

# **ACTION PLAN**

2021 / 2023

**RIVERSIDE PARK**  
COMMUNITY ASSOCIATION



[RiversidePark.ca](http://RiversidePark.ca)



# COMMUNICATIONS & OUTREACH COMMITTEE • 2021-2023 ACTION PLAN

Riverside Park Community Association

Committee Chair:	Joel Duff (President)
Committee Members:	Travis Croken (Vice-President), Sarah Brickell (IT Manager), Kallyan Kanti Das, Bryan Parker, Leslie Sheedy (Membership Outreach Coordinator), Gillian Wintonic
Committee Terms of Reference:	To oversee all communications and outreach functions of the RPCA, including member and volunteer recruitment and retention, community outreach, and public awareness of RPCA 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:	<a href="mailto:communications@riversidepark.ca">communications@riversidepark.ca</a>
Objectives and Measurables:  <i>What do you want to accomplish? What are the desired benefits and outcomes? How would you measure success.</i>	<p><b>A. Boost Followers and Subscribers</b></p> <ul style="list-style-type: none"> <li>Over the previous term, we blew our objectives out of the water. Facebook subscribers jumped by 100% (383 to 765), instead of 25%. Email subscribers leapt by 535% (140 to 749).</li> <li>That rate of increase is hard to sustain, but we will remain committed to growing our social media followers and email subscribers.</li> <li>We are also committed to getting to know our audience better: gathering more contact information and assessing their interests, so we can engage them differently based on their interests.</li> </ul> <p><b>B. Improve Organizational Website</b></p> <ul style="list-style-type: none"> <li>Establish RPCA website as online information hub for the community.</li> </ul> <p><b>C. Increase Membership</b></p> <ul style="list-style-type: none"> <li>Over the last term, we exceeded our objective of increasing our dues paying memberships by 30% (47-71). Over the next term, we should aim to the same.</li> </ul>

	<p><b>D. Recruit Volunteers</b></p> <ul style="list-style-type: none"> <li>• Encourage residents to support RPCA initiatives by assisting with event coordination and implementation.</li> </ul> <p><b>E. Improve business involvement in the RPCA:</b></p> <ul style="list-style-type: none"> <li>• Encourage local businesses to become associate members of the RPCA.</li> <li>• Promote local businesses to residents.</li> <li>• Increase business sponsorship of RPCA events and initiatives.</li> </ul> <p><b>F. Raise Media Profile</b></p> <ul style="list-style-type: none"> <li>• Appear as regular commentators in local media stories.</li> <li>• Secure coverage of RPCA events/initiatives.</li> <li>• Coordinate RPCA position/response on emerging issues.</li> </ul>
<p>Deliverables and Timeline:</p> <p><i>How will you accomplish your objective, and by when? Deliverables are tangible outputs that enable us to achieve our objectives</i></p>	<p><b>1. Promote Community Awareness</b></p> <p>1.1 Promote RPCA events, initiatives and activities across all online platforms, including web, Facebook and Twitter.</p> <p>1.2 Continue to send a monthly e-newsletter, as well as ad hoc issues-based e-blasts on topical matters.</p> <p>1.3 Produce flyers for door-to-door delivery for big, community-wide events.</p> <p>1.4 Continue to produce targeted materials in different languages in order to increase engagement among newcomer communities.</p> <p>1.5 Launch a Norberry outreach campaign.</p> <p><b>2. Membership Growth and Retention</b></p> <p>2.1 Continue to encourage residents to join the association.</p> <p>2.2 Work to retain members by introducing automatic membership renewal.</p> <p><b>3. Volunteer Recruitment</b></p> <p>3.1 Organize events that attract interest and support.</p> <p>3.2 Maintain volunteer lists.</p> <p>3.3 Follow-up and recognize volunteers for their work.</p> <p>3.4 Profile exceptional volunteers on social media.</p> <p><b>4. Community Involvement</b></p> <p>4.1 Create a questionnaire of residents to determine interests and concerns.</p>

	<p>4.2 Audit and catalogue the benefits of RPCA membership.</p> <p>4.3 Promote RPCA volunteer opportunities.</p> <p><b>5. Business Involvement</b></p> <p>5.1 Create survey of local businesses to determine what business and services are in our community.</p> <p>5.2 Maintain and promote our directory of local businesses on the RPCA website.</p> <p>5.3 Reach out to local businesses for sponsorship and cross promotional opportunities.</p> <p><b>6. Media Profile</b></p> <p>6.1 Respond to media requests promptly.</p> <p>6.2 Pitch story ideas to local media.</p> <p>6.3 Develop relationships with local reporters/producers.</p> <p><b>7. Website and Information Technology</b></p> <p>7.1 Continue to refine and improve the RPCA website.</p> <p>7.2 Continue to enhance our use of MailChimp to manage our subscriber database.</p> <p>7.3 Clean up the RPCA email accounts and draft a new IT management strategy.</p> <p><b>8. Community Signage</b></p> <p>8.1 Mount permanent signage to mark RPCA initiatives, like the community gardens, skating rinks, etc.</p> <p>8.2 Create telephone pole street signage advertising Riverside Park along West Walkley Road, to create a sense of awareness of the surrounding community (similar to Alta Vista).</p> <p><b>9. New Member Introductory Package</b></p> <p>9.1 Develop a Welcome package to physically mail to new members of the RPCA to introduce the Board, showcase our work, recruit volunteers, and promote the benefits of membership.</p> <p><b>10. New Homeowner Outreach:</b></p> <p>10.1 Work with Councillor Brockington to develop a “Welcome” package for new homeowners to introduce ourselves, solicit sign-ups, and provide a helpful list of local resources and amenities.</p>
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<p><b>Key Stakeholders:</b> <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• RPCA Members</li> <li>• Residents of Riverside Park (non-members)</li> <li>• Riverside Park Businesses</li> <li>• Local realtors</li> <li>• Local media</li> <li>• River Ward City Councillor</li> </ul>
<p><b>Resources/Budget:</b> <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Organizational website.</li> <li>• Social media accounts.</li> <li>• Access to posting insights.</li> </ul>
<p><b>Sponsorship Possibilities:</b> <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<p><b>Event Sponsorship:</b></p> <ul style="list-style-type: none"> <li>• Approach local businesses to sponsor community events and initiatives.</li> </ul> <p><b>Realtor Relationships:</b></p> <ul style="list-style-type: none"> <li>• Build relationships with local realtors to produce a seller table-top advertisement promoting the broader community “What makes Riverside Park amazing” to help realtors sell the neighbourhood, as much as the home.</li> <li>• Solicit realtors to sponsor the table-topper, the welcome package, and possibly some community swag.</li> </ul> <p><b>Email Newsletter Sponsorship</b></p> <ul style="list-style-type: none"> <li>• Approach local businesses and realtors to solicit advertising for our monthly email newsletters.</li> </ul>

Version Date: January 27, 2021



# COMMUNITY SAFETY COMMITTEE

## 2021-2023 ACTION PLAN

Riverside Park Community Association

Committee Chair:	Mark Staz (Secretary)
Committee Members:	Bryan Parker (RPCA), Laura Young, Joel Duff (President, <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 HCCO.
Committee Email:	<a href="mailto:safety@riversidepark.ca">safety@riversidepark.ca</a>
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"> <li><b>1. Increase awareness of RPCA as a resource for community safety and well-being:</b> <ol style="list-style-type: none"> <li>1.1 Leverage RPCA website for promotion of local safety and reporting information.</li> <li>1.2 Include regular committee reports at RPCA Board meetings.</li> </ol> </li> <li><b>2. Identify safety priorities:</b> <ol style="list-style-type: none"> <li>2.1 Promote Community Safety Committee email address as reporting mechanism for safety-related incidents and ideas.</li> <li>2.2 Survey residents about safety priorities.</li> <li>2.3 Provide opportunities for open discussion following committee reports.</li> </ol> </li> <li><b>3. Foster community engagement related to safety and well-being:</b> <ol style="list-style-type: none"> <li>3.1 Plan safety-oriented events and information sessions or incorporate safety elements into other events.</li> <li>3.2 Promote positive safety practices targeted to issues identified (e.g., appropriate reporting practices currently included on RPCA website).</li> <li>3.3 Collaborate with “Neighbourhood Watch” programs in the community; provide support where appropriate.</li> </ol> </li> </ol>

	<p>3.4 Actively seek opportunities to increase inclusivity through existing events.</p> <p><b>4. Address/acknowledge instances of criminal activity:</b></p> <p>4.1 Ensure that dialogue occurs about safety issues that have taken place or been identified through reports at RPCA meetings and community events.</p> <p><b>5. Advocate against systemic inequities.</b></p> <p>5.1 Acknowledge previous and ongoing instances of inequity, including OPS killings, forceful evictions, and unequal treatment of racialized and marginalized groups and individuals.</p> <p>5.2 Identify and promote policies and programs that aim to change or remove systemic inequities and are built on principles of diversity, inclusion, and equal consideration.</p>
<p>Deliverables and Timeline:</p> <p><i>How will you accomplish your objective, and by when? Deliverables are tangible outputs that enable us to achieve our objectives</i></p>	<p><b>1. Regularly monitor and report on criminal activity in Riverside Park:</b></p> <p>1.1 Use OPS’s Crime Mapping Tool and OPS Newsfeed.</p> <p>1.2 Monitor at least once per month before every RPCA Board meeting.</p> <p><b>2. Work with Communications and Outreach Committee on information dissemination:</b></p> <p>2.1 Include a page dedicated to community safety on RPCA website (possibly coupled with existing information on crime reporting).</p> <p>2.2 Develop safety-related posts for FB and Twitter.</p> <p><b>3. Liaise with local police representative to discuss incidents and opportunities:</b></p> <p>3.1 Include direct communications from local constable on website.</p> <p><b>4. Perform inventory of Neighbourhood Watch programs in the community:</b></p> <p><b>5. Develop or promote safety resources</b></p> <p>5.1 Reporting resources (completed).</p> <p>5.2 Property and vehicle security tips.</p> <p>5.3 “Safe at home” resources.</p> <p>5.4 COVID-19 safety best practices and community support services.</p> <p>5.5 Anti-racism, racialization and marginalization resources.</p> <p><b>6. Recruit additional Committee member.</b></p>

<p>Key Stakeholders: <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• RPCA Members</li> <li>• Residents of Riverside Park (non-members)</li> <li>• Ottawa Police Service</li> <li>• City Councillor</li> <li>• RPCA Communications Committee</li> <li>• Riverside Park Businesses</li> <li>• Local Media</li> <li>• Local Schools</li> </ul>
<p>Resources/Budget: <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• RPCA Website and social media accounts (for notification and information dissemination).</li> <li>• Donated space and minimal funds for events.</li> </ul>
<p>Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• Ottawa Police Service</li> <li>• City Councillor</li> </ul>

Version Date: January 27, 2021





# ENVIRONMENT & PARKS COMMITTEE

## 2021-2023 ACTION PLAN

Riverside Park Community Association

Committee Chair:	Ethila Palit Parna (Director)
Committee Members:	Kate Cathrae (Director), Barbara MacDonald Moore, Tara Peel, Teresa Reeve, David Wilson, Joel Duff (President, <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:	<a href="mailto:Environment@riversidepark.ca">Environment@riversidepark.ca</a>
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"> <li>1. Identify and advocate for issues related to the Committee’s mandate that are of concern to the community.</li> <li>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.</li> <li>3. Mobilize residents to get involved with issues important to the community such as waste management and park and water stewardship.</li> <li>4. Protect existing flora and implement and promote greening programs for public and private lands.</li> <li>5. Promote green innovation and energy efficient building practices for new developments and retrofits.</li> <li>6. Development of an Evaluation process so that new members can get a fair idea of what is done and what needs to be done.</li> </ol>
Deliverables and Timeline:  <i>How will you accomplish your objective, and by when? Deliverables are</i>	<ol style="list-style-type: none"> <li>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).</li> <li>2. Promote and participate in the Mooney’s Bay Pavilion community consultations.</li> </ol>

<p><i>tangible outputs that enable us to achieve our objectives</i></p>	<ol style="list-style-type: none"> <li>3. Collaborate with Gardening Committee for Park clean up.</li> <li>4. Promote awareness of recycling and waste diversion in collaboration with OSEAN.</li> <li>5. Follow up with relevant officials to ensure replanting of removed trees and promote improving the Urban Tree Canopy.</li> <li>6. Continue to pursue officials for installation of Waste and Recycle bins at the parks.</li> <li>7. Develop a Park Maintenance Schedule to assist park staff with safe and timely maintenance of park amenities.</li> <li>8. Pursue installation of Toy bins at selected parks.</li> <li>9. Continue to advocate for the environmental prospective on Planning and Development files.</li> <li>10. Develop a volunteer recruitment strategy to engage the community, Norberry residents, and Brookfield High school students and faculty.</li> </ol>
<p><b>Key Stakeholders:</b> <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• RPCRA Board</li> <li>• Community residents and businesses</li> <li>• City of Ottawa</li> <li>• MP, MPP and City Councillor</li> <li>• Partners and Sponsors</li> <li>• Park Users</li> </ul>
<p><b>Resources/Budget:</b> <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Some supplies and community engagement will be required.</li> </ul>
<p><b>Sponsorship Possibilities:</b> <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• Potential funding/partnership opportunities: City clean-up.</li> <li>• Private/community donations Trees .</li> <li>• Ottawa Tree Fund.</li> <li>• Project-by-project requests.</li> </ul>

Version Date: January 27, 2021



# EVENTS & CULTURE COMMITTEE

## 2021-2023 ACTION PLAN

Riverside Park Community Association

Committee Chair:	Travis Croken
Committee Members:	George Brown, Kate Cathrae (Director), Kallyan Kanti Das, Claudia Salguero, Joel Duff ( <i>President, ex officio</i> )
Committee Terms of Reference:	To organize and oversee all social, cultural, and artistic events and activities of the RPCA, with the goal of fostering community growth and development within Riverside Park.
Committee Email:	<a href="mailto:events@riversidepark.ca">events@riversidepark.ca</a>
Objectives and Measurables: <i>What do you want to accomplish? What are the desired benefits and outcomes? How would you measure success.</i>	<p><b>1. Promote Awareness of the RPCA:</b></p> <ul style="list-style-type: none"> <li>1.1 Possible ideas include murals and painting of electrical boxes.</li> <li>1.2 Signs and flags upon entering the community</li> <li>1.3 Perhaps an art contest for the designs</li> <li>1.4 Continue with Halloween, Christmas, Mother’s Day, and other community special events</li> </ul> <p><b>2. Create a public arts strategy for the community:</b></p> <ul style="list-style-type: none"> <li>2.1 Seek community input on possible projects.</li> <li>2.2 Create murals around the community.</li> <li>2.3 Create local writing events and opportunities.</li> <li>2.4 Create a public arts event for a post-COVID community gatherings.</li> </ul> <p><b>3. Promote and create local artistic and cultural activities:</b></p> <ul style="list-style-type: none"> <li>6.1 Work with local artists to create innovative, eye-catching artworks. i.e. Endangered species sculptures.</li> </ul> <p><b>4. Gather and promote local history:</b></p> <ul style="list-style-type: none"> <li>4.1 Contact local historians and to gather the history of the community.</li> <li>4.2 Invite local historians and story tellers to discuss their knowledge at events/meetings.</li> </ul>

	<p><b>5. Support local arts and artists:</b>  5.1 Highlight local artistic talent. Invite them to participate in events and festivals.</p> <p><b>6. Create festivals and fundraisers:</b>  6.1 Increase the number of local festivals/events.  6.2 Ideas include bonfire for Mooney’s Bay opening/closing, a return to basics with fireworks in a local park.</p> <p><b>7. Support of ongoing festivals:</b>  7.1 Continue and expand our interactions with other community associations. i.e. Hunt Club Fall Festival.  7.2 Seek other local opportunities.</p>
<p>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></p>	<p>1.1 Discussions with local artists by Spring of 2021  1.2 Artwork to commence by Summer/Fall 2021  1.3 Initial Community Arts proposal by February 2021  1.4 First project proposal by March 2021  1.5 Develop community partnerships by Spring 2021  2.1 Discussion with Councilor and local Community Associations by end of Winter 2021. Projects to be completed over next two years.  3.1 Reach out to local historians, Summer 2021, on-going timeline for completion of objectives.  3.2 Create a plan for local developers to include art in the community Summer 2021.  4.1 Compose a working list of local artists, writers, and musicians by Spring 2021.  5.1 Opening of Mooney’s Bay, Spring 2021 if able and/or Spring 2022.  5.2 Discuss cultural aspect of Mooney’s Bay renovation, ensure arts and culture are included in the design.  5.3 Work with Claudia Salguero to create a community mural, based around community writing (Project in planning phase).  5.4 Closing of Mooney’s Bay, Fall 2021 and/or Fall 2022  5.5 Fireworks (Post-COVID).  5.6 Tree Lighting (Post-COVID).  5.7 Rink Opening (Post-COVID).  5.8 Event cross over with other Community Associations.  5.9 Other events TBD.  6.1 Hunt Club Fall Festival, Fall 2021.</p>

<p>Key Stakeholders: <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• RPCA Members</li> <li>• Residents of Riverside Park (non-members)</li> <li>• Local media</li> <li>• Local artists</li> <li>• Local historians</li> <li>• Councilor Brockington</li> <li>• Neighbouring Community Associations</li> </ul>
<p>Resources/Budget: <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Fundraising</li> <li>• Sponsorships</li> <li>• Grants</li> </ul>
<p>Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• City Funding</li> <li>• Provincial Funding</li> </ul>

Version Date: January 27, 2021

# GARDENING COMMITTEE

## 2021-2023 ACTION PLAN

Riverside Park Community Association

Committee Chair:	Kate Cathrae (Secretary)
Committee Members:	Marianne Ariganello, Jocelyn Brown, Laurence Charron Huysecom, Ethila Palit, Sarah Vanden hoven, Joel Duff (President, <i>ex-officio</i> )
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.
Committee Email:	<a href="mailto:gardening@riversidepark.ca">gardening@riversidepark.ca</a>
<p>Objectives and Measurables:</p> <p><i>What do you want to accomplish? What are the desired benefits and outcomes?</i></p> <p><i>How would you measure success.</i></p>	<p>Help neighbours garden for:</p> <ol style="list-style-type: none"> <li>1. beauty,</li> <li>2. food,</li> <li>3. ecological benefit.</li> </ol> <p>Desired benefits: Improve biodiversity of plants and wildlife in our neighbourhood. Improve food security by enabling more residents to grow their own food or have access to fresh produce.</p> <p>Success is measured by an increase in more front/backyard gardens, increases in the conversion of monoculture areas (parks, boulevards, yards) to naturalized lands.</p>
<p>Deliverables and Timeline:</p> <p><i>How will you accomplish your objective, and by when? Deliverables are</i></p>	<p><b>1. Garden for Beauty:</b></p> <ol style="list-style-type: none"> <li>1.1 Curbside Giveaway weekend (annual event).</li> <li>1.2 Feature local garden/ers in photos online.</li> <li>1.3 Pursue boulevard gardening with the City. (adopt a road/beautification project 2021? Application pending)</li> </ol>

<p><i>tangible outputs that enable us to achieve our objectives</i></p>	<p>1.4 Connect with local schools to assist in closing the maintenance gap for schoolyard gardens over the summer.</p> <p><b>2. Garden for Food:</b></p> <p>2.1 Community Garden maintenance and expansion (2021/22 application process for permanent home for garden &amp; applying for Just Food grant).</p> <p>2.2 Promote information about backyard/front yard growing (host webinars, share webinars, establish master gardener mentorship program).</p> <p>2.3 Organize bulk compost/mulch purchase fundraiser for the MBCG.</p> <p>2.4 Continue to pursue contacts with local schools to assist in closing the maintenance gap over the summer session for schoolyard gardens.</p> <p>2.5 Continue to support Fielding School gardens.</p> <p>2.6 Provide support for neighbourhood Apple Orchard initiative by hosting a grafting seminar. (early spring 2021)</p> <p>2.7 Pursue opportunities to make connections with local commercial landowners to host fruit bearing trees, or food gardening boxes. (spring/summer 2021 ongoing)</p> <p>2.8 Encourage a relationship between residents and local food banks. Coordinate adopt a row/give a row either within Riverside Park or with local food banks?</p> <p><b>3. Gardening for Ecological Benefit:</b></p> <p>3.1 Pursue opportunities to establish rain gardens in feasible locations in our neighbourhood (ie. Walkley Road, Mooney's Bay Place beautification project application pending).</p> <p>3.2 Maintain pollinator strip at Fielding School (established 2020)</p> <p>3.3 Pursue new opportunities for native/pollinator gardens. (ongoing)</p> <p>3.4 Assist Parks and Environment in organizing twice yearly clean up events for parks and roadsides. (spring/fall)</p> <p>3.5 Coordinate local volunteers for tree planting at Hog's Back with Forêt Capitale. (spring 2021 planting, 3 year stewardship)</p> <p>3.6 Provide opportunities for native species seed and plant swaps.</p>
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<p>Key Stakeholders: <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• RPCA Board and Members</li> <li>• Other RPCA Committees</li> <li>• Residents</li> <li>• Councillor/ City staff</li> <li>• Just Food</li> <li>• Food Banks</li> <li>• Fletcher Wildlife Gardens</li> <li>• Foret Capitale Forest</li> </ul>
<p>Resources/Budget: <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Social media</li> <li>• Newsletters</li> <li>• Webinar hosting</li> <li>• Flyers to advertise initiatives</li> <li>• Support from Treasurer for MBCG</li> </ul>
<p>Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• Just Food Grants for community gardens</li> <li>• Garden rental fees to collect</li> <li>• Sponsorships from local businesses</li> <li>• Project specific grants/funding as applicable</li> </ul>

Version Date: January 27, 2021





**LAND USE, DEVELOPMENT, & TRANSPORTATION COMMITTEE:  
SUB-COMMITTEE ON PLANNING &  
DEVELOPMENT**

**2021-2023 ACTION PLAN**

Riverside Park Community Association

Committee Chair:	Katie Raso (Director)
Committee Members:	Travis Croken (Vice-President), Adrian Fournier, Stephen Magro, Terry Wood (Director), Sharon Von Schoenberg, Joel Duff (President, <i>ex-officio</i> )
Committee Terms of Reference:	To monitor and provide recommendations on proposals for land use or site plans that might affect the well-being of the Riverside Park community.
Committee Email:	<a href="mailto:planning@riversidepark.ca">planning@riversidepark.ca</a>
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"> <li>1. Balance the City's 5 Big Moves with the needs of the Riverside Park community.</li> <li>2. Provide a community-first vision of the future of Riverside Park that grounds our reactions to new projects and proposals in a set of clear criteria.</li> <li>3. Act as a conduit between our community and the city for ensuring community feedback is (a) adequately solicited and (b) meaningfully considered.</li> <li>4. Ensure that members of the Riverside Park community feel engaged in the development of their community and reflected in the changes.</li> <li>5. Help build a community that meets the needs of all of our residents.</li> </ol>
Deliverables and Timeline:	<ol style="list-style-type: none"> <li>1. Compile and finalize RPCA comments on the New Official Plan before the Feb 17 deadline.</li> </ol>

<p><i>How will you accomplish your objective, and by when? Deliverables are tangible outputs that enable us to achieve our objectives</i></p>	<ol style="list-style-type: none"> <li>2. Continue to track the progress of ongoing projects (Brookfield, Canoe Bay, Norberry, Riverside Mall, St. Patrick's Home and YSB, Mooney's Bay Child Care) and new projects as they arise (timeline: ongoing).</li> <li>3. Attend and report back from monthly meetings of the Federation of Citizens' Associations of Ottawa to collaborate with other communities across the city on larger projects that span neighbourhoods (timeline: ongoing).</li> <li>4. Prepare a vision for the Riverside Park community with a set of criteria against which we can evaluate future projects (timeline: 18 months).</li> <li>5. Increased community input, engagement, and feedback mechanisms during the start of the Bank Street redevelopment (the majority of this project will occur after the timeline of this plan however the critical pre-tender timeline is January 2021-January 2022).</li> </ol>
<p><b>Key Stakeholders:</b> <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• RPCA Members</li> <li>• Councillor Brockington</li> <li>• Residents of Riverside Park (non-members)</li> <li>• City planners</li> <li>• Adjacent community associations</li> <li>• FCA members</li> <li>• Local businesses</li> <li>• Builders and property developers</li> <li>• City-wide interest groups (e.g. Ecology Ottawa, Stop Gap Ottawa)</li> </ul>
<p><b>Resources/Budget:</b> <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Optional/possible resource costs to rent space for community engagement events when vaccines allow.</li> <li>• Marketing costs to promote community input in feedback drives.</li> </ul>
<p><b>Sponsorship Possibilities:</b> <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• Unlikely unless a program like Engage Ottawa opens up a parcel of money which, given the impact of COVID on municipal budgets, seems unlikely.</li> </ul>

Version Date: January 27, 2021



# LAND USE, DEVELOPMENT, & TRANSPORTATION COMMITTEE: SUB-COMMITTEE ON TRANSPORTATION, TRANSIT, & TRAFFIC SAFETY 2021-2023 ACTION PLAN

Riverside Park Community Association

Committee Chair:	Terry Wood (Director)
Committee Members:	Lew Burpee, Adrian Fournier, Bob Laird, Marika Magro, Katie Raso (Director), Natalie Reindeau, Joel Duff (President, <i>ex-officio</i> )
Committee Terms of Reference:	To monitor and address concerns about transportation, traffic safety and transit developments affecting the safety and well-being of Riverside Park.
Committee Email:	<a href="mailto:transportation@riversidepark.ca">transportation@riversidepark.ca</a>
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"> <li>1. Safer streets with better managed traffic flows for all users.</li> <li>2. Reliable, accessible and affordable OC Transpo bus and LRT service meeting the community's growing needs.</li> <li>3. De-classification of West Walkley Road as an arterial route.</li> <li>4. Addressing community concerns about major transportation projects in progress or planned (e.g. LRT Trillium Line, Airport Parkway Expansion).</li> </ol>
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"> <li>1. Continued close cooperation with Councillor Brockington to deliver a realistic and timely West Walkley Rd Traffic Calming Pilot Project testing measures to be implemented by the City as part of the Airport Parkway Expansion Project, notably lane closures (2H2021).</li> <li>2. Identification and evaluation of, and follow-up with the Councillor and City traffic planners, about other traffic</li> </ol>

	<p>calming measures for West Walkley Rd (especially between McCarthy Rd and Riverside Dr), Riverside Dr, and adjoining streets (e.g. installation of planters, testing lane closures, and photo radar for WWR) (2021).</p> <p>3. Regular liaison with OC Transpo planners and Councillor Brockington to ensure that (a) post-pandemic transit service remains adequate; and (b) Trillium line LRT and bus service are well integrated and adequately meet the community's needs (2H2021).</p> <p>4. Address community concerns about transportation and traffic safety issues arising from major City initiatives such as the Airport Parkway Expansion Project (e.g. off-ramp and roundabout), the new Official Plan and Transportation Master Plan, and other major projects with potential implications for Riverside Park (e.g. Bank St renewal and Secondary Plan) (Ongoing)</p>
<p><b>Key Stakeholders:</b> <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• RPCA Members;</li> <li>• Councillor Brockington;</li> <li>• Residents of Riverside Park (non-members);</li> <li>• City transportation &amp; transit planners;</li> <li>• Adjacent community associations (particularly Hunt Club and Ridgemont);</li> <li>• Existing transportation and other city-wide interest groups (e.g. FCA Transportation Committee; Ecology Ottawa); and</li> <li>• Local businesses and media.</li> </ul>
<p><b>Resources/Budget:</b> <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Depends on nature of initiative/action/project to be undertaken.</li> <li>• Human capital (active committee members) most important immediate and on-going need.</li> </ul>
<p><b>Sponsorship Possibilities:</b> <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• Likely quite limited outside of whatever Councillor and/or City may be able to provide.</li> <li>• An initiative for a comprehensive longer-term Riverside Park development vision/plan might be of interest to some community business or other interests.</li> </ul>

Version Date: January 27, 2021



# LIBRARIES COMMITTEE ACTION PLAN

Riverside Park Community Association

Committee Co-Chairs:	Gillian Wintonic (RPCA), Christine Johnson (HCCA)
Committee Members:	John Reid (HCCA), Linda Sabine (HCCA), Barb Shae (HCCA), Joel Duff (RPCA President, <i>ex-officio</i> )
Committee Terms of Reference:	This is a joint committee with the Hunt Club Community Association (HCCA) with a mandate to bring library programs and services to our community centre; improve our visibility with OPL decision-makers; support OPL's strategic plan, where appropriate; and establish a strong relationship with the Friends of the Ottawa Public Library Association (FOPLA).
Committee Email:	<a href="mailto:Libraries@riversidepark.ca">Libraries@riversidepark.ca</a>
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"> <li>1. <b>Maintain and improve OPL services provide to and within our community.</b></li> <li>2. <b>Promote OPL services within our community.</b></li> </ol>
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"> <li>1. <b>The Library Committee will collaborate with OPL staff and our city Councillor to ensure that:</b> <ol style="list-style-type: none"> <li>1.1 Leverage a library services programming and needs assessment for the Hunt Club and Riverside Park Communities be conducted in 2021, for which the HCCA wishes to participate in the selection of contractor(s) and to be an active partner in all phases of the needs assessment, including the development of criteria;</li> <li>1.2 Hold Lockers in the HC-RP Community Centre be filled 2X /week AND that the Return Box be emptied 2X / week by OPL staff upon the reopening of our community centre; and</li> <li>1.3 That the OPL provide assistance with initiatives or one-off events which HCCA or RPCA may undertake, when they are of cultural or literary</li> </ol> </li> </ol>

	<p>nature. This assistance could take the form of posting an event on OPL's website, being a partner in a design or delivery of such an event, being an event sponsor or a financial contributor. HCCA, RPCA and OPL would discuss and agree on the specifics as needed.</p> <p><b>2. Creation of a Library Services page on the RPCA website that will serve to publicize the vision of the committee and assist in recruiting new members and support.</b></p>
<p><b>Key Stakeholders:</b> <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• Residents of Riverside Park and Hunt Club</li> <li>• River Ward Councillor</li> <li>• City of Ottawa</li> <li>• Ottawa Public Library (OPL)</li> <li>• Friends of the Ottawa Public Library Association (FOPLA)</li> </ul>
<p><b>Resources/Budget:</b> <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Assistance with website creation</li> <li>• Assistance from the River Ward Councillor</li> </ul>
<p><b>Sponsorship Possibilities:</b> <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• No funding opportunities identified at this time, however it is expected that the Library Committee will seek funding from OPL and corporate sources.</li> </ul>

Version Date: January 27, 2021



# RINKS & RECREATION COMMITTEE

## 2021-2023 ACTION PLAN

Riverside Park Community Association

Committee Chair:	Andrew Wintonic
Committee Members:	Joel Duff ( <i>President, ex officio</i> )
Committee Terms of Reference:	To organize and oversee the recreational activities of the RPCA, including the management of neighbourhood skating rinks.
Committee Email:	<a href="mailto:recreation@riversidepark.ca">recreation@riversidepark.ca</a> <a href="mailto:rinks@riversidepark.ca">rinks@riversidepark.ca</a>
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"> <li>1.1 Re-launch a rink at Paget Park to serve the local neighbourhood and the residents of the nearby apartments and condos.</li> <li>1.2 Manage and maintain staffed puddle rinks at Arnott Park, Paget Park and Pauline Vanier, as well as a boarded rink at Pauline Vanier.</li> <li>1.3 Develop a solid base of volunteers, including rink managers for each rink.</li> <li>1.4 Promote rinks to local community and on social media.</li> <li>1.5 Implement Covid-Safety protocols at all rinks, as per provincial and municipal public health protocols.</li> <li>1.6 Secure local sponsorship of Pauline Vanier rink.</li> </ol>
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"> <li>2.1 Recruit volunteers from local high schools (2021/2022 season and ongoing)</li> <li>2.2 Postings at Field House for each rink (February 2020)</li> <li>2.3 Network with people using rink facilities (ongoing)</li> <li>2.4 Coordinate with Events committee to hold a Rink Opening Ceremony (2021/2022 season)</li> <li>2.5 Post regular updates on rink status and rink volunteers to social media (ongoing)</li> <li>2.6 Install signage at all rink locations, advertising the role of the RPCA (2021/2022 season)</li> <li>2.7 Use inventory of local businesses to promote sponsorship opportunities (2021/2022 season)</li> </ol>



<p>Key Stakeholders: <i>Who will need to be involved/consulted?</i></p>	<ul style="list-style-type: none"> <li>• Students</li> <li>• Residents of Riverside Park</li> <li>• High Schools Administrations</li> <li>• Local businesses</li> <li>• City of Ottawa</li> </ul>
<p>Resources/Budget: <i>What resources will you need to complete your deliverables?</i></p>	<ul style="list-style-type: none"> <li>• Rink operating costs are subsidized through city funding.</li> <li>• The surplus generated from rinks will be used to support the activities of the Association.</li> </ul>
<p>Sponsorship Possibilities: <i>Are there potential funding opportunities to pursue? Consider grants, city programs, private sponsorship etc.</i></p>	<ul style="list-style-type: none"> <li>• Potential to add signs on boards at Pauline Vanier.</li> </ul>

Version Date: January 27, 2021