

Canterbury Common Residents Association
Minutes of Board of Directors Zoom Meeting
February 6, 2021

Present: Jim Brady, Dorothy Bull, Lee Maher, Ken Gadsden, Nora Senechal,
John Brewer, Dave Sparling, Marilee Egan.

Regrets: Murray Smith,

Guest: George Clapham

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.

Approval of Minutes:

MOTION: Moved by Nora Senechal, seconded by John Brewer that the Minutes of the Board of Directors meeting of January 12th 2021, be approved. All in favour - **Carried**

MOTION: Moved by Ken Gadsden, seconded by Nora Senechal that the Minutes of the Board of Directors meeting of February 1, 2021, be approved. All in favour - **Carried**

Correspondence: Jim Brady

Jim Brady received a letter from a resident deploring the patches of excess salt on the sidewalks which she noted is not good for the environment or for walking dogs. Dave Sparling explained that the patches are an unfortunate result of the salting machine which drops too much salt each time the operator has to stop, and that there isn't a way to avoid the problem.

President's Report: Jim Brady

Jim Brady stated that he has been in contact with the Jamie Tudhope, and he, Roger and Ed have a meeting arranged for Feb. 10th. Jamie is now aware of our concerns, and this will be part of their Agenda. Jim noted that once the land transfer is complete, the Board may look at changing lawyers.

Business arising from previous Board minutes:

Dorothy Bull has contacted both the Township of Scugog and Kawartha Lakes Conservation authority to ask if there is a policy about the use of salt on sidewalks. Both say they use salt. Kawartha has investigated alternatives but say salt is the only thing available at the moment.

Policies and Guidelines Review:

Each Committee has been reviewing the P&Gs to update information and wording for their section. The Board discussed the changes, and voted to approve.

MOTION: Moved by John Brewer and seconded by Nora Senechal that the Board approve the updated changes to the CCRA Policies and Guidelines document as recommended today, February 6, 2021.

All in favour – **Carried**

Vice-Presidents Report: - John Brewer

Land Transfer Committee Report:

John Brewer provided an update on meetings of the Land Transfer Committee, which consists of Dorothy Bull, Roger Doe, Doug Thiemann, Ed Richards, Gord Simmons and John Brewer.

Three options were proposed and outlined to the Board as possible scenarios for the transfer of lands and the easement requirement.

John stated we do not need a motion regarding the land slope issue at the Greenwood site. We have a verbal commitment from Mario Giampietri to fix it, and a meeting will eventually be arranged with all parties. Work is not expected to begin until the April.

Once the land is transferred, it will be classified as “open Land” and may be taxable. MPAC determines the market value. We can appeal to the Township for a tax exemption if the land is not considered part of CCRA’s not-for-profit status.

Insurance will be required, the cost depending on how we use the land. It will require a survey to determine if there are safety issues which must be reported to the insurer.

John noted that since the Lands will be accessible to the public, they will need periodic monitoring. Signage should be added to identify ownership of the lands and to encourage positive behaviours such as “Poop & Scoop”.

It will be necessary to develop protocols for land use by our members, and these will be added to the Policies & Guidelines as necessary.

Task Assessment Project: John Brewer reviewed the Excel charts he has devised for identifying Committee needs now and post-pandemic. He will deliver individual committee charts to each Director to review and complete, then will correlate the charts and report results at the March Directors meeting.

Treasurer’s Report: Lee Maher (full report on file)

Lee Maher stated that the third quarter results are in order, and the Covid 19 shutdown has had a small positive effect on the budget. Finance believes we can live within the current budgeted amount for the 4th quarter. If there is a small surplus, it will be transferred to the next fiscal year, helping with the income side for assessment purposes.

No money has been received from Geranium for December house closings

Finance is still expecting a bill for the new deck for approximately \$56,000: \$46,000 for the replacement from the RRF and \$10,000 for the deck enhancement from Capital. It includes the cost of the engineering report required for insurance purposes.

The budgeting process is underway but with so many uncertainties it is very difficult. We have increased our costs due to the new Centre, and there are many expenses on the horizon. The Finance Committee has recommended we spend this year on consolidation, and postpone any discretionary spending until the next fiscal year. Lee suggested that we table a budget discussion to a future special Board meeting, and all agreed.

COMMITTEE REPORTS:

Administration: Murray Smith (report)

Murray Smith wrote that all the ceiling lights in the Centre have been converted to LEDs and the look is excellent. Lee commented that they have dimmer switches, and together should be money savers over time.

The monthly maintenance has been completed.

Murray would like to discuss the possible timeline for re-opening the Centre, and feels it is unlikely that we can hold any major events in the near future.

The table and chair supplier can build the rest of our order within two weeks, and is holding the chair fabric for us.

Communications/Web: Nora Senechal (web stats on file)

Nora Senechal reported that the new "send & receive" email addresses have been set up and will be ready to use shortly.

Requests for submission to the spring Chronicle are going out, and Nora asked the Directors to provide a short report of any activities occurring in their Committees.

There are two new advertisers for the Chronicle, but unfortunately several have been dropped due to the effect of Covid 19 on businesses in Port Perry. Lee Maher has a list of companies that have done business in Canterbury, and will give it to Nora as possible contacts for ads.

Governance: John Brewer (full report on file)

John Brewer stated that one new pre-approval request has been received for a deck at 67 McCaw Court. Governance must notify their contact at Geranium of the request, as it is Geranium who makes the decision.

Following a question regarding the process within Canterbury Common, John explained that a homeowner should first inquire at the Township to find out if a permit is required for their project, and then contact the Governance Committee which is able to grant preliminary approval, conditional on obtaining the permit.

House & Property: Dave Sparling and George Clapham

- All the lights are in as per the Administration report, and could save 30% or more per year on electricity costs.
- H&P is developing a policy over the winter regarding salting
- The H&P Draft budget has been sent to the Finance Committee
- H&P is developing a WSIB form for single owner suppliers as discussed with Ed Richards.
- Jack Ball is handling next year's snow contract, and is finding that Jamie is the only one who has equipment to clean sidewalks. Lee suggested this time we consider a single source contract with Jamie who has been doing an excellent job for us.
- Wayne Shannon has obtained a quote for approximately \$3500 for the installation of a railing for the north side of the path leading to the lower level. Nora has heard from several members noting that they would prefer to have a railing on both sides of the path. H&P agreed to ask Wayne get a quote for doing both sides at the same time.

Municipal Affairs: Dorothy Bull - Nil Report

Social Committee: Ken Gadsden

There will be some decorations placed in the Kiosk for Valentine's Day.

The Social Committee is meeting tomorrow, Feb. 7th, to discuss future activities, such as an opening celebration. A short discussion was held about having a social event with invitations to guests such as the Mayor, our representatives on Council, people from Geranium and Greenwood etc. Everyone agreed it was a great idea.

John Brewer suggested that the Committee come up with three possible types of event, with an idea of costing.

Jim Brady thought that CCRA should pay for such an event, and it would be an excellent opportunity to show off the Centre, and to thank a lot of people.

Ken Gadsden suggested they should not schedule anything before the first of April, and recognized that the Covid 19 situation will determine possibilities.

New Business: none

Adjournment:

It was moved by John Brewer that the meeting be adjourned at 4:10 p.m.

The next Scheduled Meeting is on Tuesday, March 9th, 2021 at 1:30 p.m.

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

