

Canterbury Common Residents Association
Minutes of the Board of Directors ZOOM Meeting
July 14, 2020

Present: Jim Brady, Ron Zamulinski, Dorothy Bull, Lee Maher, Birgit Pullen, Ken Gadsden,
Nora Senechal, Gord Simmons, John Brewer, Murray Smith, Dave Sparling, Marilee Egan.

Recording Secretary: Marilee Egan

Guest: Ed Richards

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.

Retirement Notice: Jim Brady

Jim Brady reminded the Directors that Gord Simmons has now retired from the Board, and that John Brewer has been appointed to fill his position as Director. Jim expressed the thanks and appreciation we have for the hard work Gord has done, but noted that Gord will remain as Co-Chair of the Canterbury Transition Committee. The Governance Committee will operate as a vacant seat until John Brewer's nomination can be approved at the AGM.

Guest Presentation: Ed Richards, co-chair of the CTC

Ed Richards reported to the meeting that the Minutes of Settlement entered into by the Corporation and Canterbury Land Development Corporation (CLDC) provided that the latter would transfer to the Township portions of the former golf course lands not being used for the development and those lands would be subsequently transferred to the Corporation.

Ed confirmed that Phase 1 of the transfer of the "open space" lands from Scugog Township to CCRA is now underway.

The transfer lands include the buffer zone behind existing homes on Waterbury Crescent on the former 9th hole (Block 41), the former first hole (Block 40) and the lands of the former 2nd through 4th hole, including a buffer zone between existing homes on Waterbury Crescent and the proposed seniors' residence (Block 38). The Township has also agreed to the transfer of a small portion of land behind the 2ndrd hole (Block 39).

The necessary legal documents are now with our lawyer, Jamie Tudhope who is working with Roger Doe and Ed Richards on the process. Although there are still some concerns, CCRA has no choice but to accept the land according to the Minutes of Settlement agreed to and signed in 2017. These transfers are now being processed.

MOTION: Following discussion, it was moved by Lee Maher and seconded by Dave Sparling that:

- 1. Jim Brady, President and Ron Zamulinski, Vice President are appointed to do all acts and things, to settle the form and substance of all instruments in writing necessary or appropriate to complete the land transfers and to execute on behalf of the Corporation and deliver such instruments, under the corporate seal, if required.**
 - 2. The acquisition by the Corporation of the transfer lands, including Block 39 if approved by the appointees, is approved.**
 - 3. Execution of the instruments by the appointees shall indicate their approval of such instruments pursuant to this this resolution.**
- All in favour - Carried**

Jim Brady then asked Gord Simmons to discuss issues relating to the reopening the Centre.

Gord explained that a team of CCRA residents with experience in the medical field has analyzed the situation, and has prepared a document describing protocols needed for a safe opening of both the Centre and the pool.

Members of the Board reviewed the document, and approved the requirements in principle. Rules will be further discussed and voted on by the Board at a future meeting prior to the opening. They will likely need frequent updating as the situation and/or provincial rules change.

Concerns were expressed about allowing visitors into the Centre and it was agreed that visitors will not be permitted entrance until the Board can review and vote on the matter.

Lee Maher asked that we initiate the protocols immediately in the trailer since it still being used. All approved of the suggestion.

Gord Simmons asked the Board to approve his working with Murray Smith and the Administration Committee on organizing and equipping the Centre in time for the re-opening. All agreed with his request.

Jim Brady thanked both Ed Richards and Gord Simmons for their presentations and for everything they have done for the Board and for Canterbury Common.

Approval of Minutes:

MOTION: Moved by Ron Zamulinski, seconded by Nora Senechal that the Minutes of the Board of Directors' meeting of June 9th, 2020, be approved. All in favour - Carried

Correspondence: none

President's Report: Jim Brady

- The problem with the slope next to Greenwood property has not yet been resolved. Jim Brady has sent out a second letter to Mario Giampietri, CEO of Geranium. Barry Smythe has made a proposal for a tiered slope but there has been no response to date. Another meeting has been requested.
- The Township and engineers have agreed on a plan and are now working on a paved driveway around the pool for handicap access.
- The Health Department will inspect the pool on Friday the 18th, and the Pool Committee now has a full slate of volunteers. Bill Gerber and Gary Carmichael have taken training sessions for pool upkeep.

Business arising from previous Board minutes: none

Treasurer's Report: Lee Maher

- Assessment dues collection is almost complete; reminder notices have been sent out where needed.
- An invoice for \$9,753.00 has been sent to Perry Pines for April, May and June 2020 for reimbursable expenses for the move and the trailer occupancy.
- Mr. Tony Hunt, CFO for Geranium will facilitate the transfer of fees from the new residents to the Finance Committee.
- We have not yet received our Financial Report from Janet McGhee.
- The Finance Committee is proposing a separate account for Covid-19 expenses. These would include direct costs such as lost income from rentals, fewer home sales, and lost advertising. The Board approved the proposal.
- Finance requested approval of a motion for maturing GICs:

MOTION: Moved by Lee Maher, and Seconded by Ron Zamulinski, that the Replacement Reserve Fund GICs currently being held by CIBC and Versa Bank will mature in the July/August timeframe and therefore the following actions will take place. GIC#7 (\$31,956 + interest) held by CIBC will mature on July 23, 2020 and will be reinvested into a cashable GIC. GIC#53A (\$40,000+ interest) held by Versa Bank will mature on August 20, 2020 and will be converted to cash in CCRA's savings account. GIC#12A (\$39,957+ Interest) held by CIBC will mature on August 21, 2020 and will be reinvested into a cashable GIC." All in favour – Carried

The Annual Meeting:

Jim Brady identified the problems involved in holding the Annual General Meeting. It is a legal obligation, needing a quorum of homeowners to “attend”. A number of possibilities were discussed: Large on-line meetings can be held but are expensive to set up, and-in person meetings would be unsafe.

The AGM “package” can be hand delivered as usual. Members could review the documents then deliver votes/proxies for tabulation. A major problem would be the difficulty of a platform for members to ask questions. Board members agreed to explore and consider possible solutions and to discuss them at the next Directors meeting in August. We will be having an AGM in September in some format to be determined.

COMMITTEE REPORTS:

Administration Report Murray Smith

- Murray Smith stated there was an issue with electronic installations in the Centre, as Compton were not allowing their technicians into the building. Compton has now agreed to drop off their equipment at the Centre door on Thursday the 16th, A&S will do the installation and Wayne Shannon will supervise.
- The red phones have been returned, as it was learned that red phones are for emergency use only. Replacement white phones have been ordered.
- Murray has sourced and ordered Hand Sanitizers, and is expecting a delivery shortly.
- Murray has discovered that the doors to the deck are rotting at the bottom. Dave Sparling replied that H&P is aware of the problem and it is felt door replacement can wait for another year.
- The pool table will be delivered on Thursday, and repairs will be done if required.

Communications: Nora Senechal

- Nora Senechal was pleased with positive comments on the recent Chronicle which noted that the text was much clearer. Nora explained the Committee changed the font used to Arial which made the text easier to read. Responding to requests, the Committee also enlarged the font for the new phone list.
- The Committee is not producing the “Year in Canterbury” this year. They plan to reintroduce the document once activities are resumed.
- The Committee is working on ideas for Community building, for example by posting new pictures to share.
- New advertisers are needed as we have lost many advertisers due to Covid19 business problems.
- Current advertisers’ ads have been included in the next Chronicle and will be billed, although many have not responded to requests for clarification of their status. The committee is hoping they will pay as requested.
- The next Chronicle will be 24 to 28 pages, and will be out on September 14th.

Governance: John Brewer (full report on file)

John Brewer reported no problems at the moment. There is one new project underway, and one has moved to the “completed” file. There is one house for sale in the neighbourhood.

House & Property: Dave Sparling

- Dave Sparling noted that the pool will be cleaned on a daily basis by Gary Carmichael and Bill Gerber. H&P will be looking at hiring someone to do maintenance once a week.
- Opening and closing the new pool is a problem as 2 people are needed to handle the larger pool cover.
- Signage for the Centre must be made and installed, and Dave and Wayne Shannon need to find a suitable location for an indoor storage area for pool chemicals.
- H&P will be putting out an RFP for planting the gardens in front of the Centre and along the walkway.
- The contract for grass cutting is done for the old golf course & will continue through October.
- Requests for weeding and fertilizing will be looked at in future.

Municipal Affairs: Ron Zamulinski (nil report)

Social: Birgit Pullen (nil report)

New Business: none

Adjournment:

It was moved Murray Smith that the meeting be adjourned at 3:35p.m.

Next Scheduled Meeting: August 11th at 1:30 p.m.

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

