

Tanglewood Hillsdale Community Association
Board of Directors' Meeting Minutes
30 Woodfield Drive
July 22, 2019 7:00pm,

Present: G. Roderick, chair; G. Kong, D. McColeman

Regrets: D. Orozco, V. Kearney, and L. Mangone

1. Approval of draft agenda: a consensus agenda CARRIED
2. Approval of the June Minutes CARRIED

It was noted that Board Minutes for April and May as well as TPCC for March had yet to be posted on our website.
- 2.1 Business Arising
 - i) CDF 10-month initiative: In H. Ali absence TABLED
 - ii) Medhurst Park Basketball Court Revitalization: G. Kong reported that in conversation with the City's parks planner Donna Williams, he learned that the green wall will be taken down this summer/fall, and that a budget would be needed and approved before the design/ implementation stage could go ahead.

D. Williams noted that the cost of the project well-exceeds the amount managed under the Community Partnership Minor Capital Program. It was thought THCA might be able to get some assistance from local businesses. It would be hard to promote this initiative to them without some additional data regarding frequency of use.

MOTION: To hire a student/user or have a student/user accumulate volunteer hours to collect data on the extent of use as is done with ice rink participation rates (skater hours) for a number of days. A honourium of up to \$100 be allocated. CARRIED
 - iii) Medhurst Park (Hillsdale side) Bike stand: G. Kong reported that he has asked the City for a permanent stand near the volleyball court. He is hoping it would be installed this year.
 - iv) Hydro 1's Ottawa Beautification Fund Application: The closing dates are July 31 and October 31 [<https://www.services.hydroone.com/forms/Ottawa-Beautification-Fund-Application.aspx>]:

The difficulty with Hydro's application is it does not address a) the ownership upon installation, b) if installed by a contractor, what level of liability insurance would the company need to carry, c) does the Association need to hire a Hydro 1 approved contractor, d) the application doesn't address ongoing maintenance and e) is there a legal agreement if successful.

MOTION: THCA apply for a bench and bike stand of a value of \$4,000 to be located midway between Woodfield and Benlea (an area where Vegetation Maintenance) is being done We can assert that existing benches and games and picnic tables are well used, are low maintenance and attract little if any property damager. CARRIED

ACTION: Graeme

If application is approved, we can gain experience in working with Hydro 1 that should inform our October application (likely over \$10,000). We should also better appreciate the impact of their trimming and clearing.
 - v) Temporary Placing Curbside Signs in the Hydro Corridor: Gaining written permission is proving complicated because of Ontario Infrastructure's Rules. Possibly on the City road allowance is being considered.

- vi) KMC: *New Horizon* Grant: Manordale CA asked if their Nepean Band Concert, scheduled for August 14, could be held at our park. No cost to us, except the waiving of rental fees if the Concert were to be held in the Hillsdale Hall. AGREED
- vii Local Business Directory: This edition of the 3 page Directory will be posted as a downloadable pdf. It is on-line. Should it go to local businesses?
- viii e-transfers: L. Mangon arranged for this to be implement. It is being used for rentals. At the August 27th Management Committee meeting, its extension to program registration will be considered. Will it be possible in use at Corn Roast for fall programs and workshops registrations?
- ix) PayPal: THCA rather than TPCC is now the bearer.

3.0 Portfolios:

3.1 Community Concerns: G. Kong

- Bike parking rack by the volleyball court: see Business Arising iii) above.
- External Bulletin Boards:
 - the locking mechanism on the Bulletin Board in the Medhurst Park (Hillsdale side) was replaced.
 - The installation of the new bulletin Board on Benlea Dr. is not yet scheduled. New Bulletin Board's copy for the Fall/Winter Activity Schedule was printed. The Masthead for the new board is in the long filing cabinet, located in the Storage Room.
- Traffic Calming & Speedboard data:
 - The City will move the speedboard from the entrance to our neighbourhood off Merivale Road to opposite Tanglewood Park. Condo president G. Lavigne is aware.
 - Speedboard Date: the data is for each of the 4 boards and covers 24 hours.
- Nepean Trail: While our section is completed, other sections are not. The Councillor will hold a celebration on completion.
- Chunks of curbing: City has agreed to pick up.
- Kidgrove, Lansfield and Woodfield: City project manager Keith Gibbs was informed that most residents are satisfied that the project has been completed.

3.2 TPCC: G. Roderick

i) Promotion Manager:

A. Deering accepted the position of Manager of Promotion effective July 2. He is willing to continue in an acting capacity in the position of Program Manager Internal 'til replaced.

MOTION: To reassign A. Deering to the position of Manager of Promotion and designate the position of Manger Program - Internal as vacant, being filled on a temporary basis. CARRIED

ii) Program Management: Because the occupants of the positions of Internal and External programs managers are in their roles on an *ACTING* bases, consideration was given to amalgamating the positions. Agreed this may be a worthy goal, but on a volunteer basis paid a small stipend, it would be even more difficult to find a volunteer who would take it on.

MOTION: To maintain two positions ensuring the balance of workload is evenly distributed. To advertise for the positions. CARRIED

iii) Kitchen renovations: Work is on schedule for completion on or about months end.

iv) Committee of Management Meeting: As agreed at the June meeting it will be held on August 27.

3.3 Community Garden: D. Orozco

In D. Orozco's planned absence, report tabled to next meeting;

TABLED

3.4 Membership/Volunteer: D. McColeman

The summer canvas is under way.

H. Ali has provided N. Mintenko with the contact information of seven new volunteers.

3.5 Safety/Security:

i) Neighbourhood Watch:

In D. Orozco's planned absence, report tabled to next Meeting. TABLED

ii) Emergency Preparedness:

- The City's pamphlet *Are You Ready*, in English, French, Arabic and Chinese has been re-ordered.
- Emergency Preparedness will be a stand-alone section of our Newsletter *Staying Connected*
- Emergency Preparedness Week in Ottawa is the first week in May. Using City's material, our Association will annually promote that week on our bulletin boards, website etc.

3.6 Communication:

- Now that there are persons in Promotion and Newsletter, a meeting of the Communication Committee will be called.
- An ad will be placed in the Newsletter for Program Manager: Inside
- Next issue of *Staying Connected* will be out in early August. This should permit advertising for the concert and the legal clinic.
- Curbex signage in west-end of neighbourhood: see Business Arising 2.1 v) above
- Oversight of the twitter account. D. McColeman will follow up on who oversees.
- Website: The map of where Hydro1 planned vegetation maintenance has been post.

4.0 Finances:

i) Balance TABLED

ii) Financial statement 3rd quarter

Statements have been placed in circulation. What is new is an Across Quarter summary, so that the board and managers can see the aggregate totals and how they go there by quarter. Should assist with budgeting.

5.0 Report of the Vice President: see above

6.0 New Business:

6.1 Good Neighbours Day:

Milton and London Ontario celebrate Neighbours' Day. Many cities in the USA and other countries celebrate a day each year. The FCA has been successful in having the City of Ottawa view Ottawa as a city of neighbourhoods. In June of each year THCA could assist streets & courts to have their own block get together. Could advise of city's requirement for street closures

MOTION: A Friday/Saturday each June be designated Neighbours Day. CARRIED

6.2 Our logo: It has been agreed by e-circulation that the tree in our logo be changed to be a graphic of a real tree.

MOTION: On digital media, that the said tree's greenery reflect the seasonal variation. CARRIED

6.3 Attendance: If not going to attend a meeting, the directors/officers are encouraged to notify the Chair. Individuals can request of the board a leave of absence, as is the current case with one director. If granted, the duration granted is less than a board year. Ceasing to attend (BL 5.10) (for four consecutive board meetings) may result in a position being declared vacant.

7.0 Adjournment: CARRIED

G Roderick recorder