

Canterbury Common Residents' Association
Minutes of Board of Directors Meeting
May 12, 2020

Present: Jim Brady, Ron Zamulinski, Lee Maher, Birgit Pullen, Nora Senechal, Gord Simmons, Murray Smith, Dave Sparling, Marilee Egan.

Guests: Ken Gadsden and John Brewer

Recording Secretary: Marilee Egan

Call to Order: A quorum of Directors being present, the meeting was declared duly constituted by the President, and began at 1:30 pm. via "Zoom".

Approval of Minutes:

Moved by Nora Senechal, seconded by Gord Simmons that the Minutes of the Board of Directors meeting of April 14, 2020, be approved. All in favour - Carried

Correspondence: Jim Brady has received calls on two issues of concern:

1. Unleashed dogs have been seen running on the former golf course lands, and "stoop and scoop" protocols are being ignored. Jim explained as we do not yet own the land, the only solution is to call the Town by-law officer, who in turn cannot do anything unless he is on site at the time.
2. A complaint was made about the number of big trucks on Country Estates Drive. Jim responded that gravel and rocks are being brought in for the Centre landscaping, and that there will be more trucks in the future as work continues. It is very important that residents not complain to the Town, as the Town could shut this work down if many complaints are received, postponing the opening of the Centre. Gord Simmons pointed out that landscaping is permitted under Covid 19 restrictions. The truckers are being careful, and are following expected protocols.

President's Report: Jim Brady

Jim Brady noted with pleasure that Gord Simmons and Ed Richards have agreed to stay on the Canterbury Transition Committee for another year, a job they have been doing for over five years now. They will also be a liaison with Geranium and the Greenwood Seniors Development. A letter has been sent to Geranium to confirm this. Many thanks were extended by the Directors to Gord and Ed.

Land Blocks 38, 39, 40 and 41 have now been transferred from Geranium to the Town. As there are questions regarding the land transfer process, Ed Richards and Roger Doe will be coordinating with our new Corporate Lawyer, Jamie Tudhope, to clarify the situation prior to our next AGM.

Work is proceeding on construction of the 10 metre strip adjacent to the Greenwood property. The slope is very steep, and there have been many calls from concerned residents. Gord Simmons advised that construction is in the early stages and it is hoped the situation will be improved. The CTC is in touch with the Township, as we won't be able to accept the property without an improvement, and it must meet our OMB settlement conditions.

Business arising from previous Board minutes: -nil

Treasurer's Report: Lee Maher

Lee Maher noted that the main purpose of this month's meeting was to approve the **2019/20** Financial Statements as prepared and approved by the Finance Committee, and provided earlier to the Board. The Statements are currently with Auditor Janet McGhee.

MOTION: Moved by Gord Simmons, and seconded by 2nd by Dave Sparling that the 19/20 Financial Statements be approved as written. All in favour - CARRIED

Lee discussed the **2020/21** Budgets for the Capital, Operating, and Replacement Reserve Funds. The Finance Committee recommends that the resident assessment this year be set at \$450.00 per household.

Following discussion, the following Motion was made:

MOTION: Moved by Lee Maher and seconded by Murray Smith that the 2020/21 Budget be approved as presented. All in favour – CARRIED

The Replacement Reserve Fund cash holdings need to be replenished. The following motion was made:

MOTION: Moved by Lee Maher, and seconded by Gord Simmons that the Replacement Reserve Fund GIC currently held by Vancity Credit Union in the amount off \$43,140.00 plus interest be cashed and deposited in CCRA's chequing account with CIBC. All in favour – CARRIED

Assessment notices will be sent out in early June. A drop box for cheques has already been built by Wayne Shannon, and it will be securely mounted inside the mail kiosk by the end of May. Finance is also planning to accept e-transfers this year.

The Finance Committee has made a commitment to share our Operating Budget this year with Geranium's Chartered Accountant, so this information can be available to buyers of the new homes. Following discussion, the Board agreed to this action.

COMMITTEE REPORTS:

Administration: Murray Smith

- Murray Smith reported that the water tanks in the Centre would be hooked up this week. The fireplace will be cleaned in the near future.
- Thanks to Wayne Shannon, the flag pole is now operational, with a new flag and a new line.
- We don't yet know if the Town is able or willing to pick up garbage from the Centre.
- The remaining chair order is for 92 chairs, 20 of which will have arms. Various card groups have been consulted, and this number should meet expected needs, plus 8 – 10 extra chairs. The manufacturer already has the fabric and will keep it for us.
- Murray will draft an undated letter of intent to purchase the remaining order when funds are available.

- The fate of our remaining red chairs was discussed, and it was strongly recommended they be taken to the dump as they are unsafe and could be an insurance liability.

MOTION: Moved by Gord Simmons, and seconded by Marilee Egan that we dispose of the red chairs. All in favour - CARRIED

Communications/Web: Nora Senechal (full report on file)

- Nora Senechal reviewed the CCRA Guidelines which state that the cost of publishing the Chronicle should be offset by advertising revenue, but it is not expected to be revenue neutral. Due to a shortage of advertisers, the Committee has decided to cut costs by reducing the number of pages, and will ask contributors to shorten their articles. They now plan to produce a 24 to 28 page issue.
When Nora was asked how current printing costs might compare with other printers, she noted that Port Perry Printers offered the best rates of those contacted by the previous Committee Chair and had provided excellent service once they were informed of any problems. When discussing whether the Chronicle could be issued on-line, it was felt most people prefer a hard copy, and our usual advertisers expect this format. There was agreement to continue with the June and Summer Chronicle issues, try to get more sponsors, then revisit Chronicle production.
- The Committee requests that the Summer edition be delivered by Canada Post in response to Covid19 restrictions and to reduce personal contacts.
- Nora asked Committee Chairs to submit short notes to the Chronicle describing what is happening in their areas of responsibility now, and what is being planned for the future. Many in our community don't get out, and the Chronicle is important in keeping people up to date and involved.
- The Communications Committee still needs volunteers: a secretary, photo coordinator, and an advertising representative.

Governance: Gord Simmons (full report on file)

- Gord reported there are several requests for advice, and 6 projects underway, mainly for decks.
- The Governance Committee has sent out 8 letters to Real Estate professionals reminding them of our protective restrictions, and advising that they check with Governance when listing a house for sale to determine if the house is still in compliance with the restrictive covenants. Governance also provides the telephone number for Lee Maher so they can check for any assessment problems.

House & Property: Dave Sparling

- H&P is waiting for clearance from Dave Cowie for installing the front and side doors.
- Grass cutting arrangements with Tysyd are done, with the contract running to April, 2021.

Municipal Affairs: Ron Zamulinski (nil report)

Social Committee: Birgit Pullen

Thanks to an initiative by Barb Lindensmith, Lauren Maher, and a group of volunteers from the Social Committee, we woke up on Mothers’ Day to be greeted by ribbons tied around our neighbourhood trees. All enthusiastically extended thanks for such a thoughtful project. Pictures will be posted on the website, and in the Chronicle.

New Business:

Gord Simmons updated us on progress at the Centre, noting that landscaping is proceeding rapidly. The cement pad under the deck will be completed soon, the pool looks very good, and ground for a large patio is being prepared. Interior work is continuing but only a couple of people at a time are allowed entry.

Fencing is going up around the phase 2 area. There will be a lot of truck traffic due to the pond wall repair and Block 100 preparations.

Gord estimated once restrictions loosen there are approximately 2 weeks of work to finish the interior of the Centre, and 3 to 4 weeks of work for landscaping.

The CTC will work with Geranium to plan improvements to the parking lot.

Adjournment:

The meeting was adjourned at 3:15p.m.

Next Scheduled Meeting is on Tuesday, June 9th at 1:30 p.m.

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

