

Canterbury Common Residents Association
Minutes of the Board of Directors Meeting
June 9th, 2020

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

Guests: Dorothy Bull, John Brewer, Ken Gadsden

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 p.m.

Jim Brady welcomed our guests to the meeting, noting that each has agreed to stand for nomination to the Board of Directors for 20/21: Dorothy Bull for Director of Municipal Affairs, John Brewer for Governance, and Ken Gadsden for both Chair and Director of the Social Committee.

Jim also announced that Lee Maher has accepted the position of Vice-President of the Board in addition to his Finance Committee position, replacing Ron Zamulinski who is retiring. Other retiring members of the Board are Birgit Pullen, and Gord Simmons.

Jim Brady expressed our thanks to those retiring, and our appreciation for their excellent work. Gord Simmons will remain as co-chair of the Canterbury Transition Committee for another year.

Approval of Minutes:

Moved by Dave Sparling, seconded by Gord Simmons that the Minutes of the Board of Directors meeting of May 12th, 2020, be approved.

All in favour - Carried

Correspondence:

Jim Brady has received emails from two members:

One suggested that Canterbury members get permanent name tags to help get to know community members more easily. After discussion it was concluded that this is a good idea which has been considered before but was found to be very expensive. The topic could be reconsidered in the future.

The second resident has a problem with trees on Township property with branches hanging too low, blocking her visibility when she backs out of her driveway. Nora Senechal noted there is a phone number on the Town website specifically for trees where one can leave a message requesting a callback. Ken Gadsden suggested a call to Lance Brown could solve the issue. Ron Zamulinski identified Robert Frasca as the person to contact at the Town, and will pass his email to Jim Brady. Jim was able to contact the Public Works Department and left a message.

President's Report: Jim Brady

Meetings have been held regarding the steep slope left when earth was removed behind the houses backing onto the Greenwood property.

According to Geranium the slope is the same pitch as other areas in the neighbourhood and is satisfactory. CCRA does not agree, and a letter composed by Gord Simmons and Ed Richards, signed by Jim Brady, has been sent to Mario stating our position.

The land has been transferred to the Township which would like to transfer it to CCRA, hopefully by the end of June. CCRA has stated we will not transfer the land in its current condition, and Ed Richards and Roger Doe are now working with our lawyer to enable the transfer once it is acceptable to CCRA. Kevin Heritage says there is no grading plan on file from Geranium, so the slope has not been approved by the Township. He has looked at the slope and agrees with CCRA that it would be very difficult to walk on or cut. Discussions continue.

At the moment the Township owns the land, and is responsible for grass cutting. If they cut it they will cut it to 7 inches which is felt to be inadequate. Rem Blimke has an RFP out for June 12th, and is expecting quotes from several sources for grass cutting for the remainder of the year.

The Centre doors are now installed, and H&P hopes the electronic hookups will be completed this week. The downstairs doors are in but still require an electronic strike and hookup.

Gord Simmons received phone calls re: missing emergency phones and railings for the basement stairs which must be installed before the Final inspection. This must take place before the Centre can be turned over to CCRA. Moving day is expected to be on July 2nd, and since our phones may be in storage and not accessible until July 2nd, it will be necessary to purchase two new phones for the purpose. The railings were sold, so new ones will be purchased.

Business arising from previous Board minutes: none

Treasurer's Report: Lee Maher

- Lee Maher reported that assessment returns are going well, with 180 in 6 days out of 241. Approximately 1/3 are e-transfers.
- Finance has a new member of their committee, Tom Phipps, and a second person is interested in joining.
- Perry Pines has paid their \$8,894.00 invoice.
- Tony Hunt, CFO for Geranium will be working with the Finance Committee in transferring assessment fees from new homebuyers to CCRA.
- Janet McGhee is late with our audit due to sickness among her staff.
- Lee noted that there is a lot of pressure on the budget due to unexpected expenses, and asked that he be informed right away of anything over \$1000.00.

COMMITTEE REPORTS:

Administration: Murray Smith

- Murray explained that he has a firm commitment from the chair company to hold the chair fabric for us until we are ready to order more chairs. It was agreed that if we need to pay for the fabric before that time, we would retain it until the chairs are purchased.
- Uxbridge Custom Upholstery, the supplier of the tablecloths, will make them as soon as we get keys to the Centre, and can have them ready in two days.
- If the phones cannot be found on site, Murray will purchase new ones.
- Murray will also purchase a lock box to hold the keys for the lift, the retractable wall, the security room downstairs and the electronics room.

Communications: Nora Senechal

Nora Senechal advised that we are having trouble with getting advertising for the summer chronicle. Wendy Lang has sent out requests to potential advertisers, but has only heard from 3 or 4. We have lost the travel companies, so ad revenue is down. Wendy will keep making more calls. Murray volunteered to try to contact some of our new suppliers.

Governance: Gord Simmons (full report on file)

Governance has had a very busy season, with 18 pre-approval letters over the past year and 8 final approvals. Gord Simmons again noted the importance of residents planning any exterior projects of notifying the Governance Committee to learn if the plan meets our protective restrictions and/or if a building permit from the Township is required. Once approved the Committee will write a letter of approval to go on file stating the project meets Township building codes, an important document to have when selling a property.

House & Property: Dave Sparling (Report on file)

- H&P has been very busy, with many finishing details to see to.
- The locksmith is expected momentarily; the new door keys will match the old keys.
- The pool is close to completion, and the liner is now being installed. Due to Covid19 it may be hard to have the pool open this season, and we still need someone to head the pool committee.
- H&P will look into pricing materials to improve the appearance of the Kiosk but won't be able to do such a project until July.
- The lift has been installed, tested, and it works. Following discussion it was decided the lift should be available to all members who need it.
- Jim asked H&P to look at the trees in front of the Centre as some may need replacing.
- Ulo Sibul is planning the removal of 3 dead trees in the Commons at a cost of approximately \$500 per tree. Trees will not be replaced by Canterbury as Geranium has a commitment to plant a lot of trees to make up for the trees they removed. The budget for tree removal this year is \$1000.00.

Municipal Affairs: Ron Zamulinski No report

Social: Birgit Pullen. No report

New Business: There was no new business

**Adjournment: Moved by Nora Senechal that the meeting be adjourned at 3:07 p.m.
Next Scheduled Meeting is on July 14th at 1:30 p.m.**

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

