

Minutes of Board Meeting



RIVERVIEW PARK
COMMUNITY ASSOCIATION



Date: Oct 8, 2025

Board Members in attendance: Stephanie Lines, Kris Nanda, Lynne Patenaude, Carol McQueen, Jeff Blattman, Jon Lemieux,

Regrets: Wanda Raymond, Lorella Piirik, Ron Ridley, Bryan Orendorff

| Topic | Discussion | Action Item |
|---------------------------------------|---|--|
| Call to Order | Meeting called to order at 6:57 PM Declaration of conflict of interest: None | |
| Agenda Approval | Motion: Approval of Agenda (see Annex A) First moved: Stephanie Seconded: Jon Approved by: All | |
| Approval of Minutes from Last Meeting | Motion: Approval of May meeting minutes First: Stephanie Second: Jon Approved by: All | |
| Welcome Guests | No guests | |
| Councillor Carr's update | <ul style="list-style-type: none"> • Parking at cancer centre: Centre doesn't want to pay for parking at apartment buildings across the street; want to expand their parking lot into green space. Marty is afraid it will use it as a park and ride for the train, if expanded. • Shoveling at cancer survivor's park: stones are in the way of clearing the path in winter. • Draft city budget due next month. Looking at 3.75% tax increase overall (last year 3.9). There is an increase for water and waste removal levies as well. Increase in transit levy and police levy. • There was a long discussion on Lansdowne park. Marty said the final tender report will be submitted soon. She will wait to read this before giving her final decision on whether to support it. However, she feels the cost of Lansdowne will be larger in the long run if we don't proceed now. The building does not meet current accessibility standards. • She will post the city fact sheets on her web site. | At the last meeting we decided to write a letter from the RPCA to the councillor saying the RPCA does not support the Lansdowne 2.0 project. However, at this meeting board members decided to wait for additional information before writing such a letter. |
| | Motion: The RPCA to send a letter to Premier Ford calling on his government to retain speed cameras, particularly in school zones, to protect the public First: Kris Second: Carol (by email) | Kris will draft the letter |



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|--------------------|---|---|
| Treasurer's Report | <p style="text-align: center;">Approved by: All</p> <p>Budget and Financial Statements</p> <ul style="list-style-type: none"> ● Bank and financial statements were provided to the Board ● Ordering new cheques from Alterna bank has proved to be difficult and costly (~\$130 for 50 cheques). Since we only wrote one cheque last year (payments are generally made by Interac e-transfer) we will forgo the new cheques and will instead purchase a bank draft (~\$7.50 each) for those rare cases where payment by any other method is not acceptable. ● The Fall Social & Fundraiser event netted \$4,095, which will be split equally between the RPCA and Matthew House Ottawa. ● Membership dues will cover our operating expenses. Other fundraising has not been spent this year. ● In advance of the AGM, financial statements for last fiscal year (as reviewed by Ron Coughlar, Riverview Park resident and retired accountant). <p>Motion to propose that Ron again act as the reviewer of the RPCA's financial statements for the fiscal year that just ended on Sep 30, 2025.</p> <p style="padding-left: 40px;">First: Jeff Second: Stephanie Approved by: All</p> | |
| Special Report | <p>Communications</p> <ul style="list-style-type: none"> ● See Annex B for the report. | <ul style="list-style-type: none"> ● Kris to look at the Planning and Development web page and suggest how to update. ● Stephanie to look at Parks, Recreation and Environment and suggest how to update. |
| | <p>Planning and Development</p> <ul style="list-style-type: none"> ● See Annex C for the report. | |
| | <p>Green Spaces</p> <ul style="list-style-type: none"> ● Ron has started the process to get our 2026 permit to enter ● Second Knox Tree saving work session to be scheduled this fall ● Equipment lending is picking up ● FoRPGS members are providing input to the | |



| Topic | Discussion | Action Item |
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| | <p>City and Councillor on the City invasives plan</p> <p>Social Committee Christmas Caroling event</p> <ul style="list-style-type: none"> ● Permits in place ● Marty is donating the horse drawn wagon again ● Suggestion to approach a Choir and/or Porchfest Musicians to play <p>For 2016 Proposed dates:</p> <ul style="list-style-type: none"> ● The Easter Egg hunt will be Saturday April 4th instead of Sunday April 5th. ● Aug 29th 2026 for the Movie night given Labour Day is later next year. ● Dec 11th 2026 for Carol Singing good. <p>Membership</p> <ul style="list-style-type: none"> ● Lise-Andrée Payette will take on membership. She will be invited to attend our next meeting | |
| <p>President's Report</p> | <ul style="list-style-type: none"> ● Thanked all the board members for their service in 2024/25 ● Proposed the board undertake a strategy session to set out 2025/26 priorities for the RPCA | <p>Next Meeting we will discuss funding priorities as a dedicated item.</p> |
| <p>New & Ongoing Business</p> | <ul style="list-style-type: none"> ● AGM Oct 22nd, 7 pm at Trinity Church of the Nazarene ● AGM preparations and reports ● Spending Priorities - Summary attached ● Google drive use & directions for all <ul style="list-style-type: none"> ○ Not discussed ● 2026 Social events proposed dates (List Attached) ● Board member recruiting | <ul style="list-style-type: none"> ● Reports/presentations to be finished and submitted by Oct. 15 to allow time to merge everything together ● Information will be put on the web and paper copies will not be distributed at the meeting. ● Ron to mention in his report that we plan to lower % needed for quorum at the AGM. ● At the AGM we need only the Budget, Audit and President's report. Only Ron and Jeff will speak. We will provide a virtual option. We will only invite municipal politicians to speak. |

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| Approval to Adjourn Meeting | Motion: Adjournment of Meeting First moved: Kris Seconded: Jeff Approved by: All | |

Agenda Items

1. Call to Order and Declarations of Conflict of Interest (5 mins)
2. Agenda Approval (5 mins)
3. Approval of Minutes from previous Meeting (5 min)
4. Welcome to any guests on the call
5. Councilor's Update (15 minutes)
 - a. Marty's Update and items carried forward from previous meeting
 - i. Traffic Safety Issues: signalling changes at Smyth and Russell; Advance walk signal at Industrial and Figaro.
 - ii. Returned to regular traffic of right hand turn lane at Industrial/Riverside restricted to buses only during LRT construction
 - iii. City trucks driving on pedestrian pathways to empty garbage cans.
6. Monthly & Special Reports (25 minutes)
 - a. Treasurer's Report
 - i. 2026/27 Budget Draft - Jeff
 - b. Communications Report
 - c. Planning and Development Report
 - d. Green Spaces Report
 - e. Social Committee Report
 - i. Christmas Caroling event
 - f. Membership Report
 - i. Membership process briefing and introduce our new volunteer
7. President's Report (5 min)
8. New & Ongoing Business (10 min)
 - a. AGM preparations and reports
 - b. Spending Priorities- Summary attached
 - c. Google drive use & directions for all
 - d. 2026 Social events proposed dates (List Attached)
 - e. Board member recruiting
9. Recap of Action Items and Adjournment (5 min)

Communications Report

Statistics for September 11 – October 8, 2025

Newsletter/E-mails

- Two e-mails sent out: September 23 reminder for Fall Social, Sept 30 reminder for Fall Social & AGM
- Social & AGM
- September stats: 359 recipients (down 4), 21% open rate

Website

- Updates: Added Dec 12 Christmas Caroling Event (Save the Date)
- Need to do back-up and update website software

Social Media

- RPCA Private Facebook Group has 489 members (up 2)
- Main RPCA Facebook Public Profile has 125 followers (up 5)
- Friends of Riverview Park Green Spaces Group still has 262 members



Annex C

Planning and Development Report

1 Third and Final Draft of Zoning By-law The final draft of the by-law released on September 8, 2025 with formal feedback accepted until October 3, 2025. Comments received after October 3 will continue to be reviewed and considered and Council is expected to vote on the By-law in early 2026.

2. Traffic Safety Issues

(A) Entrance to Tim Horton's from Councilor's office has submitted a request to reposition the sign so it is more visible to driver but no action to date. Residents can call 311 to report vehicles blocking the sidewalk

The RPCA also requested the City revisit the idea of painting a **yellow crosswalk so that cars turning into the Tim Horton's from Dorion do not block vehicular traffic** on the street and obstruct pedestrians who are trying to use the sidewalk path to cross the entrance. The current situation at this site does not appear to meet the City's [Urban Designs Guidelines for Drive Throughs](#) particularly objectives "to protect and enhance the character and quality of the districts and neighbourhoods where drive-through facilities are located[and] create a safe and comfortable pedestrian environment on site. Guideline 13 says : "*Provide an unobstructed 2.0-metre-wide sidewalk in the public right-of-way, across private*

(B) Sidewalk safety concerns; From Marty Carr's office

"Dorion Avenue from Knox Crescent to Neighbourhood Way – sidewalk renewal is tentatively planned for 1–2-year horizon. The project will reconstruct a 1.8-metre-wide concrete sidewalk

Neighbourhood Way from Drake Avenue to Station Blvd – asphalt sidewalk is in overall poor condition -sidewalk renewal is not currently included in the short-term plan (2-3 years) given the backlog of renewal needs across the network.

3. Potential Housing Complex at 1460 Riverside Drive In early March 2025, the National Capital Commission (NCC) in collaboration with the Canadian Mortgage and Housing Corporation publicly announced it was seeking a proponent for the construction of residential housing at 1460 Riverside Drive (the empty lot directly across from the Cancer Survivors Park) . No further details are available

4 Alta Vista Transportation Corridor (AVTC), The Northern Portion (between existing Hospital Link and across Rideau River to Nicholas Street was removed from the Transportation Master Plan (TMP) by Council in July. The remainder of the AVTC remains in the TMP but local Councillor Menard's office agreed to look into the process by which land is removed from the TMP and turned into permanent green space.

5. Converting far right hand turn lane at Industrial/Riverside RPCA request that this lane (restricted to buses only during LRT construction) be converted to regular traffic or a dedicated right



turn onto Tremblay and perhaps also for Eastbound ramp onto HWY 417 only. This change would improve traffic flow and reduce risk of collisions from vehicles making last minute lane changes

Councillor Carr's office contacted OC Transpo over the summer regarding this issue. It was then flagged to Traffic Services that OC Transpo was no longer using this lane and agreed that it could be repurposed or reinstated as needed based on operational requirements. Her office has followed up with Traffic Services for an update.

6. Shopper Drug Mart – Farmboy location opened on September 26. Shoppers Drug on Alta Vista lease runs through at least 2027.

7. OC Transpo Parking Garage at Belfast and St. Laurent Blvd. (1500 St. Laurent) New 6970 square-meter enclosed parking garage on what is currently a large surface parking lot, to support the conversion of a large portion of the OC Transpo bus fleet to electric are transitioning approximately 450 of their existing diesel buses to a full battery electric bus (BEB) fleet by 2027. Comment period closed on September 2 – no timeline yet for construction.

8. Groundbreaking for Perley Health Intergenerational Child Care Centre. ground was broken on September 8 for Canada's first dementia-friendly Intergenerational Child Care Centre, a partnership between Perley Health and the Andrew Fleck Children's Services. Scheduled to open in Spring 2026, the Centre will serve 49 children and create daily opportunities for seniors, veterans, and young children to connect through play, art, music, and shared experiences. Marilyn Minnes is still the Riverview Park community liaison with Perley.

9. New Matthew House Warehouse at 700 Industrial Avenue The organization recently signed a lease at 700 Industrial Avenue and is preparing to expand the Furniture Bank into a nearly 20,000 sq. ft. facility, Construction and design planning will start in November and the move is anticipated for February 2026.



Annex D

Social Committee Report

The following is a list of our completed and planned RPCA Social events for 2025:

1. Winter Carnival Sunday, February 9th 2-4 pm (Campfire)
2. Cutest Pet Competition Feb. 1 – May 15 TBD
3. NEW - Easter Egg Hunt @ Balena – Sunday, April 20th
4. Cleaning the Capital Spring Version Saturday May ??, rain date Saturday, May ??
5. Community garage sale June
6. Porchfest Sunday June 13-15 or 20-22
7. Summer festival and Movie night Saturday August 23rd (Campfire)
8. Possible additional movie nights Saturday, June 28th, Saturday, July 26th (Campfire)
9. Councillor's Fall Corn Roast - Sunday September 14th TBC
10. Fall Social – Sunday, September 28th before AGM
11. RPCA AGM October 22nd
12. Cleaning the Capital Fall version tentatively early October
13. Christmas Carol sing - Friday December 12th (Campfire)

Some other events under consideration are:

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

Draft 2026 Calendar of Events:

1. Winter Carnival Sunday, February 8th 2-4 pm (Campfire)
2. Cutest Pet Competition Feb. 2 – Mar. 15 TBD
3. Easter Egg Hunt @ Balena – Sunday, April 5th
4. Cleaning the Capital Spring Version Saturday May ??, rain date Saturday, May ??
5. Community garage sale early June 13th – run by others, we only promote
6. Porchfest Sunday June 12-14 or 19-21
7. Riverview Park Garden tour – Saturday, June 20th
8. Summer festival and Movie night Saturday August 22nd (Campfire)
9. Councillor's Fall Corn Roast - Sunday September 14th TBC Run by Marty's office
10. Fall Social – Sunday, October 4th before AGM
11. RPCA AGM Wednesday October 21st
12. Cleaning the Capital Fall version tentatively early October
13. Christmas Carol sing - Friday December 11th (Campfire)