



Tanglewood Park Community Centre  
30 Woodfield Drive, Ottawa, ON K2G 3Y5  
Management Committee Meeting  
Minutes of Jun1, 2021 @ 7:00pm via ZOOM

In Attendance: G Roderick, President; G Kong, Vice-President; C Sewell, Treasurer; P Budd; R Ezema; M House; M Mintenko; A Deering; V Keaney, Recorder  
Absent: M Krishna

1. Approval of the Agenda Approved
2. Approval of the Minutes of Mar 2, 2021, Approved.  
Receipt on the Notes of the May 2 Communications Committee
3. Business Arising  
Key Messages, Key Audiences: Tabled  
All other business arising will be dealt with under portfolios.
4. Portfolios:
  - 4.1 Facilities Management:
    1. Centre:
      - a) External Building audit – G Roderick & D Cornwell have reviewed exterior resources and submission made to Councillor’s office.
      - b) Additional Cleaning – D Cornwell has been completing this task. He has also painted the wainscoting with paint provided by the City.
      - c) Accessibility Grant – awaiting to confirm and receipt of the \$10K Grant for the ‘push button’ bathroom doors.
      - d) Paint it up Grant – awaiting to hear back from NROCRC re the artists submission for the mural on all side of the ‘bunker’.
    2. Ball Court:
      - a) Painting lines and nets – work to be completed on the courts along with new nets. Tennis court is being used frequently. A request to trim the cedar hedges (out- and in-sides) surrounding the courts to be made by P Budd.
      - b) Attempts have been made by D Cornwell to temporarily repair fencing of the hole caused by vandals. City to repair.

c) Evening lights for courts will not be turned on at this time.

- 4.2 Scheduler: Due to COVID restrictions, there are 2 religious groups and 1 mental health group using the building currently. P Budd reported that from March to June, TPCC rental related revenue was \$ 1072 and the City's portion being \$561.
- 4.3. Manager of Events:
1. Arbour Day – this was lightly attended, however, events and discussions posted to [www.youtube.com/watch?v=F1BXSjJEhCU](http://www.youtube.com/watch?v=F1BXSjJEhCU) .
  2. Neighbours Day to be held June 27. Poster required. A Deering to Action.
- 4.4 Management of External Programs
1. Soccer – the City has confirmed field usage effective June 14<sup>th</sup>. In Step 1, allowed are a total number of 10.
  2. Sport field Rental for 2021: C Sewell will obtain info from M Mintenko re a cheque.
- 4.5 Coordinator Neighbourhood Garden – all plots have been rented. A Deering is planning on running a waiting list in the future. D Cornwell has been mowing the lawn and doing edging around the boxes. He is also working on cleaning out the compost bins as non-compost debris has been placed in the bins.  
PROBLEM – THEFT IN THE GARDENS: recently some young children living in Minto Rentals were caught stealing plants from beds. When Parents were approached, they did not seem too bothered by their children's activity. Sadly, for these youngsters as this can bring police charges and records of misbehaviour in minors.
- 4.6. Manager of Internal Programs
1. Yoga – not running.
  2. Online – ones from before, still there i.e., Savita's exercise class for seniors
  3. Young@Hearts Advisory Committee – held a presentation on May 31<sup>st</sup> on organic gardening.
  4. Ad for position in SC : interior program manager
- 4.7 Environment Stewardship: Regarding the Summer job, required to provide our Business Number. M House reported that a few people applied for this summer job. A board will be held to interview prospective candidates. Start date to be mid June, hopefully. Service Canada will forward agreement. Method of payment to be worked out by C. Sewell.  
Tanglewood Park: Dead tree in the median between road and sidewalk removed. Replaced?  
Trimming the Tress/cedars in the ball courts – to be done by City's RCFS.
- 4.8 Recognition Program – held to next meeting. Lawn and Garden Contest underway. Remaining 10 deliveries of certificates was completed.  
2020 Pictures in the Centre – to be updated by P Budd.
- 4.9 NROCRC:

CDF's M Krishna to submit a report to the chair.

4.10 City Facilities and programs – C. Bernard is not available until December. Permits until end June. to be submitted to G Roderick fr P Budd for delivery to portfolio manager Dale Johnston

4.11 Communications

SC, thca.ca, twitter etc. reviewed.

Summer Issue of SC submissions due June 11th

4.12 Manger of Promotions

Bulletin Boards – in very condition and updated regularly.

A-frames – to be placed on Medhurst and Centre prior to events. M Mintenko to supply verbiage.

Facebook – A Deering has been amending this site and placing details on Instagram and Tumbler.

Overflow parking sign – posted and clear in direction.

5. Finances:

Insurance – submission of yearly application for General Liability, Director & Officer and Property was sent May 31<sup>st</sup>. City contact Emilie Lang. New broker:- Marsh.

Non-rental revenue was \$651.

C Sewell will send out a reminder note to Managers re their Quarterly Invoice to be sent by in 28th.

6. New Business\Emerging Issues:

- Expanded Parking Lot – new for handicap spaces must be widened to include a minimum of 2 spaces.
- Audits Next Audit will be painted road and path signs, markers.
- Electronic Sign grant application – G Kong has inquired about this type of sign and learned that the cost can be \$20K+. More investigation required by G Kong. Also, he will be in contact with the City re situation of other Centres' signage and outcome. The Federal Government may provide these funds through a Grant with closing date of Jun 25. More info to follow.
- G Kong also advised that the repair on the basketball courts at the Medhurst Park are being prepared to go to tender by the City. More info to follow.

7. Adjournment: 8:10pm

Next Meeting: August 3, 2021