

Canterbury Common Residents Association
Minutes of Board of Directors Meeting
December 14th, 2021

Present: Jim Brady, Lee Maher, Nora Senechal, Murray Smith, Dorothy Bull, Ellen Brewer, George Clapham, Tom Phipps, Marilee Egan.

Guest: Martha Simmons

Recording Secretary: Marilee Egan

Guest Presentation – Martha Simmons – Canterbury Common entryways signage.

Martha Simmons explained her concerns about Board approval of a motion to add lettering to the Canterbury Commons entryways indicating that Canterbury Commons is “an Adult Lifestyle Community”. Martha had three main points:

1. She felt the decision was made based on too few requests/opinions, that changes affecting the whole community should involve more members, and that decision-making should follow consistent guiding principles.
2. The sign might be unwelcoming to younger Port Perry residents walking through.
3. That since this was a discretionary item, there was time to reconsider the motion and get more input.

Following her presentation, Martha Simmons left the meeting.

Call to Order: A quorum of Directors being present, the meeting was declared duly constituted by the President, and began at 1:00 p.m.

Approval of Minutes:

Moved by Nora Senechal, seconded by Ellen Brewer that the Minutes of the Board of Directors meeting of November 9th, 2021, be approved. All in favour – CARRIED

Correspondence 1. Martha Simmons

A discussion was held regarding Martha’s presentation. Following discussion the following motion was made:

MOTION: Moved by Lee Maher that we have approved the replacement of the sign, but will investigate alternative approaches to the sign on a cost basis.

In favour – 5

Not in favour - 1

Abstentions – 2. CARRIED

2. Errol Yeaman – a letter was received expressing dissatisfaction with the lack of leaf collection in the West Commons. A letter will be sent to Errol explaining the reasons for the new policy.

Business arising from previous Board minutes: nil

President’s Report: Jim Brady

Jim Brady noted that three Directors will retire in June, and candidates need to be found. If candidates are found by March, they could attend meetings in April and May as an introduction to the directorship.

Lauren Maher and Murray Smith have retired from the Nominating committee. Tom Phipps has agreed to head the next committee and George Clapham will help. Suggestions for Director candidates are needed. A Chair is also needed for the Social Committee.

Geranium update:

The last 4 homes on McCaw are expected to close in February; grading is completed, topsoil has been spread, and sodding will be done in the spring.

The retaining wall is finished except for a railing.

The new basements will be completed by April, and Geranium plans to be finished all construction by the end of 2022.

MOTION: A motion was made by Nora Senechal, and seconded by Lee Maher to move In Camera. All in favour – CARRIED

Topic: Construction issues.

MOTION: It was moved by George Clapham and seconded by Ellen Brewer to come out of In Camera. All in favour - CARRIED

Jim Brady confirmed that to date, 215 of 267 Homeownership Agreement forms have been returned. He noted that thanks are due to the Governance Committee, to volunteers Nora Senechal, Lou Rocha and Karen English for their many hours working on the CCRA database, and to Todd Glenn for hand-delivering all the agreement forms. Thanks to the volunteers, the cost of the project has been minimal at \$312.00.

Vice-President's Report – George Clapham

George Clapham presented the December 14th report from David Cooper and the Land Use Committee. The report outlined ideas for a walking trail, the development of the open lands with some “garden” areas interspersed with natural grasses, an “activity area” near the Centre, and proposed some larger projects: a picnic pavilion, and an addition to the North side of the Centre for storage and provision of a second accessible entry/exit for the physically challenged. Their goal is to enhance the value of our homes as well as provide activities for everyone. A future report – possibly in January, will include diagrams, timelines to completion and estimated costs. The Board agreed that the committee is on the right track.

Treasurer's Report: Lee Maher

Lee Maher noted he has not yet received estimates for replacing the parking lot lights.

The balance in the Capital fund is now a negative \$14,000 due to the purchase of library and pool furniture; the deficit will be addressed in the fourth quarter.

Lee announced that we now have a Legal Protection Insurance Policy, which provides access to a legal helpline if advice is needed.

Issues with Wendy Lang persist due to ongoing Covid. If she doesn't return in the next couple of months a new bookkeeper may be needed.

COMMITTEE REPORTS:

Administration: Murray Smith

Murray suggested we must give up on collecting organic waste in the Centre, since the Durham Waste will not collect it. They have however sent extra green bins so that organics could be collected and taken home by members for pickup.

Discussion followed; Lee proposed we wait until we have an event, and see if, for example, people at a

table would be willing to take home the food waste for putting out in their green bins. Nora suggested committee members might be willing to take turns taking the green bins home following an event. No decisions were made.

The parts are in to repair the lift; repairs should be done soon.

The kitchen inspection is January 7th.

Shuffleboard has been shut down until the spring as only a few people are interested; the carpets will be stored for now.

Communication: Nora Senechal

Nora is pleased that Brenda Glover will begin as editor of the *Canterbury Information Bulletin* in January. She continues to recruit new committee members and is currently working with a community resident to see if she will be willing to become the new Editor of The Chronicle.

Alice Lynch is working on improving the bulletin boards. Nora and Lou Rocha continue to work on database and computer issues.

Nora noted that the mail boxes outside the office have still not been replaced. Lee agreed that this is an ongoing problem as he is not receiving invoices in a timely manner as people are dropping them in random spots in the office. George Clapham agreed to look into the matter.

Governance: Tom Phipps

Tom noted there are no particular issues this month.

The Governance Committee is trying to determine the start of the two-year “Geranium period” - the time during which Geranium controls their homebuyers’ projects such as changing the colour of a front door, or giving permission for building decks as itemized in their protective restrictions (Schedule E).

The Governance committee has suggested that the two-year period start for Phase One at the time Geranium turns over responsibility for McCaw Court to the Township, and Phase two could follow in turn. Geranium has not responded with a decision.

House & Property: George Clapham

George Clapham outlined the jobs done recently by H&P committee members. They include the following:

The front door now shuts automatically whether using a fob or a key, and the lower level door closes securely.

GFI outlets have been installed on all outdoor outlets.

The committee is investigating the cost of upgrading the lights in the parking lot to LEDs.

Salt boxes have been placed at the kiosk & the west and north doors, & warning signs for the McCaw trail have been ordered. George encourages anyone finding ice around the kiosk or doors to reach in the box and spread salt around.

Someone will be in this week to clean the stained area on the wall by the pool. The water will be turned on again to facilitate the cleaning.

George described what could have been a serious problem, when Gary Carmichael found the Centre thermostat had been turned off leaving the Centre very cold. If not found, freezing pipes could have resulted. George has placed a warning sign beside the thermostat that the heat must be left on.

Municipal Affairs: Dorothy Bull

Dorothy Bull explained that our request for a sign on Simcoe Street to identify the Canterbury Common entrance at Country Estates has been approved by the Region, has been turned over to the Township, and the Township is waiting on a design. There is no timeline.

Dorothy learned that a McCaw Street resident cleaned the snow away herself from the street mailbox last winter. Dorothy has contacted the postal service, and they are now clearing the snow. It should be cleared within 24 hours.

Dorothy also contacted the Township to make sure there would be no problem continuing the path from the new retaining wall to Country Estates Blvd. She has not yet received a response.

Social: Ellen Brewer

Ellen Brewer noted that coffee hour went well; in their first meeting in January the Social Committee may have to discuss postponing or cancelling their proposed activities since Covid is spreading rapidly.

The committee plans to have Ron Barrow join a meeting to give instructions on the operation of the AED (automatic external defibrillator).

The Social Committee has asked that a motion sensor light be installed in the hallway.

New Business: New Member confirmation:

More home ownership forms for homeowners of resale and Geranium homes have been received, and these residents can now be formally confirmed as Members or Residents of Canterbury Common.

Marilee Egan read the names, and a motion was made:

MOTION: Pursuant to the provisions of section 19 of By-law No. 1, it was moved by Nora Senechal and seconded by Dorothy Bull that each of these homeowners be admitted as CCRA Members, and those who are listed as a resident spouse or another resident of the home who the homeowner wants to be formally named as a Canterbury Common Resident, be accepted and recorded.

All in favour – CARRIED

Those confirmed are:

Karen and Del Swallows, Carole and Chad Johnson, Anton Gersham and Angeline Rajarantnam, Krys & Worsel Vaughn, Brenda and Jim Glover, Sandra McIntosh, Helen and Fred Vorstadt, Lu and Peter deKorte, Brenda and Mike Smith, Heather Goddard and Ron Taverner, Lee and Jeff Threapleton, Brenda and Dave Murphy, and Teresa Bowness.

Ownership forms are on file in the office.

Adjournment: It was moved by Tom Phipps that the meeting be adjourned at 3 p.m.
The next Scheduled Meeting is on January 11, '22 at 1:00 pm.

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

