

Canterbury Common Residents Association
Minutes of Board of Directors Zoom Meeting
July 13, 2021

Present: Jim Brady, Lee Maher, Nora Senechal, Murray Smith, Dorothy Bull, Marilee Egan.

Regrets: John Brewer

Guests: George Clapham, Ellen Brewer, and Lauren Maher

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 the guests and directors, and was pleased to introduce Ellen Brewer who has agreed to stand for nomination as Social Committee director in Ken Gadsden's place.

Jim informed the Board that John Brewer has resigned from the Governance Committee, and will no longer stand as liaison for Governance. He remains as Vice President, is still a director, and will continue to chair the Land Transfer committee.

Approval of Minutes:

Moved by Nora Senechal, seconded by Dorothy Bull that the Minutes of the Board of Directors meeting of June 8, 2021, be approved. All in favour - CARRIED

Lauren Maher joined the meeting to present the Social Committee report.

Social Committee Report:

Lauren Maher described a very positive response from the community to the Canada Day decoration project. One McCaw Court resident took pictures which will be posted in the next Chronicle. Minor expenses were incurred.

The Social committee has asked for input from the directors on the feasibility of the "Grand Opening" plan for the Centre. After much discussion it was decided that there should indeed be a celebration, but at this late date it should instead be a "Welcome Back" celebration for the all homeowners after finally getting permission to gather again.

MOTION: It was moved by Nora Senechal and seconded by George Clapham that the Grand Opening event be changed to a Welcome party for all homeowners. All in favour - CARRIED

Lauren reported that there is an enthusiastic group on the Social committee who will be very pleased at the change of plans, and are ready to get to work on this type of gathering.

Two new CCRA members have organized a get-together for all new members. It will take place outdoors, likely in the north parking lot, with participants bringing their own chairs and beverages. The date will follow provincial guidelines and the weather.

Correspondence: Jim Brady has received emails pointing out that the “Adult Lifestyle Community” sign is no longer in place. People are requesting a new one as it is felt the sign made clear our unique status in Port Perry. Discussion followed, with agreement that such a sign was important, and a motion was made:

MOTION: It was moved by Nora Senechal and seconded by Dorothy Bull that “Adult Lifestyle Community” signs be posted at each of the entrances to Canterbury Common.

All in favour - CARRIED

Lauren Maher then left the meeting.

Jim Brady has received many emails on the land use issue which will be turned over to John Brewer. Jim asked Dorothy Bull to outline some of the information during the Vice President’s report.

Business arising from previous Board minutes: Hot line Proposal - Nora Senechal

Nora Senechal explained the rationale for setting up a “hot line” telephone as a contact point for residents who call with questions and concerns which are mainly received by Jim Brady and the CTC. This dedicated line would be checked at a designated time each day by volunteers, and calls would be re-directed to the appropriate person and committee within 48 hours. Records would be kept of calls, listing the nature of the problem, call-backs made, and how it was resolved. A guarantee of privacy would be important.

During emergency situations, calls could be taken by a live volunteer more frequently so a caller could speak to someone directly. Volunteers would coordinate with the office manager.

Ideas for setting up the system, for informing the community, and for promotion of the hot line process were shared. It was recognized that a trial process would be necessary to allow for refinement or changes to the system, and to monitor its success.

Murray Smith will work with Compton to set up the system. Nora Senechal will start to recruit volunteers. Murray and Nora will report on their progress next month.

President’s Report: Jim Brady

The “official” recognition of new CCRA members was postponed until we have more data. Murray Smith and Nora Senechal will get the required information for the next meeting.

Jim Brady noted that with the changing provincial rules on Covid, we must clarify how we will manage entry to the Centre, and what should be done about unvaccinated people in our community. Jim noted we are a very vulnerable community, and since even people who are vaccinated may be carriers, we must define safety protocols. At the moment it appears we will be able to have 25 people but we may not ask the vaccinated status of members. Donna Easter is waiting for information from Melissa Song from the Township health department for the latest guidelines.

A long discussion ensued. It was decided that since unvaccinated people may enter the Centre, and unless provincial guidelines change, all who enter must continue to abide by all Covid 19 protocols.

MOTION: It was moved by Nora Senechal and seconded by Dorothy Bull that bookings in the Centre are only allowed for residents of Canterbury Common for the rest of this calendar year, to December 31, 2021.

All in favour - CARRIED

MOTION: It was moved by Nora Senechal and seconded by Dorothy Bull that Canterbury residents must continue to sign in for contact tracing, must sanitize, must be masked, and must maintain social distancing.

All in favour - CARRIED

Jim Brady proposed setting the date for the AGM, using proxies as was done last year, but with 25 people in attendance instead of ten. The date was set for Wednesday, September 1, 2021.

Jim reported that the CTC has is nearing completion of its mandate, having finished working on the land transfer process, the setting of Centre occupancy numbers, and negotiating the building of the slope retaining wall. Greenwood has not yet submitted a site plan for the seniors building, so Ed Richards and Gord Simmons are gradually wrapping up the CTC as an entity. John Brewer and Dorothy Bull will take over the Greenwood contacts and correspondence in the future.

John Brewer is preparing an extensive survey for community input on the land development process.

Jim Brady has been contacted by Wilma Wotten, Regional Councilor for the Region of Scugog, explaining that the Region has organized a scavenger hunt for children and families on bicycles to take place in the town and on the waterfront trail. Since the trail entrance from Coulter Street has been badly damaged by water and erosion, she asked permission for the participants to enter the trail from our north parking lot, using the paved pathway to the trail. The hunt will be held over the course of a month, so entrants would be spread out, and would take each participant about 2 hrs. The date is not yet known, but there would be signage at the appropriate time.

The Board agreed that participants be permitted to enter from the CCRA north parking lot.

Vice Presidents report: Land Development Committee news: Dorothy Bull for John Brewer

Harvey Graham has advised Dorothy Bull that if we wished to improve the new lands by seeding using a local farmer's equipment, it could be done in August. Harvey suggested a mixture of native grasses for best results, as once established they don't need to be watered or fertilized. They can be left to grow, or could be cut once or twice a year by the farmer. With larger equipment the cut time taken is reduced and so is the cost. The fee for planting would be \$50.00 per hour for labour; seeds and fertilizer would be the main cost. It might be possible to get a subsidy.

A representative of the Kawartha Conservation Association walked the land area with Dorothy Bull, Ren Blimke, and George Clapham. The Land Development committee learned more about the Kawartha Conservation Association's tree program. Forest Ontario, through Kawartha, will subsidize planting of saplings, with a minimum of 500 required. Details of the program will be presented at another meeting. Dorothy also received advice from a local landscaper, Doug Kennedy of Green Side Up landscaping, on designing an overall plan, and setting a budget.

Treasurer's Report: Lee Maher

- Lee Maher reported that the Fund Balance report has now been reconciled with the "Elevation" numbers; The differences were caused by different methods of accounting.
- The finance committee has some juggling to do as unbudgeted expenses are occurring, such as a new pump for delivering pool chemicals safely, a new fob system for the pool, and a pool service contract.
- There have been some savings as utility and cleaning expenses are down.
- The invoice for \$51,500 for the new deck has been received, which is slightly less than expected.
- The assessments are coming in slowly with 228 dues by July 9th. Second notices will be sent to those who are late, and personal contacts will follow where necessary.

COMMITTEE REPORTS:

Administration: Murray Smith

- Murray Smith reported that the admin committee has set up seating for 180 people as a demonstration for planning purposes. We have 60 dining chairs plus some with arms that were used. The chairs cost \$225 each, so the purchase of additional chairs has been postponed for a year.
- The purchase of four soft chairs at \$1000 each is also postponed.
- The pool furniture is planned for delivery in May, 2022; the committee is budgeting for a set of 4 or 6 tables & chairs plus umbrellas.
- The entry door to the Centre from the pool continues to blow open from the wind, so the door closure may have to be replaced.
- The committee has decided that the rental fee for the Centre will be a flat \$200.00 for the entire upper floor.

Communication -Nora Senechal (web stats on file)

Nora Senechal was pleased to announce that Joan Cushnie has joined the Communication committee.

Nora has 2 or 3 volunteers for posting on the new notice board, and are developing protocols for its operation, for obtaining information, and confirming details.

Ann Miles pointed out that proxy holders would find it difficult to approach new CCRA members to get their proxies for the AGM unless it is explained to them prior to its implementation. It was suggested that Jim Brady speak about it at the New Residents Get Together, and that there could be a writeup in the next Information Bulletin. All were in agreement with these proposals.

Nora stated that most of the standing committees have updated their web pages.

Karen English asked for confirmation that our posted address should now be 127 Waterbury, and not 127A. The change was approved by the directors.

Governance: John Brewer

There have been no new projects registered since the June meeting, but 4 registered projects have been completed and 3 placed on hold.

House & Property: George Clapham

George Clapham reported that Ren Blimke and the gardening sub-committee are not staffed to expand their care to areas beyond the Centre and the two entryways, and they would like an official statement confirming that these 3 are their only areas of responsibility. The directors agreed, stating the committee is not responsible for any other areas. George will submit a note in the Chronicle to clarify the situation.

H&P is contracting a maintenance agreement with Aqua-Tech Pool Services. H&P finds that maintenance is more complicated with the new larger pool. Once the H&P team learns more about the system, they may be able to take over some of the responsibility.

Joel Quail of Aqua-Tech advised that the pumps for the muriatic acid and chlorine do not have backwash valves or sensors to prevent leakage, creating a safety concern. Finance has agreed to their replacement. New locks operated by fobs will be installed on the pool gate. Some users have not properly locked the gate after swimming, leaving the pool unsecured and creating a dangerous liability.

H&P has heard from members who have asked that no lattice be installed on the sides of the Kiosk, as for safety reasons they want better visibility of the interior from the outside. It was agreed that the lattice will not be applied.

A contract with Tysyd for snow removal is almost ready for signing, at a cost of \$12,100 plus tax. Window washing and spider spraying are still on hold.

Municipal Affairs: Dorothy Bull –

Dorothy Bull clarified that residents are responsible for grass cutting and weeding on the boulevards and grass adjacent to their properties, even though it is Township property, but sod replacement or removal is not permitted. Invasive species may be reported to Dorothy for notifying the Township.

Dorothy has heard comments from residents regarding the Land use, with some wanting more information, some asking for broader variety of people on the land use committee, and others wanting to reduce access to “outsiders” onto the property.

Further discussions were held:

Lee Maher stated that the Land Development committee was restricted to the Directors for now until we are sure of our mandate, noting that the planned survey will open things up and more people can become involved.

John Brewer plans to have the survey ready for the next meeting.

George Clapham predicted there would be groups wanting certain activities such as a putting green, and it would be possible to develop sub-groups to investigate the details of each project.

New Business: Jim Brady discussed the organization of the AGM and the preparations needed for the AGM package, the delivery system, deadlines, and proxy distribution.

Adjournment: It was moved by Nora Senechal, and seconded by Dorothy Bull that the meeting be adjourned at 5:24 p.m.

The next Scheduled Meeting is on August 10th at 1:30 p.m.

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

