



Canterbury Common Residents' Association

127 Waterbury Crescent • Port Perry • Ontario • L9L 1S2 • 905-985-5258

Board of Directors Meeting

August 8th, 2022

Directors: Lou Rocha, John Nesbitt, Murray Smith, Dorothy Bull, George Clapham, Jim Cushnie, Lauren Maher.

Regrets: Carole Johnson, Jim Worsley

Guests: President, Lou Rocha welcomed Ed Richards, and Todd Glenn

Acting Recording Secretary: Lauren Maher

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.

CANTERBURY TRANSITION COMMITTEE: (Complete Report on File)

Ed Richards attended the meeting and provided Board members with an update on specific issues that were still outstanding involving the CTC, and were the subject of a virtual meeting held on July 25th, 2022. Attendees at this virtual meeting included CTC Co-Chairs, Ed Richards and Gord Simmons, along with Lou Rocha, CCRA President, representatives of Geranium, Victor Szeghalmi and Theyonas Manoharan, and Kevin Heritage, representing the Township of Scugog.

The matters discussed and agreements reached in advancing these issues towards satisfactory resolution are outlined in the attached CTC minutes of that July 25, 2022 meeting and represented the information provided by Ed Richards in his update presentation to Board members.

Moved for receipt by John Nesbitt, seconded by Dorothy Bull Carried

Ed Richards left the meeting.

MOTION TO APPROVE AGENDA: The agenda was amended to include business arising from July 11th and July 25th:

Moved for approval by Jim Cushnie, seconded by Murray Smith Carried

EMAIL RESOLUTIONS

On July 15, 2022, the Board unanimously approved by email a motion by Lou Rocha and seconded by Murray Smith to issue a Health and Safety Notice.

On July 17, 2022, the Board unanimously approved by email a motion by Lou Rocha and seconded by Carole Johnson to rescind the motion made on July 11, 2022 regarding a change in the pool schedule.

MOTION TO APPROVE Minutes of July 25th Board Meeting:

Moved by Jim Cushnie, seconded by Dorothy Bull

Carried

BUSINESS ARISING from July 11th, 2022 CCRA Board Meeting

Correspondence - Board members received an email from Karen and Tim English with concerns about the Board's decision to cancel the Adult Lifestyle signage at the entrances to Canterbury Common. Lou Rocha addressed the concerns and referred to several policy statements that confirmed the adult lifestyle commitment in Canterbury Common.

The Board motion to cancel the signage was made without the knowledge that a prior motion had been approved by the previous Board on July 13th, 2021. The current Board is required to act on the prior motion. During the committee reports, the Board discussed various issues with installation and cost. The Board asked House and Property to review other options for the signage at the two entrances to Canterbury and to report back to the Board.

Storage Study: Wayne Shannon from H&P will act as Co-Chair, and Brad Hatt will co-chair on behalf of the Administration committee.

BUSINESS ARISING from July 25th, 2022 CCRA Board Meeting

Lane Swimmers have agreed to 9 a.m. start. H&P will confirm if staffing is adequate to open pool earlier, at which time H&P will advise Admin prior to Pool Scheduling Committee meeting.

DIRECTORS & OFFICERS:

Upon receipt of the resignation of Tom Phipps, Todd Glenn was recommended by the Governance committee to fill the position of Liaison, Governance for a period of 1 year to complete Tom's term.

Moved by: George Clapham, seconded by Murray Smith

Carried

Todd has accepted this appointment, and will complete the Directors' Consent Form.

CALENDAR OF MEETINGS:

All Board related meetings; i.e. Board, Town Halls, AGM for 2022/23 have been scheduled.

Motion to adopt the Proposed Calendar of Meetings:

Moved by John Nesbitt, seconded by Jim Cushnie

Carried

CONFIRMATION OF COMMITTEE MEMBERS:

Having received the lists of Canterbury Committee members, a motion to confirm the lists was put forth by: Murray Smith, seconded by Dorothy Bull Carried

PRESIDENT'S REPORT: (Complete Report on File)

President, Lou Rocha, submitted an information report which included the following items: Swimming Pool Schedule, Adult Lifestyle Signage, Terms of Office & Board Elections, Strategic Planning, Nominating Committee, Activities Coordinator, Corporate Records, Communications, Office Services, and various Board Procedures. The report will be included in the Minutes of this meeting.

Moved for receipt by John Nesbitt, seconded by Dorothy Bull Carried

COMMITTEE REPORTS:

FINANCE COMMITTEE (Complete Report on File)

Jim Cushnie provided a synopsis of the first quarter financial results. The financials are currently in line with the budget projections and assessment collections are tracking to expectations. The Operating Fund will be replenished by assessments with \$128,725 (plus 35 Geranium home closings) as well \$20,325 (plus 20% of 35 Geranium home assessments) towards the Replacement Reserve Fund. The Operating Reserve Fund will be replaced and the Capital Fund deficit will be eventually eliminated this fiscal year.

Jim Cushnie moved to approve the Q1 Financials, seconded by George Clapham Carried

Jim then provided a detailed presentation of the Investment Strategy (proposed after meeting with Edward Jones). Proposal included heavy reliance on increased GICs, while recognizing some liquidity risk should a large unexpected expense occur.

HOUSE & PROPERTY:

The Board supported the recommendation to cut grass on the boulevard along Country Estates in front of the Greenwood development. This will result in additional cost to the grass cutting budget of \$90 per cut. A request has been made to Geranium to cut the area or reimburse these costs for the rest of the year.

Construction of the pathway extension at the east side of The Centre is being held up pending a permit from Kawartha Conservation. Many attempts have been made to contact Kawartha Conservation to no avail. Dorothy Bull has agreed to reach out to her contact. Quotes will be obtained in anticipation of starting this project in the near future. Work cannot commence without permission from Kawartha Conservation.

It was agreed out of pocket expenses; i.e. gas, to be reimbursed to volunteers from Petty Cash, with appropriate receipts on file.

George asked the Board to consider the possibility of recruiting a Grants Researcher for CCRA, and suggested a notice in the Bulletin or Chronicle might be appropriate. More information to be provided at future meetings. We were reminded that we can only accept \$10,000.00 total in Government grants at this time.

SOCIAL COMMITTEE: (Complete Report on File)

After consultation with Murray Smith (Admin), the following requests were made and supported by the Board:

- A new Christmas tree & decorations to be purchased for setup in the south hall of The Centre. ACTION: Murray and Social Committee
- A Defibrillator Session(s) be offered to all Committee members, and Activity participants, as well as interested residents. ACTION: Murray Smith/Ron Barrow

ADMINISTRATION COMMITTEE:

- Murray Smith, Admin Chair, has been asked to create a new sub-committee with an Activities Coordinator. This role will be developed over time, and added to the Policies and Guidelines. (President's Report)
- An inventory of office keys is being undertaken
- A Pool Scheduling Committee will be formed, and will meet in the near future.

COMMUNICATIONS:

- Submission requests for the Fall issue of The Chronicle have been sent to all Committees.
- Work is currently being undertaken for updates to the Canterbury Brochure

GOVERNANCE COMMITTEE: (Complete Report on File)

- 16 projects are in progress.
- 5 projects have been completed
- Recent contacts include realtor calls, and general inquiries
- Committee members were listed

MUNICIPAL AFFAIRS: (Complete Report on File)

- Confirmation has been received that unlicensed vehicles cannot legally drive on municipal highways, which is what our streets are considered to be.
- Grass cutting beside Greenwood property has been neglected. (See H&P report)
- Discussion between Scugog Township Representatives, Geranium and CTC regarding dust from construction site has been ongoing. We have been informed that the Ministry of Labour inspected the site and said Geranium was meeting all requirements.

LAND USE UPDATE: Lakeside Meadows Pilot Project (Complete Report on File)

- Work on one bunker to commence soon, with anticipated planting in October.

STRATEGIC PLANNING:

Lou Rocha announced that Lauren Maher has agreed to join the Steering Committee, and presented a “preliminary proposal” for a development plan and initial themes. There will be consultations with all Committees in Canterbury in order to develop a strategic plan and mission statement as we go forward.

NOMINATIONS COMMITTEE:

Due to the increased need for volunteers, the Nominations Committee will be activated immediately to determine current and future volunteer opportunities, and proceed to recruit volunteers from the current Membership and future Members.

Policies & Guidelines S.1 Sub.06 was reviewed, and the following motion presented:

President, Lou Rocha moved to appoint Lauren Maher to be the Board Liaison, Nominations Committee, for this year, seconded by Jim Cushnie. Carried

Adjournment

- The meeting was adjourned at 3:50 p.m.

Moved by Murray Smith, and seconded by George Clapham. Carried

Next Meeting

Monday, September 12th at 1:00 p.m. in the north hall at The Centre.

Lou Rocha, President

Lauren Maher, Acting Secretary

Date

Date