



# MINUTES

## Riverside Park Community Association RPCA May Meeting of the Board of Directors

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Wednesday, June 3, 2020 – 7:00 p.m.  
Meeting Location: Zoom

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### 1. Call to Order

- 1.1. The meeting was called to order by Joel at 7:04 p.m. The following directors were in attendance:

Kate Cathrae, Director

Travis Croken, Vice-President

Joel Duff, President

Barbara Haines, Treasurer

Mark Staz, Director

Paul Willetts, Director

Andrew Wintonic, Director

Gillian Wintonic, Secretary

Terry Wood, Director

- 1.2. The following community members were in attendance:

Joel Ache

Melinda Assaf

Sandra Boyko

Cate Brazil

Donna Bueckert

Robin Claridge

Terry Cullinan

Sanjeev Edward

Elizabeth Gluckstal

Lynn Kaplansky

Marvin Kaplansky

Bob Laird

Marika Magro

Sarah Mitchell

Catherine Newell

Michael Simms

Barb Squire

Don Squire

Teresa van den Boogaard

**1.3.** The following guests were in attendance:

Anthony Chiarello, Office of  
River Ward Councillor Riley  
Brockington

Donyah Farhat, Andrew Fleck  
Children's Services –  
Mooney's Bay Child Care  
Centre

Mark Fisher, Ottawa Carleton  
District School Board Trustee,  
Zone 11

Riley Brockington, River Ward  
Councillor

Paulette Young, Andrew Fleck  
Children's Services – Riverside  
Park Nursery School

**2. Agenda**

- 2.1.** It was moved by Travis and seconded by Terry to adopt the agenda as circulated.

**Motion Carried**

**3. Minutes of May 6, 2020, Board Meeting**

- 3.1.** It was moved by Mark and seconded by Kate to adopt the minutes.

**Motion Carried**

**4. Guest Presentation: Mark Fisher, School Board Trustee**

- 4.1.** Mark noted that with 700,000 students, 6,500 employees, and 150 schools within the school board, the impact of new restrictions has been significant. The Board is focusing their efforts on supporting students and families during this time.
- 4.2.** There has been a focus on supporting students with online learning, especially for those that don't have the adequate technological resources at home. Through student surveys, resource needs were determined, and laptops and internet access were provided. They board has also been advocating for the food security of students and their families.
- 4.3.** When restrictions were put in place, the Ministry was in the middle of labour negotiations with educational unions, but agreements were quickly achieved as the sector rallied together to put a focus on the pandemic.
- 4.4.** At this time, the school board is building contingency plans for a second or and third wave of the Coronavirus. There are no firm plans from the Ministry for the 2020/2021 school year, but it can be expected that the school year will look

quite different. The board is considering many options, that include split weeks, new ways to use existing classroom space, and alternating or rotating in-person and online learning to support physical distancing. There may be a need for more staff, such as custodial staff, to meet local health agency requirements.

## **5. Update: Riverside Park Early Learning Centre**

- 5.1.** Donyah Farhat and Paulette Young from the Riverside Park Early Learning Centre provided an update on the progress on the new centre slated for construction at 2826 Springland Dr.
- 5.2.** The centre has a new name to reflect its location and to differentiate itself from the existing Riverside Park Nursery School. The new name is: Mooney's Bay Child Care Centre – a program of Andrew Fleck Children's Services.
- 5.3.** The new centre has partnered with the City of Ottawa to create a pollinator garden on the site.
- 5.4.** The Centre is now on the City of Ottawa childcare registry, and interested parties can add their name to the waitlist.
- 5.5.** It is still expected that the Centre will open by December 2020. The construction company specializes in modular builds, so much of the prep work is being done off site. A building permit is to be issued shortly, and construction to begin as soon as possible.
- 5.6.** The Riverside Park Nursery School won't re-open until June 30, at the earliest, in compliance with the provincial protocol, and all summer programming is on hold.

## **6. River Ward Councillor's Report: Riley Brockington**

- 6.1.** The Councillor provided a written report that can be downloaded at this link: <https://riversidepark.ca/2020/06/news/june-3-2020-councillors-report/>. The following items were discussed:
  - 6.1.1.** City council has approved the staff recommendation for a balanced model for the urban boundary expansion. However, several amendments were passed that improve the proposal, including measures to protect agricultural land and parks, such as the McCarthy Woods and the Experimental Farm.
  - 6.1.2.** Park facilities have reopened, including Mooney's Bay beach. Playground amenities are still off limits, however, washrooms are now open, with regular cleaning taking place. Lifeguards are expected to return to Mooney's Bay near the end of June.

- 6.1.3. For traffic calming, new flex sticks have been installed on Flannery and Springland.
- 6.1.4. Construction on two bridges will be underway this summer, including the Riverside Drive O-Train Bridge and the Confederation Heights Bridge.
- 6.1.5. Six library branches have been granted permission to provide limited services (returns and curbside pickup), including the Greenboro location.
- 6.1.6. All major City events have been cancelled up to August 31<sup>st</sup>, including festivals. There will be no parking restrictions put in place in Riverside Park since events are cancelled. With expected increase in the Mooney's Bay beach traffic (due to closure of Britannia Beach), there were concerns expressed that neighbourhood parking will increase with lack of restrictions. The Councilor agreed to approach Brigil Construction about maintaining parking at the Ridgewood Mall and noted that action will be taken to address street traffic, if needed.
- 6.1.7. With increased transit ridership, the 2m physical distancing requirement will become difficult to maintain. The Transit Commission has moved to make face coverings mandatory on all public transit, however, this will not be enforced, but will rely on rider education.
- 6.1.8. COVID 19 testing has been expanded, and any person experiencing symptoms can now be tested.
- 6.1.9. The City of Ottawa will be undertaking a review of tow truck regulations. A public survey will be circulated.
- 6.1.10. The crosswalk on Springland Drive at Flannery (near the Holy Cross School) will become an official crosswalk and will be fitted with a seasonal flex stick and appropriate signage. At Springland and Hobson, the crosswalk will be placed further south from the bus stop for safety reasons. Both crosswalks will be put in place this summer.

## **7. Report: RPCA Board of Directors**

- 7.1. The Board Report for the June 3, 2020 meeting can be downloaded at this link: <https://riversidepark.ca/2020/06/board-of-directors/june-3-2020-board-report/>. The following items were discussed:

### **7.2. *President's Report***

- 7.2.1. Joel reported that the Mother's Day parade was well received, drawing hundreds of residents on Fielding and Southmore, and

attracting nearly 900 Facebook viewers. He thanked the musicians, Rose Roberts and Malcolm Wade, as well as OPS, Councillor Brockington and community muralist Claudia Salguero for their participation and support.

- 7.2.2. The Garden Giveaway generated strong interest from the community and many people participated. There were also two free gardening webinars that were decently attended. He commended Kate Cathrae on her incredible work organizing all of these events on short notice.
- 7.2.3. Based on questions raised by local residents, the RPCA reached out to Councillor Brockington's office to request restrictions on community barbecues be lifted. Within 24 hours, the Councillor's office was able to secure this approval before Eid celebrations marking the end of Ramadan.
- 7.2.4. Recent social media posts have focused on celebrating different landmarks and features of the neighbourhood.
- 7.2.5. It was moved by Mark and seconded by Travis to accept the President's report.

**MOTION CARRIED**

### **7.3. *Treasurer's Report***

- 7.3.1. Barbara presented the statement of financial position at May 30, noting that we have completed 10 months of our fiscal year.
- 7.3.2. It was moved by Barbara and seconded by Terry that the RPCA provide the Riverside Churches with a \$400 donation in recognition of the use of meeting space for the community meetings.

**MOTION CARRIED**

- 7.3.3. Year over year, there has been a \$500 increase in membership revenue.
- 7.3.4. It was moved by Andrew and seconded by Mark to accept the Treasurer's report.

**MOTION CARRIED**

#### **7.4. *Communications and Outreach Report***

- 7.4.1. Joel reported that subscriptions to our email list have increased by 50%, due to increased promotion. There are currently 473 subscribers. He said two Facebook ads have helped promote RPCA initiatives and attract new subscribers.
- 7.4.2. The new website has been updated to host a document archive of meeting minutes, board reports and Councillor reports.
- 7.4.3. It was moved by Kate and seconded by Travis to accept the report.

**MOTION CARRIED**

#### **7.5. *Community Safety Committee Report***

- 7.5.1. Mark reported on the police consultation held in May, where community associations were able to raise concerns. The RPCA raised issues such as street racing, theft from cars, homeless camps on NCC lands, and domestic abuse, among others.
- 7.5.2. Overall, reported crimes and calls for service are down significantly across the city.
- 7.5.3. The Community Association has posted a comprehensive guide to police and bylaw reporting to the association's website, in order to boost reporting and improve police responsiveness. The guide can be found at this link: <https://riversidepark.ca/2020/05/news/crime-reporting>
- 7.5.4. It was moved by Terry and seconded by Paul to accept the report.

**MOTION CARRIED**

#### **7.6. *Environment and Parks Committee***

- 7.6.1. Barbara reported that the Solid Waste Master Plan is up for review. Community members are encouraged to get involved in the process through membership on the Stakeholder Sounding Board, or through an upcoming survey from the City of Ottawa. Additional details will be made available on the RPCA website.
- 7.6.2. It was moved by Mark and seconded by Andrew to accept the report.

**MOTION CARRIED**

## **7.7. Rink Management and Maintenance**

7.7.1. The board conducted an online vote to award honoraria for rink maintenance and coordination in the following amounts:

- Bill Lister: \$200
- Cameron and Sarah Darling: \$500
- Andrew Wintonic: \$200

7.7.2. It was noted that the rinks had a surplus of \$4,340.21 for the 2019/2020 season.

7.7.3. It was moved by Travis and seconded by Terry to accept the report.

**MOTION CARRIED**

## **8. New Business**

### **8.1. 2020 Fall Festival: Proposal to Postpone until 2021**

8.1.1. It was moved by Joel and seconded by Barbara that:

"Due to the limitations and uncertainty of event planning during the COVID-19 pandemic, the RPCA and its partners postpone the Hunt Club – Riverside Park Fall Festival until fall 2021."

**MOTION CARRIED**

### **8.2. Gardening Events and Summer Activities**

8.2.1. It was moved by Kate and seconded by Travis that:

"That the RPCA strike a new standing committee, as per Bylaw 6.1: Gardening Committee

Terms of Reference: To identify and promote community interests in food and/or ornamental gardening. To connect expertise and resources across the community. This committee will use working groups and events to establish partnerships between community projects and volunteers.

And that the Committee be comprised of the following people:

- Kate Cathrae (Director, Chair)
- Marianne Ariganello
- Jocelyn Brown

- Laurence Charron Huysecom
- Sarah Vanden Hoven"

**MOTION CARRIED**

**8.3. Planning for October 7 2020 AGM**

8.3.1. It was moved by Joel and seconded by Andrew that:

"That the RPCA strike a Nominations Committee, pursuant to Bylaw 11.1, and chaired by Sandra Kearns and comprised of the following members of the corporation: Carolyn Gauthier and Marika Magro, and that the Nominations Committee work with the Officers to determine the best method for conducting a safe, secure and secret electronic election, should the AGM be conducted over Zoom."

**MOTION CARRIED**

8.3.2. Joel reminded board members that a financial audit is typically carried out every five years. However, it has been 7 years since the last audit was conducted.

8.3.3. It was moved by Barbara and seconded by Travis that:

"That the RPCA mandate the Treasurer to provide a recommendation of an auditor, including cost of services, to conduct a financial audit of the RPCA financial statements. The recommendation is to be provided to the Board at the September meeting."

**MOTION CARRIED**

8.3.4. The Board has previously discussed the possibility of making changes to the membership fee and renewal structure. It was moved by Joel and seconded by Terry that:

"That the RPCA strike an ad hoc committee to review the membership fees of the RPCA and present a recommendation to the membership at the AGM, pursuant to Bylaw 4.3 which states that 'changes in membership fees shall become effective only after confirmed by majority vote at a general meeting of the Corporation.' The following members shall be appointed to the Committee: Mark, Barbara, and Kate."

**MOTION CARRIED**



**9. Other Business**

9.1. There were no items for discussion under Other Business.

**10. Upcoming Events and Announcements**

10.1. There are no upcoming events at this time.

**11. Next Board Meeting**

11.1. The next meeting will be held on Wednesday, September 2, 2020 – 7:00 p.m., via Zoom Videoconference.

**12. Adjournment**

12.1. The meeting was adjourned at 9:19 p.m.

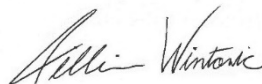
Meeting minutes were prepared by:

Gillian Wintonic, Secretary

Minutes confirmed by:



Joel Duff, President



Gillian Wintonic, Secretary

Appendix A – Councillor’s Report

<https://riversidepark.ca/2020/06/news/june-3-2020-councillors-report/>

Appendix B – Board Report

<https://riversidepark.ca/2020/06/board-of-directors/june-3-2020-board-report/>