



# 2024 ANNUAL REPORT

## Manor Park Community Council

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[mpcc@manorpark.ca](mailto:mpcc@manorpark.ca)

Instagram: [mpcc\\_official](https://www.instagram.com/mpcc_official)

facebook: [facebook.com/ManorParkCommunityCouncil](https://www.facebook.com/ManorParkCommunityCouncil)



The **Manor Park Community Council** (MPCC) is a trusted provider of recreation, licensed child care and events serving participants from the greater Ottawa community. Since 1987, our work has been done year-round by a talented team of volunteers and employees. We manage the Manor Park Community Centre, are the lead agency at 1805 Gasse, and program in the Manor Park Public School.

**Our Promise:**

The Manor Park Community Council promises to create community connections, foster personal growth, and collectively share fun.

**Our Vision:**

To be the heartbeat of the community.

**Our Values:**

Belonging   Creativity   Excellence   Inclusion   Integrity   Fun

**Our Approach:**

As a community-based not-for-profit, we are responsible to Ottawa residents when delivering our recreational programs, licensed child care and events. This responsibility is demonstrated by meeting community needs with care and enthusiasm. Our greatest strength is our employees and volunteers, whom we treat with dignity and respect. Pride in our community spaces, parks and sports amenities is reflected in the safe and friendly spaces we create. Trust and collaboration are built through open communication. We practice fiscal responsibility.

As I reflect on 2024, I am proud of how the Manor Park Community Council (MPCC) has advanced our mission while making meaningful progress on the goals set out in our Strategic Plan 2023–2025.



# CHAIR'S MESSAGE

MARK SMITH

This was the first full year of operation for the Manor Park Child Care Centre at 1805 Gaspé. Purpose-built and licensed for toddlers and preschoolers, the Centre has quickly become a vibrant and nurturing space for more than 50 families. By ensuring affordability through the Canada-Wide Early Learning and Child Care system, the Centre strengthens our child care pillar and directly supports our commitment to **Build Sound Operations** and long-term sustainability.

In recreation, we successfully launched After 3 in Manor Park, which transformed the community centre into a welcoming hub after school. This program reflects our pillar to **Deepen Individual Experiences**—offering children memorable opportunities to learn, play, and grow while strengthening their sense of belonging.

Our community events once again brought Manor Park residents together in fun and creative ways. *From Rock the Block and Pints in the Park to our first Taylor Swift Dance Party and the Children's Holiday Market*, these gatherings not only celebrated neighbourhood spirit but also aligned with our goal to **Strengthen Stakeholder Connections**. By working with local vendors, artists, and volunteers, we continue to reinforce MPCC's role as a trusted leader in community life.

Internally, 2024 was a year of transition and renewal. Staff changes encouraged us to reimagine roles and invest in new areas of growth such as rentals, adult programming, and expanded recreation. These steps reflect our pillar to **Evolve through Innovation**, as we explore new business models while maintaining fiscal responsibility and strengthening our future.

The achievements of the past year are a direct result of the people who make up MPCC: the staff who deliver exceptional programs, the volunteers who give generously of their time, and my fellow board members, who provide wise and steady governance. Together, we are building on the foundation of our strategic plan—ensuring that MPCC remains resilient, responsive, and relevant in a changing community.

Looking ahead, our vision remains clear: to be the **heartbeat of the community**. Guided by our values and our strategic priorities, we will continue to create opportunities for connection, foster personal growth, and share in the fun of community life.





# COMMUNITY EVENTS

SKATING PARTY & CHILI COOK-OFF  
MARATHON HYDRATION STATIONS  
GARAGE SALE  
DOORS OPEN OTTAWA



The annual *Skating Party & Chili Cook-off* was on a night of great weather and super ice conditions. The winter classic hockey game opened the event. Riley the Raccoon from the 67s came out to cheer! Congrats to Edinburger, our 2024 Chili Champ.

Running route changes to the *Tamarack Ottawa Marathon* meant that the runners did not come directly through Manor Park. Instead, we set up not one, but two, hydration stations along the George Eitienne Parkway. Thank you volunteers for preparing and serving thousands of cups of hydration!

Calendars were marked for the *Manor Park Garage Sale*. The community centre lawn, along with driveways everywhere, were set-up with treasures for shoppers and browsers.

Doors opened at 1805 Gaspé for our first ever participation in *Doors Open Ottawa*. People curious about the changes to the former Terry Fox Centre dropped by and learned how we are building on the history of the site.



DOORS OPEN  
OTTAWA  
PORTES OUVERTES







## Rock the Block 2024



# COMMUNITY EVENTS

PINTS IN THE PARK  
ROCK THE BLOCK



Pie Baking Champions



Our community events attracted crowds!

*Pints in the Park* (July) was an adult-oriented but family-friendly gathering for beer, food and music. We welcomed the participation of local vendors of food and alcohol, and also those selling unique crafts and products. A great team kept everything running smoothly.

*Rock the Block* (September) continued to be a Friday night favourite: pizza, beer, games and an outdoor movie. (Did we forget to mention popcorn?) Everyone loved the face painting and glitter tattoos.

A pie baking contest welcomed all entries and the pie slices sold out quickly. For the third time, teens and first-time bakers were crowned Pie Baking Champions!



## Pints in the Park 2024







# COMMUNITY EVENTS

TAYLOR SWIFT DANCE PARTY  
HOLIDAY NIGHT MARKET  
CHILDREN'S HOLIDAY MARKET

Although Taylor herself couldn't make it, everyone danced and sang the night away at our first *Taylor Swift Dance Party*. The party was complete with bracelet making stations, mocktails and party decor. It was one for the Eras!

It's the elves that make everything happen, isn't it? At the *Children's Holiday Market*, the elves (of all ages) displayed and priced the market items, guided hundreds of children making gift selections for members of their family – then the elves gift wrapped and gift wrapped and gift wrapped.

Santa made a personal appearance at the cookie decorating station so that families could snap their holiday photos.

Generous donations from Manor Park residents – candles, toys, books, giftware – made it possible for us to set up this special shop. All proceeds went to help the MPCC support recreational programming and access to The Opportunity Fund.

The *Children's Holiday Market* will now be an annual event at the *Holiday Night Market* which gathers food and craft vendors at 1805 Gaspe.



MANOR PARK COMMUNITY COUNCIL

**SAVE THE DATE**

**TAYLOR SWIFT  
DANCE PARTY**

June 15 2024 • 1805 Gaspe  
manorpark.ca

**Holiday  
Night  
Market**

FRI DEC 6 2024  
5 - 8 PM  
1805 GASPE

Santa Claus  
20+ Vendors  
Children's Market  
Food & Beverages

beechwoodmarket.ca  
manorpark.ca



## Sessional Arts

Watercolour painting (Laurie Hemmings), acrylic painting (Lindsay Watson) and drawing classes brought together experienced artists and curious beginners. A special *All About Colour* workshop was so popular that we are planning more topic-focused instruction.

## 'What's for Dinner?' Cooking Club

Kids love to cook! These sessional classes always sold out! Kids didn't only get messy, they learned about nutrition, setting a table, and loading a dishwasher plus with cooking skills. Parents were surprised how adventurous their child could be with new food!

## Dungeons & Dragons

*Dungeons & Dragons* is the world's most popular table top role-playing game. Our own Dungeon Master Doug helped the parties of adventuring pre-teens overcome physical and mental obstacles in their weekly quests. All online!

## Workshops

There was something for everyone! *Home Alone* and *Babysitting* workshops introduced essential skills based on the Red Cross curriculum. Wellness was a popular theme for adults with topics ranging from *Sound Bath* to expert advice on menopause or sleep.

## Coding and Virtual Reality

Children will be digital natives so it is no surprise that they were curious about *Coding* and *Virtual Reality (VR)*. Professional instruction resulted in original game development!

## Fiber Arts

Called the *Knitting Circle*, this group of crafters brought their knitting, crochet, needlepoint or rug hooking to a weekly social gathering.

## Manor Park Art Sale

A gallery wall was created in the 1805 Gaspé foyer to showcase the works of local artists. Media included photography, watercolour, acrylics and oils. All pieces were available for purchase.

## After 3 in Manor Park

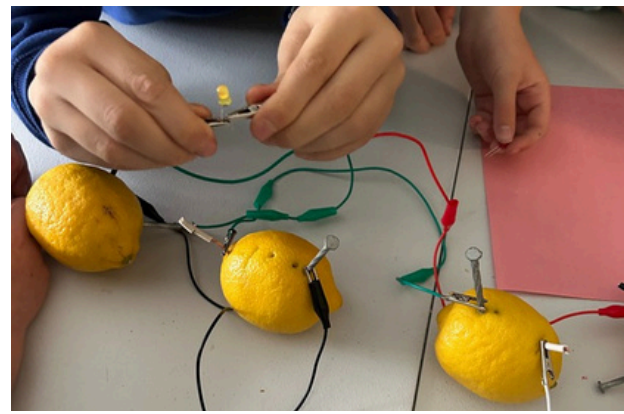
After 3 (A3) was our newest addition to recreation. Participants in grade 1 and older gathered in the community centre after school for crafts, games, STEM experiments, movies, or gardening – then spilled outside for games and sports.



# ARTS PROGRAMMING







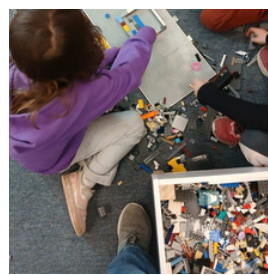
# AFTER 3 IN MANOR PARK

After3 (A3) is a recreational program for school-aged children in the Manor Park Community Centre.

A full renewal of furnishings, equipment and décor made the Manor Park Community Centre their welcoming space after school. With a new program name and new look, we were ready to welcome 20 children.

A dedicated team prepared and delivered programming under themes that included “How to be a Person”, STEM, arts and drama, as well as sports and games. Children even became Cub Reporters for the Manor Park Chronicle.

Families were provided with many registration options: full- or part-time; and monthly or drop-in. Following the best practices learned from our licensed child care programs, A3 offered a fun, welcoming and safe place.







# SPORTS & FITNESS PROGRAMS

## Fitness, Yoga and Pilates

Fitness included yoga, (Hatha, Slow Flow, Mom & Baby, Goddess Flow), Core Strength Through Pilates, Early Morning Workouts, Total Strength & Toning plus Stay Strong & Stable for older adults. A total of 12 classes per week!

MANOR PARK COMMUNITY COUNCIL

**Pilates**  
Mondays  
9:30-10:30am  
Thursdays  
5-6pm  
starts SEP 12!

**Strong & Stable**  
Tuesdays  
11:30am-12:30pm  
Thursdays  
10:30-11:30am

**Yoga**  
Hatha  
Mondays  
5:30-6:30pm  
Slow Flow  
Tuesdays  
6-7pm  
Mom & Baby  
Fridays  
noon-12:45pm  
Hatha  
Saturdays  
10-11am  
Goddess Flow  
Sunday  
9-10am  
starts SEP 15!

**Workouts**  
New Instructor!  
Early Morning  
Tuesdays  
6:15-7:00am  
Total Strength & Toning  
Wednesdays  
6:30-7:30pm  
Early Morning  
Thursdays  
6:15-7:00am

**THE STUDIO**  
Fitness Schedule  
*Schedule subject to change.*  
manorpark.ca

Registration options included 10-Class MultiPass for Fitness, Ultimate MultiPass, and drop-in. The Studio at 1805 Gaspé provided a serene workout space.



We said 'happy retirement' to Louise Hannant, centre, popular instructor of Stay Strong & Stable!

## Sports

Soccer, MultiSport, baseball and JrNBA Basketball are perennial favourites with children and didn't disappoint.

These sports were taught at an introductory level, taking advantage of the sports fields surrounding the Manor Park Community Centre and the gym at Manor Park Public School.

Skating Lessons took place on the outdoor rinks. How Canadian!



## Manor Park Outdoor Rinks

Each winter we build and maintain two outdoor rinks: night-lit and boarded hockey rink plus a pleasure skating puddle on the west lawn of the community centre.

Staff are assisted by volunteers to scrape, shovel and flood the rinks.

In spite of a short skating season, ending February 28, great ice conditions prevailed for the annual Skating Party and skating lessons.



# CHILD CARE & EARLY LEARNING

## MANOR PARK CHILD CARE CENTRE BEFORE- AND AFTER-SCHOOL IN MANOR PARK



### Manor Park Child Care Centre

Opened in late 2023, the Manor Park Child Care Centre is located in 1805 Gaspé and was thoughtfully designed through purpose-built renovations to meet the needs of young children and their families. Today, the daycare is a vibrant space filled with the energy and laughter of 54 toddlers and preschoolers.

Guided by compassionate Early Childhood Educators (ECEs) and Assistants, children thrive in a nurturing, engaging environment. The daycare features three bright and airy classrooms with large windows, carefully curated activity centres, and a secure outdoor play area. Each day includes enriching experiences: nature walks to visit the RCMP Musical Ride horses, nutritious hot meals, and restful nap times.

In September, we proudly celebrated the 'graduation' to kindergarten of our first group of preschoolers.

As part of the Canada-Wide Early Learning and Child Care (CWELCC) program, Manor Park Child Care Centre offers affordable "\$10-a-day" childcare. The daycare is funded through a combination of parent fees and provincial support through the City of Ottawa. The daycare is regularly inspected by the Ministry of Education to ensure licensing compliance, as well as by Ottawa Public Health for safety and hygiene standards.

With high demand for quality care, our waitlist—managed through the Child Care Registry and Waitlist system—currently approaches 230 families.





# CHILD CARE & EARLY LEARNING

## MANOR PARK CHILD CARE CENTRE BEFORE- AND AFTER-SCHOOL IN MANOR PARK

### Before- and After-School in Manor Park

This licensed child care program welcomed some 135 children from Manor Park Public and four other neighbourhood elementary schools, offering them high-quality care aligned with the Ottawa-Carleton District School Board (OCDSB) calendar.

The program is part of the Canada-Wide Early Learning and Child Care (CWELCC) system—commonly known as the “\$10-a-Day Daycare”. Families with children starting kindergarten continued to benefit from affordable, accessible child care. Led by qualified Early Childhood Educators (ECEs) and Assistants, the program includes a mix of indoor and outdoor activities, individual and group play, quiet and active times, and enriching experiences in sports, arts, and more.

Taking place in and around Manor Park Public School, this year’s highlights included, skating on the Manor Park outdoor rinks, performing in a play, participating in dance workshops, cooking chili for the community chili cook-off and celebrating the school year's end with a “Fun in the Sun” event.

The program is funded through a blend of monthly parent fees and provincial contributions via the City of Ottawa. As a fully licensed child care provider, it is regularly inspected by both the Ministry of Education and Ottawa Public Health, ensuring a safe and enriching environment for children.

One ongoing challenge faced by all licensed child care programs is the recruitment and retention of ECEs. MPCC remains committed to supporting its educators through an inclusive and positive work environment, continuous professional learning, and by honouring the wage enhancements made possible through CWELCC funding.



**Solar eclipse on April 8**

A “once-in-a-lifetime” solar elipse was visible in Ottawa. Along with schools, the after-school program closed for safety.







# CAMPS

## SUMMER DAY CAMPS IN MANOR PARK LICENSED SUMMER CAMPS MARCH BREAK CAMP

No one has more camp fun than we do!

The MPCC invited children 4-12 years for summertime fun at one of our two camp programs: *Summer Day Camps in Manor Park* and *Licensed Summer Camps*.

Both camp programs enjoyed the greenspace and trees, sports fields, play structures, tennis courts and splash pad. They shared sports and craft equipment and supplies. Home base for *Summer Day Camps* was the Manor Park Community Centre while *Licensed Summer Camps* had a home base in the Manor Park Public School. In each camp, families selected full-day program in the week of their choice during July and August.

Many families took advantage of the Canada Wide Early Learning & Child Care (CWELCC) pricing for kindergarten-aged children being offered in *Licensed Summer Camps* and fee subsidy children enjoyed a seamless transition from school to summer.

Summer Day Camps in Manor Park highlights included activities celebrating "Olympic Spirit", exploring 'Who's Got Talent' and building, building, building 'Cardboard Creations'.

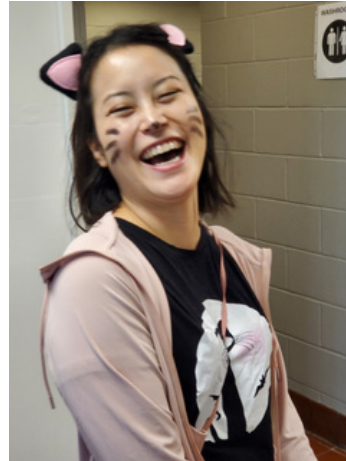
Camps were run by our talented ECEs and camp counselors, junior volunteers and Focus on Youth (FOY) teens from both the Ottawa Carleton District School Board (OCDSB) and Ottawa Catholic School Board (OCSB).

Our first *March Break Camp* was offered in 2024.

# VOLUNTEERS & EMPLOYEES

## Board of Directors

Mark Smith - Chair  
Allison Seymour - Vice-Chair  
Michael Kremmel - Treasurer  
Vessela Zaykova - Secretary  
Kelsey McMahon  
Kailey McLachlan  
Liam White



## Employees

Lana Burpee – Executive Director  
Meagan Noonan - Manager, Child Care & Early Learning  
Stephanie Sears - Manager, Recreation & Community Building  
Julie Irwin - Supervisor, Manor Park Child Care Centre  
Amy Mombourquette - Supervisor, Before- and After-School in Manor Park  
Melanie Proulx - Recreation Supervisor  
Leah Scott - Recreation Coordinator  
Christa Ramonat, Petra Morewood - Bookkeeper

Brad Ackert  
Rose Aldrich  
Zoe Allain  
Sydney Andrews-Finn  
Emmanuel Antonin  
Colin Aquilina  
Rena Argiropulos  
Halime Ayata  
Ella Barnsley  
Chelsea Barry  
Stephanie Becks  
Everett Bernard  
Jennifer Bourassa  
Alessandra Campigotto  
Kathleen Casselman  
Melissa Charron  
Gail Chartier  
Doug Coughler  
Anika Credico  
Ashley Dalziel  
Henry Dressler  
Julie Dumochel  
Christina Esposto  
Andrew Ezzeddin  
Elsa Falace  
Joshua Falace

Erica Flesher  
Clara Fraser-Roberts  
Jeannette Genge  
Julia Gent  
Devon Giguere  
Donna Goodkey  
Clara Gragg  
Catherine Hachigian  
Jasmine Haidar  
Fowzia Handule  
Louise L Hannant  
Umar Hannafi  
Haruna Harris  
Laurie Hemmings  
Sabrina Idris  
Julie Irwin  
Hassnae Jaber El Meftahi  
Taynikua Jean-Louis  
Petronie Kabengele  
Zakia Kaddir  
Aanchal Kaliya  
Mallory Katz  
Carole Kaze  
Asma Kebiri  
Eunsoo Kim  
Yves Koffi

Grace Kremmel  
Vincent Larocque  
Eric Lavergne  
Katelyn Lennox  
Catharina LePage  
Lauren Leung  
Wei Li  
isobel MacDonald  
Muna Djibril  
Alana Malanga  
Hamna Maqsood  
Alanna Mclelland  
Angie Meagher  
Racheal Nansamba  
Jade Neves  
Tasmine Ngoy  
Ella Noonan  
Fatouma Omar  
Cheng Zhen Ou  
Chelsea Passmore  
Miti Paul  
Elizabeth Pearson  
Sawyer Pinheiro  
Nicole Pinks  
Blake Radcliffe  
Mehrnaz Riazi

Samah Saleh  
Genevieve Savone  
April Schmidt  
Bridgette Schwartz  
Kelsie Shires  
Maite Sindayigouya  
Jennie Siushansian  
Kelly-Anne Skuce  
Keisha Slemensky  
Sandra Smith  
Layla Talbot  
Tate Thiessen  
Claire Thompson  
Felicia Till  
Greg Toussaint  
Max Trottier  
Gloria Uwamahirwa  
Lindsay Watson  
Paula Weishar  
Evan Whiteway-Willard  
Kailynn Whyte  
Caroline Wiley  
Sophia Wood Massicotte  
Margaret Woods  
Maryam Yazdani  
Hannah Zettel



# EXECUTIVE DIRECTOR'S REPORT

LANA BURPEE

For the Manor Park Community Council, 2024 was a year of progress as it made structural improvements to the organization while adapting to impactful staff changes.



## Human Resources

We said goodbye to Stephanie Sears, Manager Recreation & Community Building, Melanie Proulx, Recreation Supervisor, and Louise Hannant, Fitness Instructor. Stephanie left the MPCC after 10 years during which time she was instrumental in building the arts and events programming – and most importantly touching our families. Working remotely outside of Ottawa, she remains in charge of our social media. Melanie was part of Stephanie's team building programs in the arts, sports and summer camps. A new graduate she left MPCC to pursue her dream job in professional sport management. Louise was a trusted instructor who always generously shared her knowledge with the adults in her classes. A well-deserved retirement for Louise!

Rather than re-hire against an old organization chart, it was decided to evaluate our human resource needs through a lens of developing opportunities. Event and space rentals, recreational after-school programs and adult programming were determined to be growth areas that we hired against. Key management personnel were given expanded responsibilities.

We were proud that 100% of staff responding to an anonymous survey reported overall job satisfaction. Excellent marks were given to MPCC work environment and culture, staff feeling valued and using their skills. Challenges remain in providing growth opportunities.

## Regulatory Compliance

The MPCC is required to be compliant in a number of regulatory areas: Accessibility for Ontarians with Disabilities (AODA), credit card processing, and Human Resources. The Human Resource Manual was updated with the most recent changes to Ontario Labour Standards and a tool within our payroll management system was set-up to confirm that employees had reviewed the document. AODA requirements are based on the number of employees. MPCC has crossed the threshold into the category with the 'big guys'. Our AODA compliance was reviewed and submitted. Purchases are increasingly made by credit card online and in-person. At MPCC, credit cards are accepted for program registrations, class drop-in fees, or food and beverage purchases at events. We successfully reviewed and reported our fraud prevention protocols confirming our PCI DSS compliance.



## RENTALS

Our beautifully, and newly, renovated spaces brought much interest from residents and small businesses who could envision their celebration or program fitting into The Studio or Art Space. Renting our space opened new business model and revenue source possibilities.

### Finance

Supplies and equipment are planned annually for each programming area. During the year, the actual purchases are made by staff. To ease the potential burden on personal expenditures, commercial credit cards were secured for select individuals on the management team. Policies for credit card use were established.

MPCC crossed the threshold of Employer Health Tax (EHT) adding an additional expense of 1.95% of total payroll.

We explored new revenue sources in events and rentals; considered models to increase profitability jointly with our recreational instructors; identified underserved residents; debated how much to grow and where to scale back while holding fees under increasing cost pressures.

In 2024  
218,500 participant hours  
over 1200 'weeks' of programming  
8 events

The Manor Park Community Council is fortunate to have a talented and passionate management team without whom staff transitions through changes would have been more challenging.

Our talented pool of employees was guided by a supportive and innovative Board of Directors whose sage advice was always backed by humour and patience.

Dedicated staff, committed volunteers, the Board of Directors, and I all work for the wonderful community of Manor Park.

Together we create community connections,  
foster personal growth,  
and collectively share fun.

## THE OPPORTUNITY FUND

We believe that no resident should miss an opportunity to enjoy our sports, arts, fitness or summer camps because of financial barriers. The Opportunity Fund was established to take voluntary donations from residents and pool them to support access to our recreational programs for those in need -- of all ages.

Thank you

for building  
a sharing  
-- and caring --  
Manor Park!

## THE OPPORTUNITY FUND

Manor Park Community Council

Our goal of \$10,000 would 10 children to camp, 10 adults to art classes, 10 children to play sports and 10 adults to our fitness classes.

**In 2024, \$3944.50 was raised  
towards our goal of \$10,000.**

Special thanks to the artists at  
the Ottawa Garden Club Vernissage  
for their generosity.

# TREASURER'S REPORT

MICHAEL KREMME

Manor Park Community Council continues to be in a good financial position even though the annual net revenue was \$120,430 compared to \$387,977 the previous year.

Our program revenue was \$959,922 which represents an 35% increase from the previous year. In addition, MPCC was supported by grants totaling \$1,297,038 for an overall revenue of \$2,256,960.

We continue to invest strategically in our recreational programs (both in the Arts and Sports) to meet the needs of our community. Our licensed child care programs, *Before- and After-School in Manor Park* and *Manor Park Child Care Centre*, remain our strongest revenue source with a nice momentum coming from the recreation programs; recreation revenues have grown by 129% versus last year.

We hope our strategic plans put in place will eventually balance out our revenues with a less reliance on our key revenue sources.

Full audited financial statements are available by contacting MPCC offices.



# THANK YOU



The Manor Park Community Council extends sincere thanks to the supporting organizations, businesses, and families that contribute to our success.

The Manor Park Community Council gratefully acknowledges:

The financial support of the City of Ottawa, and

The financial support of the City of Ottawa and the Ontario Ministry of Education for our licensed child care programs: 'Before- and After-School in Manor Park' and 'Manor Park Child Care Centre'.

## SUPPORTERS

City of Ottawa  
Ontario Ministry of Education  
Manor Park Public School  
Manor Park Management  
Manor Park Chronicle  
Ottawa Catholic School Board  
Ottawa-Carleton District School Board  
Manor Park Community Association  
Andrew Fleck Child Care Services - CISS  
Rideau-Rockcliffe Community Resource Centre  
uOttawa Heart Institute  
Jays Care Foundation  
Ottawa Garden Club  
Align Massage Therapy  
Assurance Rowat Insurance  
Compu-Home  
Edinburger (Chili Champ)  
Grant Real Estate  
JR Lawn & Snow  
LaFontaine & Company  
Ottawa 67s  
Sezlik.com



## MEMBERSHIPS:

Volunteer Ottawa  
Federation of Citizens' Associations  
Non-Profit Network



# Manor Park Community Council

Trusted provider of recreation, licensed child care, and events.

Recreation office  
in 1805 GASPE  
Ottawa, ON K1K 0A4

After 3 in Manor Park office  
in Manor Park Community Centre  
100 Thornwood Road  
Ottawa, ON K1K 4Y1

Child Care & Early Learning office  
in Manor Park Public School  
100 Braemar Street  
Ottawa, ON K1K 3C9