

CENTRETOWN CITIZENS COMMUNITY ASSOCIATION
Board Meeting – APPROVED AGENDA
Tuesday, 17 September 2013
7 – 9 p.m., Ottawa City Hall, Billings Room

Agenda

1. Call to Order, Welcome and Board Member Regrets	2
2. Adoption of the Agenda	2
3. Presentations	2
4. Approval of Last Meeting’s Minutes and Business Arising	2
5. Announcements	2
6. Somerset Ward Councilor's Report	2
7. Executive and Committee Reports	2
7.1 President (by Jordan Charbonneau)	2
7.2 Vice-President (by Robert Dekker)	3
7.3 Corporate Secretary (by Lauren Rock)	3
7.4 Membership Secretary (by Scott Gorry)	3
7.5 Treasurer (by Alice Nakanishi)	3
7.6 Executive Committee (by Robert Dekker, chair)	7
7.7 Heritage Committee (by Katherine Charbonneau, chair)	7
7.8 Planning Committee (by Judy Forrest, co-chair)	8
7.9 Seniors Committee (by Patricia Marsden-Dole, chair)	11
7.10 Transportation Committee (by Michel-Adrien Sheppard, chair)	11
7.11 Trees and Greenspace Committee (by Bonnie Mabee, chair)	13
7.12 Minto Park Games Tables Committee (by Georgia Lay, chair)	13
7.13 By-Law and Policy Review Committee (by Jordan Charbonneau on behalf of Charles Akben-Marchand, chair)	14
8. Other Reports and Business	14
9. Question Period	17
10. Forward Agenda Items	17
11. Adjournment	18
12. Annex A: Games Table Plan	18
13. Annex B: Games Table Agreement (Signed)	18
14. Annex C: Amended CCCA By-Laws	18
15. Annex D: Amended CCCA Communications Policy	18
16. Annex E: September 2013 Energy Retrofits Campaign Letter	18

1. Call to Order, Welcome and Board Member Regrets

2. Adoption of the Agenda

(MOTION) That the Board approve this draft agenda.

3. Presentations

3.1 Centretown Community Health Centre: Jeff Morrison, president of the Centretown Community Health Centre, will be speaking to us of issues of mutual concern to our organizations to strengthen the ties between the CCCA and the CCHC. In turn, I will be speaking at the CCHC's monthly board meeting on 24 September.

3.2 Royal Oak (Gloucester/Bank location): Jonathan Hatchell, Chief Executive Officer at Royal Oak Pub Group, will share with the CCCA the restaurant's plans at this particular location as it seeks to expand and install a wheelchair accessible washroom.

4. Approval of Last Meeting's Minutes and Business Arising

(MOTION) That the Board approve the minutes of its 16 April 2013 meeting.

(MOTION) That the Board approve the minutes of its 30 April 2013 meeting.

(MOTION) That the Board approve the minutes of its 21 May 2013 meeting.

(MOTION) That the Board approve the minutes of its 18 June 2013 meeting.

5. Announcements

5.1 2013 Annual General Meeting: Our 2013 Annual General Meeting will be taking place at the McNabb Recreation Centre (180 Percy Street) on Tuesday, 22 October 2013. Be sure to attend to vote for the 2013/14 CCCA president and board of directors, not to mention learn what's going on in Centretown and network with friends and neighbours.

6. Somerset Ward Councilor's Report

7. Executive and Committee Reports

7.1 President (by Jordan Charbonneau)

I have still not heard from anyone interested in filling the role of president when I step down at the end of my term. If you know of anyone who has expressed interest or who you think would be a good candidate, please let me know as soon as possible at president@centretowncitizens.ca or 613-236-6678.

I have been in contact with Christine Leadman from the Bank Street Business Improvement Area about speaking at our October AGM on the subject of commercial uses in Centretown and fostering greater links between the CCCA and businesses. Other possible speakers include Lee Ann Snedden, on planning in the City of Ottawa, particularly as it relates to our community design plan, and the [Ottawa Neighbourhood Study](#), about their work.

I am still hoping to do some membership drives with board members over the next month, but have only heard back from a few board members in response to my initial request. Please indicate your preferred date and time for accompanying me as we seek to spread the word about the association.

7.2 Vice-President (by Robert Dekker)

The CCCA Executive Committee did not meet over the summer.

Carleton University is back in session and requests for interviews have been received. In the short time the Journalism students have been back I have fielded media requests on the following topics:

1. Ottawa Tourism receiving space in the Morguard building and the loss of concert hall and what it means to the arts in our community
2. The lack of dog parks in Centretown, or are there enough? I referred this to anyone on the CCCA Board and CCCA Planning Committee to comment on. I do not have a dog so I would not know the answer to this.

7.3 Corporate Secretary (by Lauren Rock)

No report received.

7.4 Membership Secretary (by Scott Gorry)

No report received.

7.5 Treasurer (by Alice Nakanishi)

- Fiscal year ended on August 31, 2013.
 - Received 138 membership fees in 2012/2013 fiscal year.
 - Received \$365.56 in general donations in 2012/2013 fiscal year.
- Received \$40.00 in membership fees in June, 2013 (including \$20.00 via PayPal).
- Received \$5.00 in membership fees in September, 2013 to date.
- Received \$72.15 in donations in June, 2013 (including \$25.00 via PayPal and \$32.15 at June 15, 2013's Minto Park Sale BBQ).
- Final results from Minto Park Sale held on Saturday, June 15, 2013:
 - BBQ:

- Gross sales from food and drinks = \$735.00.
- Membership fees = \$20.00.
- Donations received with membership fee = \$15.00
- Donations received from general public = \$32.15
- Expenses (sausages, hot dogs, veggie dogs, buns, condiments, drinks, propane gas, plastic tablecloths, napkins) = \$299.86.
- Received donations-in-kind (drinks, ice) from Hartman's YIG.
- Received two \$25.00 gift cards from Loblaws (Isabella St.)
- Received donations-in-kind (drinks) from Lili Weeman.
- Received donations-in-kind (condiments, propane gas for BBQ) from G. Lay, C. Akben-Marchand, A. Nakanishi.
- Contribution to Diane Holmes Fund, Minto Park Sale's charity benefit (50% of net sales from BBQ) = \$242.57.
- Net proceeds from BBQ (50% of net sales from BBQ) = \$242.57.
- Thank you to Charles Akben-Marchand for use of his BBQs.
- Thank you to the volunteers: Joan Spice, Charles Akben-Marchand, Debbie Hanscom, Norman Fee, Alice Nakanishi.
- e-Waste Collection:
 - Expect to receive \$155.40 from Ontario Electronic Stewardship for 0.840 tonnes of electronics collected.
 - Thank you to the volunteers: Michael Lambert, Tyler Botten, Paul Mennier, Heather Elliott and friend.
- Games Tables:
 - Proceeds from sale of baked goods = \$265.00.
 - Baked goods were donated.
 - Thank you to the volunteers: Georgia Lay and her team.
- T&G Plant Sale:
 - Gross sales from plants = \$537.50.
 - Proceeds from leftover plants after June 16, 2012 = \$85.00.
 - Expenses (plants) = \$155.65.
 - Some plants were donated.
 - Thank you to the volunteers: Bonnie Mabee and her team.
- Renewed commercial liability insurance for CCCA under City of Ottawa Community Association Program, policy number AC20110506-13-21 with Halpenny Insurance Brokers Ltd., for the period from June 1, 2013 to June 1, 2014.
 - Third party general liability insurance coverage provided at no cost to CCCA.
 - Deductible = \$500.00
 - This insurance coverage does not include directors' and officers' liability insurance.
 - Certificates of Insurance for CCCA and DCA have been provided to CCOC for use of 101-210 Gloucester St.

- **Question:** Similar to last year, is there interest in hosting another Electronic Waste Collection Event on the Saturday of the Thanksgiving Weekend (Sat., Oct. 12, 2013) at the McNabb Community Centre? If so, then:

(MOTION) That CCCA agrees to host an Electronic Waste Collection Event at the McNabb Recreation Centre on Saturday, October 12, 2013 in conjunction with Ontario Electronic Stewardship (“OES”) and authorizes Alice Nakanishi to sign the OES Event Agreement on behalf of CCCA.

- Volunteers will be needed to advertise the event prior to October 12, 2013. Also, at least 3 or 4 volunteers will be needed on the day of the event. Main task on the day of the event is to ensure that electronics dropped off and loaded into the waste bin are one of the acceptable items.
- Summary of Finances (2012/2013):

**Centretown Citizens Community Association
2012/2013 Fiscal Year
(September 1st, 2012 - August 31, 2013)**

	<u>General Fund</u>	<u>Tree Fund</u>	<u>Chess Table Fund</u>	<u>Total</u>
<u>Income:</u>				
Membership Fees (Prior Fiscal Year (August, 2012))	15.00			15.00
Membership Fees (Sept., 2012 to pre-Nov. 21, 2012's AGM)	120.00			120.00
Membership Fees (At or Post Nov. 21, 2012's AGM)	570.00			570.00
Donations - General	365.56			365.56
Donation to Chess Table Fund received from C. MacDonald (Nov. 2012)			50.00	50.00
Donation to Chess Table Fund received from J. Forrest (May, 2013)			50.00	50.00
Donation to Chess Table Fund received from J. Spice (May, 2013)			20.00	20.00
Donation to Chess Table Fund received from Saumweber (June, 2013)			50.00	50.00
Fundraising Events:				
eWaste Collection Fee, Oct. 6, 2012.	908.35			908.35
Games Tables Fundraising Dinner, Mar. 5, 2013			1,100.00	1,100.00
CDP Public Meeting, Apr. 23, 2013	361.05			361.05
T&G Plant Sale (May 18, 2013)		390.00		390.00
Minto Park Yard Sale, BBQ, June 15, 2013	735.00			735.00
Minto Park Yard Sale, Plant Sale, June 15, 2013		537.50		537.50
Minto Park Yard Sale, Bake Sale, June 15, 2013			265.00	265.00
2013 City of Ottawa Community Grant received for purchase and installation of one games table at Minto Park in Aug., 2013, net of funds raised by CCCA and transferred to City of Ottawa. (City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)			5,900.52	5,900.52
Interest Earned From GICs	6.90	20.08		26.98
Subtotal:	3,081.86	947.58	7,435.52	11,464.96

Expenses:

Professional planning services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (Momentum-Planning And Communication, Chq No. 00006, Oct. 9, 2012).	1,525.50		1,525.50
Payment for 1 commemorative tree planted at Jack Purcell CC in Fall, 2012 (City of Ottawa, Chq No. 00005, Oct. 9, 2012)	452.00		452.00
Buzz Ad for AGM notice (Centretown Buzz, Chq. No. 00007, Nov. 12 2012)	150.00		150.00
Transfer Chess Table funds from donors eligible for 2012 tax receipts to City of Ottawa (City of Ottawa, Chq No. 000008, Dec. 18, 2012)		665.00	665.00
McNabb CC meeting room rental fee for Nov. 21, 2012 AGM (A. Nakanishi, Chq No. 000009, Jan. 2, 2013)	44.60		44.60
Arborist services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (E&S Experts, Chq No. 000010, Jan. 15, 2013)	116.40	200.00	316.40
Architectual services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (Kariouk Associates, Chq No. 000011, Jan. 18, 2013)	432.23		432.23
Arborist services related to OMB appeal on City's approval of development at 96 Nepean St., Ottawa, ON (E&S Experts, Chq No. 000013, Feb. 21, 2013)	116.40	200.00	316.40
Buzz Business Card Ad for Games Tables Fundraising Dinner, Mar. 5, 2013 (Centretown Buzz, Chq. No. 000014, Feb. 21 2013)		35.00	35.00
Meal costs for Games Tables Fundraising Dinner, Mar. 5, 2013 (East India Company, Cash Pymt, Mar. 5, 2013)		440.00	440.00
Federation of Citizens' Associations Members Annual Fee For 2013 (FCA, Chq No. 000012, Feb. 21, 2013)	30.00		30.00
Supplies For T&G's May & June, 2013's Plant Sales (Richmond Nursery Inc., Chq No. 000015, May 6, 2013)		155.65	155.65
Buzz Ad on Centretown CDP public meeting scheduled for April 23, 2013 (Centretown Buzz, Chq. No. 00016, May. 28 2013)	150.00		150.00
OMB appeal application fee for City of Ottawa Official Plan Amendment No. 117 (TD draft memo (certified cheque) no. 62668221, transit serial no. 354-62668221, payable to Minister of Finance, June 5, 2013)	125.00		125.00
Transfer \$1,343.71 from Chess Table funds including donors eligible for 2013 tax receipts and \$423.62 from Tree Fund to City of Ottawa for installation of game table at Mindo Park. (City of Ottawa, Chq No. 000017, June 28, 2013)	423.62	1,343.71	1,767.33
Postage for letters to Chess Table donors; (A. Nakanishi, Chq. No. 000018, June 28, 2013)		26.88	26.88
Ticket printing costs for Mar. 5, 2013's Games Tables Fundraising Dinner; (A.Nakanishi, Chq. No. 000018, June 28, 2013)		4.41	4.41
Dominion Chalmers Church meeting room rental fee for Apr. 23, 2013 CDP Public Meeting (Dominion Chalmers United Church, Chq No. 000019, Aug. 12, 2013)	300.00		300.00
Costs incurred from Minto Park Sale's BBQ, June 15, 2013. (A. Nakanishi, Chq No. 000020, Aug. 12, 2013)	249.86		249.86
Donation to Diane Holmes Fund (50% of net proceeds from Minto Park Sale's BBQ (50% of \$485.14)). (Diane Holmes Fund, Chq No. 000021, Aug. 12, 2013)	242.57		242.57
Return of Chess Table funds transferred to City of Ottawa on Dec. 18, 2012.(City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)		-665.00	-665.00
Return of funds transferred to City of Ottawa on June 28, 2013. (City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)	-423.62	-1,343.71	-1,767.33
Purchase of games table equipment installed at Minto Park on Aug. 21, 2013. (Enviro-Curb Manufacturing Inc., Invoice No. 4158, Chq No. 000022, Aug. 23, 2013)		3,310.90	3,310.90
Installation of concrete pad and games table equipment at Minto Park on Aug. 21, 2013. (Crolla Construction Corporation, Invoice No. 13019, Chq No. 000023, Aug. 23, 2013)	423.62	4,599.23	5,022.85
PayPal Transaction Fees incurred in prior fiscal year (August, 2012)	0.90		0.90
PayPal Transaction Fees incurred pre-2012 AGM (Sept.-Nov. 20, 2012)	6.55		6.55
PayPal Transaction Fees incurred post-2012 AGM (Nov., 2012-Aug., 2013)	14.25		14.25
Banking Fees - Account Fees	2.00		2.00

Subtotal:	3,506.26	1,431.27	8,416.42	13,353.95
Surplus:	-424.40	-483.69	-980.90	-1,888.99
Funds:				
Beginning Balance @ September 1, 2012:	5,396.94	6,040.52	980.00	12,417.46
Ending Balance @ August 31, 2013:	4,972.54	5,556.83	-0.90	10,528.47
Change in Funds	-424.40	-483.69	-980.90	-1,888.99
Bank Account, Investments:				
Chequing Account, Ending Balance @ August 31, 2013:	2,950.64	3,529.25	-0.90	6,478.99
TD 1 Yr Cashable GIC, November 15, 2012 to November 15, 2013, @ 0.8000% p.a.	2,021.90	0.00	0.00	2,021.90
TD 1 Yr Cashable GIC, July 11, 2013 to July 11, 2014, @ 0.800% p.a.	0.00	2,027.58	0.00	2,027.58
Total Funds	4,972.54	5,556.83	-0.90	10,528.47
Outstanding Income/Refunds:				
Outstanding Expenses/Disbursements:				
Upcoming Income/Refunds:				
Minto Park Yard Sale, eWaste Collection Fee, June 15, 2013	155.40			155.40
Upcoming Expenses:				
Web hosting 2013 renewal fee with WebHost4Life for its Basic Plan = \$112.39 CAD (c. \$108 USD). Last year's payment was due on Jan. 24, 2012. Service renews on Feb. 8, 2013; 2012's renewal fee = \$111.50 CAD (\$107.40 USD); (C. Akben-Marchand)	112.39			112.39
Plant 2 trees with guard at 551 Gladstone Ave (City of Ottawa)		1,304.00		1,304.00
Other:				
Funds Held By City of Ottawa:				
Chess Table funds transferred to and held by City of Ottawa (Dec., 2012-Apr., 2013) for installation of game table at Minto Park in August, 2013			665.00	665.00
Funds transferred to and held by City of Ottawa (May, 2013-June, 2013) for installation of game table at Minto Park in August, 2013		423.62	1,343.71	1,767.33
Subtotal	0.00	423.62	2,008.71	2,432.33
Return of funds transferred to City of Ottawa (City of Ottawa, Document No. 1901765632 & 2001362150, Chq No. 0849535, \$8,332.85)		423.62	2,008.71	2,432.33
Outstanding Balance	0.00	0.00	0.00	0.00

Last Updated: September 11, 2013

7.6 Executive Committee (by Robert Dekker, chair)

See vice-president's report above.

7.7 Heritage Committee (by Katherine Charbonneau, chair)

The Friends of James and Bay have formed a heritage sub-committee to address any heritage-related aspects of the development application at 186 James St. and to explore future opportunities to raise awareness of and document the heritage resources on James St. and surrounding areas in western Centretown.

Heritage Ottawa will be hosting its annual Heritage Forum on September 28. The theme of this year's forum is "Protecting Heritage is Our Business" and will provide Ottawa communities with an opportunity to share experiences and learn what other communities are doing to identify and protect heritage buildings and landscapes that are important to them. All are welcome. Please RSVP by September 23 to Heritage Ottawa/Linda Hoad: lmhoad@magma.ca.

President's note: Interested individuals can contact me for a copy of the program and agenda of the Heritage Forum.

7.8 Planning Committee (by Judy Forrest, co-chair)

11, 15, 19 Frank Street

Following received from OCH: "The Ottawa Community Housing Corporation is looking into the future redevelopment of 11, 15, and 19 Frank Street. This redevelopment has the potential to increase the number of residential units available in the Centretown area while more positively addressing the streetscape along Frank and Robert Streets and better complementing the surrounding built form. If your organization would like to provide any comments during this preliminary research process, we would very much like to hear them."

(MOTION) That CCCA propose to Ottawa Community Housing that any redevelopment should incorporate:

- *Ground oriented family units*
- *Underground parking*
- *Affordable component, ideally 35% rent-geared-to-income*
- *Accessibility for those with disabilities*
- *Adequate greenspace*

Public meetings

Meetings are scheduled for 16 Sept 2013 on the following:

- Infill housing policy – City consultation <http://ottawa.ca/en/city-hall/public-consultations/planning-and-infrastructure/public-consultations-residential>
- Zoning Study on Residential Conversions - study relates to the conversion of one-, two- and three- unit dwellings to dwellings of three or more units.
- Museum of Nature West Side Update

Verbal updates to be provided at the Board meeting.

Official Plan Review

To be submitted later

186 James

Several members of the Friends of James and Bay attended the August 12 CCCA Planning Committee meeting to bring to our attention and seek CCCA support in opposing a proposed development at 186 James, currently an apt building with 3 apartments. At that point, the developer had applied for permission to create a 15-unit low-rise rental apartment building and a reduction in the parking spaces from 10 to zero. On the recommendation of the PC Committee, the Board approved by e-mail vote a motion opposing this development, the result of which the president communicated to the City. Since the PC meeting, the developer's proposal has been modified but not to the satisfaction of the community. "The Friends of James and Bay" is now a registered Community Group set up to fight the proposed Cash-in-Lieu of Parking application at 186 James Street. They are also seeking support to oppose the inappropriate conversion project in their neighbourhood which they are calling the James Street Annex (Somerset-Percy-Gladstone-Kent corridor). They sponsored a public meeting on Saturday, 14 September to bring together like-minded citizens "to share knowledge and brainstorm a strategy to address the problems associated with the City of Ottawa's Intensification, InFill, Conversion and Zoning and Parking bylaws." It may be appropriate for the CCCA Board to take further supportive action.

(RATIFICATION OF EMAIL MOTION) Recommend that the CCCA oppose this application.

As per email dated 13 August 2013. Passed by email with 7 in support (C. Akben-Marchand, J. Charbonneau, R. Dekker, J. Forrest, P. Marsden-Dole, A. Nakanishi, D. Woods). No response received from L. Weemen.

After the response was submitted to the City, the following votes were received:

Support: N. Fee, D. Gladstone, S. Gorry, L. Rock

Abstain: H. McCandless

150 Elgin

Request to City to approve lease to Ottawa Tourism as public benefit – approved by City Council on September 12. No notification to CCCA.

429 MacLaren

Expansion of beauty salon/spa in the CHCD. The CCCA board voted to oppose the application by email, which the president communicated to the City.

(RATIFICATION OF EMAIL MOTION) Recommend that CCCA oppose this application as we do not support expansion of commercial uses in a residential area.

As per e-mail dated 13 August 2013. Passed by email with 7 in support (C. Akben-Marchand, J. Charbonneau, R. Dekker, J. Forrest, P. Marsden-Dole, A. Nakanishi, D. Woods). No response received from L. Weemen.

After the response was submitted to the City, the following votes were received:

Support: D. Gladstone, S. Gorry, L. Rock

Oppose: N. Fee

Abstain: H. McCandless

160 Waverley

Owner wants to convert her existing dwelling (former BandB) into a three unit apartment dwelling which requires several variances. Recommended by email that CCCA oppose due to reduction in yard area, setbacks and reduction in parking. (CCCA representative at COA spoke against the proposal. Approved by COA. Deadline to appeal 19 Sept 2013 – no action proposed)

(RATIFICATION OF EMAIL MOTION) Recommend that CCCA oppose due to reduction in yard area, setbacks and reduction in parking.

As per e-mail dated 13 August 2013. Passed by email with 8 in support (C. Akben-Marchand, R. Dekker, N. Fee, J. Forrest, D. Gladstone, P. Marsden-Dole, L. Rock, D. Woods). Opposed: J. Charbonneau, S. Gorry. Abstained: H. McCandless, A. Nakanishi. No response received from L. Weemen.

511 Kent

Conversion of fire damaged 10 room rooming house to 5 unit apt. Recommended by email that CCCA oppose due to total lack of info about what is being approved. Information provided at COA was substantial. CCCA spoke about concerns but given information on very slight height increase (only 12 inches) and rationale based on heritage concerns and fact that rooming house is being converted to apartment, concerns not as great. Approved at COA, deadline to appeal 19 Sept 2013 – no action proposed.

(RATIFICATION OF EMAIL MOTION) Recommend that CCCA oppose due to total lack of info about what is being approved.

As per e-mail dated 13 August 2013. Passed by email with 8 in support (C. Akben-Marchand, J. Charbonneau, J. Forrest, D. Gladstone, S. Gorry, P. Marsden-Dole, L. Rock, D. Woods). Opposed: A. Nakanishi, R. Dekker. Abstained: N. Fee, H. McCandless. No response received from L. Weemen.

315 Somerset (Union Local 613 restaurant)

Reapplication for 32 seat patio requires COA (Aug 21) because too close to residential zones and elimination of one parking spot. Recommended by email that CCCA oppose because too close to residential. Information provided at COA included mitigation for noise. However, City staff opposed on grounds that converting the alleyway to a patio would obstruct city services (e.g. garbage). The application was refused.

(RATIFICATION OF EMAIL MOTION) Recommend that CCCA oppose because too close to residential.

As per e-mail dated 13 August 2013. Passed by email with 9 in support (C. Akben-Marchand, R. Dekker, N. Fee, J. Forrest, D. Gladstone, P. Marsden-Dole, A. Nakanishi, L. Rock, D. Woods). Opposed: J. Charbonneau, S. Gorry. Abstained: H. McCandless. No response received from L. Weemen.

320 McLeod – CCCA had objected but staff recommended approval which went through to Council. Deadline to appeal is 2 Oct 2013.

199 Slater (hotel/condo)

COA application for reduced clearance for loading space – 18 Sept 2013 COA. No action proposed.

188 Bank St (Royal Oak corner Gloucester)

Owner wishes to expand and requires COA approval for no parking (currently has none) – expansion would require 13 spaces. COA 18 Sept 2013. No action proposed

OMB Appeal

There will be a preconference hearing 17 Oct 2013 at 10:00 and it may go all day. We need someone to attend with Judy Forrest.

Co-chairs for the PC

New people required.

Next meeting – Monday 7 Oct 2013 at 5:30

7.9 Seniors Committee (by Patricia Marsden-Dole, chair)

The committee members have been very busy as we report in our September Buzz column. I will be away at the time the committee normally meets and no one has stepped in to hold the meeting so for the October Buzz we will go with Stephen Thirlwall's research and article for the Buzz on the subject of senior friendly eateries in Centretown. I hope everyone saw the picture and story in the September Buzz concerning the installation of the games table in Minto Park. Again, congratulations to Georgia Lay for making this happen.

7.10 Transportation Committee (by Michel-Adrien Sheppard, chair)

The CCCA Transportation Committee, in conjunction with Ecology Ottawa, organized a “walkability audit” on August 7th in the Elgin St. area. A group of volunteers from a number of organizations walked through the community to identify obstacles to walking, bicycling and wheelchair use. The audit looked at the condition of sidewalks and intersections, as well as a number of other factors that influence the comfort and safety of people moving around in the street.

All of the notes and comments made by participants are being filtered, analyzed and compiled into a report that will be available for distribution later in September. Recommendations for fixes/changes will be forwarded to the office of city councillor Diane Holmes as well as to the appropriate city services. Some of the preliminary results include:

- there are a large number of places where sidewalks are cracked, sunken, or have holes
- sidewalk space restrictions due to patios on Elgin Street can cause difficulties in busy pedestrian traffic
- the intersection of Argyle and Metcalfe, where it swoops around the Canadian Museum of Nature, has been identified as particularly dangerous

As we explained in the invitation sent out to recruit volunteers for the August 7th audit:

- City traffic and safety officials have explained to us in the past that they are **interested in receiving citizens' input** to help them identify problematic/unsafe intersections and sidewalks.
- And last year, the Office of the Chief Coroner of Ontario completed a Pedestrian Death Review that looked at ways municipalities can increase citizens' safety, in particular in areas where there are large populations of pedestrians and many different uses and destinations, including school areas, seniors' homes, community and recreation centres and businesses. Some of those recommendations include changes such as bulbouts at intersections, more visible crosswalks, advanced green lights for pedestrians, pedestrian countdown signal timers, or wider sidewalks to accommodate mobility aids. An audit will help us **identify where some of those fixes would be most appropriate.**
- Public health officials also like reminding us that our transportation choices have a significant impact on the environment, with fossil fuel engines of cars and trucks contributing up to 34% of Ottawa's greenhouse gas (GHG) emissions. Active transportation includes any form of human-powered transportation - walking, cycling, using a wheelchair, skateboarding, rollerblading. Active transportation choices help **promote healthy communities.**
- Centretown is an area of high pedestrian traffic and Centretown residents value accessibility for people of all ages and abilities. We envision a community featuring safe, comfortable, convenient, accessible, pleasant sidewalks with healthy trees and public art. At the recent public consultations for the City of Ottawa's Master Plan Review, many **residents called for improved pedestrian & cycling accessibility** and vibrant public spaces.

As a follow-up to the Elgin St. audit, the Transportation Committee and Ecology Ottawa are thinking of doing an audit of Bank St. on or around October 3rd, 2013. The final route has not yet been determined. Your input as a Board is welcome.

In other news, we know that the City will be organizing hearings this fall on the Transportation Master Plan review. The Transportation Committee believes the CCCA might want to develop a common position with other community associations, for

example through the City Centre Coalition (CCC). If the Board believes this is the correct route, the Committee will contact the CCC.

7.11 Trees and Greenspace Committee (by Bonnie Mabee, chair)

No report received.

7.12 Minto Park Games Tables Committee (by Georgia Lay, chair)

The project was successfully concluded on August 21 with the installation of a chess table and seating on a purpose-built concrete platform in Minto Park.

The total cost of the project amounted to \$8,333 of which the CCCA contribution was \$2,433. Payments were issued to contractors on August 27. The sources of CCCA funding were: fundraising earmarked for the Games Tables project - \$2,009; Trees and Greenspace - \$424.

Members of the Seniors Committee and well-wishers met with Councillor Holmes on September 3 for a group photo to celebrate the installation. The Games Tables Committee has submitted an article on the project for publication in the September issue of THE BUZZ.

- Chess Table Installation – Request For Approval sent via e-mail on June 24, 2013:
 - Report dated June 23, 2013 regarding proposed procurement and installation plan of one games table at Minto Park (see annex A).
 - Signed copy of City of Ottawa Letter of Agreement, Conditional Grant Approval for installation of one games table at Minto Park (see annex B).

- Ratification of e-mail votes (June 24 to 28, 2013):

(RATIFICATION OF EMAIL MOTION) Motion 1. It is moved that the CCCA Board accept the terms and conditions of the Letter of Agreement received from the City on June 18, 2013 and that the Board authorize the President to sign the Letter of Agreement on behalf of the Association.

As per e-mail dated 24 June 2013. Passed by email with 11 in support (C. Akben-Marchand, J. Charbonneau, R. Dekker, N. Fee, J. Forrest, S. Gorry, A. Nakanishi, L. Rock, L. Weemen, D. Woods). No response received from D. Gladstone or P. Marsden-Dole.

(RATIFICATION OF EMAIL MOTION) Motion 2. It is moved that the CCCA Board authorize the payment of \$1,767.33 to the City to bring the CCCA's total contribution to the Minto Park Chess Table project to \$2,432.33; and that the \$1,767.33 payment be drawn from the Chess Table (\$1,343.71) and Trees and Greenspace (\$423.62) Funds.

As per e-mail dated 24 June 2013. Passed by email with 11 in support (C. Akben-Marchand, J. Charbonneau, R. Dekker, N. Fee, J. Forrest, S. Gorry, A. Nakanishi, L. Rock, L. Weemen, D. Woods). No response received from D. Gladstone or P. Marsden-Dole.

(RATIFICATION OF EMAIL MOTION) Motion 3. *It is moved that the CCCA Board accept funds from the City to pay suppliers of equipment and services for the Minto Park Chess Table project.*

As per e-mail dated 24 June 2013. Passed by email with 11 in support (C. Akben-Marchand, J. Charbonneau, R. Dekker, N. Fee, J. Forrest, S. Gorry, A. Nakanishi, L. Rock, L. Weemen, D. Woods). No response received from D. Gladstone or P. Marsden-Dole.

(MOTION) *That the CCCA Board authorizes removing the requirement of a separate budget reporting item for the Chess Table project and transfer any remaining funds to the General Fund, since the project has been completed.*

(MOTION) *That the CCCA Board: 1) acknowledge the dissolution of the Minto Park Games Tables Committee due to the completion of its mandate as spelled out in its terms of reference; 2) thank Georgia Lay, the chair of this committee, for her dedication and perseverance over the last two years on this project; and 3) congratulate her on the project's success, which directly contributes to one of Centretown's prime greenspaces.*

7.13 By-Law and Policy Review Committee (by Jordan Charbonneau on behalf of Charles Akben-Marchand, chair)

The committee has been hard at work over the last few weeks trying to finalize changes to the CCCA's By-Laws (see annex C), changes to which will need to be approved by the membership at the October AGM, and the CCCA's Communications Policy (see annex D), changes to which the board can approve at any time. Discussion is ongoing over the final changes to both documents, but board input is welcome.

8. Other Reports and Business

8.1 City Centre Coalition (by Jordan Charbonneau, CCCA representative)

The Coalition is focused on reviewing the Transportation Master Plan and related documents as part of the numerous reviews the City is undertaking this year. Of particular concern are the Alta Vista Transit Corridor (we are exploring options to remove it from the plan) and the downtown truck problem. On this second point, members of the Coalition, including me, having already met with Yasir Naqvi, MPP for Ottawa Centre, on the issue, are seeking a meeting with Paul Dewar, MP for Ottawa Centre, to sound him out on the idea of a tunnel under the central Ottawa area (likely under Sandy Hill and Lowertown) to accommodate highway truck traffic. Discussions on this item are ongoing.

8.2 Greenhouse Gas Roundtable (by Martin Canning, CCCA representative)

On March 22, 2013, Mayor Watson promised every citizen in Ottawa that our city would have a "comprehensive Air Quality and Climate Change Management Plan for Ottawa to be completed in the first half of 2014." This promise was a result of hard-hitting advocacy. And many of us are waiting and watching for this long overdue action to finally come to life.

We are currently ten months away from that deadline.

Many across Ottawa are looking forward to working constructively with the Mayor, Councillors, and all stakeholders to develop and implement era-appropriate GHG reduction measures.

Thank you for keeping this issue in focus as we drift closer to 2014.

On Tuesday, 10 October 2013, Martin sent the following email to Maria McCrae, River Ward Councillor, Chair of the City of Ottawa's Environment Committee and point person for the City's climate change file

Dear Councillor McCrae:

Thank you for your leadership on the climate change file at the City of Ottawa.

With only ten months remaining until reaching Mayor Watson's announced completion timeline, can you please advise:

- 1) when the next step following the March 23, 2013, GHG Roundtable will begin and clarify what specifically they will be?;
- 2) what the milestones will be in the process leading eventually to the final output: a renewed, comprehensive City of Ottawa Air Quality and Climate Change Management Plan, and if this process includes input opportunity for stakeholders groups, or citizens in general (and what form specifically will that opportunity take, and the associated timeline)?;
- 3) if there has been or will there be any internal or external outputs drafted (ex. documents, briefings, policy reviews, etc.) that relate to climate change, air quality, greenhouse gas reduction, and the City of Ottawa, following the March 23, 2013, GHG Roundtable; and will they be shared with stakeholders?; and,
- 4) the appropriate City of Ottawa point of contact for this file.

Thank you kindly Councillor McCrae for your time on this matter.

Best regards,

Martin Canning

8.3 Holding Council to Account for its Intentions (by Henry McCandless, director of the board)

Suppose that, in their recommendation to Council leading to a council vote, City staff answer publicly, fully and fairly the following two basic public accountability questions for what they propose to Council:

- Who would gain what benefits from what is proposed, and why they should, in both the short and longer term?
- Who would bear what costs and risks, and why they should, in both the short and longer term?

Suppose also that Councillors, before voting, gave their constituents their own answers to the same questions for what they intend as their vote.

In public accountability, these are the absolute basic questions that decision-makers in authority must be required to publicly answer *before* they act, for what they intend to bring about, for whom, and why.

This did not happen for the Councillors' 19-5 initial vote to support Mayor Watson's casino proposal. But had councillors thought of answering these basic questions, they could not have done so credibly.

Yet these two questions, if required to be publicly answered by decision-makers *before they act*, are the foundation for citizens wishing to control what goes on in their societies. It works so long as the questions are publicly asked and publicly answered by the decision-makers before they act in their intended voting, such that their voting intention and reasons are publicly given early enough to allow fair citizen challenge.

A troubling indication came in the 30 July 2013 meeting of City staff and CCCA on CCCA's agreement with six developers regarding the Centretown Community Design Plan. The senior City Planning staffer announced to the meeting: "*We* decide the merits." She obviously didn't state the criteria staff would use for their decision in terms of answering the two public accountability questions.

The purpose of having decision-makers publicly answer the two questions for their intentions and reasons before they act is simple, and central in a democracy:

1. The responses by the decision-makers (which could be refusal to publicly answer the questions, or a foggy response, or something misleading) produce important information for citizens on which to base sensible and fair challenge of the decision-makers' intentions and reasons. For example, the CCCA's Planning Committee needs to be able to fairly and publicly challenge staff's and/or councillors' intentions, and their reasons for their intentions.
2. The responses allow citizens to better understand the motivations and abilities of their councillors in an issue. For example, the 19-5 Council vote did not

disclose reasons for councillors' votes and, as to their abilities, councillors had not informed themselves on the implications of a City casino to a standard of self-informing that citizens have the right to see their councillors meet. It was their obvious duty for the casino proposal. Joanne Chianello in the Citizen made this clear.

These two reasons argue for having staff and councillors answer the two basic accountability questions as part of their regular decision-making processes and, before a Council vote, Councillors must be required to publicly answer the questions for their constituents on their vote intention and reasons.

Note that this will not cost staff or councillors extra time and staff to produce their answers, because they have to know the answers if they are doing their jobs properly. What they know, they can report.

Thus to the motion, which has to be considered a significant advance in citizen association action in City governance transparency and public accountability:

(MOTION) That CCCA write a letter to Mayor Watson, to be drafted and approved by the CCCA's AGM in October, asking the Mayor to install in Council's regular decision-making processes for an issue coming before council that would affect Ottawa citizens in important ways, that

- 1. Council develop its answers to the two basic public accountability questions for what is proposed as Council action, and do so before a vote is taken, making the answers public on the City's website in a City public accountability section to allow fair citizen challenge. Where there is disagreement among councillors on what should be Council's answers, the public statement on the website will include councillors' answers significantly at variance from Council's answers,*
- 2. and that the City website state the answers to the basic public accountability questions developed by the staff responsible for supplying to Council their action proposal on the issue in question.*

8.4 Ecology Ottawa Energy Retrofits Campaign

Ecology Ottawa has asked the CCCA to sign onto a letter to the City on using Local Improvement Charges (LICs) for Energy Retrofits (see annex E). The CCCA had previously signed an Ecology Ottawa letter from May 2012 asking the City to conduct a feasibility study on the program.

8.5 The Hollowing Out of Businesses in Northern Centretown

Georgia Lay, a CCCA member, suggested that we discuss this in light of such news as the rumoured closing of the cinema at the World Exchange Plaza in the next few months.

9. Question Period

10. Forward Agenda Items

10.1 Next Board meeting: Since the annual general meeting will take place in October, the board is next scheduled to meet on Tuesday, 19 November 2013 from 7 to 9 p.m. at City Hall (room to be determined). If necessary, the board may meet before then!

11. Adjournment

12. Annex A: Games Table Plan

13. Annex B: Games Table Agreement (Signed)

14. Annex C: Amended CCCA By-Laws

15. Annex D: Amended CCCA Communications Policy

16. Annex E: September 2013 Energy Retrofits Campaign Letter