**CHNA Executive Meeting**

**Thursday Jan 29, 2015**

**In attendance:** President – Karen Wright, Vice President – Peter Eady, Treasurer – Julie Westall, Safety – Shane Quinn, Communications – Alyson Queen, Traffic - Luanne Calcutt, Fundraising and Membership – Shelley Mullins, History and Heritage – Andy Billingsley, CAC - Gisele Microys, Secretary – Katherine Steinhoff

**Absent:** Development – Kathy Kennedy, Webmaster – Corey Goss

**Minutes of Meeting on November 4, 2014**

Peter moved a motion to accept the minutes

Seconded by Katherine

CARRIED

**President's Report (Karen)**

Web

Karen will ask Corey to create an email alias for new executive members. Karen also asked the new members to provide her with a photo and a one paragraph bio to update the executive profile page on our website. She will also see if Corey can offer an education session to any executive that would like to learn how to edit the website or if he would update his online instructions on how to update weebly.

Public Meetings

Karen reported that there was a public information meeting about the Heart Institute Expansion on Jan 13 which was well attended (link to the minutes is posted on our website). There will be a spring meeting, probably in May, regarding the hospital and Experimental Farm. There will be a tri-ward public meeting on February 10 at Tom Brown on the City's budget.

Ruskin Park Future

Karen plans to organize a Ruskin Park Subcommittee meeting to discuss approaches to ensure the future of 45 Ruskin. One possible approach is to work with our councillor to get a lease agreement established between the City and the hospital to create a contractual agreement for 10 more years of use (as per the 30 year agreement), possibly with 1 or 2 short extention options. Contract could stipulate it becomes parkland when the agreement ends. It looks like our Official Plan appeal to reinstate the 30 year agreement will be dismissed by the city (our lawyer to confirm).

Parkdale Beautification

From the development at 99 Parkdale there was $49K in “Cash in Lieu of Parking” funds. The funds were to be split between Hintonburg/Mechanicsville and the Civic as both areas would be impacted by this development. CHNA expected $22K to beautify Parkdale. New Councillor has learned $26,552 was spent in Champlain Parks and none in Hintonburg/Mechanicsville where the greatest impact is to be felt. The $22K we expected will now go towards Laroche Park. It is agreed that this is appropriate.

Trees and Environment

Karen attended a meeting with a group in Kitchissippi that aims to protect our trees. She pointed out that the bylaw is good but that it is not enforced. Identified a need to have an Environment/Tree Rep.

Reid Park

The Reid Park field house is going forward but they've had to reduce its size to save money. Karen is concerned the new design will not accommodate our Annual General Meetings and is working with the Councillor to resolve. Also identified the need to have programming in place by next year. It has been suggested that we get a partner like the Plant Bath or Dovercourt and to establish a recreation co-ordinator. Karen plans to speak with other Community Associations to gain from their experience.

Civic Hospital Parks and Recreation Committee (CHAPaRC)

The Fairmont Community Rink Association has joined the Civic Hospital Parks and Recreation Committee (CHAPaRC).

**Vice President's Report (Peter)**

Community mailboxes (CMBs)

Peter reported that we got the Federation of Community Associations of Ottawa-Carleton (FCA) to pass a resolution on the CMB issue. The FCA has sent its resolution to the mayor and councillors. Leiper will lobby councillors. We gave him a draft resolution to consider bringing forth, and a backgrounder on the issue.

CHNA constitution and incorporation

We are redoing the constitution and we also want to incorporate as a non-profit. This will have implications for our constitution. The plan is to bring a draft to our spring meeting and have it voted on at the AGM.

Green Space Alliance

Peter moved that CHNA join the Green Space Alliance.

Seconded by Karen

CARRIED

**Treasurer's Report (Julie)**

Membership

Julie reported that we have about 80 members but that we have 402 people on our email list. About 60% of the emails we send get opened.

The executive discussed the possibility of increasing CHNA's membership by going door to door or by doing a leaflet drop explaining the importance and benefits of being a member.

Revenue

Our membership fee has increased from $5 to $10.

CHNA netted $780 in 2014. We have $4,800 in our bank account.

Largest expenses for 2014 were Pumpkins in the Park and legal and planning fees for the Ruskin parking lot/building issue.

Julie said that she is looking into fundraising ideas (e.g. selling rain barrels) and increasing local business sponsorship.

**Communications Report (Alyson)**

Terms of reference

Alyson said she has looked at the terms of reference of her position at other community associations. It involves building a media profile and monitoring issues in a community. She said that she sees her role as providing advice and reviewing material, not telling people what to do.

Karen asked Alyson to send draft terms of reference to Peter.

Newsletter

Karen will ask Marshall if he is willing to continue to prepare our semi-annual newsletters. If not, Alyson will work on it. The newsletter needs to be in the mail by April 20th. Articles will be due a couple of weeks before the mailing deadline.

**Safety report (Shane)**

Elder Abuse Seminar  
  
Shane has organized an elder abuse seminar to be presented by Constable Dawn Neilly in the Wellington Room of the Hintonburg Community Centre on Wednesday, May 6 at 7 P.M..  The CHNA will invite other associations and area Church groups to attend.  
  
Alyson undertook to prepare appropriate materials for advertising this event in the local media (including the Wellington West bi-weekly email as suggested by Julie) as well as a poster for local church bulletin boards etc..  Shane will provide information from a recent elder abuse seminar that can be used as source material.  Alyson will seek approval of draft materials from Constable Neilly prior to publication or distribution.  
  
OPS Weekly Neighborhood Watch Bulletins  
  
Bulletins will continue to be posted to the CHNA Website and removed on a quarterly basis. Incidents specific to the CHNA area will be posted as a Blast on the website as they occur.

Karen said we should monitor the importance of the bulletins by having Corey pull some stats.

Sean suggested we wait until there is a local event (e.g. break and enter) then publicize the bulletin via a CHNA email.

**History and Heritage Report (Andy)**

Terms of reference and membership

Andy reported that the committee has 7 members. He has drafted and circulated terms of reference for people to review.

Projects

Committee members are looking at doing oral histories, maps that pinpoint houses and a pamphlet like the one called *Hintonburg 1893-1993: Walking Tours through the Heart of Old Hintonburg.*

There is a move afoot to revitalize the Rosemount Library and Andy is attending the meetings.

**The Ottawa Hospital (TOH) Community Advisory Committee Report (Gisele)**

Update

Gisele reported there is 107% occupancy at TOH, largely due to the number of alternate level of care (ALC) patients. These are patients who no longer need acute care but often cannot be discharged. This is partly due to increase of influenza cases in the homes/seniors residences where they lived prior to admission to TOH. TOH has implemented a well received program of telephone contact by a nurse to patients' homes a day or two after discharge from hospital.

TOH is attempting to identify the needs of patients who use the emergency department frequently (a.k.a Familiar Faces) to assist in their care more effectively.

Reports

Gisele's CAC reports, presently on our website, may be more widely read if they appeared in a community newspaper, eg. Kitchissipi Times. A CAC member publishes regular reports in VISTAS (Alta Vista Comm. Paper). Gisele will get a copy of one for Karen.

**Planning and Development Report (Karen for Kathy)**

Karen reported for Kathy who is out of town.

Meeting and Strategic Plan

The next meeting is on February 26th. The committee will review a draft strategic plan.

Carling

Kathy organized a small public session, involving City planners, so that interested residents could understand and discuss the zoning on Carling. There a summary posted on the CHNA website.

Dow Honda and Hickory Street Bridge

The plan had been for two 48 storeys and one 18 storey. Now the developer wants one of them to be 55 storeys. Kathie is pushing back. She is especially concerned about the Hickory Street bridge. It is currently a pedestrian bridge but the City has left the door open to make it a vehicular bridge.

Commercial Zoning

The City wants to recognize that some places are small 'c' commercial even though they are in a residential neighbourhood. In our catchment area, it only involves Di Reinzos and one property on Breezehill. Our councillor wants the City to slow the process down.

Infill 2

Comments for Infill 2 (re: how big can they be) are due by February 27th.

**Traffic Report (Luanne)**

Luanne said she is getting up to speed on the file. She has connected with the Bayswater people and intends to hold a meeting after February 12th and before the end of February. Luanne asked about priorities. Peter said that there is a strategic plan with priorities. The first one was the 40 k issue. This has been completed. The second one is the traffic study which is outstanding and the third one involves moving traffic to arterials.

Karen mentioned that Leiper wants to deal with traffic calming in a holistic manner and that he will be setting up a ward-wide meeting with traffic representatives from each area.

**Adjourned**