



Tanglewood Hillsdale Community Association

30 Woodfield Drive, Ottawa

Board of Directors Monthly Meeting

August 22, 2016 – 7:00 pm

Approval at September 26 Meeting

Present: Graeme Roderick, Chair (skype)

Directors at Large: Maria Baker; Wendy Farant; George Kong, Debbie Lombardo and Danilo Orozco

Absent: Veronica Keaney, Kulothungan Sachithanatham,

Guest: Vincent Siciliano

Item 1.0 - Approval of the Agenda

CARRIED

Agenda was posted prior to meeting

Item 2.0 - *Approval of July 25 Minutes* of Board of Directors Monthly Meeting

Minutes be approved and posted in due course.

CARRIED

Item 3.0 - Business Arising from Previous Minutes

3.1 Welcome Sign:

No further action has occurred since last month regarding enlarging the sign.

3.2 Neighbourhood Watch Signs:

Sign improvements are expect this fall.

3.3 Hillsdale Park Bulletin Board:

G. Kong reported that today an application for the *Board* has been made to the City. The Association has agreed that if approved, the City would manage the project and order the bulletin board for the neighbourhood. Tri-Pro would do the work. On approval, the Association would forwards 50% of the total project cost as indicated by the City and the City would place an order with work done in the Fall. Our ward councillor supports this initiative. Thank you George for your work with D. Williams, a planner with Parks, Recreation & Culture.

3.4 Garbage Receptacle opposite the Esso Station:

The original smaller receptacle has been remove as requested.

3.5 Staying Connected:

Invoice of \$448.00 received from Gary's Printing for the August issue of *SC*. To be paid. Directors agreed to receive distribution of the three-times-a-year newsletter.

3.6 Electronic Access to Bank Statements:

K Sachithanatham attended the Trust Co (Merivale Road) to affect electronic access to both accounts. A meeting of the Finance Committee will occur on the evening of August 29 to review bills and invoices. August deposits to be made thereafter.

Item 4.0 ***Portfolio Reports***

4.1 Community & Business Concerns -

- Sough is a bench at the volleyball court in Hillsdale Park. Funding may be available through *Cash In Lieu* overseen by Ward councillor's office.
- Traffic calming measures: Councillor Egli's office has made a request for suggestions for this neighbourhood. ACTION: G. Kong

4.2 Safety/Security (Neighbourhood Watch):

D. Orozco reported:

- Renewal or recruitment of Watch membership: Student yet to be hired. G. Kong willing to be of assistance.

4.3 TPCC:

Next meeting is scheduled for September 20.

Labour Day Celebrations are being held September 7.

An advisement for the Promotion Facilitator, Manager: Indoor Activities, and Secretary positions was placed in the August issue of *Staying Connected*.

N. Mintenko has confirmed that Tim and Nathan Young are willing to supervise the TPCrink this year.

Time for managers and Garden coordinator to begin to think of items for the next budget year. TO be taken up September 20.

Community Garden:

Four items were identified: 1) interpretation of our bylaws, 2) five year agreement regarding use of park space for garden, 3) the design plan including continuance of the pathway on the west side of the Centre, and 4) construction of the garden boxes.

- ✓ With respect to # 1, moved by consensus that the language contained in Bylaw 2 –“*through activities and partnerships that enhance the quality of life of residents*” be interpreted to include provision of garden plots for use of neighbourhood residents and other members.
- ✓ With respect to # 2, D. Orozco and G. Roderick reviewed the License of Occupancy and Disclaimer of Liability documents. Clarification of some items being sought. Particular requirements were flagged (i.e soil). In the sense articulated in # 1 above, THCA's mandate now includes in part being a '*gardening association.*' The License is a five year agreement running to May 31 2021. Although the Association is willing to provide the requisite \$1.00 *consideration*, the money is being by the City. On a motion moved by D. Orozco to accepted the documents as drafted by the City. CARRIED
- ✓ With respect to signatures on these documents, as permitted by bylaw 7.4, moved that director D. Orozco be appointment to be the second signature to these undertakings. CARRIED
- ✓ Regarding # 2, the design has been approved by the City for an initial 12 plots.
- ✓ Also regarding #2, go-ahead has been given by the City for the extension of the pathway, being contracted/funded by *Just Food* with the selected company, rather than contracted/funded by ourselves. Work is expected to be done in September
- ✓ With respect to # 3, THCA needs a document stating that the lumber to be used for box construction meets standards. Chisholm Lumber is expected to do the

delivery in mid-September. In accessing the park, they will adhere to the direction [# 1 above] regarding liability insurance.

- ✓ Also regarding # 3: Power driven devices are to be approved as safe, and any volunteer operator is to receive instruction of safe use per our 'risk policy' for snow-blowers. Notice to and guidance sought from Mike Gilmore of Aon Insurance. ACTION: D. Orozco

4.3 Membership:

Membership renewal done at Corn Roast

Material for the canvas of Nestow Dr., Mardil Ct. and Finrod Crs. had been handed out.

G. Roderick to speak to a couple of potential canvassers. ACTION: G. Roderick

Contract to automate membership with Ms. Zerhloul still needs to be drawn up.

ACTION: G. Roderick & P. Budd

4.4 Volunteers:

D. Lombardo is working with N. Mintenko regarding the Labour Day Corn roast.

4.5 Communication:

D. Lombardo reported that the newsletter SC is fully distributed.

August issue of SC posted to our website.

Item 5.0 - Treasurers Report

5.1 Review of financial position THCA:

Regarding THCA's account, the July opening balance was \$5,716 and the closing balance was \$

5.2 Review of financial position TPCC:

Regarding TPCC's account, the June opening balance was \$47,470 and the closing balance was

¹5.3 Bookkeeper:

J. Fu has returned keys. K. Sachithanathan continues a search for replacement bookkeeper. The monthly rate would be in the range of \$50 to \$75. Progress to be reviewed at the next meeting.

5.4. Financial Statement for the first three quarters:

J. Fu has provided the desired information to assist in completing the Financial Statements for the period ending June 30. It is anticipated that the Consolidated Statements will be available by the next board meeting.

Item 6.0 - NROCRC Report – K Kearnan (audio):

K. Kearnan has been involved in a senior initiative with respect to Tanglewood-Hillsdale and Manordale-Woodvale-Craig Henry. No synopsis for the board was received. He can be reached at 613-596-5626 ext. 253.

Item 7.0 New Business:

The Finance Committee will meet on August 29th.

- 7.1 Nominations Committee:** There is a need to establish a nominations committee at an upcoming meeting.
- 7.2 Annual Report:** The annual report will need to be prepared for the AGM. We are currently looking into our need to report annual to the province.
- 7.3 KMC's 150th Application:** G. Roderick reported that the application for the City's Civic Grant must be made by September 15. It remains unclear whether KMC or two neighbourhood associations would make this application on behalf of the Council. The Event would be an Old Time Nepean Fair to be held next June 3 at the grounds of Howard Darwin Centennial Arena.

Item 8.0 – Adjournment

The Meeting adjourned at 8:20 pm.

Next Meeting – September 26, 2016 – 7:00 pm. D. Orozco will provide the keys to G. Kong.

(Finance Committee meets immediately after that meeting)

NOTE – Residents of the Tanglewood-Hillsdale community are welcome to attend monthly meetings as spectators and/or are welcome to bring forward Agenda items.

G Roderick, Chair/recorder