



**THCA Board Meeting
Minutes of January 22, 2018 @ 7:15pm
Held at THCA Centre
30 Woodfield Drive
Ottawa, ON K2G 3Y5
Website: www.thca.ca**

*(Residents are invited to attend by contacting president@thca.ca
Residents are also invited to add an agenda item by contacting president@thca.ca)*

Present: G. Roderick-Chair, W. Farrant, G Kong, D Orozco,
Regrets: D Ani, V Keaney

- 1.0** Agenda for current meeting **Approved**
- 2.0** Approval of Minutes of November 27 2017 **Approved**
- 3.0** Business Arising from Previous Minutes:
- 3.1 Provincial reporting under the Not for Profit Corporations Act
Awaiting Final Financial Statement
- 3.2 Financial Statements 2016-2017: Motion to approve the Financial
Statements for 2016-2017. **Tabled**
Two items still require adjustment: In the Operating Statement,
Membership needs to be retitled Membership & Registration and
approximately \$3,600 moved into this line. With respect to the Statement
of Financial Position, garden assets seem understated.
Cheques issued need to be summarized. **Agreed**
Financial Statements 2016-2017: When the Financial Statements are
complete they will appear in an Appendix of the AGM Minutes.
- 3.3 Access Management Agreement – 3.a:
Motion: To enter into negotiations with the City’s Recreation, Culture and
Facility Services [Wendy Royer] on expansion of permissible shared
expenses. **Carried**
- 3.4 P & E Manager (Indoors): While the Board approved by e-mail the
appointment of Kathleen O’Dea on January 8, and she attended the
January 9 Management Committee meeting, she has decided not to accept
the position.
- 4.0** Portfolio Reports: (fixed order)
- 4.1 Community & Business Concerns
- Graffiti and Paint-It-Up Murals: Graffiti is again on the basketball
wall in the Hillside Park (Woodfield side). Crime Prevention
Ottawa oversees grants to have murals painted on such abused



spaces. Closing date is early April, with 2018 application available in mid-February. Alternatively, should that wall be taken down? It supports basketball hoops at either end.

Motion: To apply.

Carried

4.2 TPCC

- Management Committee Meeting [January 9].
 - ✓ Security System of Centre: Activated January 8
 - Access **from** the outside of the Centre will be restricted to the Main entrance and to the Multipurpose room.
 - A new key is being issued to long-term users of the facility. Old keys are being returned for the City's disposal.
 - Occasional users are issued a new key via the three lock boxes located under the outdoor mailbox.
 - At the time of the key exchange, and issuance of a 'unique security number', a review of the operation of the security panel near the front door is being undertaken and a new Statement of Understanding is being signed.
 - Security Panel instruction posted.
 - ✓ Garbage Dumpster: the Councillor has again been asked to support a dumpster on this site. Councillor Egli has favourably agreed.
 - ✓ Application for Community Garden Phase II -THRA's Contribution: The Committee of Management recommended that the Association contribute \$1,000 to Phase II.

Motion: Endorse this recommendation. **Carried**
 - ✓ Neighbourhood Builders Recognition Program: The Mayor presented a Recognition Certificate to T. and M. Baker during Carnival Day which was also an opportunity to highlight our program, including current and former recipients' photos in the main hall of the Centre. A photo of the occasion was communicated to the Mayor's twitter followers.
 - ✓ Brochures of the schedule of Bus Routes on Woodfield and Woodfield at Merivale will be located on the main hall display rack.
 - ✓ Civic Event Grant for Labour Day 2018: The Association has been awarded approximately \$2,000 to assist in holding this event.
 - ✓ Seniors bus tour: Joint application with Manordale/Craig Henry Community Association was made on Nov 20 to the Ontario Seniors Community Grant Program - Stream 1 for a group bus tour. The request was for \$2,000. If awarded in March, outing must commence after April 30.

4.3 Membership: W. Farant reported that three/four memberships were taken out at the Winter Carnival.



4.4 Volunteers: D. Orozco was awarded the Canada 150 Medal [Nepean Riding] on December 18. Move that an application be made to the Province of Ontario to recognize the volunteer service of Wendy Farant [10 years] & Leo Parent [15 years]. **Carried**

Action: G Roderick

It was further agreed to explore the city of Ottawa/Volunteer Ottawa's awards with a closing date of February 26. Youth and Seniors are the two categories that may apply to some of our volunteers worthy of recognition.

4.5 Security and Safety:

Given that in the last month there were 3 reported incidents of assault, 1 of robbery and 1 property crime in our neighbourhood we *may* want to hold meetings of neighbours to inform them about wrongdoings and how to make our neighbourhood safe. Nancy Worsfold of Crime Prevention Ottawa and Cst Sherry Jordan could be speakers.

Action: D. Orozco

4.6 Communications:

The December issue was circulated, including 145 to the Apartment building at 100 Medhurst. Distribution was sanctioned by a contact person.

D. Lombardo reported an overrun of 150 copies in this and in previous issues. She has undertaken to review the numbers for each route.

Status of the automated building reservation system upgrade: No progress has been made. D. Orozco had agree to assist P. Budd in preparing the specifications of the preliminary work to be done. An additional allocation will be needed.

5.0 Finances

Our Treasurer D. Ani is away this month.

Finance Committee will meet tomorrow.

First Quarter Statement of Operations and Statement of Financial Position. **Tabled as received**

, **Motion:** To transfer S1,700 from the TPCC account to reflect the Association's contribution to the construction of the external bulletin boards in the Hillside Park (Woodfield side).

Carried



Bank balances:

| Dec 29 2017 | Opening | Closing |
|----------------|--------------|--------------|
| THCA | \$ 4,011 | \$ 3,999 |
| TPCC | \$ 66,806 | \$ 50,582 |
| Paypal | \$ 968 | \$ 1,028 |

6.0 Other Business

6.1 Rink Supervisor Contract **Tabled**

6.2 *Metro Snow and Ice*: Given the non-response to our request, it was agreed to pull their ad from the website and to approach Andy's Snowblowing Lawn care for rink clearance.

6.3 Expansion of the Community Centre. G. Roderick met with potential donors and with the Council, who have agreed to set up a meeting.

6.3.1 Whereas in 1997, THCA agreed to contribute \$25,000 over a ten year period to the expansion of the current Centre
Resolved by consensus, THRA agreed to offer to contribute \$25,000 over an agreed upon number of years or as a one-time contribution.

Carried

It was noted that should this be over time, it ought not be construed as an interest bearing loan.

6.3.2 Plan for an emergency evacuation of the neighbourhood: With only two exits, it was agreed that a plan needs to be devised when both exits are open or only one is open.

Table

6.3.3 List of local contractors

Tabled

7.0 Adjournment – Next Meeting: February 26

Carried