



Minutes of the ASH Board of Directors

August 28, 2017

7:00 PM to 9:00 PM

Present from the Board: Chad Rollins, Bob Forbes, Ralph Blaine, Pat Archer, Larry Newman, Susan Young, Guillaume Vincent, Trina Cooper-Bolalm, Scott Williams and Megan Reilkoff. Constable Sebastian Lemay from the Ottawa Police and Emeline Sparks and Melanie Paiment (who will replace Emeline who is going on maternity leave soon) from Councilor Fleury's office were also present.

1 Introductions were made

2 Review and Approval of Agenda

The agenda was accepted as amended on a motion from Bob/Susan

3 Approval of The minutes of

The minutes of June 26, 2017 were approved as circulated on a motion from Trina/Larry

4. Councilor's Report

Emeline reported that preparations are underway for the annual walkabout to various student housing buildings in the neighbourhood. Bob called for ASH volunteers for this event and Larry, Megan and Scott volunteered.

Emeline also noted the University's interest in the ASH Garage Sale and was assured that they had been contacted.

The new waste bylaw for Sandy Hill came into effect August 25th and bylaw officers will be enforcing the new rules. Chad suggested outlining the new rules in the next ASH newsletter.

Emeline undertook to answer the questions sent to Mathieu soon. (*see attached*)

One ASH member in the audience reported that he had seen an increase in drug dealing at the end of Besserer Street and Constable Lemay noted the difficulty in proving such dealings but asked for any details we might have.

Scott asked about the city's efforts to respond to the recent violence associated with Minglewoods bar and Constable LeMay reported that the school resource officers that had been assigned to the area would now be going back to their school assignments but the Lowertown foot patrol would still be covering this area.

Another resident noted that drivers are going through the Stop sign at Mann and Range and Constable LeMay said that all traffic related concerns (including bicycles) should be reported directly to the city using their online site – ottawapolice.ca



4b. R4 Review

- Review of Current Review timelines

Chad gave an overview of the timelines for the current R4 review process. September will see the City holding stakeholder meetings. The consultants hired by the city for this process will make their recommendations by March.

There was a long discussion of how ASH should prepare to make its case in this R4 review process so as to maximize our chances of success. Many suggestions were made, including:

- ASH should lobby the City to allot grants to encourage owners of heritage buildings to keep them well maintained.

- ASH will be facing what amounts to negotiations during this process and we need to be ready.

- ASH and the City should look at what other cities are doing to address problems of garbage storage and pickup and zoning bylaws (e.g. Toronto, Kingston)

- There were various suggestions and positions as to the extent ASH should try to coordinate our efforts with other community associations.

Ralph spoke to the position paper (*Saving Sandy Hill*) he had circulated to the Board suggesting that a Committee be struck to clearly define what our community wants out of the R4 Review and also to launch a publicity campaign to demonstrate what is happening to the nature of this historic neighbourhood which is Sandy Hill.

Trina said that if we were to undertake such an effort ASH should make more of an effort to ensure that a greater diversity of stakeholders be involved in the process.

Chad expressed concern that if the proposed committee were too big the process might prove too cumbersome.

Motion 4.1 [Aug'17] - to create a Save Sandy Hill committee to develop an approach for ASH during the R4 review and other related issues. (Bob/Ralph) – Carried unanimously.

Chad suggested that this should be a committee of the Board with other ASH members as well. He proposed that Trina and Guillaume chair this committee.

- Proposed Meeting with TC United



Prior to the June Board Meeting the developer TC United had asked for a meeting with ASH. Chad reported that they had refused our suggestion that they make a presentation to a General Meeting of ASH members.

There was an extensive discussion about the advisability of having a meeting with this group.

Motion 4.2 [Aug'17] – that TC United be invited to the September meeting of the Board to make a presentation and that the Board would not enter into any discussion of TC United proposals at that time. (Ralph/Pat) – Carried with one abstention.

5. Reports and Updates

a Block Representatives Report (Jan)

Jan reported that she had a contact in Strathcona Heights for the Block Rep System.

b Executive Report

The Executive Committee had not met since the June Board meeting.

c Treasurer's Report

Pat reported the following:

Checking Account	\$15,143
Save Sandy Hill	\$ 3,878
Homestead	\$26,473
Total	\$45,495

She reported that the proceeds from the Spring Fling (\$1012) were split evenly between Prime Ministers' Row and ASH. Pat will have a report on the Canada Day Picnic at the next meeting.

d Committee Reports

i By Law enforcement

Larry reported that in the last three weeks Bylaw officers only visited 11 addresses – lower than the average number. He expressed the opinion that the assignment of a specific bylaw officer to Sandy Hill to concentrate on problems (especially garbage related) in this neighbourhood is not working.

He is hoping to make a report soon about how the new solid waste bylaw is being enforced. Emeline reported that there would be no proactive enforcement by the bylaw officers – they will be reacting only to complaints that are called in. Emeline was asked how the bylaw officers would be dealing with the list of addresses that have already been compiled and she replied that they would be dealt with without additional calls having to be made.



ii. **Communications and Membership**

Ralph noted that his report had been circulated to all Directors prior to the meeting and called for any questions related to the report. (see attached report)

iii. **Engagement with University of Ottawa.**

Bob reported on the annual meeting held with landlords in the neighbourhood. He expressed some doubts about the usefulness of these meetings.

Bob also met with a Consultant with the University who asked for feedback on University – Community relations.

Bob is still working on the letter requesting a meeting with the University President.

iv. **Heritage/Planning**

Guillame's report is appended to these minutes

Trina suggested that ASH participate and support a Cultural Memory Workshop at All Saints in January 2018 and asked for names in the community who might participate in this workshop. Trina will be reporting further on this item.

v. **Transportation** – John was not present and there was no report.

7. **New Business**

a. **Garage Sale**

Cathy Major passed out a flyer which had been distributed in the neighbourhood advertizing this event – September 16th.

b. **Administrator Idea**

This idea will be discussed at the next executive meeting and brought back to the Board.

c. **One and Only Craft Fair**

Eiko Emori asked for help in organizing this pre-Christmas event. Ralph agreed to send her a list of ASH members who have expressed a willingness to help out in this type of event.

The next meeting of the Board will be on September 25, 2017.

The meeting was adjourned at 9:20 PM

Responses of the Councillor to ASH Questions



Good afternoon Susan,

As discussed, please see the responses to your questions below. Additionally, I have asked that By-law staff attend the next meeting to clarify some of the concerns about enforcement and their review that were discussed last night.

As it was mentioned last night, I have also confirmed with By-law staff that there will be an increased presence from their team and waste collection this weekend to support with student move in.

Please let us know if you have any other questions or if I can assist in any other way.

Thank you,

Emeline Sparks

Councillor's Assistant | Adjoint au conseiller

Office of Councillor | Bureau du conseiller Mathieu Fleury

Ward | Quartier 12 (Rideau-Vanier)

613 580-2424 ext | poste 28881

On Aug 27, 2017, at 7:41 AM, Susan Young <susanonash@gmail.com> wrote:

Bonjour Mathieu,

Voici nos questions pour la réunion de lundi soir prochain:

1. Council passed the motion in July to authorize a pilot project that would amend the Property Maintenance and Property Standards bylaws. Has the city made the necessary adjustments to these bylaws? If so, what is the final language?

The amending by-law, enacted by Council on July 12, is attached.

2. Could you get from Forestry the number of trees that have been requested from the Trees in Trust program for fall planting in Sandy Hill?



Three trees will be planted this fall.

3. At our last meeting, Emeline undertook to provide the current internal set of priorities for by-law (this is related to the SH bylaw officer only having about 5% of his time available to deal with solid waste issues, and a question about how priorities are set for his limited time).

The Officer has an agreement in place with Larry to circumvent the 311 calling in process to respond to his complaints directly, the officer then creates the calls as they attend.

A rough estimate to the proactive work that the officer is doing is actually closer to 60%. That includes more than “storage waste issues” however, it is proactive work within the area of Sandy Hill and Lowertown. Other examples are graffiti, long grass, and other sections in the Property Maintenance By-law.

4. What is the status of the review of bylaw services by a private company?

The consultant’s report related to the BLRS review is not yet finalized.

5. Can ASH see the result of the study on best practices in other university towns that staff was to complete for the R4 review?

Please see the attached document.

6. What is the status of the Rooming House review? Is there a report we can see?

We anticipate that the Rooming House review will go to committee and council early 2018. There will be public consultations into the end of 2017.

Merci bien,
Susan

Emeline also appended two documents. One of which, outlining the experiences of city in dealing with bylaw and zoning issues is pasted below (the other was a fair copy of the recent Sandy Hill specific by-law pertaining to solid waste storage):

R4: Experiences from Other Cities



In January 2016 a request for information was sent by email to several Canadian university towns, outlining the bunkhouse issue as it relates to Ottawa and soliciting these cities' experiences with similar planning issues. The following is a summary of responses.

Edmonton, Alberta

- defines a household on the basis of whether the residents are related, and uses this to distinguish between a lodging house and a dwelling unit.¹
- Planning approvals system in Alberta is very different, with significant power to decide discretionary approvals delegated to the Development Officer.

Guelph, Ontario

- "The City has been dealing with shared rental housing over the years which has involved:
- an interim control by-law on accessory apartments within parts of the City;
- initiation of a zoning by-law amendment (using separation distance around buildings with accessory apartments that have a large number of bedrooms) and
- exploring the licensing of rental housing.
- *"These approaches were ultimately abandoned/repealed due to a number of challenges, including human rights challenges. The City decided on an alternative approach to rental housing licensing which involves enhanced enforcement and communication approaches"*

Halifax, Nova Scotia

- Faced similar issues of houses containing a large number of bedrooms through additions and conversions in Halifax. (HRM source says this was an extreme problem circa 2005/06, around the time of Ontario's double cohort; however, double cohort was 2003.)
- e.g. 19 bedroom single-detached house.
- This issue was primarily centred within areas near to Dalhousie and St. Mary's with older, typically large housing stock. Development usually involved excavations to create larger basements and big additions.
- Houses that came on the market were selling extremely quickly. Neighbours to such housing were also selling their houses.
- As the city were quite strict in requiring that all residents within a house have a single housekeeping arrangement, so no locks on doors allowed and HRM required single leases. The social implications of a high number of "friends" living together was pretty extreme.
- In response to the situation, adopted land use by-law amendments that regulate the number of bedrooms within a house (a single detached dwelling can contain no more than five bedrooms); and the gross floor area of houses as a factor of lot size.
- purposely did not attempt to better define the concepts of 'family' or 'normal housekeeping arrangement'.

¹ Edmonton source did not indicate whether Alberta planning legislation contains a provision similar to Ontario's whereby zoning distinctions on the basis of relation or not is expressly prohibited.



- Industry sought legal advice to challenge but ultimately did not appeal.
- HRM believes that the limits on bedrooms essentially put an end to conversions and additions to houses with a high number bedrooms. The gross floor area requirements have been largely unnecessary and we have suggested that they be removed as they sometimes catches normal additions to normal houses and are not as relevant bedroom requirements.
- efforts and programs between the community, the universities, the student union, university off-campus housing, by-law enforcement, and the police. A coordinated approach is essential in addressing off-campus housing issues. HRM has also considered licencing programs.

Hamilton, Ontario

- "Concentration on...limiting the built form to eliminate these large student houses."
- "McMaster University is largely surrounded by small bungalow type single detached dwellings. We have a By-law that restricts the size of any additions to houses in this area."

Kingston, Ontario

- Considering carrying out a secondary plan for the university district with directed intensification at nodes and corridors.
- Some consideration of making the entire secondary plan area subject to site plan control. (Currently, site plan control only applies to residential buildings with 4 or more units.)
- However, in the student area there has consistently been an issue with homes being 7+ bedrooms in one 'unit'. Site plan controls for multiple units may actually reinforce this problem in that area, whereas site plan control for all residential units could serve to help address some concerns... about functions including bicycle parking and storage and lighting.

Oshawa, Ontario

- Residential rental licensing by-law
- College area is zoned R1; single houses with very large bedroom counts
- Subject of court case Windfields v. Death (main outcome being that Howden J said a household doesn't imply an unlimited number of residents.)
- Currently dealing with residential conversions: "...looking at allowing triplexes and fourplexes in existing singles and semis, 3 units, so long as the building envelope doesn't change. They would need to be able to create enough parking spaces (1.33 spaces per unit) in the rear yard... If the building envelope isn't changing, why should they need a rezoning to create the third unit - perhaps they will need a minor variance for setback, landscaping etc. Most of the time, one cannot even tell that there are 3 units in the dwelling."

Peterborough, Ontario

- Approach is modeled partly after the City of Waterloo's approach.
- Originally plans to merge the requirement of a business license with the zoning by-law including revised definitions for lodging houses, dwelling units and bedrooms etc.; later, zoning approach was set aside, with focus on licensing and fire code instead.



- Parking is also used to control density e.g. minimum 2 spaces per single dwelling, three for a lodging house. Both of Peterborough's university campuses (Trent) are suburban. They're more relaxed about parking in the inner urban.
- Because of relatively modest property values, Peterborough doesn't get many teardowns or near-teardowns.
- New requirements of a business license for rental units with four or more bedrooms will include floor plans illustrating bedrooms for rent, fire inspection including self testament regarding working smoke and CO2 alarms, zoning compliance, verification of parking and will allow enforcement access to anything rented with 4 or more bedrooms. Lodging house is 5 or more tenants
- Aimed at improving the standards of health and safety of rental units with multiple bedrooms with fire safety being the driving interest.
- So what's to stop someone from just showing 3 bedrooms (avoiding licensing) and then renting out the games room and den? Nothing. *"We know some will fly under the radar. We expect that sooner or later a tenant will complain and we'll have grounds to enter and enforce."*
- Peterborough's fire inspector *"is hard-core."* If there's a building suspected of being an illegal lodging house:
 - she sets up an appointment to inspect
 - on the appointed day, the occupants naturally move beds etc. out of bedrooms. She sets herself up with a telephoto lens and takes pictures of the process
 - then goes in for the inspection, sees the marks on the carpet etc., goes "Is this where the bed was that you just moved?"

St. John's, Newfoundland

"Hasn't really been a problem here... We do get houses with several rooms rented, but the problem is typically noisy parties and cars parking everywhere. But it is not that common that the City has to deal with them as problem properties."

St. Catherine's, Ontario

- "I have been dealing with student housing for years and there is no one solution to address student issues."
- Considered limiting the number of bedrooms per dwelling unit as part of new ZBL but decided against it . "It's a bit of a cat and mouse game... plans come in identifying 4 bedrooms, a hobby room, a TV room and various other non-bedroom labels, but all with a closets and internet access... just waiting for a student to rent after permits are issued."
- St. Catherine's has no student ghetto like do many university towns; student housing is largely spread throughout a number of neighbourhoods.
- Has not yet experienced a surge of super student dwellings in the form of large lot coverage dwelling(s) with 5 + bedrooms. Recent increase in purpose built private student residences very close to the university appears to have reduced the pressure on established neighbourhoods around the university.
- Demonstration by the university administration itself that off campus housing matters are a concern of the university, and not something that they have little responsibility for, helps. "Good neighbour" awareness program reduced noise, vandalism, waste, and general unruly behavior

Thunder Bay, Ontario



"Thankfully these kind of buildings have not been an issue here in Thunder Bay. Our university is somewhat unique in that it is not immediately adjacent to an established residential neighbourhood – it is kind of isolated. That having been said, we do have areas that are popular for student housing and like Ottawa we have modified our zoning regulations to encourage infill and intensification by allowing more opportunities for duplexes and fourplexes."

Waterloo, Ontario

- adopted a nodes-and-corridors intensification strategy
- previously - 4 or 5-bedroom units popping up; recently began using bedrooms/ha instead of units/ha to define density (density maximums, not minimums.) In low-density zones, low-density zones maximum 250 bedrooms/ha
- detailed and stringent zoning definition of bedroom is a *"consolidation of existing definitions in our Official Plan, Development Charges By-law, and Residential Rental Housing By-law, as well as requirements of the Building Code."*
- Northdale (north of Sir Wilfrid Laurier U) - OPA amendment in 2012 to regulate density in bedrooms/ha.

See Next Page for Planning Report Submitted by Guillaume

Planning and Heritage Committee Report - August 29, 2017		
Development Applications		
Project	Status/Latest update	ASH Action Items
231 Cobourg, Uganda High Commission	Design/Planning rationale submitted in April 2017. City opposes demolition of existing building, as proposed by developer.	/
4/81 41 Besserer	Application for lot severance before Committee of Adjustment	Ash sent letter of opposition on July 31, 2017
541 Rideau	ASH met with developer on July 11	Ash sent letter of comments
329 Laurier	Ash met with developer on July 11	Ash sent letter of comments
305 386 Chapel	Application for numerous variances was refused by the CofA and appealed to the OMB	ASH settled an agreement with developer on August 23, 2017
51 Sweetland	Demolished due to the contractors negligence. Project will be starting from scratch as what was approved can no longer be built.	/
95 Sweetland	Application for minor variance, but project falls under the ICB	ASH sent letter of opposition to CofA on July 19, 2017
105-109 Henderson	/	ASH to apply for Heritage Designation
Henderson/Templeton Block	Site Plan application from developer on February 3, 2017	?
Planning Studies		
R4 Review	ASH met with City on July 25, 2017	ASH to monitor closely developments
Pre-Consultation Meetings		
Meeting on July 21, 2017	Trina attended	/
Meeting on August 24, 2017	No one from ASH attended	ASH to provide comments based on pre-application documents
Meeting on August 25, 2017	No one from ASH attended	ASH to provide comments based on pre-application documents



MINUTES OF ASH MEMBERSHIP COMMITTEE

August 22, 2017

In attendance were: Anne Roland, Jan Finlay, Ralph Blaine (Robert Forbes and Susan Young sent their apologies)

1. Block Rep System

Jan expressed concern about the level of participation of the current Block Reps. She also noted that she needs help (preferably from a non-Board member) managing the system as she lives outside of Ottawa for part of the year.

Jan agreed to contact the Block Reps currently on the books to see if they are still active. From this we should be able to map out which areas of the neighbourhood are not covered.

Anne suggested that a note be placed in the next Block Rep report asking our contacts who are not members to consider joining and give them a link to the ASH site where they can join and Jan agreed to do that.

Ralph noted that if we need block reps for a given area we can always search the membership database for likely candidates and contact them directly..

Given the recent changes to the Privacy legislation, the Board and Block Rep network should consider sending to all those on their email list a request to confirm that the recipient agrees to receiving emails from ASH.

2. Increasing Membership

Should we contact our “ex-members” once again but this time make each email personalized. If we were able to do a few each week we could eventually cover the list of 150 or so.

Jan pointed out that there is no way for a member to find out when his/her membership has expired and wondered how far in advance ASH sent out renewal notices. Ralph agreed that these notices should go out at least a month in advance and should be addressed individually.

Both Jan and Anne gave examples where membership cards gave members discounts at various merchants. Would ASH be interested in building a merchant network of this type? Ralph noted that ASH has not been sending out cards for a while. Anne agreed to report back about how one organization she belongs to sends out their cards by email (print, cut out and fold).



All members of the committee agreed that having a membership fee was a good idea. Should the fee be increased?

3. Canada 150 Campaign

The committee was not ready to make any specific recommendations on this topic.

4. Gazebo in Strathcona Park

The idea of a community party/ joint “barn raising” type activity was worth exploring but some organization would be needed. Ralph noted that Susan Young thought she knew someone who might help out here. We wondered if we might raise more money by selling sponsorship plaques that could be placed on or near the Gazebo. Ralph also mentioned that Barry Padolsky had volunteered to draft a set of plans for a Gazebo in the park. Building such a custom unit would probably be more expensive than erecting a prefab unit – could we get local suppliers to donate/discount building materials?

5. Communications/Messaging

This item will be on the agenda of the next meeting.

