

Canterbury Common Residents Association
Minutes of the Board of Directors Meeting
June 14th, 2022

Present: Jim Brady, Lee Maher, Nora Senechal, Murray Smith, Ellen Brewer, Jim Worsley, Gord Simmons, Marilee Egan.

Regrets: Dorothy Bull, George Clapham, Tom Phipps.

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.

Correspondence: Many emails have been received by Jim Brady on the subject of Pool hours, and have been added to the agenda for the President's report.

Approval of Minutes:

MOTION: It was moved by Nora Senechal, and seconded by Ellen Brewer that the Minutes of the Board of Directors meeting of May 10, 2022, be approved. All in favour - CARRIED

Business arising from previous Board minutes: nil

President's Report: Jim Brady

Jim Brady stated he has received many emails supporting the recently released pool hour schedule, as well as many others wanting to add more "family time" on Sundays. It was noted that there had been an earlier proposal to keep track of who is using the pool, and evaluating the schedule at the end of the pool season. Nora Senechal suggested posting a sign-in sheet at the pool entrance for tracking, and Gord Simmons offered that Martha Simmons could locate and provide a copy of last year's sign-in sheet.

Although there was discussion about the feasibility and desirability of changing the schedule as the season has already started, Jim Brady stated that since this is the last meeting for the current Board before the new Board is approved at the AGM, the problem should properly be left for the new Board to consider. All agreed.

Jim outlined a presentation he will make at the AGM on Wednesday, June 15th to provide information about the Land Use Committee to CCRA Members and Residents. He will give an overview of the results of the earlier Land Use resident survey, will describe the planning, research, and suggestions made by the Land Use Committee, followed by details and an explanation of the projects that have been approved by the Board for 2022/23 coming year.

Jim Brady reviewed the most recent Covid protocols released by the Durham Board of Health. Following the AGM, masks are no longer required indoors, but are recommended. The Board of Health stated that cleaning the Centre once per week would be satisfactory if tables, chair arms etc. are being wiped down following their use. The washrooms still require deep cleaning twice a week.

Ellen Brewer noted that outdoor activities are still preferred by the Social Committee for large groups such as for Canada Day, and the Board agreed.

Jim described a problem with downed trees in the neighbourhood that could be dangerous. It must be determined whether the tree is on our property or Township property, and thus who is responsible for its removal. Gord Simmons noted that Ed Richard has advised that if a tree is on Township property but could fall onto a home on CCRA property, and if we are aware of the problem, there could be shared liability. Jim Worsley announced he will investigate immediately any situations that have not yet been checked.

Lee Maher noted that there would need to be a significant budget for trees next year as the cost to remove a tree and stump is \$600 per tree.

Treasurer's Report: Lee Maher **Treasurer's Report:** Lee Maher

Lee Maher reported that the Finance Committee has received the Elevation CPA audit report on the CCRA 2021/22 Financial Statements. There were only minor issues noted: one is that our Capital Fund continues to have a deficit, but in accounting practice, one cannot show a deficit so Elevation has done a "Capital deficit fund transfer", using the Reserve Fund to accommodate the short term debt. Justin Jones and the Finance committee have agreed that this situation is acceptable. The Capital Fund deficit will be eliminated later this year.

Jim Cushnie and Nora Senechal are prepared to collect assessment fees; a covering letter and invoice will be emailed to Members immediately after the AGM. Those without internet will have their notices hand-delivered.

Finance has transferred \$16,000 from the Operating Reserve Fund and \$10,000 from Lease Settlement interest to assist with Q1 cash flow until assessment monies are received. The Operating Fund usually has sufficient surplus but expenses are higher this year, especially utilities (Hydro One and Enbridge), ground maintenance and Centre cleaning costs.

COMMITTEE REPORTS:

Administration: Murray Smith

Murray Smith stated that the Administration team will set up for the AGM at 10 am. on June 15th He asked that it be announced that volunteers are needed to put away chairs following the meeting as some members of his team are not available. He noted that all is in place for the meeting, with greeters, scrutineers, head count people, etc., and the sound system problem has been solved. Spectrodata checked it after background noise problems were experienced at the Centre opening, and found two faulty microphones.

Murray also announced that a GOVAXX mobile clinic would be at the Centre on June 17th for first, second, third and fourth booster doses using the Pfizer vaccine. The first two hours are for CCRA residents, followed by time for the general public.

Communication: Nora Senechal (nil report)

Nora asked that people let her know if they find problems or errors on the new website, as some outdated material has been re-loaded.

Governance: Gord Simmons for Tom Phipps.

Gord Simmons advised that in future Todd Glenn would be sitting in for Tom Phipps while Tom is on medical leave.

Gord reported that the Governance Committee is now getting good information from Geranium in a timely manner for approval of McCaw Court projects such as new decks. He noted that the work on the Corporations Act is going very well, and won't take as much time as they thought. Corporations have until 2023 to be in compliance, but the team would like to do it as soon as possible, as the act is already in effect. Gord noted that Bryan Teed of Finance has done an excellent job comparing our By-Law No.1 with the Corporations Act, and the rest of the team has found some shortcuts to re-writing by making referense to the act instead of writing out the complete text. The Committee may also work with Justin Jones (Elevation CPA) once the changes have been made, as he has prior experience with the Act.

House & Property: Jim Worsley for George Clapham

Jim Worsley reported that Wreyn Blimke now has a contract with grass cutting done "as requested" so can time the frequency of cuts. Cutting the lawns for four consecutive weeks due to complaints about dandelions was successful, but very costly, but the number of cuts should taper off over the rest of the season.

Lee Maher commented that some residents ask why we don't spray. He explained that Finance had investigated, and found that if the whole 20 acres were sprayed, the cost would be about \$8,000 to \$10,000 per spray, and would probably require 3 applications to be effective.

Jim Worsley is concerned that the current contractor for pool services does not have the required liability insurance, so can only do the job if he is being supervised by a back-up person. This puts an extra strain on the pool committee volunteers. Jim Worsley suggested that in future we may have to hire a commercial grade provider as local pool service people feel the job is too big for them, and the commercial service would be more expensive.

There has been no follow up recently on the insurance status of our contractors, and this needs to be looked at. Jim will discuss this with Ed Richards.

Jim Worsley also mentioned that we may have to hire help for the gardens as there is so much work the garden group members are overextended.

During discussion, Gord Simmons pointed out that since the Governance committee began interviewing people for positions needed by CCRA, there have been a large number of them who are now working on a committee. He noted that the "Meet and Greet" sessions have been very helpful in identifying those who may be willing to volunteer. He suggested that if a committee knows of a need for a volunteer, Governance may be able to find someone. It is hoped that more volunteers will come on board as new Members move in.

Municipal Affairs: Dorothy Bull (report on file)

Social: Ellen Brewer

The "This Is Us" Centre opening went very well, with an estimated 170 people attending. Thanks were extended to Geranium who provided the delicious treats.

"Happy Hour" on June 10th was a success, with 50 to 60 people attending; the committee plans to repeat the event over the summer.

On July 1st Canada Day, celebrations will take place from 2:00 to 4:00pm, with the singing of “Oh Canada” at 2:15 on the lower patio. People will be asked to bring their own chairs and snack. Our new activities will be set up around the Centre grounds, and Mary-Anne Matthews is preparing instructions for use and cleanup. There is a storage cupboard outside to hold equipment for corn hole, croquet etc., and users will be asked to clean and replace all components back into the cupboard when finished. Table tennis will remain outside, with a protective cover. The activities will be available from 9 am to 8 pm or until dusk.

The Committee expects approximately 200 people to attend.

Ron Barrow has approached the Scugog Fire Department which has agreed to provide a licensed trainer to hold a class on the use of the defibrillator for CCRA residents. A date has not yet been set.

Jim Brady stated that he would like to formally thank Lauren Maher and the Social Committee, and Ed Richards and Gord Simmons of the CTC for the fantastic job they did to make the Grand Opening of the Centre such a wonderful event. Gord and Ed have also chronicled the event for our archives.

New Business: Marilee Egan reminded the Directors that within 30 days of the AGM, they must submit a list of their committee members to the Secretary and to the Board for approval at the next Directors’ meeting on July 12th.

Adjournment: It was moved by Nora Senechal that the meeting be adjourned at 3:35 p.m.
The next Scheduled Meeting is on July 12th at 1:30 p.m.

Jim Brady, President

Marilee Egan, Recording Secretary

Date

Date

