

MINUTES

Riverside Park Community and Recreation Association RPCRA February Meeting of the Board of Directors

Wednesday, February 6, 2019 – 7:00 p.m. to 9:00 p.m.
Meeting Location: Riverside Churches, 3191 Riverside Drive

1. **Call to Order**

The meeting was called to order by Joel at 7:01 p.m.

The following directors were in attendance:

- George Brown, Director
- Nicole Christy, Director
- Joel Duff, President
- Barbara Haines, Treasurer
- Paul Willets, Director
- Terry Wood, Director
- Gillian Wintonic, Secretary

The following directors were absent with regrets:

- Travis Croken, Vice-President
- Mark Staz, Director
- Andrew Wintonic, Director

There were 14 observers in attendance, including the following:

- Riley Brockington, River Ward Councillor
- Donna Bueckert, Riverside Park Nursery School
- Lew Burpee
- Sandra Boyko
- Erwin Dreessen
- Al Gullon

- Marvin Kaplansky
- Marika Magro
- Barbara MacDonald Moore
- Sharon von Schoenberg
- David Wilson
- Paulette Young, Riverside Park Nursery School

2. Presentation of the Consent Agenda

The consent agenda included the following:

- a. Agenda
- b. Minutes of December 5, 2018 Board Meeting
- c. Reports Package
 - i. President's Report
 - ii. Vice-President's Report
 - iii. Secretary's Report
 - iv. Treasurer's Report
 - v. Communications & Outreach Committee Report
 - vi. Community Safety Committee Report
 - vii. Environment & Parks Committee Report
 - viii. Land Use, Development & Transportation Committee Report

Consent agenda adopted.

3. River Ward Councillor's Report

River Ward Councillor Riley Brockington circulated a written report (see Appendix A) that spoke to a number of issues. Additional issues discussed at the meeting included:

Traffic calming for 2019

A preliminary list of existing traffic calming initiatives in Riverside Park has been created.

In April, the Councillor's office will be surveying residents regarding parking restrictions on Provost Drive. Additionally, the installation of sidewalks is being considered and there will need to be a consultation with the community on their placement.

The Councillor's budget has discretion for "non-physical" traffic calming. Physical methods come from another part of the City budget, but the Councillor indicated that he would like to see the scope expanded so councilors would have the ability to make more significant changes.

Issues with Air BnB

In 2019, the City will be reviewing accommodation/rental types, which will include data on Air BnB locations.

Library kiosks and hold lockers

The Councillor reported the positive news that following strong public reaction, the Ottawa Public Library kiosks and hold lockers at the Hunt Club Riverside Park Community Center will not be removed, but the OPL has no further plans to expand this alternative service delivery anywhere else in the city.

Mooney's Bay Beach

The Councillor reported that his application to extend the Mooney's Bay Beach season has been granted and the park will remain open on weekends until Thanksgiving. Supervision will be maintained but will be no lifeguards on duty.

4. Riverside Park Nursery School Update

Riverside Park Nursery School Director Paula Young and Board Member Donna Bueckert circulated a written report (see Appendix B) to follow up on the RPNS presentation to our AGM last October. They reported that the RPNS has been successful in securing \$1.5 million in provincial funding for the building of a new child care centre in Riverside Park West.

The new facility will be located on the parcel of land between the Holy Cross Church and Holy Cross School. Once completed, the facility will offer part-time and full-time care for infants, toddlers and preschool children.

They said the centre will remain a not-for-profit facility and will be available for community meetings and events during non-care hours.

They are currently negotiating the building plans with the government and considering plans for parking.

They are aiming for a December 31, 2020 ribbon cutting date.

Community members will be invited to an information session at a future date.

5. President's Report

Joel presented his report on activities since the December meeting.

See Appendix C – President's Report.

6. Vice-President's Report

Travis was not present, but provided a report which was reviewed.

See Appendix C – Vice-President's Report.

7. Secretary's Report

Gillian presented her report on the status of the RPCRA file sharing site.

See Appendix C – Secretary's Report.

8. Treasurer's Report

Barbara presented her report, which included the balance sheet for the previous six months ending January 31, 2019.

She reported that total interest earned on RPCRA savings was only \$1.14 over the last six months. However, Barbara and Joel visited the bank and moved \$10,000 into a cashable GIC and another \$10,000 into a one-year GIC to increase projected interest revenue by \$400. Another \$4,724 remains in the general account for operating expenses. As in other years, it is likely that the 2018-2019 rinks funding will exceed expenses.

Barbara requested letters of the Communications Committee:

1. to thank Greatwise Developments for their financial support of \$2000 for 3 summer 2018 events for Norberry residences children to visit Boys and Girls Club;
2. to accompany cheques to Boys and Girls Club to reimburse the Club for the 3 summer 2018 events for Norberry residences children; and a RPCRA donation to support transportation for further visits between March and June 2019.

See Appendix C – Treasurer's Report.

9. RPCRA Retreat Report and Action Plan

Joel noted that the board met on January 27, 2019 to review and revise the following committee action plans:

- a. Communication and Outreach
- b. Community Safety
- c. Environment and Parks
- d. Events and Culture
- e. Land Use, Development and Transportation
- f. Rinks and Recreation

The complete version of the RPCRA Action Plan can be found in Appendix D.

Following review, it was agreed to amend the Land Use, Development and Transportation action plan:

Modify Deliverables and Timeline 3(2) from "*Recommend changes . . .*" to "*Determine whether it would be appropriate to recommend changes . . .*".

It was then moved by Nicole and seconded by George that:

The RPCRA committee action plans be adopted and implemented.

CARRIED

10. Committees Reports

Each committee chair provided a brief update on recent activities.

Communications & Outreach Committee

Joel presented the committee report on activities since the December meeting.

See Appendix E – Communications & Outreach Committee Report.

Community Safety Committee

Joel presented the committee report submitted by Mark Staz on activities since the December meeting.

He reported on the January 3rd shooting at Springland and Hobson and noted that such incidents would be reported over social media when shared by the community police officer.

The Councillor said that the police credited a Riverside Park resident for providing information that allowed an arrest to happen within 7 minutes of the incident. He asked residents to make use of the Crime Stoppers tip line for any suspicious incidents.

See Appendix C – Community Safety Committee Report.

Environment & Parks Committee Report

Nicole presented the committee report on activities since the December meeting.

See Appendix C – Environment & Parks Committee Report.

Land Use, Development & Transportation Committee Report

Terry presented the committee report on activities since the December meeting.

See Appendix C – Land Use, Development & Transportation Committee Report.

11. Other Business

Barbara requested that the Communications committee prepare a letter to accompany the cheque that will be provided to the Boys and Girls Club, that details what the funds are for.

12. Next Meeting

Joel noted that the March meeting will not be held on a Wednesday, as per established practice, because of a conflict with the Councillor's International Women's Day speaker event. Instead, the meeting will be held on **Thursday, March 7, 2019, from 7:00 p.m. to 9:00 p.m.**

13. Adjournment

It was moved by Terry and seconded by Nicole that:

The February 6 RPCRA meeting be adjourned.

CARRIED

The meeting was adjourned at 9:03 p.m.



Meeting minutes were prepared by:

Gillian Wintonic

Minutes confirmed by:

Joel Duff, President

Gillian Wintonic, Secretary



<u>List of Open Action Items</u>		
<u>20181205.2</u>	Travis Croken to renew the RPCRA's membership in the Federation of Community Associations.	<u>OPEN</u>
<u>20181205.4</u>	George Brown to arrange for a representative of the Boys and Girls Club to attend the February meeting of the Board and to coordinate a site visit for the Board.	<u>OPEN</u>
<u>20190207.1</u>	Communications committee to prepare letter addressed to Boys and Girls Club detailing what the provided funds are intended to be used for.	<u>OPEN</u>

<u>Action Items Closed at February 6 Meeting</u>		
<u>20181205.1</u>	Joel Duff to follow up with Councillor Brockington to arrange a meeting with the park planner for the Canoe Bay community park. He will invite members of the Environment & Parks Committee to attend.	<u>CLOSED</u>
<u>20181205.3</u>	Barbara Haines and George Brown will reconcile the accounts for the 2018 Boys and Girls Club project.	<u>CLOSED</u>
<u>20181205.5</u>	Barbara Haines to make a \$1,000 donation on behalf of the RPCRA to the Boys and Girls Club project to contribute towards a weekly bus from Paget Park to the new Tomlinson Family Foundation Clubhouse.	<u>CLOSED</u>
<u>20181205.6</u>	Board to hold a January retreat to finalize a proposed 2019 Action Plan for presentation at the February board meeting.	<u>CLOSED</u>
<u>20181205.7</u>	Nicole Christy to provide e-blast content on automobile break-ins.	<u>CLOSED</u>
<u>20181205.8</u>	Joel Duff to send out a December e-blast.	<u>CLOSED</u>



Appendix A

Councillor's Report



COUNCILLOR/CONSEILLER RILEY BROCKINGTON

Riverside Park Community and Recreation Association

Councillor's Update - Feb. 6, 2019



Transit Commuter Challenge

This week, I have accepted the challenge to use transit for all my daily travels. This initiative was presented to all members of council and primarily those on the Transit Commission. I welcome your feedback on your experiences, good and bad, with Ottawa's transit system.

Notice of Public Meeting Date for 3071 Riverside Drive Park

I am planning to host a community open house and public information session on the draft illustrations for the new community park at 3071 Riverside Drive, on the south side of the Canoe Bay development. The meeting is scheduled on **Monday, February 25 at 7pm** at the Riverside Churches, 3191 Riverside Drive. The park plans can now be viewed on my website at www.RileyBrockington.ca. The preliminary plan was developed taking into consideration extensive feedback received by over 100 Riverside Park residents who participated in the initial park consultation where the City Planner sought feedback on the types of amenities that residents would like to see in the new park. I have also met with members of the RPCRA Executive and Riverview Gardens Condo Board to review preliminary illustrations and solicit feedback.

770 Brookfield Road Development Update

City of Ottawa Planning staff are awaiting a revised submission package for the development application at 770 Brookfield Road. The reason for the resubmission is the applicant's desire to decrease the required parking on the site. City Planning staff have requested that the applicant provide an analysis and rationalization of how the request is appropriate.

The proposal includes two phased apartment building complexes and is intended to be operated as a private sector post-secondary student residence. The project will also include ground floor retail space, new landscaping and underground and surface parking. The two apartment residences will be a mixture of three, six, and nine floors with a minimum 20 metre setback from the rear property lines along Hobson Road.

There are two applications filed for this site – site plan for the entire property and a zoning amendment for Phase 2 only (east side of the property). The permitted zoning is already in place for the west side of the property where the applicant intends to build the first phase of the development. Planning committee will only deal with the zoning amendment application required for Phase 2 – building heights, max floor index, number of parking spaces, and required setback. There has been no date determined when the future zoning amendment application may come to Planning Committee for consideration.

Brookfield MUP Update

The City of Ottawa will be undertaking the implementation of a new multi-use pathway connecting the Brookfield Road traffic circle to the pathways along Hog's Back Road. The new multi-use pathway runs along the south side of Brookfield Road. The project is expected to break ground in early summer and be completed by the end of the year.

Hogs Back Bridges

Over the next month, I have a number of meetings lined up with the National Capital Commission and the City's Transportation Department to review the road network and detour plans for the pending bridge work starting in late August 2019.

Details of the plans will be provided in March 2019.

Canoe Bay Construction Timelines Update

I have spoken with Canoe Bay representatives and they are currently in the process of finalizing their construction agreements and registering their plans. Canoe Bay is currently targeting a construction start date of mid-March 2019 for work to begin on the site preparation and the main complex. I am hopeful that a firm construction timeline will be provided to my office over the next month with a more detailed construction schedule, which will be shared with abutting neighbours.



Capital Funding to Riverside Park Nursery School

City of Ottawa's Children Services, with the support of both the Government of Canada and the Government of Ontario, recently announced the allocation of capital funding to eligible service providers, to support the creation of new spaces in the licensed child care sector and to expand mobile early years services in high priority and/or underserved areas of the city. These initiatives will ensure children and families have access to a range of high-quality, inclusive, and affordable programs that contribute to children's learning, development, and well-being. I am pleased that Riverside Park Nursery School received \$1.545 million in capital funding. A presentation by the RPNS is expected at tonight's meeting.

Riverside Mall – Country Grocer

I plan to meet with the owners of the Riverside Mall in the spring to get an update on any future plans for the mall. As residents are certainly aware, the Country Grocer recently closed. From what I understand prospective tenants have approached the mall for the space but no formal offers have been received. I will confirm their intent to keep the mall open and to attract new tenants that will offer the community goods and services we need.

Mooney's Bay Pavilion Update

Last summer, the City of Ottawa undertook the preliminary consultation for a needs assessment for the Pavilion at Mooney's Bay Park. The needs assessment and public consultations will feed into a recommendation for either a renovated pavilion or a brand new pavilion. The community will be involved in this process through both public and targeted consultations.

At this point, the City Planner is circulating the file internally for any comments/feedback. The Planner will then need several months to build the business case for the pavilion. The likely outcome will be a complete rebuild and new facility. I plan to meet with both our MP and MPP to update them on the progress and seek additional sources of funding to move the plan along. The City also needs to brief the NCC and seek their blessing to proceed forward.

The following items are a brief summary of some of the public requests received during the consultation - public washrooms, outdoor drinking fountain, improved change rooms, canteen / restaurant, outdoor foot rinse, outdoor shower, community space / room for rental, and facility storage. I continue to press staff to ensure this process is done thoroughly and with a green lens.

Mooney's Bay Park and Beach Extended Staff to Thanksgiving on weekends

The City of Ottawa has committed to extending the park supervision program at Mooney's Bay Park and Beach on weekends through September and up until the Thanksgiving weekend. The program was first extended in 2018 and was successful and well received in the community. I am pleased to secure funds again in 2019.

New Principal at Brookfield High School as of February 1

Krista McNamara has left her post as Principal of Brookfield High School to take on another opportunity as Principal at Nepean High School. The new Principal of BHS as of February 1st is Tracy Shapiro. I would like to welcome Ms. Shapiro to the Riverside Park community and wish Ms. McNamara much success with her new assignment.

Women's Day Speaker Series

On **Wednesday, March 6, 6:30-8:30pm**, I will be hosting my annual Women's Day Speaker Series at the Hunt Club—Riverside Park Community Centre in the South Gym. Special guest speakers will include Dr. Vera Etches, Ottawa Chief Medical Officer of Health and Cheryl Jensen, President of Algonquin College. A third speaker will also be added to the evening, once confirmed. I invite you to join me for a great evening of dialogue.

River Ward Movie Day

I am hosting a free movie day on **Sunday, March 10** at the Hunt Club-Riverside Park Community Centre Gym, 3320 Paul Anka Dr. A free hot dog, popcorn, and beverage will be provided. Doors open at Noon with the movie beginning at 12:30pm. All are welcome.

Earth Day 2019

Just a note that my annual Earth Day celebration is booked for April 13 and will again feature an e-waste recycling depot with Junk that Funk. Stay tuned for more info!

River Ward **Women's Day Speaker Series**

City Councillor Riley Brockington invites you to be his guest at the annual

River Ward Women's Day Speaker Series

to be held on

Wednesday, March 6, 2019

6:30pm to 8:30pm
Hunt Club-Riverside Park
Community Centre
3320 Paul Anka Drive

Guest Speakers:

Dr. Vera Etches, Chief Medical Officer of Health, City of Ottawa
Cheryl Jensen, President & CEO, Algonquin College
Third speaker, to be determined.



All are welcome! Please join us on Wednesday, March 6, 2019



Riverside Park Traffic Calming Plan 2019

Pavement Markings					
Street Name	Between		Exact location	Direction	Description
Fielding Drive	McCarthy Road	Cowan Crescent East	786/796 Fielding Drive	WB	School/École
Fielding Drive	Dickinson Avenue	Southmore Drive	558/562 Fielding Drive	EB	Slow/Lent
Fielding Drive	Hartman Crescent	Hartman Crescent	687/691 Fielding Drive	WB	Slow/Lent
Flannery Drive	Sanhurst Court	Malden Square	opposite 2741 Flannery Drive	SB	Regulatory 40km/h
Flannery Drive	Marble Crescent	Nicholson Avenue	2696 Flannery Drive	SB	Regulatory 40km/h
Harkness Avenue	Wexford Avenue	Avoncourt Way	994/998 Harkness Avenue	EB	School/École
Harkness Avenue	Avoncourt Way	Wexford Avenue	opposite 1024/1028 Harkness Avenue	WB	School/École
Hobson Road	Egan Road	Garner Avenue	2568/2572 Hobson Road	SB	Slow/Lent
Hobson Road	Springland Drive	Garner Avenue	2623/2629 Hobson Road	SB	Slow/Lent
Kamloops Avenue	Revelstoke Drive	Dorothea Drive	195 Kamloops Avenue	WB	Slow/Lent
Kamloops Avenue	Dorothea Drive	Dorothea Drive	152/160 Kamloops Avenue	EB	Slow/Lent
Kamloops Avenue	Dorothea Drive	Dorothea Drive	129 Kamloops Avenue	WB	Slow/Lent
Kamloops Avenue	Dorothea Drive	Dorothea Drive	106/112 Kamloops Avenue	EB	Slow/Lent
Leopolds Drive	Riverside Drive	Revelstoke Drive	161 Leopolds Drive	WB	Regulatory 40km/h
Leopolds Drive	Revelstoke Drive	Riverside Drive	129 Leopolds Drive	WB	Regulatory 40km/h
Leopolds Drive	Riverside Drive	Revelstoke Drive	118 Leopolds Drive	WB	Regulatory 40km/h
Leopolds Drive	Revelstoke Drive	Revelstoke Drive	76 Leopolds Drive	EB	Regulatory 40km/h
Provost Drive	Hyde Street	Marcel Street	816/820 Provost Drive	EB	Regulatory 40km/h
Provost Drive	Marcel Street	Hyde Street	opposite 832 Provost Drive	WB	Regulatory 40km/h
Rankin Street	Fielding Drive	Buxton Crescent	28m south of Fielding Drive	SB	Slow/Lent
Rankin Street	Buxton Crescent	Fielding Drive	3001/3007 Rankin Street	NB	Slow/Lent
Rankin Street	Southmore Drive West	Buxton Crescent	midblock	NB	Slow/Lent
Revelstoke Drive	Riverside Drive	Kamloops Avenue	3651/3657 Revelstoke Drive	WB	Regulatory 40km/h
Revelstoke Drive	Kamloops Avenue	Kamloops Avenue	3703/3709 Revelstoke Drive	WB	Regulatory 40km/h
Southmore Drive East	Garwood Avenue	Rand Avenue	2930/2938 Southmore Drive East	SB	Regulatory 40km/h
Southmore Drive East	McCarthy Road	Welland Strete	3111/2115 Southmore Drive East	EB	Regulatory 40km/h
Southmore Drive West	Noble Crescent	Dickinson Avenue	620/626 Southmore Drive West	EB	Regulatory 40km/h
Southmore Drive West	Rankin Street	Buxton Crescent	707/713 Southmore Drive West	WB	Regulatory 40km/h
Southmore Drive West	McCarthy Road	Rankin Street	777/781 Southmore Drive West	WB	Regulatory 40km/h
Springland Drive	Ridgewood Avenue	Hobson Road	43m south of Hobson Road	NB	Regulatory 40km/h
Springland Drive	Norberry Crescent	Hobson Road	825/831 Springland Drive	WB	Regulatory 40km/h
Thorndale Drive	Walkley Road	Provost Drive	opposite 849/853 Thorndale Drive	SB	School/École
Thorndale Drive	Stanstead Road	Provost Drive	889/893 Thorndale Drive	WB	School/École
Upper Otterson Place	Revelstoke Drive	End	2983 Upper Otterson Place	NB	No Exit

Flex Stakes			
Street Name	Between		Description
Fielding Drive	McCarthy Road	Hartman Crescent	2 flex stakes
Southmore Drive East	McCarthy Road	Thorndale Drive	1 flex stake
Springland Drive	Walkley Road	Norberry Crescent	3 flex stakes

Permanent Speed Display Boards				
Street Name	Between		Direction	Description
Riverside Drive	Marilyn Ave	Revelstoke Dr	SB	on the hydro pole in front of 3332
Riverside Drive	Marilyn Avenue	Revelstoke Drive	NB	on Street Light Post located in front of 3291/3299

Rotating Speed Display Boards					
Street Name	Between		Speed	Direction	Description
Flannery Dr	Gavin St	Mooney's Bay Pl	40	SB	On street lamp post opposite # 2759
Mooney's Bay Pl	Riverside Dr	Waterview Ct	40	EB	On street lamp post at # 732
Southmore Dr E	Welland St	Linton Rd	40	EB	on street lamp post at Welland
Southmore Dr E	Thorndale Dr.	Linton Rd	40	NB	on street lamp post in front of #3007 Southmore Dr.
Springland Dr	Mooney's Bay Pl	Flannery Dr	40	SB	on street lamp post located 52m north of Flannery Dr

2019 Requests			
Street Name	Location	Location description	Action taken
Flannery	At Lynhurst		Stop/arret pavement marking at stop sign
Leopolds Ave	At Geoff Wightman Park		Slow pavement marking
Kamloops	At Geoff Wightman Park		Slow pavement marking
Revelstoke Drive	Westbound off Riverside		Slow pavement marking
McCarthy Ave	Northbound	North of southmore	Slow pavement markings
Thorndale	At George Etienne Cartier school		Flex stakes
Provost	McCarthy	Thorndale	Flex stakes

2019 – Change from Rotating Bracket to Permanent Solar Powered			
Street Name	Between		Description
Riverside Drive	Marilyn	Revelstoke	Nb on street light post located in front of 3291/3299



Appendix B

Riverside Park Nursery School Update



NEW EARLY LEARNING CENTRE AT 2826 SPRINGLAND DRIVE!

PROJECT HIGHLIGHTS

- The RPNS New Building Project will create approximately **88 full-time child care spaces** in a new, 5 classroom facility that backs onto green space.
- Offer high-quality, inclusive, accessible and affordable programs for infants and children **3-months to 5-years old**.
- We will offer an **Intergenerational** and **Forest & Nature School Program** where young children and mature adults share their days in a mutually respective environment.

OUR BUILDING

- Our **purpose-built two-story facility** will feature on-site parking, access to local parks and a new welcoming path to facilitate access.
- The yard would back onto a City of Ottawa park, which is being developed as part of the Canoe Bay Community. This unique location would allow the new childcare centre to easily access green space and to enhance programming focused on outdoor play. It is also easily accessible by all forms of transportation.

WHAT DOES AN INTERGENERATIONAL PROGRAM DO FOR THE COMMUNITY?

- brings young people and 'young at heart' adults together in various settings to interact, engage, educate, support, and provide care for one another
- focuses on society's two most vulnerable sectors – children and seniors
- provides opportunities for children and seniors to enjoy activities together in various spaces (child care centre, senior centre, parks) developing a sense of community

BENEFITS FOR CHILDREN:

- ✓ volunteer seniors will enhance the emotional and cognitive opportunities for the children
- ✓ opportunity for children to view seniors as valuable members of society
- ✓ opportunity for children to receive more one-on-one attention with volunteer seniors

BENEFITS FOR SENIORS:

- ✓ by sharing their time and experiences with children, seniors feel valued and appreciated with a sense of purpose and added dignity to their lives
- ✓ physicality of working with young children keeps seniors active; enhanced socialization opportunities and a greater sense of engagement in their communities
- ✓ volunteer and employment opportunities



WHAT WOULD AN INTERGENERATIONAL PROGRAM 'LOOK' LIKE?

In this intergenerational program we see:

- seniors visiting the early learning centre for special events like "Tea Party Time", concerts, birthday parties, 'Art in the Park'; cultural and traditional celebrations
- seniors volunteering in the early learning centre to participate in specific duties: Reading Buddy, lunch time helper; sleep room helper; gardening buddy
- seniors joining the children on outings: visits to Mooney's Bay; walks in the neighbourhood and field trips
- children visiting the senior village and joining them in activities: sing-a-longs; special lunch/picnics; birthday parties; exercise classes
- children creating artwork, well wishes cards for the seniors
- potential that seniors residing at village would be employees at the early learning centre (housekeeper, cook, handyman, maintenance worker etc.)
- parents, staff, administration of early learning centre participating on committees at the senior village
- both parties joining forces for fundraisers (for our respective programs and for the community events)

FOREST AND NATURE SCHOOL

Riverside Park Nursery School introduced a *Forest & Nature School* curriculum two years ago and will continue to provide this wonderful program in its new location along with volunteers of our intergenerational program!

Forest School is different from other outdoor learning experiences in two ways:

1. Forest School takes place in the same setting on a regular basis over an extended period of time. This gives children the opportunity to learn a great deal about the area and enables them to develop a lasting connection with nature. The Riverside Park forested areas and Mooney's Bay river bank offer a multitude of ways for children to connect with nature.
2. Forest School curriculum is largely emergent, child-directed, and play-based. This allows little learners the time and space to develop their interests, skills, and understanding through practical, hands-on experiences. At Forest School, children have the freedom to explore, play, build, create, imagine, and use their senses to experience the outdoor environment and engage with our community's elders.

To learn more about the principles of Forest and Nature school, please visit our website.

COMMUNITY FEEDBACK

To contact us regarding the new build, or to be put on our mailing list, please email rpnsnewbuildquestions@gmail.com.

To learn more about RPNS and the new build, visit us at
www.rpnsottawa.com



Appendix C

Board Presentation

Board of Directors' Meeting

Riverside Park Community and Recreation Association
February 6, 2019 – 7:00 p.m. to 9:00 p.m.



FEBRUARY 6 BOARD AGENDA

1. Call to Order
2. Presentation of the Consent Agenda
 - a) Agenda
 - b) Minutes (Dec. 5, 2018)
 - c) Reports Package
3. River Ward Councillor's Report
Guest: Riley Brockington, Ottawa City Councillor (River Ward)
4. Riverside Park Nursery School Update
Guests: Paulette Young, RPNS Director and Donna Bueckert, RPNS Board Member
5. President Report
 - a) Country Grocery Closure
 - b) Star Bucks Drive-Thru Zoning Application
 - c) Hog's Back Bridge Repair
 - d) Annual River Ward Community Association Breakfast
 - e) Canoe Bay Open House: Feb. 25
6. Vice-President Report
 - a) Hunt Club Community Association Meeting
 - b) Hunt Club Riverside Park Steering Table
 - c) FCA General Meeting
7. Secretary Report
 - a) Document Storage
8. Treasurer Report
 - a) Balance Sheet at January 31, 2019
 - b) Revenue & Expense Comparison
- a) RPCRA Retreat Report & Action Plan
- b) Committee Reports
 - a) Communications & Outreach
 - b) Community Safety
 - c) Environment & Parks
 - d) Events & Culture
 - e) Land Use, Development & Transportation
 - f) Recreation & Rinks
- c) Other Business
- d) Next Meeting: Thurs, March. 7, 2019 (Date change!)
- e) Adjournment



2. Consent Agenda

- a) Agenda
- b) Minutes
- c) Reports Package



www.RiversidePark.ca

3. Councillor's Report

Riley Brockington, River Ward (16)



www.RiversidePark.ca

4. Riverside Park Nursery School Update

**Paula Young, Director
Donna Bueckert, Board Member**



www.RiversidePark.ca

5. President's Report

Joel Duff



www.RiversidePark.ca

b) Country Grocer Closure

- On Sunday, January 6, the Country Grocer closed its doors.
- The RPCRA responded to the news as soon as we learned of the intended closure by informing residents and calling on them to share stories about the store online.



Riverside Park Community and Recreation Association



b) Country Grocer Closure

- We also invited residents to join us and Councillor Brockington for a final visit to the store.
- We recognized store owner, Francois Bouchard, his family and staff for their contributions.



Riverside Park Community and Recreation Association



b) Country Grocer Closure

- Whether he was responding to specialty product needs, pioneering online shopping, sending groceries to remote Northern communities, investing in local activities, or simply showing his characteristic kindness and generosity, Mr. Bouchard has been a pillar of our community.
- He gave hundreds of neighbourhood youth their first job and went out of his way to help his current staff find new work.



Riverside Park Community and Recreation Association



www.RiversidePark.ca

b) Country Grocer Closure



- We invited the local media out to the event and helped generate positive coverage.
- We have reached out to Francois, who remains a plaza owner, and will continue to consult with him on our changing neighbourhood.

Riverside Park Community and Recreation Association



www.RiversidePark.ca

c) Star Bucks Drive-Thru Zoning Application

- We learned of plans for a Starbucks Drive-Thru application for 1910 Bank Street (File Number D07-12-18-0177).
- This location is for the south side of the existing Swiss Chalet.
- The Starbucks building (including the drive-thru) would be positioned on the vacant part of the property and would be using Swiss Chalet's existing parking and entrance.
- The application is not yet in circulation, but we will share news when it comes.



Riverside Park Community and Recreation Association



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c) Hog's Back Bridge Repair

- Later this year, the NCC will be replacing the Hog's Back Swing Bridge, resulting in a 5-6 month bridge closure.
- On January 28, they began some preventive maintenance work on the bridge, but it remained operational during the initial phase as most of the work was performed under and around the bridge.



Riverside Park Community and Recreation Association



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c) Hogs Back Bridge Repair

- However, between February 4 and 8, lane closures are to be expected, with traffic flow alternating directions.

Signage will be in place to help facilitate traffic flow. They ask motorists, cyclists and pedestrians to exercise caution, respect working crews and equipment, and obey signage and flag personnel on-site.

For more details [follow this link](#).



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d) Annual River Ward Community Association Breakfast

- Councillor Brockington invited the RPCRA President and Vice-President to join his annual Community Association Leaders' Breakfast Meeting on February 5.
- The breakfast helped to introduce RPCRA officers to other local community associations to build on existing strengths and help work together on issues of mutual concern.
- These relationships will be vital as we move forward and look for potential future collaborations.

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Canoe Bay Open House: Feb. 25

- A public open house held for discussion on Canoe Bay Park.
- When: **Evening of Monday, February 25** (time TBD).
- Where: **Riverside Churches, 3191 Riverside Drive.**
- The RPCRA will be promoting this event to residents.



Riverside Park Community and Recreation Association



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QUESTIONS?

Joel Duff, President

president@riversidepark.ca



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6. Vice-President's Report

Travis Croken



a) Hunt Club Community Association Meeting

- Interested in strengthening the collaboration and relationship between our boards.
- Very concerned about and trying to prevent the Ottawa Public Library's intent to remove book vending machines and lockers. When the machines have reached the end of their life cycle, they will no longer be maintained or repaired.
- Membership cards and forms are now available at the front desk of the Community Centre. (Perhaps we should do the same.)
- Would like to co-host an FCA meeting at the Community Centre in May.



b) Hunt Club Riverside Park Steering Table

- The Steering Table will be holding its next Community Leaders Breakfast on March 21, 2019 from 7:30 to 9:00 am at the Brookfield Restaurant. All community leaders and business owners welcome.
- MERIT presentation and discussion of their work in the community and upcoming training sessions. More info to come.
- Ottawa Public Library
 - Homework help.
 - Newcomer Services
 - World Languages Focus Group
 - Resume Workshop



b) Hunt Club Riverside Park Steering Table

- Rev. Paul Dillman with the Riverside United Church
 - Looking into idea of mobile food bank for Riverside Park.
 - Seniors Programming information gathering. What is being offered? When and by who?
 - “Book Nook” now open Saturdays from 8:30 am.
 - Church will be creating a community garden. They are entering planning stages. Looking to start this year.
- AMA, Mosque of Mercy
 - Job and education fair date TBD early spring.
 - Possible education fair, perhaps the same day as work fair.
 - Blood donor clinic March 20th, 12:30pm - 3:30pm & 5:00pm – 7:00pm.



b) Hunt Club Riverside Park Steering Table

- Ridgemont High School
 - Ridgemont Homework club
 - Boys and Girls club twice a week
 - Social Networking and Online Safety (with Paul Davis), Tuesday March the 5th, 6PM
- United We Grow
 - First Mentoring for a Change Mentor Meeting will be held January 30th.
 - Next mentor meeting will be mid-February.
 - Website is being updated regularly with local and city issues/events.



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FCA General Meeting

- Motion moved for FCA to voice its concerns on Bill 66 to the province by January 20th. More information on the FCA website.
- The meeting took the form of Speed Dating where the attendees were able to have five minute meetings with several representatives from the city. Including OC Transpo, City Planners, Ottawa Public Library, Ottawa Public Health, Ottawa Police Services, and other community resources and services. Complete details can be found on their website.
- FCA Website- <http://fca-fac.ca>



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QUESTIONS?

Travis Croken, Vice President

Email: vp@riversidepark.ca



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7. Secretary's Report

Gillian Wintonic



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a) Document Storage



- RPCRA has purchased 10 Box accounts.
- User accounts are being created for board members.
- Digital files are currently being added and historical files are added after scanning.



Questions?

Gillian Wintonic, RPCRA Secretary
Email: secretary@riversidepark.ca



8.

Treasurer's Report

Barbara Haines



a) Balance Sheet at Jan 31, 2019

ASSETS	
Current Assets	
1050 · Scotiabank - Business 00199-17	6,087.45
1070 · Pay Pal (still awaiting transfer)	171.78
1090 · Term deposits \$10K one year GIC @ 2.27%; \$10K cashable in all or in part, @ 1.33%	20,000.00
Total Current Assets	26,259.23
TOTAL ASSETS	26,259.23

LIABILITIES & EQUITY	
Current Liabilities	
2000 · Accounts Payable	868.87
2200 · Deferred Revenue	
2201 · Deferred - Rinks F2018+earlier	4,000.00
2212 · Deferred Funding - F2019 Arnott	1,956.88
2213 · Deferred Funding - F2019 Vanier	1,398.23
Total 2200 · Deferred Revenue	7,355.11
Total Current Liabilities	8,223.98
Equity	
3200 · Opening Balance Equity (July 31, 2011)	25,418.71
3500 · Retained Deficit (F2012 through F2018)	-6,010.17
Net Loss first half F2019	-1,373.29
Total Equity	18,035.25
TOTAL LIABILITIES & EQUITY	26,259.23



b) Revenue & Expense by Class, for the six months ended January 31, 2019

	Members Family	Members Individual	Total Members	Arnott (Rinks)	P. Vanier (Rinks)	Total Rinks	Social development	Unclassified	TOTAL
Income									
4005 · Rinks Funding - City of Ottawa	0.00	0.00	0.00	522.12	1,750.77	2,272.89	0.00	0.00	2,272.89
4200 · Membership Fees									
4203 · Memberships - Family	380.00	30.00	410.00	0.00	0.00	0.00	0.00	0.00	410.00
4205 · Memberships - Individual	0.00	40.00	40.00	0.00	0.00	0.00	0.00	0.00	40.00
Total 4200 · Membership Fees	380.00	70.00	450.00	0.00	0.00	0.00	0.00	0.00	450.00
4300 · Other Income									
4301 · Donations	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
4304 · Interest Revenue - Savings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.14	1.14
Total 4300 · Other Income	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	1.14	2,001.14
Total Income	380.00	70.00	450.00	522.12	1,750.77	2,272.89	2,000.00	1.14	4,724.03



b) Revenue & Expense by Class, for the six months ended January 31, 2019

Expense	Family	Individual	Total	Arnott	Vanier	Rinks	Social Dev.	Unclassified	Total
5100 · Rink Expense									
5101 · Equipment and Supplies	0.00	0.00	0.00	88.12	535.35	623.47	0.00	0.00	623.47
5105 · Supervision	0.00	0.00	0.00	434.00	70.00	504.00	0.00	0.00	504.00
5110 · Maintenance of Rink	0.00	0.00	0.00	0.00	1,145.42	1,145.42	0.00	0.00	1,145.42
Total 5100 · Rink Expense	0.00	0.00	0.00	522.12	1,750.77	2,272.89	0.00	0.00	2,272.89
5125 · Community									
5135 · Children & Youth Outreach	0.00	0.00	0.00	0.00	0.00	0.00	2,447.56	0.00	2,447.56
Total 5125 · Community	0.00	0.00	0.00	0.00	0.00	0.00	2,447.56	0.00	2,447.56
5200 · Administration									
5202 · Bank Charges - Scotiabank	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21.03	21.03
5203 · Bank Charges - Pay Pal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.22	8.22
5206 · Web Site	0.00	0.00	0.00	0.00	0.00	0.00	0.00	222.46	222.46
5220 · Software purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	192.10	192.10
Total 5200 · Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	443.81	443.81
5250 · Board									
5253 · AGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	174.04	174.04
5254 · Board Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.02	30.02
Total 5250 · Board	0.00	0.00	0.00	0.00	0.00	0.00	0.00	204.06	204.06
5300 · Insurance									
5302 · Directors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	729.00	729.00
Total 5300 · Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	729.00	729.00
Total Expense	0.00	0.00	0.00	522.12	1,750.77	2,272.89	2,447.56	1,376.87	6,097.32
Net Income	380.00	70.00	450.00	0.00	0.00	0.00	-447.56	-1,375.73	-1,373.29



Questions?

Barbara Haines, RPCRA Treasurer

Email: treasurer@riversidepark.ca



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9. RPCRA Board Retreat & Action Plan

January 27, 2019



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Board Retreat: January 27

- On January 27, the RPCRA Directors met at the Hunt Club Riverside Community Centre to follow up on our December 1 Retreat.
- The focus was to finalize a draft RPCRA Action Plan for presentation at the Feb. 6 Board of Directors' Meeting.

RPCRA Action Plan



- Action Plan was drafted by each of our six committees and revised by the Board.
- It is structured around objectives and deliverables over this term of office.
- It was circulated to residents in advance of the meeting.

Action Plan Highlights: Communications & Outreach Committee

	Objectives	Deliverables
1. Community Awareness	a) Increase subscribers to our email list by 25% b) Increase followers on social media from 383 to 440 (approximately 15% increase).	1) Promote RPCRA events, initiatives and activities across all online platforms, including web, Facebook and Twitter. 2) Increase frequency of social media posting to a minimum of twice monthly (February 2019). Track "reach" and "engagement" insights to determine what type of content is most impactful. 3) Embed email subscription link in social media posts (Ongoing). 4) Send out a monthly e-newsletter, as well as ad hoc issues-based e-blasts on topical matters (monthly). 5) Produce a flyer for door-to-door distribution (May 2019).

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Action Plan Highlights: Communications & Outreach Committee

	Objectives	Deliverables
2. Community Involvement	a) Increase the number of dues paying members by 30%. b) Introduce automatic membership renewal. c) Recruit volunteers to RPCRA Committees and events.	1) Create a questionnaire of residents to determine interests and concerns. 2) Audit and catalogue the benefits of RPCRA membership. 3) Promote RPCRA volunteer opportunities. 4) Produce a flyer for door-to-door distribution that highlights available RPCRA volunteer opportunities and membership options.

Riverside Park Community and Recreation Association



Action Plan Highlights: Communications & Outreach Committee

	Objectives	Deliverables
3. Business Involvement	a) Encourage local businesses to become RPCRA members. b) Increase business sponsorship of RPCRA events and initiatives.	1) Create survey of local businesses to determine what business and services are in our community. 2) Post directory of local businesses on the RPCRA website. 3) Reach out to local businesses for sponsorship and cross promotional opportunities.

Action Plan Highlights: Communications & Outreach Committee

	Objectives	Deliverables
4. Media Profile	a) Appear as regular commentators in local media stories. b) Secure coverage of RPCRA events/initiatives. c) Coordinate RPCRA position/response on emerging issues.	1) Engage local media through invitation to monthly RPCRA meetings. 2) Request an editorial board meeting with the Community Voice. 3) Respond to media requests and pitch story ideas to local media. 4) Contribute letters to the editor and opinion editorials at least twice during the year.
5. Online Profile	a) Establish RPCRA website as online information hub for the community.	1) Improve RPCRA website, to include timely information, links to community resources and organizational information/documentation. 2) Enhance the appearance and usability of the website.

Action Plan Highlights: Community Safety Committee

	Objectives	Deliverables
1. Community Awareness	a) Information gathering: <ol style="list-style-type: none"> Safety awareness questions on broader community survey Promoting Safety Committee email contact b) Safety section on RPCRA website: <ol style="list-style-type: none"> promote safety resources, and collect safety information/concerns c) Periodic communications about safety in the community to accompany general RPCRA communication materials and social media. d) Include event-specific community safety briefings at RPCRA board meetings.	1) Liaise with local police representative to discuss safety concerns and opportunities 2) Work with Communications Committee on: <ol style="list-style-type: none"> including questions about safety concerns in community survey, and posting about safety issues on social media

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Action Plan Highlights: Community Safety Committee

	Objectives	Deliverables
2. Community Engagement	a) Plan events related to community safety and well-being b) Minimum one per year c) Promote positive safety practices targeted to issues identified d) Support "Neighbourhood Watch" programs in the community	1) Plan event related to community safety and well-being (stand-alone or as part of broader community event) 2) Collaborate with Hunt Club Safety Committee Chair 3) Collaborate with Ottawa Police Service rep 4) Collaborate with Youth Services Bureau 5) Target vulnerable groups (youth, seniors, newcomers to Canada/Ottawa/Riverside Park, low SES)

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Action Plan Highlights: Community Safety Committee

	Objectives	Deliverables
3. Deter Crime	a) Promote zero-tolerance culture against crime and other threats to well-being	1) Plan event to increase familiarity between local youth and police officers (outdoors; game/sports-related)
4. Address Criminal Activity	a) Ensure that dialogue occurs about safety issues that have taken place or been identified through reports at RPCRA meetings and community events	1) Hold issue-specific community safety meetings 2) Meetings to be planned and held as significant safety events occur 3) Include neighbouring community associations and police service 4) Communicate discussion summaries and recommendations to councilor's office

Riverside Park Community and Recreation Association



Action Plan Highlights: Environment & Parks Committee

Objectives	Deliverables
1. Identify and advocate for issues related to the Committee's mandate that are of concern to the community.	a) Communicate and engage in two-way dialogue with residents through traditional and social communications channels and more robust community consultation to better track issues and concerns. [Immediate and Ongoing]
2. Represent the community in the development and redevelopment of park spaces that respond to residents' needs and serve as community hubs, increasing use of existing green spaces.	1) Inventory current green spaces and identify opportunities for committee involvement in the development of new parks and a greater range of park types (new dog park), services and amenities (community message boards and historic/flora markers). [March 2019] 2) Promote and participate in the Canoe Bay Park and Mooney's Bay Pavilion community consultations. [Current and Ongoing]

Riverside Park Community and Recreation Association



Action Plan Highlights: Environment & Parks Committee

Objectives	Deliverables
3. Mobilize residents to get involved with issues important to the community such as waste management and park and water stewardship.	a) Greater engagement of the community, and specifically local youth, in environmental stewardship, adopt-a-park and cleanup campaigns. [Immediate and Ongoing] b) Increase community members' knowledge and understanding of waste management and their role in that process (waste e-notifications, demonstrations, resources, etc.). [September 2019] c) Investigate the feasibility of segregated waste bins for local parks. [June 2020] d) Connect with RiverKeeper and OSEAN on environmental issues and protecting the Rideau River. [Current and Ongoing] e) Educate community members on various environmental issues, such as plastic microfibers and household laundry. [Immediate and Ongoing]

Riverside Park Community and Recreation Association



Action Plan Highlights: Environment & Parks Committee

Objectives	Deliverables
4. Protect existing flora and implement and promote greening programs for public and private lands.	a) Maintain a tree inventory of types and locations of trees in the community to protect heritage trees and ensure those removed are replaced. [March 2019] b) Improve uptake of city tree planting programs (Tree Fund Ottawa, Major Streets Plan, etc.). [June 2019] c) Develop our own program for tree-planting in Riverside Park (i.e. free seedlings). [June 2019] d) Utilize and all available government funding resources for greening efforts. [Immediate and Ongoing] e) Teach community members of all ages how to recognize and care for different tree types. [Immediate and Ongoing] f) Place tree plaques in parks with breed information. [June 2020]
5. Promote green innovation and energy efficient building practices for new developments and retrofits.	a) Advocate for new developments to adopt green and energy efficient building practices and materials and educate residents on government programs for rebates for green renovations/building with residents. [Immediate and Ongoing]

Riverside Park Community and Recreation Association



Action Plan Highlights: Environment & Parks Committee

	Deliverables
1. Short-Term (>6 Months)	1) Tree and green space Inventory 2) Share information on city tree programs and waste management resources 3) Canoe Bay Consultations 4) Inform and solicit feedback from residents 5) 2019 Spring Cleaning the Capital (April 26– April 28, 2019) 6) Organize volunteers (one team/neighbourhood) 7) Organize captains (Norberry/Brookfield HS youth) 8) Marble Woods Path
2. Medium-Term (>Year)	1) Community Dog Park (Ernie Calcutt Park) 2) Community Message Boards (One/Neighbourhood) 3) Historic/Flora Markers 4) Mooney's Bay Pavilion Consultations 5) Gardening Demonstration(s)/Vegetable Swap (August-September 2019)
3. Long-Term (<Year)	1) Waste bins for local parks

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Action Plan Highlights: Events & Culture Committee

- Over the next two years the committee will be working to:
 - Reinforce current cultural events.
 - Increase cooperation with other community associations.
 - Create new events for the community.
- Some ideas include:
 - Gathering and organizing local history.
 - Working with local artists.
 - Beach opening.
 - Skating rink opening.
- Volunteers are needed.



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Action Plan Highlights: Land Use, Development & Transportation Committee

	Objectives	Deliverables
Transportation	Safer streets with better managed traffic flows for all users	1. Prioritize & help facilitate consultations on specific 2019 traffic calming measures (ASAP); 2. Work with Councillor to develop a traffic calming pilot project for Walkley Road to test City's proposed measures related to Airport Parkway expansion (3Q2019).
Transit	Improved OC Transpo service effectively integrated with forthcoming LRT service including well designed LRT stations	Meeting with OC Transpo/LRT planners to discuss current bus service, LRT connections and design of LRT stations (1Q2019).
Development	1. Timely & effectively address specific proposed projects and other development initiatives of concern; 2. Review Riverside Park's Secondary [master development] Plan, including possibility of a community focal point/centre.	1. Monitor/intervene in specific ongoing/proposed development projects and other relevant initiatives of concern; 2. Recommend changes to Secondary Plan, including possibility of developing a community focal point/centre (1H2020).

Riverside Park Community and Recreation Association



Action Plan Highlights: Recreation & Rinks Committee

Objectives	Deliverables
1. Develop good base of volunteers, including rink manager for Arnott Park	a) Reach out to local high schools (2018/2019 season and ongoing) (2019/2020 season – October/November) b) Postings at Field House for each rink (January 2019) c) Network with people using rink facilities (ongoing)
2. Promote rinks to local community and on social media	a) Reach out to Community Voice regarding need for volunteers (2018/2019 season – see Community Voice December 20, 2018, pg. 13) (2019/2020 season – TBD) b) Coordinate with Events committee to hold a Rink Opening Ceremony (2019/2020 season) c) Post regular updates on rink status and rink volunteers to social media (ongoing)
3. Secure local sponsorship of Pauline Vanier rink	a) Use inventory of local businesses to promote sponsorship opportunities (2019/2020 season)

Riverside Park Community and Recreation Association



9. Committees

- a) Communications & Outreach**
- b) Community Safety**
- c) Environment & Parks**
- d) Events & Culture**
- e) Land Use, Development & Transportation**
- f) Recreation & Rinks**

Riverside Park Community and Recreation Association



9 (a) Communications & Outreach Committee

Chairs: Joel Duff, Travis Croken, Gillian Wintonic

Members: Open

Email: Communications@riversidepark.ca

Riverside Park Community and Recreation Association



9 (a) Communications & Outreach Committee

New Officer and Committee Email Addresses

Board of Directors:

- info@riversidepark.ca.

Individual RPCRA Officers:

- President: President@riversidepark.ca
- Vice-President: VP@riversidepark.ca
- Treasurer: Treasurer@@riversidepark.ca
- Secretary: Secretary@riversidepark.ca

Rink Volunteers

- Rinks@riversidepark.ca

Full Committees:

- Communications & Outreach Committee: Communications@riversidepark.ca
- Community Safety Committee: Safety@riversidepark.ca
- Environment & Parks Committee: Environment@riversidepark.ca
- Events & Culture Committee: Events@riversidepark.ca
- Land Use, Development & Transportation Committee: Planning@riversidepark.ca
- Recreation & Rinks Committee: Recreation@riversidepark.ca

Riverside Park Community and Recreation Association



9 (a) Communications & Outreach Committee

- Updated committee membership and contact information on website.
- January E-Blast focusing on the Country Grocer.
- January Social Media posts:
 - 12 Facebook
 - 10 Twitter
- 10 new email subscribers.

Riverside Park Community and Recreation Association



9 (b) Community Safety Committee

Chairs: Mark Staz (RPCRA), HCCO Appointee

Members: Joel Duff (*ex officio*)

Email: Safety@riversidepark.ca

Riverside Park Community and Recreation Association



9 (b) Safety Committee Committee Report

Shots fired in Mooney's Bay area

- January 3rd at 11:45pm, Ottawa Police Services received a call about shots being fired in the area of Springland Dr. and Hobson Rd.
- Patrol officers initiated a traffic stop where three people were arrested and a handgun was seized.
- No injuries have been reported.
- An investigation is ongoing.
- Anyone with information regarding this incident is asked to call the East Criminal Investigations Unit at **613-236-1222, ext.3566**.
- Anonymous tips can be submitted by calling Crime Stoppers toll-free at **1-800-222-8477 (TIPS)**, or by downloading the Ottawa Police app.

Riverside Park Community and Recreation Association



9 (c) Environment & Parks Committee

Chairs: Nicole Christy, Barbara Haines

Members: Teresa Reeve, David Wilson, Joel Duff (*ex-officio*)

Email: Environment@riversidepark.ca

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9 (c) Environment & Parks Committee

- Committee met twice last month (January 8 and January 22) to prepare Committee Action Plan.
- Participated in meeting with Councillor for Canoe Bay Park and will continue to promote and participate in public consultations in coming months.
- Requested a meeting with the Councillor on the development of a fenced dog park to serve as a community hub for dog owners.
- Connected with Ottawa RiverKeeper and Ottawa South Eco Action Network.
- Next meeting on February 11, 2019 to further work on Committee Action Plan.
- New members welcome.



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9 (d) Events & Culture Committee

Chairs: Travis Croken, George Brown

Members: Joel Duff (*ex-officio*)

Email: Events@riversidepark.ca

Riverside Park Community and Recreation Association



9 (e) Land Use, Development & Transportation Committee

Chairs: Terry Wood

Members: George Brown, Paul Willetts, Erwin Dreessen,
Joel Duff (*ex-officio*)

Email: Planning@riversidepark.ca

Riverside Park Community and Recreation Association



9 e) Land Use, Development & Transportation Committee Report

Transportation, Traffic Safety & Transit:

- Community input solicited (Dec 22 RPCRA e-blast);
- Exploring cooperation with Councillor Brockington on traffic calming, including pilot project for West Walkley Road related to Airport Parkway expansion;
- Requesting info meeting with OC Transpo & LRT planners on bus service and LRT station design & other issues.

Land Use & Development:

- Jan 18 meeting with City planner, local stakeholders & Councillor Brockington on design of Canoe Bay park;
- Watching brief on Bill 66 (An Act to Restore Ontario's Competitiveness) & other issues of concern.

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9 (f) Recreation & Rinks Committee

Chairs: Andrew Wintonic

Members: Joel Duff (*ex-officio*)

Email: Recreation@riversidepark.ca

Riverside Park Community and Recreation Association



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9 f) Recreation & Rinks Committee

Pauline Vanier Park Rink



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9 f) Recreation & Rinks Committee

Arnott Park Rink



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10. Other Business

Riverside Park Community and Recreation Association



11. Next Meeting

Change to Thursday, March 7, 2019 – 7:00 p.m. to 9:00 p.m.
(to accommodate International Women's Day on March 6)

Riverside Park Community and Recreation Association



Schedule of 2019 Board Meetings

- Mar. 7 (Wed): 7:00 pm-9:00 pm **(Date Change)**
- Apr. 3 (Wed): 7:00 pm-9:00 pm
- May 1 (Wed): 7:00 pm-9:00 pm
- **June 1 (Sat) 11:00 am-1:00 pm (with potluck lunch and on-site child care)**
- Sep. 4 (Wed): 7:00 pm-9:00 pm
- **AGM: Oct. 2 (Wed) 7:00 pm-9:00 pm**
- Nov. 6 (Wed): 7:00 pm-9:00 pm
- Dec. 4 (Wed): 7:00 pm-9:00 pm

Riverside Park Community and Recreation Association



12. Adjournment

Riverside Park Community and Recreation Association





Appendix D

RPCRA Action Plan

Action Plan

Wednesday, February 6, 2019

Riverside Park

Community & Recreation Association



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2019 Committee Action Plan

Committee Title:	Communications and Outreach Committee
Committee Chair(s):	Joel Duff, Travis Croken, Gillian Wintonic
Committee Members:	Open
Committee Terms of Reference:	To oversee all communications and outreach functions of the RPCRA, including member and volunteer recruitment and retention, community outreach, and public awareness of RPCRA events, initiatives and activities. This committee will promote timely, effective, professional and strategic communication across all formats and networks, including print, email, social media, and the organizational website.
Committee Email:	communications@riversidepark.ca
Number of Required Volunteers: <i>Are there a minimum number of volunteers needed to fill specific positions?</i>	No minimum requirement
Objectives and Measurables: <i>What do you want to accomplish? What are the desired benefits and outcomes? How would you measure success.</i>	<ol style="list-style-type: none"> 1. Promote community awareness of the RPCRA: <ol style="list-style-type: none"> a. Increase subscribers to our email list by 25% b. Increase followers on social media from 383 to 440 (approximately 15% increase). 2. Improve community involvement in the RPCRA: <ol style="list-style-type: none"> a. Increase the number of dues paying members by 30%. b. Introduce automatic membership renewal. c. Recruit volunteers to RPCRA Committees and events. 3. Improve business involvement in the RPCRA: <ol style="list-style-type: none"> a. Encourage local businesses to become RPCRA members. b. Increase business sponsorship of RPCRA events and initiatives. 4. Raise media profile of the RPCRA: <ol style="list-style-type: none"> a. Appear as regular commentators in local media stories. b. Secure coverage of RPCRA events/initiatives.



	<p>c. Coordinate RPCRA position/response on emerging issues.</p> <p>5. Establish RPCRA website as online information hub for the community.</p>
<p>Deliverables and Timeline: <i>How will you accomplish your objective, and by when?</i> <i>Deliverables are tangible outputs that enable us to achieve our objectives</i></p>	<p>Community Awareness</p> <p>1.1 Promote RPCRA events, initiatives and activities across all online platforms, including web, Facebook and Twitter.</p> <p>1.2 Increase frequency of social media posting to a minimum of twice monthly (February 2019). Track “reach” and “engagement” insights to determine what type of content is most impactful.</p> <p>1.3 Embed email subscription link in social media posts (Ongoing).</p> <p>1.4 Send out a monthly e-newsletter, as well as ad hoc issues-based e-blasts on topical matters (monthly).</p> <p>1.5 Produce a flyer for door-to-door distribution (May 2019).</p> <p>Community Involvement</p> <p>2.1 Create a questionnaire of residents to determine interests and concerns.</p> <p>2.2 Audit and catalogue the benefits of RPCRA membership.</p> <p>2.3 Promote RPCRA volunteer opportunities.</p> <p>2.4 Produce a flyer for door-to-door distribution that highlights available RPCRA volunteer opportunities and membership options.</p> <p>Business Involvement</p> <p>3.1 Create survey of local businesses to determine what business and services are in our community.</p> <p>3.2 Post directory of local businesses on the RPCRA website.</p> <p>3.3 Reach out to local businesses for sponsorship and cross promotional opportunities.</p> <p>Media Profile</p> <p>4.1 Engage local media through invitation to monthly RPCRA meetings.</p> <p>4.2 Request an editorial board meeting with the Community Voice.</p> <p>4.3 Respond to media requests and pitch story ideas to local media.</p> <p>4.4 Contribute letters to the editor and opinion editorials at least twice during the year.</p>

	Online Profile 5.1 Improve RPCRA website, to include timely information, links to community resources and organizational information/documentation. 5.2 Enhance the appearance and usability of the website.
Key Stakeholders: <i>Who will need to be involved/consulted?</i>	<ul style="list-style-type: none"> • RPCRA Members • Residents of Riverside Park (non-members) • Riverside Park Businesses • Local media
Resources/Budget: <i>What resources will you need to complete your deliverables?</i>	<ul style="list-style-type: none"> • Organizational website. • Social media accounts. • Access to posting insights.
Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue?</i> <i>Consider grants, city programs, private sponsorship etc.</i>	TBD

2019 Committee Action Plan

Committee Title:	Community Safety Committee
Committee Chair(s):	Mark Staz (RPCRA), HCCO Appointee
Committee Members:	Joel Duff (<i>ex officio</i>)
Committee Terms of Reference:	To foster community safety and security for all residents of Riverside Park by engaging residents and raising awareness about potential safety concerns. This committee will act as a liaison with the city's emergency response services and in collaboration with the Hunt Club Community Organization (HCCO).
Committee Email:	Safety@riversidepark.ca
Number of Required Volunteers: <i>Are there a minimum number of volunteers needed to fill specific positions?</i>	Two (2).
Objectives and Measurables: <i>What do you want to accomplish? What are the desired benefits and outcomes? How would you measure success</i>	<ol style="list-style-type: none"> 1) Increase awareness of RPCRA as a resource for community safety and well-being: <ol style="list-style-type: none"> a) Information gathering: <ol style="list-style-type: none"> i) Include safety awareness questions on broader community survey ii) Provide opportunities for residents to communicate issues by promoting Safety Committee email contact b) Create safety section on RPCRA website to <ol style="list-style-type: none"> i) promote safety resources, and ii) collect safety information/concerns c) Produce periodic (semi-annual, in addition to event-specific) communications about safety in the community to accompany general RPCRA communication materials and social media. d) Include event-specific community safety briefings at RPCRA board meetings. 2) Foster community engagement related to safety and well-being: <ol style="list-style-type: none"> a) Plan events related to community safety and well-being b) Minimum one per year c) Promote positive safety practices targeted to issues identified d) Support "Neighbourhood Watch" programs in the community



	<p>3) Deter crime and threats to community well-being:</p> <p>a) Promote zero-tolerance culture against crime and other threats to well-being</p> <p>4) Address/acknowledge instances of criminal activity:</p> <p>a) Ensure that dialogue occurs about safety issues that have taken place or been identified through reports at RPCRA meetings and community events</p>
<p>Deliverables and Timeline: <i>How will you accomplish your objective, and by when?</i> <i>Deliverables are tangible outputs that enable us to achieve our objectives</i></p>	<p>1.1 Liaise with local police representative to discuss safety concerns and opportunities</p> <p>1.2 Work with Communications Committee on:</p> <p>1.2.1 including questions about safety concerns in community survey, and</p> <p>1.2.2 posting about safety issues on social media</p> <p>2.1 Plan event related to community safety and well-being (stand-alone or as part of broader community event)</p> <p>2.2 Collaborate with Hunt Club Safety Committee Chair</p> <p>2.3 Collaborate with Ottawa Police Service rep</p> <p>2.4 Collaborate with Youth Services Bureau</p> <p>2.5 Target vulnerable groups (youth, seniors, newcomers to Canada/Ottawa/Riverside Park, low SES)</p> <p>3.1 Plan event to increase familiarity between local youth and police officers (outdoors; game/sports-related)</p> <p>4.1 Hold issue-specific community safety meetings</p> <p>4.2 Meetings to be planned and held as significant safety events occur</p> <p>4.3 Include neighbouring community associations and police service</p> <p>4.4 Communicate discussion summaries and recommendations to councilor's office</p>
<p>Key Stakeholders: <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> • RPCRA Members • Residents of Riverside Park (non-members) • Ottawa Police Service • City Councillor • RPCRA Communications Committee • Riverside Park Businesses • Local media • Local schools
<p>Resources/Budget: <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> • Organizational website • Social media accounts • Donated space and minimal funds for events

Riverside Park Community & Recreation Association

c/o Hunt Club Riverside Community Centre, 3320 Paul Anka Drive, Ottawa, ON, K1V 0J9



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Sponsorship Possibilities:

Are there potential funding opportunities to pursue?

Consider grants, city programs, private sponsorship etc.

- Ottawa Police Service
- City Councillor

2019 Committee Action Plan

Committee Title:	Environment & Parks
Committee Chair(s):	Nicole Christy, Barbara Haines
Committee Members:	Teresa Reeve, David Wilson, Joel Duff (<i>ex-officio</i>)
Committee Terms of Reference:	To monitor, advocate for, and respond to environmental issues that affect our community and promote better stewardship of water and our urban forest, the greening of public and private land, and mitigation of waste management issues.
Committee Email:	Environment@riversidepark.ca
Number of Required Volunteers:	<p>Volunteer numbers will be project/event based.</p> <p>The volunteer strategy will include plans to engage community and Norberry residents and Brookfield Highschool students and faculty.</p>
Objectives:	<ol style="list-style-type: none"> 1. Identify and advocate for issues related to the Committee's mandate that are of concern to the community. 2. Represent the community in the development and redevelopment of park spaces that respond to residents' needs and serve as community hubs, increasing use of existing green spaces. 3. Mobilize residents to get involved with issues important to the community such as waste management and park and water stewardship. 4. Protect existing flora and implement and promote greening programs for public and private lands. 5. Promote green innovation and energy efficient building practices for new developments and retrofits.
Deliverables and Timeline:	<p>1.1 Communicate and engage in two-way dialogue with residents through traditional and social communications channels and more robust community consultation to better track issues and concerns.</p> <p>Immediate and Ongoing</p>

	<p>2.1 Inventory current green spaces and identify opportunities for committee involvement in the development of new parks and a greater range of park types (new dog park), services and amenities (community message boards and historic/flora markers). March 2019</p> <p>2.2 Promote and participate in the Canoe Bay Park and Mooney's Bay Pavilion community consultations. Current and Ongoing</p> <p>3.1 Greater engagement of the community, and specifically local youth, in environmental stewardship, adopt-a-park and cleanup campaigns. Immediate and Ongoing</p> <p>3.2 Increase community members' knowledge and understanding of waste management and their role in that process (waste e-notifications, demonstrations, resources, etc.). September 2019</p> <p>3.3 Investigate the feasibility of segregated waste bins for local parks. June 2020</p> <p>3.4 Connect with RiverKeeper and OSEAN on environmental issues and protecting the Rideau River. Current and Ongoing</p> <p>3.5 Educate community members on various environmental issues, such as plastic microfibers and household laundry. Immediate and Ongoing</p> <p>4.1 Maintain a tree inventory of types and locations of trees in the community to protect heritage trees and ensure those removed are replaced. March 2019</p> <p>4.2 Improve uptake of city tree planting programs (Tree Fund Ottawa, Major Streets Plan, etc.). June 2019</p> <p>4.3 Develop our own program for tree-planting in Riverside Park (i.e. free seedlings). June 2019</p> <p>4.4 Utilize and all available government funding resources for greening efforts. Immediate and Ongoing</p> <p>4.5 Teach community members of all ages how to recognize and care for different tree types. Immediate and Ongoing</p> <p>4.6 Place tree plaques in parks with breed information. June 2020</p> <p>5.1 Advocate for new developments to adopt green and energy efficient building practices and materials and educate residents on government programs for rebates for green renovations/building with residents. Immediate and Ongoing</p>
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	<p>Short-Term Deliverables (>6 Months)</p> <ul style="list-style-type: none"> • Tree and green space Inventory • Share information on city tree programs and waste management resources • Canoe Bay Consultations <ul style="list-style-type: none"> a. Inform and solicit feedback from residents • 2019 Spring Cleaning the Capital (April 26– April 28, 2019) <ul style="list-style-type: none"> a. Organize volunteers (one team/neighbourhood) b. Organize captains (Norberry/Brookfield HS youth) • Marble Woods Path <p>Medium-Term (>Year)</p> <ul style="list-style-type: none"> • Community Dog Park (Ernie Calcutt Park) • Community Message Boards (One/Neighbourhood) • Historic/Flora Markers • Mooney’s Bay Pavilion Consultations • Gardening Demonstration(s)/Vegetable Swap (August-September 2019) <p>Long-Term (<Year)</p> <ul style="list-style-type: none"> • Waste bins for local parks
Key Stakeholders:	<p>RPCRA Board Community residents and businesses City of Ottawa MP, MPP and City Councilor Partners and Sponsors Park Users</p>
Resources/Budget:	<p>Some supplies and community engagement will be required.</p>
Sponsorship Possibilities:	<p>Potential funding/partnership opportunities:</p> <p>City cleanup</p> <ul style="list-style-type: none"> • City application will be submitted by March 2019 <p>Dog Park</p> <ul style="list-style-type: none"> • Naming rights for large donation (Ren’s, PetValu, PetsMart, Home Depot) • Individual tree donations • Poop bag marketing • Private/community donations <p>Trees</p> <ul style="list-style-type: none"> • Ottawa Tree Fund • Complete Streets Strategy

	<p><i>Developers, large investment housing providers and businesses</i></p> <ul style="list-style-type: none">• Project-by-project requests <p><i>MP, MPP and City Councillor</i></p> <ul style="list-style-type: none">• Project-by-project requests <p><i>Non-Profits</i></p> <ul style="list-style-type: none">• Project-by-project requests
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2019 Committee Action Plan

Committee Title:	Events and Culture Committee
Committee Chair(s):	Travis Croken, George Brown
Committee Members:	Joel Duff (<i>ex officio</i>)
Committee Terms of Reference:	To organize and oversee all social, cultural, and artistic events and activities of the RPCRA, with the goal of fostering community growth and development within Riverside Park.
Committee Email:	events@riversidepark.ca
Number of Required Volunteers: <i>Are there a minimum number of volunteers needed to fill specific positions?</i>	No minimum requirement
Objectives: <i>What do you want to accomplish? What are the desired benefits and outcomes?</i>	<ol style="list-style-type: none"> Promote awareness of the RPCRA <ol style="list-style-type: none"> Possible ideas include painting of Cow Tunnels and painting of electrical boxes. Promote and create local artistic and cultural activities <ol style="list-style-type: none"> Work with local artists to create innovative, eye-catching artworks. i.e. Endangered species sculptures. Gather and promote local history <ol style="list-style-type: none"> Contact local historians and work to gather the history of our community. Invite local historians and story tellers to discuss their knowledge at events/meetings. Support local arts and artists <ol style="list-style-type: none"> Highlight local artistic talent. Invite them to participate in events and festivals. Create festivals and fundraisers <ol style="list-style-type: none"> Increase the number of local festivals/events Ideas include bonfire for Mooney's Bay opening/closing and a return to basics with fireworks in Pauline Vanier Park. Participate in and help organize "Insurance Fundraisers" for the artwork on the Hunt Club Riverside Park Community Centre (In conjunction with Hunt Club Community Association and Councilor Brockington. Support of ongoing festivals <ol style="list-style-type: none"> Continue and expand our interactions with other community associations. i.e. Hunt Club Fall Festival



	b. Seek other local opportunities
<p>Deliverables and Timeline: <i>How will you accomplish your objective, and by when?</i> <i>Deliverables are tangible outputs that enable us to achieve our objectives</i></p>	<p>1.1 Discussions with local artists by Spring of 2019 1.2 Artwork to commence by Summer/Fall 2019 2.1 Discussion with Councilor and local Community Associations by end of Winter 2019. Projects to be completed over next two years. 3.1 Reach out to local historians, Winter 2019, on-going timeline for completion of objectives. 4.1 Compose a working list of local artists, writers, and musicians by Spring 2019 5.1 Opening of Mooney's Bay, Spring 2019 and/or Spring 2020 5.2 Closing of Mooney's Bay, Fall 2019 and/or Fall 2020 5.3 Fireworks, May long weekend 2020 5.4 Tree Lighting 5.5 Rink Opening 5.6 Event cross over with other Community Associations 5.7 Other events TBD 6.1 Hunt Club Fall Festival, Fall 2019 6.2 Other events TBD</p>
<p>Key Stakeholders: <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> • RPCRA Members • Residents of Riverside Park (non-members) • Local media • Local artists • Local historians • Councilor Brockington • Neighbouring Community Associations
<p>Resources/Budget: <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> • Fundraising • Sponsorships • Grants
<p>Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue?</i> <i>Consider grants, city programs, private sponsorship etc.</i></p>	TBD

2019 Committee Action Plan

Committee Title:	Land Use, Development and Transportation Committee
Committee Chair(s):	Terry Wood
Committee Members:	George Brown, Paul Willetts, Erwin Dreessen, Joel Duff (<i>ex-officio</i>)
Committee Terms of Reference:	To monitor and provide recommendations on proposals for land use or site plans, and to respond to transportation, traffic safety and transit concerns raised by Riverside Park residents that might affect the well-being of the Riverside Park community.
Committee Email:	planning@riversidepark.ca
Number of Required Volunteers: <i>Are there a minimum number of volunteers needed to fill specific positions?</i>	TBD -- Minimum number of volunteers at present is unlikely to be sufficient, with numbers dependent on priorities/initiatives still to be established/undertaken.
Objectives: <i>What do you want to accomplish? What are the desired benefits and outcomes?</i>	<ol style="list-style-type: none"> 1. <u>Transportation</u>: Safer streets with better managed traffic flows for all users; 2. <u>Transit</u>: Improved OC Transpo service effectively integrated with forthcoming LRT service including well designed LRT stations (Walkley Rd, Greenboro, Mooney's Bay) meeting the community's growing needs; 3. <u>Development</u>: (A) Timely responses to specific proposed projects <u>and other development initiatives</u> as necessary to ensure community views/concerns are effectively addressed; (B) <u>Review the Secondary [master development] Plan</u> for Riverside Park, including possibility of a community focal point or centre.
Deliverables and Timeline: <i>How will you accomplish your objective, and by when? Deliverables are tangible outputs that enable us to achieve our objectives</i>	<ol style="list-style-type: none"> 1. <u>Transportation</u>: (1) Establish priorities for and <u>help</u> facilitate consultations on specific 2019 traffic calming measures (ASAP); (2) Work with Councillor to develop a traffic calming pilot project for Walkley Road to test measures proposed by City in conjunction with Airport Parkway expansion (3Q2019); 2. <u>Transit</u>: Meet with OC Transpo/LRT planners to discuss concerns about current bus service, LRT connections and LRT station design (<u>1Q2019</u>); 3. <u>Development</u>: (1) Monitor/intervene in <u>specific ongoing/proposed development projects and other relevant initiatives</u> (e.g. Canoe Bay, Bill 66) of concern; and (2) <u>Determine whether it would be appropriate to recommend changes to the Secondary [master</u>



	<u>development] Plan</u> for Riverside Park, including possibility of a community focal point (<u>1H2020</u>).
Key Stakeholders: <i>Who will need to be involved/consulted?</i>	<ul style="list-style-type: none"> • RPCRA Members; • Councillor Brockington; • Residents of Riverside Park (non-members); • City transportation & transit planners; • Adjacent community associations (e.g. Ridgemont, Alta Vista, Hunt Club, Carleton Heights etc); • Existing transportation and other city-wide interest groups (e.g. Ecology Ottawa, FCA); and • Local businesses and media
Resources/Budget: <i>What resources will you need to complete your deliverables?</i>	<ul style="list-style-type: none"> • Depends on nature of initiative/action/project to be undertaken; and • Human capital most important immediate and on-going need.
Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i>	<ul style="list-style-type: none"> • Likely quite limited outside of whatever City support may be available; • An initiative for a comprehensive longer-term Riverside Park development vision/plan might be of interest to some community business or other interests.

2019 Committee Action Plan

Committee Title:	Recreation and Rinks Committee
Committee Chair(s):	Andrew Wintonic
Committee Members:	Joel Duff (<i>ex officio</i>)
Committee Terms of Reference:	To organize and oversee the recreational activities of the RPCRA, including the management of neighborhood rinks.
Committee Email:	recreation@riversidepark.ca
Number of Required Volunteers: <i>Are there a minimum number of volunteers needed to fill specific positions?</i>	As many as possible. Ideally, there would be a minimum of 4 volunteer (or paid) supervisors for each rink and one rink manager for each rink.
Objectives: <i>What do you want to accomplish? What are the desired benefits and outcomes?</i>	<ol style="list-style-type: none"> 1. Develop good base of volunteers, including rink manager for Arnott Park 2. Promote rinks to local community and on social media 3. Secure local sponsorship of Pauline Vanier rink
Deliverables and Timeline: <i>How will you accomplish your objective, and by when? Deliverables are tangible outputs that enable us to achieve our objectives</i>	<ol style="list-style-type: none"> 1.1 Reach out to local high schools (2018/2019 season and ongoing) (2019/2020 season – October/November) 1.2 Postings at Field House for each rink (January 2019) 1.3 Network with people using rink facilities (ongoing) 2.1. Reach out to Community Voice regarding need for volunteers (2018/2019 season – see Community Voice December 20, 2018, pg. 13) (2019/2020 season – TBD) 2.2. Coordinate with Events committee to hold a Rink Opening Ceremony (2019/2020 season) 2.3. Post regular updates on rink status and rink volunteers to social media (ongoing) 3.1. Use inventory of local businesses to promote sponsorship opportunities (2019/2020 season)
Key Stakeholders: <i>Who will need to be involved/consulted?</i>	<ul style="list-style-type: none"> • Students • RPCRA residents • High schools • Local businesses • City of Ottawa

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Resources/Budget: <i>What resources will you need to complete your deliverables?</i>	<ul style="list-style-type: none">• Rink operating costs
Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i>	Potential to add signs on boards at Pauline Vanier