | \$ 206.67        | \$ 0.35            | \$ 0.33            | \$ 0.37         | \$211.35           |
| Donations received                                                  | \$ -             | \$ -               | \$ 100.00        | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ 20.00         | \$ 10.00           | \$ 452.70          | \$ -            | \$582.70           |
| Grant from Invasive Species Centre                                  | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ 838.39          | \$ -             | \$ -               | \$ -               | \$ -            | \$838.39           |
| Contribution from City of Ottawa CEPGP                              | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ 2,933.00        | \$ -             | \$ -               | \$ -               | \$ -            | \$2,933.00         |
| Contribution from City of Ottawa for Dale Park Puddle Pink          | \$ -             | \$ -               | \$ 373.80        | \$ 373.80        | \$ -             | \$ 498.40        | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ -            | \$1,246.00         |
| Contribution from City of Ottawa Community Funding Framework        | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ -             | \$ 150.00          | \$ 1,450.00        | \$ -            | \$1,600.00         |
| City of Ottawa Community Credit Funded                              | \$ -             | \$ -               | \$ 31.96         | \$ -             | \$ 130.84        | \$ -             | \$ -           | \$ -               | \$ -             | \$ -               | \$ 33.77           | \$ -            | \$196.57           |
| <b>Total Other Income</b>                                           | <b>\$ 0.32</b>   | <b>\$ 0.43</b>     | <b>\$ 506.15</b> | <b>\$ 374.31</b> | <b>\$ 131.33</b> | <b>\$ 498.94</b> | <b>\$ 0.50</b> | <b>\$ 3,771.84</b> | <b>\$ 226.67</b> | <b>\$ 160.35</b>   | <b>\$ 453.03</b>   | <b>\$ 0.37</b>  | <b>\$7,608.01</b>  |
| <b>TOTAL INCOME</b>                                                 | <b>\$ 550.32</b> | <b>\$ 2,720.43</b> | <b>\$ 546.15</b> | <b>\$ 394.31</b> | <b>\$ 141.33</b> | <b>\$ 498.94</b> | <b>\$ 0.50</b> | <b>\$ 3,771.84</b> | <b>\$ 236.67</b> | <b>\$ 170.35</b>   | <b>\$ 453.03</b>   | <b>\$ 0.37</b>  | <b>\$10,968.01</b> |
| <b>EXPENSES</b>                                                     |                  |                    |                  |                  |                  |                  |                |                    |                  |                    |                    |                 |                    |
| <b>Operating Expenses:</b>                                          |                  |                    |                  |                  |                  |                  |                |                    |                  |                    |                    |                 |                    |
| Insurances                                                          | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ 842.40        | \$ -               | \$ -               | \$ -            | \$842.40           |
| Annual membership to Federation of Citizens' Assoc. of Ottawa       | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ 40.00        | \$40.00            |
| Annual membership to CAFES                                          | \$ -             | \$ -               | \$ -             | \$ -             | \$ 100.00        | \$ -             | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ -            | \$100.00           |
| IT expenses                                                         | \$ -             | \$ 154.14          | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ 100.57          | \$ -             | \$ -               | \$ -               | \$ -            | \$254.71           |
| Administrative expenses                                             | \$ 190.00        | \$ 2.40            | \$ -             | \$ -             | \$ -             | \$ 1.20          | \$ -           | \$ -               | \$ 4.70          | \$ -               | \$ 1.30            | \$ 2.60         | \$202.20           |
| <b>Total Operating Expenses</b>                                     | <b>\$ 190.00</b> | <b>\$ 156.54</b>   | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ 100.00</b> | <b>\$ 1.20</b>   | <b>\$ -</b>    | <b>\$ 100.57</b>   | <b>\$ 847.10</b> | <b>\$ -</b>        | <b>\$ 1.30</b>     | <b>\$ 42.60</b> | <b>\$1,439.31</b>  |
| <b>Community Event Expenses:</b>                                    |                  |                    |                  |                  |                  |                  |                |                    |                  |                    |                    |                 |                    |
| Holiday Caroling (Fire Permit, Advertising, Food & Drink, Supplies) | \$ -             | \$ -               | \$ 314.12        | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ -            | \$314.12           |
| Winter Carnival (Advertising, Hay Bales, Food & Drink, Supplies)    | \$ -             | \$ -               | \$ -             | \$ 439.86        | \$ -             | \$ -             | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ -            | \$439.86           |
| Summer Carnival & Movie Night Expenses                              | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ 150.00        | \$ 1,080.48        | \$ 1,049.04        | \$ -            | \$2,279.52         |
| Fall Corn Roast (Hosted by Marty Carr)                              | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ -            | \$0.00             |
| <b>Total Community Event Expenses</b>                               | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ 314.12</b> | <b>\$ 439.86</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>    | <b>\$ -</b>        | <b>\$ 150.00</b> | <b>\$ 1,080.48</b> | <b>\$ 1,049.04</b> | <b>\$ -</b>     | <b>\$3,033.50</b>  |
| <b>Other Expenses:</b>                                              |                  |                    |                  |                  |                  |                  |                |                    |                  |                    |                    |                 |                    |
| Dale Park Puddle Pink Operating & Maintenance Costs                 | \$ -             | \$ -               | \$ 373.80        | \$ 373.80        | \$ -             | \$ 498.40        | \$ -           | \$ -               | \$ -             | \$ -               | \$ -               | \$ -            | \$1,246.00         |
| Grant Project expenses                                              | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ 838.39          | \$ -             | \$ -               | \$ -               | \$ -            | \$838.39           |
| Contribution Agreement Expenses Incurred                            | \$ -             | \$ -               | \$ -             | \$ -             | \$ -             | \$ -             | \$ -           | \$ 2,933.00        | \$ -             | \$ -               | \$ -               | \$ -            | \$2,933.00         |
| <b>Total Other Expenses</b>                                         | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ 373.80</b> | <b>\$ 373.80</b> | <b>\$ -</b>      | <b>\$ 498.40</b> | <b>\$ -</b>    | <b>\$ 3,771.39</b> | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ -</b>        | <b>\$ -</b>     | <b>\$5,017.39</b>  |
| <b>TOTAL EXPENSES</b>                                               | <b>\$ 190.00</b> | <b>\$ 156.54</b>   | <b>\$ 687.92</b> | <b>\$ 813.66</b> | <b>\$ 100.00</b> | <b>\$ 499.60</b> | <b>\$ -</b>    | <b>\$ 3,871.96</b> | <b>\$ 997.10</b> | <b>\$ 1,080.48</b> | <b>\$ 1,050.34</b> | <b>\$ 42.60</b> | <b>\$9,490.20</b>  |
| <b>PERIOD NET SURPLUS / DEFICIT</b>                                 | <b>\$360.32</b>  | <b>\$2,563.89</b>  | <b>-\$141.77</b> | <b>-\$419.35</b> | <b>\$41.33</b>   | <b>-\$0.66</b>   | <b>\$0.50</b>  | <b>-\$100.12</b>   | <b>-\$760.43</b> | <b>-\$910.13</b>   | <b>-\$597.31</b>   | <b>-\$42.23</b> | <b>\$1,477.81</b>  |

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**RIVERVIEW PARK**  
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|  <b>DRAFT BUDGET 2024-25</b> |                              |                                                                                               |
|---------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------------------------------------------------------------------------|
| <b>INCOME</b>                                                                                                 | <b>FY 2024-25<br/>BUDGET</b> | <b>Notes/Assumptions</b>                                                                      |
| <b>Operating Income:</b>                                                                                      |                              |                                                                                               |
| 2024/25 Membership Dues                                                                                       | \$1,820.00                   | 20% growth, to 91 members from 76                                                             |
| 2024 Fall Social Fundraising Net Proceeds                                                                     | \$1,800.00                   |                                                                                               |
| <b>Operating Budget</b>                                                                                       | <b>\$3,620.00</b>            |                                                                                               |
| <b>Supplemental Income:</b>                                                                                   |                              |                                                                                               |
| 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                                                                              | \$2,162.00                   | City of Ottawa Community Event Funding Program; ISAF Microgrant leftovers                     |
| <b>Supplemental Operating Budget</b>                                                                          | <b>\$4,458.00</b>            |                                                                                               |
| <b>TOTAL INCOME</b>                                                                                           | <b>\$8,078.00</b>            |                                                                                               |
| <b>EXPENSES</b>                                                                                               |                              |                                                                                               |
| <b>Operating Expenses:</b>                                                                                    |                              |                                                                                               |
| Directors' & Officers' Liability Insurance Policy Premium                                                     | \$842.00                     | fixed for next year                                                                           |
| Membership to Federation of Citizens' Associations                                                            | \$40.00                      | annual dues                                                                                   |
| Membership to CAFES                                                                                           | \$100.00                     | annual dues                                                                                   |
| Banking Fees                                                                                                  | \$100.00                     | New cheques                                                                                   |
| IT Expenses                                                                                                   | \$260.00                     | Cdn Webhosting + Domain Name + Malware protection subscription                                |
| AGM/SQM Facility Rentals and/or Permits                                                                       | \$100.00                     | Trinity Church of the Nazarene Rental                                                         |
| Annual Financial Review/Test Audit                                                                            | \$50.00                      | Proposed gift card for audit services                                                         |
| AGM/SGM Advertising & Materials Costs                                                                         | \$200.00                     | \$150 RPR Ad + miscellaneous supplies                                                         |
| Postage                                                                                                       | \$8.00                       | stamps and envelopes for ~half dozen cheques                                                  |
| <b>Total Operating Expenses</b>                                                                               | <b>\$1,700.00</b>            |                                                                                               |
| <b>Other Expenses:</b>                                                                                        |                              |                                                                                               |
| Dale Park Rink Maintenance Service Operator Contract                                                          | \$1,246.00                   | payout proceeds from City to rink operator                                                    |
| Holiday Caroling                                                                                              | \$500.00                     | estimate (using RPCA capital)                                                                 |
| Winter Carnival                                                                                               | \$1,000.00                   | estimate (using RPCA capital)                                                                 |
| Late Spring Festival/Movie Night                                                                              | \$1,000.00                   | estimate (using RPCA capital)                                                                 |
| Late Summer Carnival & Movie Night                                                                            | \$1,000.00                   | estimate (using proceeds of Community Event Funding Program Contribution from City of Ottawa) |
| PorchFest                                                                                                     | \$270.00                     | estimate (using RPCA capital)                                                                 |
| Fall Corn Roast                                                                                               | \$200.00                     | estimate (using RPCA capital)                                                                 |
| ForPGS Project Expenses                                                                                       | \$1,162.00                   | leftovers of ISAF Microgrant                                                                  |
| <b>Total Other Expenses</b>                                                                                   | <b>\$6,378.00</b>            |                                                                                               |
| <b>TOTAL EXPENSES</b>                                                                                         | <b>\$8,078.00</b>            |                                                                                               |
| <b>PERIOD NET INCOME / LOSS</b>                                                                               | <b>\$0.00</b>                |                                                                                               |

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### Annex E

#### Friends of Riverview Park Green Spaces (FoRPGS)

Friends of Riverview Park Green Spaces (FoRPGS) is in its fourth full year of existence under the RPCA. Briefly, our group came about as a community lead effort to stop Hydro One from razing the trees on our hydro corridor and then morphed into a group focused on improving the green spaces in our community.

Our work in Riverview Park continues to improve the parks and greenspaces. Our focus lately has been on the eradication of invasive species along with the planting of pollinators, specifically in the three pollinator gardens added to the community. Our flagship pollinator garden is near the toboggan hill and is two years old now. It has seen huge growth and is frequented by many residents. We have two additional pollinator gardens on the hydro corridor and are planning for more in 2025 along with some boulevard gardens.



This year we were fortunate to host employees from EDC in four areas on their annual work in the community day. About 100 hours of free labor was put to removing buckthorn and dog strangling vine in three locations in Riverview Park. The EDC employees told us they enjoyed their work in Riverview Park and we hope to get them back next year.

We continue to maintain permits for invasives work and for the adoption of parks with the City in Riverview Park, Rail line, Coronation Park, Balena Park, Dale Park and the forested area bounded by the Hospital Link corridor/Alta Vista/Hydro corridor and Balena park.

FoRPGS received a \$2k grant from the Invasives Species Center grant again this year to eradicate dog strangling vine and buckthorn. We have made good progress on this work but it remains a very formidable challenge.

FoRPGS continues to build productive relationships with like-minded environmental groups and community organizations like OSEAN, Ottawa Wildflower Seed Library and the AVCA Enviro group. We have shared our tools, supported OSEAN on a grant application and shared best practices.

FoRPGS again coordinated the community participation in the city-wide Cleaning the capital Program. While the spring clean up was quite an undertaking, the fall cleanup was a noticeable improvement (less work/litter to pick-up).

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The community Ornament path continues to grow and visits and is one of the highlights of the winter in Riverview Park. More ornaments have been collected over the summer and plans are in place to put over 500 ornaments up again ~ December 1<sup>st</sup>.

ForPGS has been active in the community and advocating on behalf of Riverview Park to have our parks maintained, cleaned, and infrastructure repaired when needed. It is estimated ForPGS has contributed ~100 hours of community work again over the past year.

There is still much to be done to improve the green spaces in Riverview Park, and we are always on the look-out for volunteers. Please consider joining in and helping in whatever way you can. Tasks can range from communications, to being a Park Champion, or garden work or trail maintenance. It's a great way to meet your neighbours, to socialize, and to spend some time in an urban nature environment. And, to top it off, this work ultimately benefits us all and the entire community of Riverview Park.

Ron Ridley  
23 October 2024

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### Annex F

#### Planning and Development Committee Report 2022-2023

During 2023-24 members of the he RPCA Board continued to monitor and provide feedback on proposed developments which might affect the Riverview Park community. It has consciously sought to look not only at local projects, but also those outside our ward that may have direct or indirect effect on us all. (E.g. the LRT, additional redevelopment of Lansdowne Park (Lansdowne 2.0) P&D members included Craig Cormier, Kris Nanda (Chair) Bryan Orendorff, Ron Ridley, Lorella Piirik while other Board and RPCA members provided input at times as well.

RPCA Board representatives and members of other neighbouring Community Associations take part in the Alta Vista Planning Group (AVPG) meetings which Councillor Carr periodically hosts to discuss local development proposals of interest. Articles on P & D issues of interest appear in the community newspaper (Riverview Park Review) – and on the RPCA website. A fair amount of information sharing and discussions was conducted via email at monthly RPCA Board meetings.

In communications with the City, the RPCA has reiterated support for 15- minute neighbourhood concept (with increased walkability) and opposed giving carte-blanche to intensification without limits, The RPCA has stressed need for meaningful community input, respect for community context respect for greenspace and existing tree canopy, and not overloading existing infrastructure. We have expressed concern that changes to zoning bylaws be reasonable to avoid dramatic changes to the Riverview Park neighbourhood. The RPCA continues to push for safer pedestrian and cyclist infrastructure and have shared suggestions for filling in some of the sidewalk gaps along Industrial Avenue. We continue to monitor and forward concerns about traffic safety near the Tim Horton's on Dorion and complaints about speeding and appropriate means of traffic calming, particularly near schools.

There were few meetings this past year as there were no major developments for most of the year. Most proposed projects of interest are still on hold or have been put off indefinitely, including high-rise rental apartment units along Steamline Street in the Ottawa Trainyards and proposed high-rise complexes along St. Laurent Boulevard between Industrial Avenue and Smyth Road.

Two recent developments we will be following in the next year are 1)\_the status of the proposed link between the Ottawa Trainyards and Terminal Avenue LRT station (traversing the VIA Train Track; and 2) disposition of the National Defence Medical Centre (NDMC) following the Budget 2024 announcement listing the NDMC as one of 14 surplus 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.

The RPCA had been a member of is taking part in the Public Consultation Group (PCG) for the study investigating options for grade-separated active transportation (pedestrian and cycling) infrastructure to cross the VIA Rail train tracks and connect to Terminal Avenue. However, this PCG and the City study were shut down over the summer in light of Via Rails decision to redevelopment the Train Station to accommodate High Frequency Rail (HFR). We recently wrote Via Rail to request a meeting to provide input, since the proposed link.

In 2024-25 we will also keep monitoring local developments and also follow City efforts to implement measures respond to climate change following Council's 2019 declaration of a Climate Emergency. We welcome further input from the Riverview Park Community and from anyone who wishes to join the P & D Committee.

Respectfully submitted,

Kris Nanda, Chair, Riverview Park Community Association, Planning and Development Committee.



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**Annex G**

## **Annual RPCA Communications Report 2023-2024**

Good evening everyone,

This is the RPCA Communications report for 2023-2024.

The role of the Communications Director includes providing information about the neighbourhood of Riverview Park and its amenities, notifying members of upcoming events, sharing images of Riverview Park, creating an online record of events and providing a mechanism for members to communicate with the RPCA Board of Directors.

### **RPCA Newsletter**

- Generally the newsletter is distributed to the email list once or twice per month plus as reminders for special events. In 2023-2024, the newsletter was sent out 21 times.
- As of Oct 23, 2024, there are 370 newsletter subscribers. We get about 1 new subscriber a week and about the same number cancel their subscriptions so the number of subscribers has remained relatively constant over the year.

Anyone who wishes to subscribe can send their request to [Communications@RiverviewParkCa.com](mailto:Communications@RiverviewParkCa.com) and should include their name, street address and email address in their email message.

### **RPCA Website Statistics for 2023-2024** **RiverviewParkCa.com**

The website is regularly updated as news and events arise. A search function is available.

- Upcoming events are posted on the News and Events Page and can also be seen in a calendar format by following the links. 15 events were posted this past year.
- 10 website blogs were posted. Recent posts are shown on the News and Events Page and a link takes the user to an archive of past website posts.
- 29+ web page updates and revisions were made.
- 2 new web pages were created (Cutest Cat and Dog Contest & Newsletter Archive)
- Newsletters are posted to the Newsletter Archive page.
- AGM and Board meeting minutes are posted to the minutes webpage for each meeting held (usually 11/year).  
<https://riverviewparkca.com/about-the-rpca/meeting-minutes/>

### **RPCA Facebook Group and X Account**

- FB and Twitter/X are monitored and maintained by Dianne Hoddinott for RPCA. Any of the FB Group members can post to this FB Group.

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**RIVERVIEW PARK**  
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### **Malware**

As you may know, we experienced a phishing and/or hacking attack earlier this year which led to the website being offline for about 2-3 months. A lengthy process was undertaken to pinpoint and remove the malware and several actions were taken to avoid such attacks in the future. This included removal of interactive capabilities on the website such as comment boxes and forms and virus scans of the website and related email accounts. A paid malware detection service was also purchased.

Respectfully submitted,  
Heather Dunlop, Communications Director



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### Membership Report

#### Annex H

- Lots more quality social events helped push membership up
- Membership was up 35% over this time last year
- Increased membership fees are helping our budget
- Membership is currently at 113
- Strong membership drive in September helped grow membership as well
- Increasing membership will continue to be a focus over 2024/254 to support the goals of the RPCA

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### **RPCA Social Committee 2024 AGM Report** **October 23, 2024**

#### **Annex I**

A dedicated team of RPCA members France Dulude, Kris Nanda, Ron Ridley, Lorella Piirik, Carol McQueen, Jon Lemieux, Tim Mark, and Stephanie Lines met once per month and - along with other volunteers - brought a record number of diverse events to the community in 2023/24.

An event was held almost every month, from cleaning our neighbourhood to carnivals in the park to showcasing local musicians to raising much needed funds for the continued operations of the RPCA.

A key element of many of our events has been helping other organizations who support our community, for example by making a financial donation to Matthew House and collecting non-perishable food for the Blair Court Community Food Bank.

The Social Committee is always looking for additional volunteers, either to be part of our regular meetings or to assist on individual events by organizing, advertising, posting on Facebook or helping on the day. Please feel free to reach out to any of us or email the RPCA to lend a much needed hand.

| <b><u>2023/24 Events</u></b>                                        | <b><u>Date</u></b> | <b><u>Desc</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fall Cleaning the Capital                                           | Oct 2024           | <ul style="list-style-type: none"><li>• The city provides disposable gloves and garbage bags to groups of volunteers who pick up garbage in public spaces in the neighbourhood.</li><li>• The RPCA holds a spring and fall clean the capital event, where about 20 residents spend a Saturday morning picking up garbage and beautifying Riverview Park.</li></ul>                                                                                                                                                           |
| Fall Social<br><br>Dinner and Silent Auction fundraiser at O'Briens | Sept 2024          | <ul style="list-style-type: none"><li>• The RPCA welcomed 83 people to the event (including 77 residents and 6 guests) and netted proceeds of \$3,600 which were split between the RPCA and Matthew House Ottawa (\$1,800 each).</li><li>• Donations were received from 20 local businesses and local elected officials</li><li>• Thank you letters were distributed to each contributor.</li><li>• This is a critical fundraiser for the RPCA. Net proceeds from this event, together with annual membership fees</li></ul> |

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|                                                                          |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                          |                 | allow your community association to re-invest in our community, host community-building events like the Winter Carnival, Summer Carnival & Movie Night and Holiday Caroling, and maintain/operate some of our community's ice rinks, while covering basic operating costs.                                                                                                                                                                                                                                                                                     |
| Summer Carnival<br><br>A movie, games, food, and campfire in Balena Park | Aug 2024        | <ul style="list-style-type: none"><li>• The RPCA submitted a grant application and was approved to receive \$1600 from the City of Ottawa</li><li>• Other donations from local elected officials allowed the RPCA to purchase a projector, screen and speakers to run future community movie nights.</li><li>• The movie Encanto was shown. There were games and popcorn for kids along with a campfire.</li><li>• Cappy from the Titans was present from</li><li>• Partnered with local Minister David Hood for face painting and other activities.</li></ul> |
| Porchfest                                                                | July 2024       | <ul style="list-style-type: none"><li>• Neighbourhood musicians played in 45 minute sets at houses in the neighbourhood.</li><li>• The event was well-received among community members and musicians.</li></ul>                                                                                                                                                                                                                                                                                                                                                |
| RPCA Night at the Ballpark                                               | June 2024       | <ul style="list-style-type: none"><li>• RPCA Social Committee arranged for a discount code to be available to residents.</li><li>• More than 20 residents attended an Ottawa Titans game, sitting together and enjoying a summer evening at the ballpark.</li><li>• The Titans extended the RPCA discount code for the rest of the season and for 2025.</li></ul>                                                                                                                                                                                              |
| Spring Cleaning the Capital                                              | April 2024      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Cutest Pet Contest                                                       | Feb to May 2024 | <ul style="list-style-type: none"><li>• Residents could enter a cat or dog.</li><li>• It was a very successful event with over \$500 raised for the Humane Society.</li><li>• Prizes were generously donated by PetValu</li></ul>                                                                                                                                                                                                                                                                                                                              |
| Winter Carnival                                                          | Feb 2024        | <ul style="list-style-type: none"><li>• About 250 adults and kids attended</li><li>• Activity included: RPCA membership table, games, fire pit, photo booth, food and drinks, shoot to win contest,</li></ul>                                                                                                                                                                                                                                                                                                                                                  |

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|                                 |          |                                                                                                                                                                                                                                                                                      |
|---------------------------------|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 |          | <ul style="list-style-type: none"><li>• A highlight was chili provided by Maplewood Retirement Community</li><li>• Hot 89.9 provided musical entertainment</li><li>• Unfortunately, there was no skating on the rink due to warm weather, but that did not deter the crowd</li></ul> |
| Holiday Caroling in Balena Park | Dec 2023 | <ul style="list-style-type: none"><li>• Organized in conjunction with Blair Court Community Housing with participants providing donations to the Blair Court food bank while enjoying carols led by Craig Cormier by candlelight.</li></ul>                                          |
| Fall Social and Silent Auction  | Nov 2024 | <ul style="list-style-type: none"><li>• The event was attended by 100 people and raised \$5,200, divided equally to support the RPCA and Matthew House Ottawa, a local charity that works with refugee claimants from around the world.</li></ul>                                    |

Stephanie Lines  
For the Social Committee