



Community Association

Meeting Minutes – May 5, 2014

Sobey's (Stittsville) Community Kitchen

1 Introduction

- Attendance: Appendix "A"

2 Neighbourhood Watch

- Officer Lori Fahey and Victor McNabney from Ottawa Police – also 3 co-op students and coordinator present
- We can set up our own ways to distribute info – they don't have Twitter, etc.
- Also great for neighbours to report to the police through this service (e.g. false water heater door to door companies)
- Need to engage neighbours to sign up – canvassing
- We all have to sign form if want to be signed up – secure info kept in police station – membership lists for each watch coordinator broken down by area
- Scott – all the info from our meetings cannot be used – has to be all new contact info gathered now through NW
- Free service offered for home security inspection if request it! (need date of birth temporarily for police record check)
- *For NW sign to be erected, they need 50% + 1 signed up
- Some insurers might offer rate discount if live in NW community (Scott's does)
- Watch Coordinator (WC) – manages that watch – watch has a boundary, finite number of streets – WC must ensure lists up to date – NW Coordinators Associations – meet at station with Lori – input from each rep – 27 watches in catchment area – 2,200 members – Stittsville/Kanata – there is some difference in crime levels – we are one of higher percentages of NW in city
- WC manages Block Captains (BC) – assigned number of streets and neighbours – keep track of who is moving in and out – introduce and sign up to NW, or advise who is no longer member
- Require once a yr for every WC to certify membership is up to date
- Members are to keep eyes and ears open – further meetings will detail how to do this and what not to do (e.g. when to call 911 or just the BC)
- BC has 20-40 homes – e-distribution capability – follow model we have – Lori will get advisory and she sends out to city councilors and WC's, then distributed from there
- Need to document incidents properly thru police reports – if area identified, then undercover officers will monitor that area

- Candace – do we have baseline or average stats in our area? CrimeReports.com – sends email updates and map re crimes in chosen area
- Excel spreadsheet then sent back to WC's with all contact info
- Can have launch party once up and running
- Crime alerts from Lori can go out on FCA pages, doesn't have to be through NW
- Super WC – possible to have, but does not supercede WC – have to stand on their own
- Next steps: geography boundaries get determined and WC identified we create a canvass kit – knock on doors to sign reg'n form – coop students can help - 'Dear Neighbour' letter signed by Lori and their WC – roles and responsibilities info – home security program and sign-up sheet for inspection - create membership lists/spreadsheets – back to WC
- Home inspection – done in holistic manner – more than just alarm system
- Make note of who you left forms with, not all will sign it at door – then do second follow-up, then move on
- This is a lengthy process – might be some resistance – e.g. some cultural differences
- Need to know who is on board and which streets
- FCA will advertise on all of our social media to formalize a request for block captains – get as many as possible
- Once watch is created, advise Vic and Lori asap – not all going to be at the same time
- If not home or not answering door? Evenings after work or on weekend are best
- Advise on social media that we will be going out and canvassing for NW before we do, so neighbours expect us
- Contact Lori at: fahey@ottawapolice.ca
- Encourage people to call things in and advise the police
- Flyers left – will post info on website

3 Previous Minutes Approved

4 Membership Update

- Glen not here - provided membership update by email as follows:
(Last month's numbers in brackets):
 - Email list subscribers: 100 (93)
 - Facebook Page likes - 142 (136)
 - Twitter followers - 79 (70)
- Website stats for April:
 - 258 users (# of different people who visited)
 - 350 sessions (# of visits to the web page)
 - 879 page views (total # of pages viewed)

5 Membership Drive

- David – sample newsletter of upcoming events – deliver door to door
- Candace – students to be re-scheduled for next week – prob Wed and Saturday or Sunday
- Don't want to overlap with NW sign-up
- Kids will go out with membership forms – Candace has hand-out for the students re FCA
- Business cards and flyer re upcoming events? Will do flyer with the contact info on it – can be printed in time for canvassing
- Upcoming events: garage sale, park is underway, NW campaign, summer BBQ, how to join as member – Candace will draft and circulate

6 Cleaning the Capital

- Not a great turn-out this year unfortunately, despite advertising
- What can we do differently for next year? Advertise better – how?
- Kim - approach schools – target the kids who will bring in their parents
- Advertise in paper for each event coming up – David can do this through contact with Stittsville News
- Team captains need to call and tell City to pick up the garbage

7 New location for FCA meetings

- Idea is to attract new members attendance
- Jackson Trails CA has meetings at The Glen
- Increase social aspect of meetings
- Debby - might not be comfortable for some people
- Also banks have offered community rooms – CIBC, BMO
- General agreement to try it out for next meeting – bar and then perhaps bank
- June 4th next meeting? 730pm
- Scott will contact Barley Mow and advise

8 Park update

- Jenny - trees delivered today – evergreens only
- Several neighbours emailed Mattamy re the park delay – also contacted Mayor – Shad also expressed concerns to Mattamy
- Appear to have shortened timeline for when park might be completed

9 Garage Sale

- June 7
- Will post large posters – not on mailboxes, can post on light standards

- Candace will laminate
- Jenny – email sent in to FB page - CIBC has offered to donate water – also wants to offer interest breaks etc. to community members
- David - was article in Stittsville News last week
- 8 streets interested in participating so far – likely more to come
- Next week, will put ad in Kijiji and Used Ottawa

10 Sponsorships

- Debby will send list of contacts by email
- Has more updates and names of managers - Debby will send additional
- Toys R Us – advised it needs to go to corporate for them to be sponsor
- Jenny will draft form letter and send around for approval – general letter introducing us and that we hope we can perhaps count on them in future for events

11 Summer BBQ and Fundraising

- Sept 6 End of Summer BBQ
- Fundraising is tied to sponsorship
- Any other events between garage sale and BBQ?
- Brigatine Park opening perhaps in July?
- Should make appearance at Canada Day event to raise awareness about us - Debby has pop-up tent and tables
- Shad – re Stittsville event – held at Sacred Heart HS – lots of parking – great fireworks - very close to Fairwinds – is organizing committee for Canada Day – Shad will provide contact info to us
- Also Arts in the Park coming up – can contact them about a table
- June 14 - Shad's party, as well

12 Shad's Updates

- Huntmar Rd north of Palladium closing
 - Phase 1 - June 6
 - Phase 2 - late August
 - Huntmar and Cylcone Taylor – feeding services into new outlet mall and infrastructure
 - Should not affect the bus routes, except on game nights
- Carp Road bridge widening – 2 lanes southbound and one north to Carp
 - Today was first day of one lane only
 - Till end of fall
 - Proposal was traffic circles all along Carp Rd – instead, doing centre turning lane and two lanes on either side

- Brigatine Park – Shad met with Mattamy; said needed park for staging area to put in trees and bushes and top soil; used north side before; said majority has to happen on south side; can't use separate sides because contractors don't like to mix; Shad said wanted firmer time commitments; someone wrote to the mayor but Shad is usually the contact anyhow; Shad says supposed to be larger trees planted
- GRC – reviewing engineering; discovered different problems as going along
- Johnny Leroux arena – mould cleaned up, roof repaired 2012, mould again on false ceiling
- Construction debris from Mattamy – email Shad if so – Tartan and Tamarack are great in responding to City – also field across from Food Basics is full of plastic bags – property owner will be asked to clean up
- Speed traps – to go in again
- Crossing from west to east over Huntmar from bus stops – lines painted need to be cleaned up and median needs to go in
- Traffic lights at Huntmar and Maple Grove – was in 2014 budget, but didn't make cut off so not in this year's plan – working with mayor's office to see what can do

Appendix "A": Attendance

- Candace C.
- Debby Jo H.
- Holly B.
- Jenny G.
- David R.
- Scott B.
- Kim P.
- Robin M.
- Shad Q.