

Canterbury Common Residents Association

Minutes of Board of Directors Zoom Meeting
April 13, 2021

Present: Jim Brady, Lee Maher, Nora Senechal, John Brewer, Murray Smith, Dave Sparling, Dorothy Bull, Marilee Egan

Regrets: Ken Gadsden

Guests: Lauren Maher, 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.

Jim Brady announced with regret that Ken Gadsden has resigned from the Board and the Social committee due to a health issue, and expressed the thanks and appreciation of all the Board members for Ken's contributions to the CCRA. He will be missed. Lauren Maher has agreed to take over for him for the time being.

Jim introduced guest Lauren Maher to present the Social Committee report on behalf of Ken Gadsden.

Social Committee Report:

Lauren noted that the Social Committee has an enthusiastic group of volunteers who are already planning events, noting that the uncertainty of opening due to Covid 19 restrictions prevents detailed plans but they want to be ready to start when the situation opens up. Already some events have volunteers willing to sponsor events. The committee is asking for ideas and feedback from the Board. The committee feels that a Grand Opening event should be held only when everyone is able to attend, but a list of invitees is being prepared and planning is underway.

Ken Hurst had proposed asking residents to decorate their homes for Canada Day since other celebrations will not be held, and all agreed with the suggestion. Nora Senechal has asked and been reassured that photographs will be taken for the Chronicle.

Lauren Maher stated that she has contacted Judy's Catering about the possibility of a New Year's Eve party. Judy could not commit at this time, but if Covid 19 restrictions allow and she can start working, she will offer Canterbury first right of refusal. The Social Committee will make plans in case the evening can be held and is looking for feedback.

Lauren has been asked to investigate getting new name tags, and the Board agreed they are needed. She reported that magnetized ones seem to be preferred and cost approximately \$6.00 - \$7.00 each. She feels we can still use the old ones if needed in the short term but will research possibilities. Lauren then left the meeting.

Approval of Minutes:

MOTION: Moved by Nora Senechal, and seconded by Dorothy Bull that both the Minutes of the March 9th 2021 Board of Directors meeting and the March 18th 2021 Finance meeting be approved. All in favour - CARRIED

Business arising from previous Board minutes: Nil

Correspondence: Jim Brady has received a letter from two residents expressing concerns regarding proposed decisions for land use made by the Land Development Committee. After some discussion it was decided that in addition to a written response from Jim, the committee will post their final Report of March 18th, 2021 to the CCRA website.

This would clarify their proposals and will let all Members of CCRA know the general principles envisioned for the lands.

President's Report: Jim Brady

Jim Brady thanked Nora Senechal who has volunteered to act as our official office manager, and will be helping out in various areas as needed.

Jim updated the directors on the "slope" problem, saying that architectural drawings are now being made for a retaining wall, and we should know more in a week or so.

Jim Brady opened a discussion on the future of the former golf course lands, noting that they are not yet our property, and that legalities are holding up the transfer process.

He explained that although some members would like to have a golf course on the Lands, it would very difficult for many reasons: the high cost of new greens, the need to build a clubhouse for equipment and washrooms, and that we would need a private company run it. This would require it to be open to the public.

George Clapham stated that from his previous study of a possible golf course, the project would be too much work and too expensive for our community. Feedback to Jim and others indicates that most members may not want such a development and no one would want to pay for it.

The discussion continued with agreement on the Land Use Committee's proposed "rolling" three year plan. John Brewer reviewed the plan, indicating what must or could practically be done in the short term, and what must be deferred until funds are available. He noted that there had been agreement that we would carry out the safety issues identified – the railing for the lower pathway, and the repair of dangerous areas of the grasslands while other proposals have been deferred. He added that if any Member has an idea of a project that is inexpensive and easy to do, the committee would be happy to consider it.

John also pointed out that a portion of the 3 year plan was based on a previous member survey, and both he, Jim Brady and Lee Maher all stressed a need for a new intensive survey of all members to be done asking how they would like the new lands used, what activities people want, and how much they might be prepared to spend to get them.

Nora Senechal recommended that members also be asked whether they would be willing to organize or serve on a committee to plan and carry out such an activity.

Jim Brady stated that many areas of the grasslands are in poor condition, both in appearance and safety, and require remediation. He described a possible method of improving them using a "no till" seeding

machine which could be used to overseed with fescue and rye grass to prevent further erosion. Both Jim and John Brewer would like to find enough funds to at least repair the first fairway so it can be used. This led to questions on whether and how additional funding could be found for the work. Different options were expressed and discussed at length.

Jim explained that he had contacted our new auditor, Justin Jones CPA, who is taking over from our past auditor, Janet McGee.

Jim read the letter from Mr. Jones to the board, which stated that in Mr. Jones's professional opinion, after reviewing our files, that if there are no internal or external restrictions on the money from the board, policies or the agreement itself then there is no issue with taking a bit more of the money in the current year, as it will just reduce the number of years that the credit is applied to the fees collected and ultimately mean the fees will increase a year earlier.

Additionally because of the not-for-profit status there will be no tax consequences for this transaction.

Lee Maher stated that the Finance Committee believes there are restrictions in the Policies and Guidelines on the use of the Lease Settlement Fund, and noted that this option would be strongly opposed by the Finance committee.

A proposal to add an additional surcharge of \$20/household to the members' assessments to accelerate segments of the three year Rolling Plan was rejected.

After much discussion it was decided to accept the recommendation of the Finance committee as follows:

MOTION: It was moved by Jim Brady and seconded by John Brewer that money from the Golf Lease Fund be used to support repairs to and remediation of the former golf lands.

In favour 1, against 6, - Motion Failed

Lee explained that if emergency funding is needed, the Finance committee would prefer that a proposal be made to the Members for a special assessment for the project. The money could be borrowed from the Lease Settlement fund or the RRF, and be paid back by a special assessment over a few years.

Dorothy Bull mentioned it might be possible to access grants for maintaining green spaces, and said she would look into the possibility. She also reminded the directors of a meeting she had with Tanner Laing, Water Specialist at Kawartha Conservation, who said "they currently have many financial support programs for different ways of enhancing green spaces", and are available for advice on ground maintenance.

Dave Sparling offered to consult with the Scugog Lake stewards on this topic, and also to research the cost of a "split seeding" technique for repairs which could be cheaper. Dave thinks the first fairway could be repaired relatively easily and that the second is in fairly good shape. He stated that House and Property would work to find some funds for ground repair within their budget or could re-evaluate their property management priorities.

Lee Maher stated that the Finance Committee needed budget approval now so they can organize the assessment process. Once passed it may be possible to rearrange items within the budget if necessary. He noted that the Finance committee will re-examine the Operating budget in six months to see if we are in a positive or negative situation and if adjustments can be made.

Treasurer's Report: Lee Maher

Lee Maher stated that for 2021-22 the Reserve Replacement Fund assessment has been set at \$80.00. This should be lower next year when we have more people participating.

For the Operating Fund, Finance was able to transfer \$16,000 surplus funds from last year into this year's Operating budget. After projected expenses were applied there was a surplus of \$55.00.

The assessment for the Operating Fund has been set at \$450.00, for an assessment total of \$530.00 per household.

Lee summarized that we have a balanced budget, and have sufficient funds in the budget to meet all the submitted committee requests.

Lee thanked everyone for their input, and called for a motion to approve.

MOTION: It was moved by Lee Maher and seconded by Marilee Egan that the Board of Directors approve the 2021- 22 budgeted assessment of \$80.00 for the Reserve Replacement Fund, and \$450.00 for the Operating Fund, for a total assessment of \$530.00 per household.

In favour 6, with one absent - CARRIED

COMMITTEE REPORTS:

Administration: Murray Smith

Murray Smith advised that the pool furniture will not arrive until the end of June due to shipping container shortage problems with shipping from China. The "Meet and Greet" sessions have been postponed due to Covid 19 restrictions.

Murray reported that he and the neighbours on Waterbury whose properties back onto the pond are meeting and keeping a close eye on the earth compaction process for filling the pond. Murray's neighbour has major structural damage to his basement from the pounding with serious cracks in the floor, and everyone is feeling the strong vibrations.

Communication: Nora Senechal

- Nora Senechal informed the meeting that Dave Streeter is keeping the website up to date with Covid 19 information such as where and when we can get vaccinations. He has a link to information sites.
- Dave has taken over the day to day operations from Karen English, and is posting the web articles and documents. Nerivon has been informed, and Dave is working with them to develop a better backup procedure in case of problems with the website.
- Nora explained that Dave wants to get up-to-date lists of vendors from Administration and House and Property since he gets emails from vendors and needs to know which are legitimate.
- Nora noted that website data is available and on file.
- The spring Chronicle was distributed by our volunteers, thus saving us some money.
- Nora announced that we may be able to pay for this spring issue with our advertising income, but some long term advertisers have been forgiven their bills as they can't stay open due to Covid 19.
- Lee Maher complimented Nora on the great job she has been doing with advertisers.

Governance: John Brewer (Full report on file)

There have been many requests for assistance sent to Governance these days from new and current residents, mainly for new decks, and the Committee expects a very busy season.

House & Property: Dave Sparling

- Dave Sparling explained they are planning to do some split seeding on areas where winter kill has damaged the grass on an "as needed" basis and will be taking the costs out of their budget.

- George Clapham noted the grass cutting contract has been signed, and TYSID has submitted a certificate of insurance to the committee.
- Cleanup around the Centre has been completed.
- The Plans for the entry area on Coulter have been considered and responded to but the Country Estates entrance still needs to be improved.
- Planning for future projects includes building a pathway from McCaw Court to the waterfront trail, and Wayne Shannon has a proposal to build a large storage area next to the fence around the mechanicals at some future time.
- The upgrade to the sprinkler system has been done, and a valve installed in the line in case an extension is needed for a future golf green. There are additional lines for watering the garden boxes at the front.
- Vendors are starting to charge for quotes, and the committee needs direction from the board re: our willingness to pay. Details of the problem need to be clarified.
- H&P is concerned re: a suggestion to provide “Poop and Scoop” garbage bins, as no-one wants the job of emptying them. Dorothy stated we should first try to encourage responsible behaviours by encouraging dog walkers to take their waste home, and will ask the Township if they might contribute to signs for posting re: dog clean-up.
- A member of H&P proposed using artificial turf for a future golf green, noting it needn’t be mowed, and just needs a blower to remove dust. No costs were mentioned.

Municipal Affairs: Dorothy Bull

Dorothy Bull noted that the pet waste issue was referenced earlier in the meeting, as well as the offers of assistance from Tanner Laing. She has been informed that some residents had found a person putting their dog waste into the storm sewers.

Nora Senechal added that she has heard that some people think it goes from there to the waste treatment plant, not knowing it goes straight into the lake.

Dorothy and Nora will work together on an article for the next Chronicle to inform and encourage proper disposal.

Tree trimming in Canterbury was done earlier by re-directed workers from the arenas who were then called back when the arenas opened. The work will soon be continued by their normal contact workers.

New Business: Dorothy Bull introduced an idea to invite interested members to participate in an “adopt-a-bench” project by which they – or a group - could donate a bench in memoriam or as a gift to the community for placement on the parklands.

Murray wished to remind Members that the Administration committee is responsible for lowering the flag following a bereavement, and that this should not be done without committee involvement.

Adjournment: It was moved by Dave Sparling that the meeting be adjourned at 3:45p.m.
The next Scheduled Meeting is on May 11 at 1:30 p.m.

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

