



**Glebe Community Association
Minutes of the Board Meeting
Tuesday, June 28th, 2016**

Present:

Board Members: Sharon Chartier (proxy-Christine McAllister), Sylvie Legros (proxy - Johanna Persohn), Bob Brocklebank, Louise Aronoff, Vaughn Guy, Sam Harris (proxy - Carolyn Mackenzie), Angela Keller-Herzog, Tim Hore (proxy-Rochelle Handelman), Peter Leyser, Carol MacLeod (proxy - Elizabeth Ballard), Ken Slemko, Sarah Viehbeck (proxy - Matt Meagher).

Member: Lauren Hills (proxy - Dan Chook Reid)

Approval of the Agenda

The agenda was adopted with no change

Ken Slemko / Sarah Viehbeck **Carried**

Approval of the Minutes

The minutes of the meeting of May 24th, 2016 were approved with a spelling correction on one of the attendees.

Carole McLeod / Ken Slemko **Carried**

PRESIDENT REPORT – Sharon Chartier on behalf of Christine McAllister

No President report

ISSUES FROM COMMUNITY

None.

MOTIONS

Motion 1 – GCA 2016 CPE Funding – Park Committee:

GCA 2016 CPE Funding Motion (background attached)

Whereas the CPE has documented security issues related to inadequate park lighting;

Whereas the need to improve CPE lighting has been analysed and recommendations made in 2011 by the WISE and the CPTED;

Motion 3 – Funding toward establishing a ‘pocket park’ on Bank Street – Planning Committee

BE IT RESOLVED

The GCA Board approves financial support for the establishment of the pocket park at St-Giles up to \$3k provided that other community partners (BIA, Underground Sound, private sources, City of Ottawa) come forward with the balance to establish the project.

Discussion: the motion was amended to change *assuming* that community partners provide the remaining funding... to *provided that other* community partners... so the funds would be deployed only after all partners have committed their share. The other discussions were mainly about the scope of the project, the trees, extensive hardscaping. However, it was recognized that as we are a minor shareholder in the project we may have to trust the other partner to carry out the project. Having a member of the GCA involved in the process was viewed as desirable.

Sam Harris / Carol MacLeod

Carried

OTHER BUSINESS

- Angela Keller-Herzog express the desire to have better access to the Board of Director Manual. The recently approved version will soon be posted on the website.
- Bob Brocklebank reported from the FCA:
 - The Ontario Municipal Board will now report to Yasir Naqvi who is now the Attorney General of Ontario
 - Coach house: concept under study where residents can build a small house in their backyard for renting. There are concerns that lots will be filled to their maximum up to the fences and more trees to be cut.
 - On June 14th, the City changed the zoning on a stretch of wooded lots in the Riverside area so Urbandale can develop a sub-division. The decision appear to have been quickly made and quietly without any consultations.

ADJOURNMENT

The meeting was adjourned at 7:55pm

(Ken Slemko / Carol MacLeod)

Carried

ANNEXES (2 annexes)

ANNEX 1 - Background Motion 1

Background: GCA 2012 Motion

Motion: The Parks Committee and the Health and Social Services Committee recommends that the GCA re-endorse the October 2011 proposal to upgrade the Glebe Central Park (CP) East and West lighting as follows: 1) CP East (CPE): lighting with new lights and lamp technology in five adjusted locations and add at least three new lights (one in the SW tots area); and 2) CP West (CPW): enhancing lighting with new lamp technology. Estimated cost is \$150,000; and that the GCA ask Councillor Chernushenko's office to assign a high priority to these items, identify a funding envelope, obtain a funding commitment in the 2013 budget, and agree on an implementation timeframe with the appropriate GCA committees and neighborhood representatives. (Elizabeth Ballard/Catherine Caule) Carried.

Background: GPC 2015 Proposal

The Glebe Central Park (CP) was first established in 1907 by the NCC forerunner, and adjacent housing was not extensive, and the park was later transferred to the city. In CPW the 'Morality Park Lighting' was updated for 18 tall poles and lamps at 32m intervals in 2007 as having then reached the end of their servicable life, CPE lighting has not been updated. After several sexual assaults, concerned neighbours approached the Womens' Initiative for a Safer Environment (WISE), which conducted a 2011 study and recommended increased CPE lighting and brush clearance. In 2011, the Ottawa Crime Prevention Through Environmental Design (CPTED) audit endorsed the need for additional CPE safety and morality lighting and recommended upgrades and additional lamps for CPE. Gilles Turcotte of Turkil Electric visited and assessed the CPE lighting requirements in 2011 to be 10 taller lamps using new technology to replace former old technology, at an estimated \$100,000 cost. In 2011, many CPE neighbours formed a North-East Glebe Parks Committee to implement a WISE proposal and have removed several tons of brush and debris in semi-annual cleanups. In 2011, the GCA approved the North-East Glebe Parks Committee motion for additional park lighting, and supported development of the Exploration Garden (implemented in 2013). In 2013, the GCA re-endorsed its 2011 proposal to upgrade the CP lighting to provide:

- 1. CPE: taller new lamps and new lamp technology to provide accurate colour spectrum vision for light standards in five adjusted locations with at least three new lights (one in the SW tots area).*
- 2. CPW: enhanced new lamp technology.*

In 2014, the Glebe CP was declared part of a Heritage Conservation District area, which may impact the park lamp design. By 2015, the city had not funded the existing and additional CP East lighting and the proposal was not implemented. New capital park projects (eg. the installation of new lights) may be funded through the Councillor's CILP funds, while the capital asset replacement/renewal (eg.

replacement of existing lights) has remained unfunded through the city budget line item for park asset renewal;

Background: GCA Motion of 2015

Motion: that the Councillor leverage the CILP funds at his disposal by linking CILP expenditures to efficiencies obtainable by tying new CILP spending to asset renewal allocations on a joint CILP/asset-renewal project for new and replaced lighting in CPE.

- 1. authorise the use of CILP funds to design adequate lighting for CPE to create a safe environment, with new, taller, Heritage-acceptable lamps using new lighting technology;*
- 2. authorise the use of CILP funds for new lights in CPE;*
- 3. aggressively pursue allocation of asset renewal funds in the 2016 budget to replace the damaged, inadequate, existing five lights in CPE. (Peter Mackenzie) Carried.*

ANNEX 2 - Background Motion 3

Email from Carolyn Mackenzie

BACKGROUND:

Following on from the ImagineGlebe consultation last fall, enhancement of green space on Bank Street, particularly shaded space for seating, etc. was identified as high priority for residents. A strong desire for trees was also expressed - this reflects both the sad state of trees that were planted along Bank Street during street rebuild, as well as ongoing loss of tree canopy more generally in the neighbourhood.

A project idea has developed as a result of those issues: establishment of a "pocket park" on St Giles land, just north of First Avenue on the east side of Bank Street that would provide attractive, shaded seating in a small park setting, and the planting of at least two tall trees to add to the canopy. In the last two months, discussions have been held with anticipated project partners: St Giles Church, BIA, Underground Sound, and the owners of the building immediately to the north of the land. All have expressed strong support for the project and interest in a collaborative effort, building on the success of the recent "parklet" projects. St Giles is very receptive to opening up their land to make it more generally accessible and functional to residents and visitors to the Glebe, but they do not have resources to finance the project.

I'm attaching a document with details of the proposal for your further review.

The estimated total budget will be in the order of \$22k (still being firmed up). The intention will be to seek support from the City for procuring of the tall trees to assist in defraying these costs. An MOU will be drawn up between all parties involved to clarify roles and responsibilities going forward and ongoing use of the park for residents/visitors.

ATTACHED DOCUMENT TO EMAIL

St Giles GreenSpace or Pocket Park

This is a document that has been updated from earlier versions with the latest information on the project development and is intended to form eventually a project charter.

Background

St Giles Church is located at the northeast corner of Bank Street and First Avenue in the Glebe. To the north of the Church building, its property is a green space that abuts the parking lot owned by the adjacent office building at 707 Bank Street.

Looking east



Looking South



Interested Parties:

Over the past two months several meetings have been held between interested parties to develop the concept of using the green space as a “gathering space” for Glebe residents and office workers.

The Glebe Business Improvement Association (BIA) and the owners of 707 Bank Street

Meetings have taken place with Andrew Peck of the Glebe Business Improvement Association (BIA) and Allan Bateman and Barry Hobin, co-owners of 707 Bank, the office building to the north of St Giles and Rob Brandon Chair of the F&M Committee of St Giles Church. They have expressed interest in the concept of having hardscaping and benches accessible from Bank Street. The BIA also supports the concept of improving the street experience through the use of under- utilized spaces.

Glebe Community Association

Carolyn Mackenzie, Chair of the ImagineGlebe Committee, the Glebe Community Association (GCA) Planning Committee, and Rob Brandon, Chair of the St Giles Finance and Maintenance Committee, have

met to discuss a co-operative improvement of the green space. The ImagineGlebe process has identified that Glebe residents are interested in increasing and improving green space along Bank Street. Later meetings have included Lynn Armstrong who is on the Board of Underground Sound.

St Giles Presbyterian Church

St Giles is interested in working with partners to add community amenities to those already provided in its Church buildings. The committees of the Church that have been kept briefed on the development include the Finance and Maintenance Committee and the Session of St Giles. The congregation as a whole has been informed of the project through two meetings the latest being a congregational meeting on June 19. It was explained that the development would include the removal of the existing sign and installation of some potentially large trees.

The Perceived Need

Lack of Shaded Green Space

There is currently little shaded public green space along Bank Street between Lansdowne and Central Park. The area in question might supply a place where older and younger persons might sit in an area other than on benches on the sidewalk. The ImagineGlebe process identified a lack of green space as something to be rectified if possible. Business people appreciate an informal summer meeting place, local store workers like somewhere outside to have their lunch in good weather, and it provides a location where bus riders can wait. Currently the Church's northwestern steps are where people sit currently to wait for the bus.

Lack of Mature Trees

Tree age and development pressures on the large mature trees in the neighborhood are resulting in canopy loss. As the power lines along Bank Street were not buried, there are now no large trees contemplated for planting on Bank Street. The loss of ash trees is also decreasing the canopy in the neighborhood. Adjacent to the existing parking lot and away from the Church building, the green space under consideration might be a location to plant a number of trees that in time would provide shade both for the parking area and for the green space. There are no Hydro wires crossing the GreenSpace area to restrict tree height.

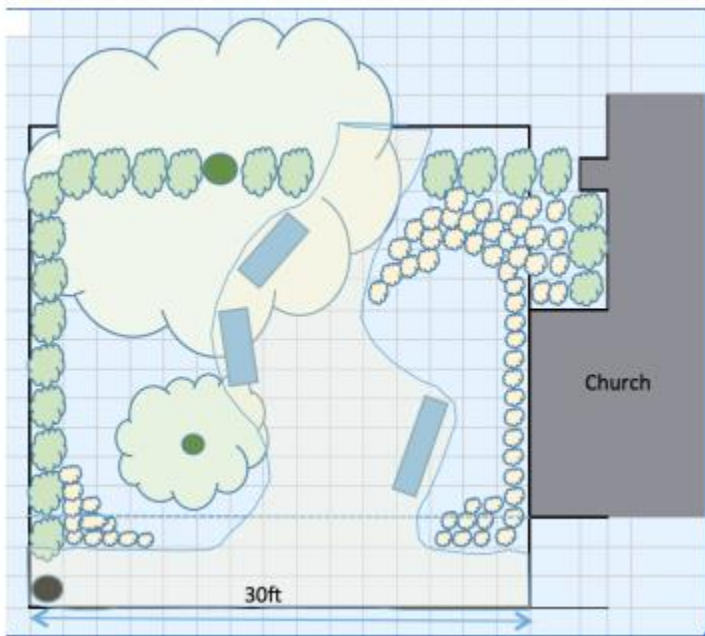
Community Involvement

At present on the east end of the GreenSpace, Church members maintain a small vegetable garden. This might act as a pilot project for interested community members living in apartments to assist the Church in growing fresh vegetables for themselves and the Food Bank. While Church members currently maintain the flower garden along Bank Street and on the west end of the green space, whatever goes forward as the new concept will need careful consideration as to its long term maintainability.

Current Status (23rd June)

Concept Development.

The initial concept was based on that of having hardscaping on a cut in from Bank street. Barry Hobin and Allan Bateman provided a drawing concept as a basis for discussion. The area at grade was about 22ft square with perennial planting on three sides. In discussion with Carolyn Mackenzie and Lynn Armstrong the point was made that we should make an effort to retain as much green space close to Bank street as possible. At a meeting on June 22nd on site between Rob Brandon, Allan Bateman and Carolyn Mackenzie a plan was agreed on where the hardscaping at grade level was retained but in a curved form rather than square. This enabled the existing tree to be retained Three benches were included, set back from Bank street and set on the paving. The paving would be edged by a curb to the grass slope. As currently bus riders sit on the Church steps a waste receptacle is considered essential to deal with cigarette butts and to keep the area clean from bags etc from people using the location to eat lunch.



Landscaping of Lawn Area

The lawn area to the east of the pocket park will be leveled and reseeded. Rob Brandon has obtained contractor estimates for this. While a long term objective of the Church has been to remove an asphalt strip along the whole length of the north wall of the Church this project will see only a small part in the NW corner of the pocket park area where this will done at this time.

Trees

Rob Brandon will be consulting with the Ottawa Horticultural Society and Eric Jones of the Friends of the Farm Arboretum in regard to the right species of trees, their number, and location. The trees need to have acceptable leaf fall habits because of the nearby car park and leaf clearance management considerations.

Plantings

The hedging plants will have to be purchased (estimated to be \$350 for dappled willow). The perennials (daylilies/hostas) will be similar to those in the existing Church planting beds and can be obtained by dividing existing plants or supplied from the Ottawa Horticultural Society plant sales.



Funding

While St Giles will be an interested partner, it has a modest congregation and significant building-related demands on its finances so it cannot contribute any cash to the project. In addition to continuing to maintain the garden along Bank Street and the community garden at the northeast end it can undertake to keep up the grass mowing and maintaining the plantings which are similar in size to those already existing but rearranged.

Hardscaping

This, it is understood, might have support from the private sector interests.

Landscaping and Trees

This is where the GCA and perhaps funding from the Underground Sound funds might be available. Minor funding for trees (\$200) may be available from the Ontario Horticultural Association (OHA) with support from the Ottawa Horticultural Society (OHS) (expected).

Summary Budget Estimate by Component

Component	Funding Sources	Budget Estimate
Grading of the new area, interlock paving and curb edging.	Private Sector, BIA	TBD
Three benches and waste bin	BIA	\$4,000
Installing planting beds, final landscaping, hedging in new area	GCA, BIA, Underground Sound,	\$2,000
Leveling lawn area and reseeding	GCA, Underground Sound,	\$4,000
Trees	OHA, OHS, GCA, BIA, City	\$2000
Total		

Partner Undertakings

While funding and building the space is the essential first step of any project, it is important to understand ongoing responsibilities and undertakings. This needs to be formalized in some way as part of a signed project charter or memorandum of understanding.

St Giles

St Giles will continue to get the lawn mown and maintain any new plantings.

707 Bank St

Snow removal cannot be placed on the renovated lawn area during snow clearing from the parking lot. It is understood that a commitment might be made from the BIA and the owners of 707 Bank to keep the hardscaping clean. A question needs to be answered as to what level snow removal might be required in the early spring

BIA/City

Adding the waste bin removal to the City's list of bins already maintained along Bank Street is desirable. The BIA might also be able to help maintain the hardscaping and the benches.

Next Steps

The budget numbers need to be confirmed together with the level of contributions. Determination of who will do what elements of the work, the budget allocation and who of the partners are responsible for which pieces needs to be confirmed. At present this appears to be broken down as follows.

Work to be done (Pocket Park Area)	Partner Responsible
Removal of existing Sign, and two Shrubs	Allan Bateman
Removal of Asphalt in NW Corner area	Allan Bateman
Grading of Pocket Park area	Allan Bateman

Installing Paving Base	Allan Bateman
Installing Interlock and curbing	Allan Bateman
Finish grading, topsoil, planting beds and reseeding	Rob Brandon
Planting Hedges, Perennials	Rob Brandon
Work to be done (Lawn Area)	
Leveling and topsoil	Rob Brandon
Reseeding	Rob Brandon

Preparation of a Letter of Understanding between the funding organisations, committing funding and agreeing to ongoing responsibilities.