

CENTRETOWN CITIZENS COMMUNITY ASSOCIATION
Board Meeting – AGENDA
Tuesday, 15 April 2014
7 – 9 p.m., Ottawa City Hall, Honeywell Room

1. Welcome and call to order

2. Introductions and board member regrets

3. Adoption of the agenda and business arising

(MOTION) That the Board approve the draft agenda.

4. Approval of last meeting's minutes

(MOTION) That the Board approve the minutes of its March 2014 meeting.

5. Announcements

5.1 Corporate Secretary Position Vacant

5.2 Vice President Position Vacant

5.3 Design Review Panel of the City is now open to the public

6. Public Accountability Letter

Henry McCandless has spent a great deal of time and energy in pursuit of a central vision for better municipal governance. The CCCA has the chance to support his pursuit if the Board understands and supports the issue. Given that this is an election year, and also that the principle is readily applied to the context of planning

The question for discussion is whether board members actually regard the first principle of public accountability, which is that Citizens are entitled to know the implications of an intention by decision-makers in authority that would affect citizens in important ways, and to know the implications before the decision-makers act) as fundamental for having Council work for citizens to a standard of motivation and competence that citizens are entitled to see them meet.

7. Somerset ward councillor's report

8. Executive and other committee reports

8.1 President (by Lauren Rock)

1. The CCCA needs a corporate secretary.
2. I was approached over the last month by a number of community members looking to engage with or get the support of the CCCA.
 - a) First of all, there is a campaign being waged by Glashan, the middle school at Arlington and Kent to win \$20, 000 for a "green school yard". The details provided by the school are as follows:

Glashan is the only Ottawa school to be a finalist in the Majesta Trees of Knowledge Competition. From April 7 to May 5, you can vote for Glashan every day (as long as you are a resident of Canada and six (6) years of age or older). We really need this prize to get us closer to our vision of a grey-to-green schoolyard. Sign up here to get your daily voting reminder and voting link: <http://glashangreening.ca/join-us/>

- b) Second, an individual from "safer roads Ottawa" approached me about whether the CCCA would like to host a presentation for community members. The details are as follows:

**Background Information on Safer Roads
Ottawa:(www.ottawa.ca/sro)**

The Safer Roads Ottawa (SRO) program was officially launched in the fall of 2011 with the goal of increasing awareness and changing the behavior of all road users in the City of Ottawa while moving towards zero injuries and fatalities on our roadways.

Safer Roads Ottawa (SRO) is a partnership between Ottawa Fire Services, Ottawa Paramedic Service, Ottawa Police Service, Ottawa Public Health and the Public Works Department committed to preventing or eliminating road deaths and serious injuries for all people in the City of Ottawa, through culture change, community engagement, and development of a sustainable safe transportation environment.

- c) Third, there is a possibility to hold an "All Candidates Debate". Usually the CCCA would do this in the fall season, but perhaps it

would be good to do this in the spring also. This is raised as a discussion item for the Board.

- d) Last, this is the first anniversary of the CCCA's adoption of Minto Park. We clean up the park twice a year- in the spring and the fall. I have passed the duty of organizing this onto the Trees & Greenspace provided the following information:

April 25 - 27: Capital Cleanup Weekend

If your project takes place during Capital Cleanup Weekend, a campaign sponsor and/or your city Councillor may visit your team during your registered cleanup!

May 15: Registration ends

May 31: Deadline to submit your online cleanup report

After you have finished your cleanup project, please submit your online cleanup report. Submit it by May 31 and your team will be entered in a draw to win prizes donated by our sponsors. You will need your registration code to access your cleanup report.

For more information on Cleaning the Capital, please visit our Background Information page or call 3-1-1.

8.2 Vice-President (vacant)

While the vice president is acting as president, the CCCA board needs to appoint an officer to act as vice president.

8.3 Corporate Secretary (vacant)

8.4 Communications and Membership Committee (by Mitch Vandenberg, chair)

Date: Tuesday, April 8, 2014

Website

Added shaded Google map to About Us page showing CCCA boundaries
Fixed online membership form
Added scheduled documents to site

Redevelopment of site visuals/organization is ongoing, plan to present draft at May board meeting

Membership

Minto Park Sale

Volunteers needed

Promotion to begin in-full 1 month before event starts (event date: June 14)

promoting each "event" separately (E-waste disposal, BBQ, yard sales)

Somerset Ward All-Candidates Meeting

Planning to organize all-candidates meeting for the end of September
Co-organizing with Dalhousie Community Association and a media partner

Date: end of September

Location: City Hall

MOTION: That a subcommittee be appointed for the purpose of organizing an all-candidates meeting for Somerset Ward.

8.5 Treasurer (by Paul Mennier)

8.6 Federation of Citizens' Associations (by Joan Spice)

Hintonburg Community Centre, (Greenspace Alliance), April 8, 2014

Motion on Snow Clearance on Narrow Streets was deferred after discussion to the next general meeting pending further information on current city policies and guidelines.

Motion on Park Maintenance Budgets: Discussion on park improvements in areas where parks are run down or maintenance/repairs required. Suggestion that "Friends of Parks" can make a big difference. Agreed to canvass CAs for input.

Motion on Mail Boxes: Agreement that placement of community mail boxes is a major issue for communities.

Excellent presentation on proposed landfill sites and associated problems.

FCA has set up a Task Force on Municipal Elections which will work with interested community associations in organizing events in which civic issues are discussed and voters are encouraged to participate. The task

force is seeking ideas from Community Associations for hosting all candidates meetings and on what questions to ask candidates.

Note: Does CCCA wish to join with DCA (as we did in 2010) and host an all candidates meeting this fall? We booked Andy Haydon Hall for \$350 for that meeting and net cost (after revenue and sharing 50/50 with DCA) was \$163. The Task Force is collecting issues on which questions can be asked of candidates.

FCA is seeking advice and proposals for improving their website.

CCCA proposed motion re Committee of Adjustment unanimously adopted – see Planning Committee Report.

8.7 Planning Committee (by Rob Dekker, co-chair)

1. Revised Infill and Housing Conversions By-Law

Joan Spice provided background on the city's proposed revisions of the infill and conversion by-laws and distributed copies of the Streetscape Character Analysis (SCA) which the City is proposing to be a key element of the revised infill by-law. Consultations with CAs have been held since last March and several CCCA members participated in the some of the early consultation meetings on both by-laws but due to other priorities, the CCCA was not represented in the last few months of the process where conclusions were reached. There are concerns that because of the lack of homogeneity in Centretown low-rise housing, that SCA might not be appropriate for Centretown. There are concerns that the conversion by-law will result in the destruction of family homes and creation of multi-unit dwellings in Centretown's residential neighbourhoods.

At the request of the CCCA, the City sponsored a special meeting for Centretown on the Infill by-law which was held on Wednesday evening. Alain Miguez made an informative presentation on the SCA and other elements of the infill by-law on Wednesday evening (April 9). About 15 Centretown residents from both west of Kent and East of Elgin attended the meeting and found it very useful. Most of the participants agreed to complete the SCA for their streets.

2. Report on March 31 meeting with Mr. Doug Casey at 108 Lisgar

Mr. Casey is seeking CCCA support for:

- a. a Zoning amendment to allow a professional office for a ground level unit facing Lisgar. The current zoning allows café, salon, convenience or other retail. At the meeting, PC members

expressed differing views. At the April 7 PC meeting, it was noted that the CCCA has consistently opposed new commercial and retail uses except in the commercial areas and on traditional main streets and secondary mainstreets and that this issue will be addressed in the CCCA appeal vs OPA 117. There were comments in favour of respecting this position and also on staying neutral at least until work on the appeal was further advanced. It was felt that a recommendation to the Board at this point was premature.

- b. a re-drawing of the property line between 108 and 112 Lisgar in order to allow the City to approve a Plan of Condominium for 108 Lisgar. This involved a complex legal issue. It was noted that the proposals resulted in a slightly reduced landscaped area for 108 Lisgar and an equal increase in the landscapes area for 112 Lisgar – no net change in greenspace or landscaping.
3. Committee of Adjustment April 5
 - a. 108 Lisgar: The CCCA was represented at the meeting but did not intervene on this issue. The requested variances were approved.
 - b. 515 Somerset St W: Representatives from both the Dalhousie CA and CCCA spoke against the proposed variances in accordance with letters previously written by both Associations. The OMB unanimously rejected the Variance requests.
 4. Urban Review Panel: Maria Luisa is attending Urban Review Panel meetings; she will update the committee on decisions and applications presented to the panel. She is the first community member to attend the meetings which have been open to the public since January.
 5. Report on April 10 Meeting for 267 O'Connor Presentation: The committee heard a presentation from Fotenn and Rod Lahey (Architect) for a development application that will be submitted for 267 O'Connor. The application will be filed under the "Landmark" clause of the Centretown CDP. Initial plans showed a Garden, Colonnade and "Carpet" on the site along with two 27 storey towers. Landscape Designer Claude Cormier is responsible for the Garden, Colonnade and Carpet; his other designs are found on his website www.claudecormier.com.

The plans are expected to be filed in the next two weeks. The updated plans will be presented to the CCCA-PC on Monday May 5th at 6:30pm.

6. Commercial Re-zoning in Residential Areas: Dan provided an update on the Re-Zoning and indicated that a possible 2nd round of consultation.
7. Committee of Adjustment motion re: Adequate notice of Committee of Adjustment Minor Variance: The Planning Committee recommends that the FCA and CCCA write letters to the City and Committee of Adjustment (CoA) about the need for impacted residents and Community Associations to receive Notice of CoA Minor Variances by e-mail rather than by regular mail. Regular mail takes time to deliver and in the case of the CCCA, a few extra days to reach the PC Co-Chairs, makes difficult to provide input prior to the stipulated deadlines.

There have been several Minor Variances that the CCCA has been unable to address adequately or at all because of delayed mail. Mailed copies must be scanned before they can be sent to the CCCA-PC Committee.

At the FCA general meeting of April 8, the CCCA representative proposed a motion on this issue which was unanimously approved without discussion.

Since then we have learned that the CoA is working on improving their system and has run into legal issues related to using e-mail to send sworn affidavits (which are sometimes included in CoA material) and to ensuring accessibility to the visualized impaired.

Their plan now is to post the Notices on the CoA website and target for starting to do this is "end of the summer". Posting notices on the CoA website would be a reasonable solution if Community Associations and residents would also receive the agenda in advance.

Taking into account the new information, the following motion is proposed:

MOTION: *That the CCCA write letters to the appropriate people (at Committee of Adjustment and City Hall, copying Councillor Holmes) on the need for CAs to receive CoA agendas and Notices of specific Minor Variances from the CoA early enough so that CAs can provide well considered input in a timely manner.*

It is also recommended that the writing of letters be delegated to CCCA Planning Committee Co-Chairs and President.

8. CCCA-PB Next Meeting Monday May 5 2014 Billings Room

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

Seniors Committee Our April meeting time has yet to be scheduled. An article went in to The Buzz for April on the subject of three centres in the downtown area that offer programming and socialisation for women, many of whom are seniors.

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

As you know, the CCCA Transportation Committee has been very active in the past few months. We have completed 2 walkability audit reports (available on our website at <http://centretowncitizens.ca/walkability-audits-elgin-bank/>).

We are now starting to plan a third such audit that is tentatively scheduled for the week of May 21. It will follow a route in West Centretown (weaving through the neighbourhood between Kent and Bronson from Lisgar to the Queensway). Once again, we will work with other groups such as Ecology Ottawa, Walk Ottawa, Council on Ageing, etc.

Many CCCA Transportation Committee members also took part on March 29 in Ecology Ottawa's Complete Streets Strategy Forum at the Indigo Hotel in downtown Ottawa.

People from many different neighbourhoods came together to strategize about how to build safe and healthy communities by improving cycling infrastructure, walkability, and public transit in our city.

City Council did adopt a Complete Streets policy in its Transportation Master Plan in late 2013. This approach calls on city decision makers and planners to take into account the needs of pedestrians, cyclists, public transit users of all ages and abilities as well as car drivers when building and maintaining the roadway.

In the morning, we heard from 5 city councillors, including Diane Holmes on how citizen groups can make their voices heard to make sure that the very broad abstract philosophy of Complete Streets is translated into concrete design guidelines.

The afternoon segment of the Summit was devoted to roundtable discussions among participants who were asked to identify specific streets that could be targeted for a Complete Streets approach.

Potential "complete streets" in Centretown include O'Connor (the City has identified it as the location for new North-South cycling infrastructure), as well as Albert, Slater and Queen, all of which will be undergoing major

changes in the next 4-5 years due to the construction of the Light Rapid Transit line which will remove many OC Transpo buses from surface traffic, thus freeing up lots of roadway for other potential uses.

Downtown LRT station entrances will be located on Queen, a street slated for major enhancements and/or embellishments. With fewer busses on multi-lane Albert and Slater streets, once-in-a-lifetime redesign opportunities will be there for better/wider sidewalks, plants/trees, public art, etc.

Since this event was intended as a “strategy session”, a large part of the discussion was related to elements such as:

messaging - how to develop a message to convey the importance of complete streets

how citizens groups in one area can gain the support of other stakeholders in other city neighbourhoods

how to approach the city on issues pertaining to complete streets

how to advocate for complete street-style fixes or improvements on streets that are not slated for major reconstruction or repair since total reconstruction projects that lend themselves to adopting a full-blown complete streets approach from scratch may only happen once a generation.

8.10 Trees and Greenspace Committee (by Thomas Whillans)

April 1, 2014, 19:00h Centretown Community Health Centre, 420 Cooper St

In attendance		
Tom Whillans	Stephen Hawley	Daphne McCree
Bonnie Mabee	Mavaia Ohlsen	Helene Dube
Angela Keller-Herzog	Stephen Thirwall	Nathalie Thirwall

Mitch Vanderborn		
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Notes:

1. Glashan Greening (Angela Keller-Herzog)
 - a. Angela presented the background and objectives of the Glashan Greening Project. Key points include the project design, community involvement and fundraising objectives.
 - b. In anticipation of the upcoming online voting campaign for Majesta Angela requested the support of the T&G Committee.
 - c. T&G discussed the potential of using funds from the Trees fund to support the project.

MOTION: *That the CCCA contact its members via the general mailing list and recommend to them that they vote in favour of Glashan for the outdoor classroom prize.*

2. Ed Lawrence Update.
 - a. Bonnie submitted the invoice for submittal to the CCCA treasurer by Tom.
3. Jane's Walk
 - a. The route has been selected by Bonnie and needs to be registered with Jane's Walk Ottawa (to be completed by Bonnie).
 - b. The date of the 'time trial' tentatively set as Friday April 4, 2014 at 125 McLeod Street.
 - c. Preliminary discussion of the Plant Sale including what the committee will be selling (pots, books, edibles / herbs, house plants, etc.). More detailed discussion will take place at the meeting in February.
4. Plant Sale

9. Other Business

9.1 Board member application form

The board has received a proposal that it adopt a generic form that would aim to facilitate the process of a person proposing himself or herself to serve in a position on the board. As it stands, the call for candidates to fill seats on the board involves a general reference to supporting materials, i.e. a short biography with areas of interest and potentially relevant skills highlighted, as well as an indication of neighbourhood of origin. The proposed form would make this consistent and straightforward, perhaps to the benefit of candidates providing such info, and those who may have to choose among candidates.

MOTION: *That the Board adopt the proposed form attached to the electronic distribution of this Agenda.*

9.2 Buzz Representative

At the March 2014 meeting there was a suggestion that M. Vandeborn be appointed as a representative from the Board to the *Centretown Buzz*. After discussion, the Board agreed by consensus to defer the matter to the April 2014 meeting.

MOTION: *That the Board appoint M. Vandeborn as a representative from the Board to the Centretown Buzz.*

9.3 The Mayor and the NCC

This issue was raised at the February Board meeting and deferred.

9.4 Directors' Insurance

This issue was raised at the February Board meeting. P. Mennier will report at the meeting.

9.5 Crerar Update

This issue was raised at the February Board meeting. J. Spice will report at the meeting.

10. Question Period

11. Forward Agenda Items

12. Next Board meeting

The May meeting is scheduled for 20 May from 7 to 9 p.m. at City Hall in the Honeywell room.

13. Adjournment

