



Canterbury Common Residents' Association

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

Board of Directors Meeting

April 17, 2023

Directors: Lou Rocha, Carole Johnson, Lauren Maher, Dorothy Bull, Jim Cushnie, Malcom Ward

Absent: Murray Smith, John Nesbitt

Recording Secretary: Carole Johnson

Call to order: A quorum of directors being present, the meeting was declared duly constituted by the President and began at 12:00 p.m.

Motion to approve agenda

Moved by Lauren Maher and seconded by Carole Johnson

Carried.

Correspondence

Following a letter from Gord Simmons regarding the printing of the ONCA update, the board voted unanimously that there was no need to print 400 copies of the ONCA documents. The final approved document will be made available to the entire membership electronically and in print upon request.

Strategic Plan

The draft Strategic Plan was presented to 60 committee volunteers on April 3. Several suggestions were incorporated into the plan that is located on the website. The plan will be presented to the community at the Coffee Hour on April 27.

Solar Bollards Lighting

Malcolm Ward presented an update on this project.

- CCRA received approval from the Town of Scugog to proceed with the proposed Solar Bollard plan, confirming that the lighting is Dark Sky compliant, would not interfere with any settlement pond easements and have no by law infringement.
- CCRA (Malcolm Ward) discussed the Solar Bollard lighting proposal with Mark Schollen of Schollen and Company the current Geranium Landscape Architect and confirmed.
 - Solar Bollard lighting as proposed could meet the “Safe Lighting” standard of 1 foot candle of illumination with compressed Bollard spacing along the path.

- More liberal extended spacing of Solar Bollards with caution signage defining the path lighting to be only an "illumination experience", would not present undue risk to CCRA.
- CCRA H&P Analysis confirmed
 - Solar Bollards as proposed meet Dark Sky, wildlife compliance requirements.
 - Solar battery performance using current technology could yield reliable long term. extreme weather condition operations and up to two weeks of lighting without the 2 to 3 hours solar recharge.
 - Solar Bollard Total Cost of Ownership (TCO) to be 50% of comparable wired solutions over their usable life cycle.
- The board unanimously agreed to continue with approved Solar Bollard lighting of Barry's path, initially to be on the section adjacent to the Settlement Pond for 2023.

Committee Reports

Administration – Complete Report on File

Communications – Nil report

Finance – Complete Report on File

- A new property tax bill received in error has been dealt with and will be corrected.
- Meeting with Auditor moved to May 2nd.
- Preliminary financial results show a net increase with a small deficit to the operating fund.
- No contact has been established yet regarding the Replacement Reserve Study.
- The date for the next assessment will be posted in the upcoming bulletins.

Governance – Complete Report on File

- Updated list of projects.
- Another meeting with realtors is set for April 20th.
- ONCA conversion complete
- Meet & Greet Session 3 at the Centre on April 13th.
- All Homeowner Agreements and registration forms received to date have been entered in the database.

House and Property – Complete Report on File

- The licence for the lift should be in place in the coming weeks.
- Centre North Hall fire exit mitigation measures being reviewed.
- South Hall acoustic baffle requirement – 1st quote has been received and another in process.
- H&P is still looking for a gardening coordinator. Any interested parties should contact H&P.

- A motion was made to approve an additional \$800 (approx.) required for additional equipment needed for the installation of the pads for the memorial benches.

Moved by Malcolm Ward and seconded by Jim Cushnie

Carried

Municipal Affairs – Complete Report on File

- The new No Motorized Vehicles signs have been added. Durham Regional Police was asked for assistance but due to the small number of incidents to date, could not add us to their regular patrols. Canterbury Common Residents should be reporting incidents to Municipal Affairs and include date and time, number of vehicles and riders and any distinguishing features such as colour and style of machine, license numbers etc. These incidents will be reported to Scugog Township’s Bylaw Officer and any dangerous behaviour will be reported to Bylaw or North Durham Police.
- A resident requested answers regarding the repeated flooding of the Waterfront Trail at the bottom of the hill next to McCaw as well as the required cleanup at the trailhead at Coulter St. The township engineers will be assessing the flood area. As to the cleanup from the tree removal, it is beneficial to nature to leave them in the woods for habitat for wildlife.

Social Committee – Complete Report on File

- Coffee Hours and Happy Hours have been well attended.
- Upcoming events: Coffee Hours, Let’s Dance; Yard Sale; High Tea; Paint and Sip, Canada Day
- Plans are underway for future events including New Year’s Eve
- A Sunday gathering has been organized for April 30th at 2-4 pm at the Centre for residents living on their own wishing to connect.

Policies and Guidelines

- Motion to approve the proposed amendments to Section 1

Moved by Dorothy Bull and seconded by Jim Cushnie

Carried

- A joint meeting with other committees has been scheduled on May 1

Admission of New Members

- The following homeowners were admitted to the Association:

Diane and Nancy Garland, Rodney and Patricia Cooper, Phillip and Violet Headridge, Phillip and Michele DeGroot, Burcley and Patricia Spence, Ka Kul and Yim Ping Wong, Parry Wal Hon Jim and Hui Xiong Feng, Angelo and Patricia Colangelo, Helen Brown, Patrick and Cheryl Burrell, Daniel and Edith McDermott

Moved by Carole Johnson and seconded by Lauren Maher **Carried**

Canterbury Transition Committee

Ed Richards and Gord Simmons, CTC Co - Chairs, attended the meeting. They provided Board members with an explanation and update of the amendment needed to the July 18, 2019 Development Agreement between Geranium and CCRA clarifying when unrestricted assignment of the CLDC Restrictive Covenants from Geranium to CCRA occurs for phases 1 and 2 of the Geranium development. See attached text of the presentation. When both parties have reached an agreement on the amended wording it will be submitted to the Board for signing.

Adjournment at 3:00 p.m.

Moved by Carole Johnson and seconded by Dorothy Bull **Carried.**

Next Meeting

- April 26, 2023 – Special Board Meeting – Preparation for Annual Meeting
- May 15, 2023 – 1:00 Regular Board Meeting, North Hall, The Centre

Lou Rocha, President

Carole Johnson, Secretary

Date

Date

This report is provided for the information of the Board of Directors and will be attached to the Minutes of the Board Meeting.

Correspondence

- The Board received the Final Report from the ONCA Committee on March 28 and sent a response on April 1. The committee has sent further emails concerning the re-printing of By-Law No. 1. This item is on today's agenda.
- Ron Young sent an email with comments on the amendments to By-Law No. 1 that he received in the email distribution on April 4. Ron was appreciative of the work done and asked some questions which the President has answered and shared with the Board and Gord Simmons.
- Geranium forwarded the comments from Mark Schollen regarding the plan to light Barry's Path. Mark's report has been reviewed by Malcolm Ward. This item is on the today's agenda.
- Elevation CPA Professional has provided an opinion on the amendments to By-Law No. 1. A copy has been forwarded to the Board. This item is on today's agenda.
- Errol Yeaman sent a note to the office about flyers being dropped at 4 a.m. in the neighborhood. The President contacted the business owner and had a friendly discussion. The owner apologized and has agreed to deliver flyers during daylight hours. Errol Yeaman expressed his appreciation.
- LEV Senior Living (Greenwood Retirement Communities) will complete hydroseeding and removal of the construction fences by April 21 weather permitting. See comments below.

Town Hall – By-Law No. 1

Residents have been invited to a meeting at 3 p.m. today to ask questions and give feedback on the amendments to By-Law No. 1. Members of the ONCA committee have declined to present the amendments with the President but will be present to answer questions. A second Town Hall is scheduled for May 23. A second email distribution of the amendments will be sent to Members on May 12.

Visits to Committees

The President visited four standing committees last week: Social, Finance, Governance and Administration. He will meet with Communications on April 24 and House and Property on May 3. Four items were reviewed at each meeting: Strategic Plan, By-Law No. 1, Recruitment Policy and Nominations. The feedback on all items was positive. This item is on the agenda for today's meeting.

Annual Meeting

The Board will finalize the Information Circular and Proxy Form at today's meeting. The Administration committee has been apprised of the new procedure for proxy voting. The item will be reviewed on April 26 with the AGM committee.

Annual Committee Reports

The annual reports from each committee are due today. The reports and the Annual Meeting package will be reviewed at a Special Board Meeting on April 26. The package will be sent to Port Perry Print on May 17. Hand delivery to all homes is scheduled on or before June 1.

Nominations

The April Bulletin will include a Call for Nominations. As per the Policies and Guidelines, the notice will include a list of vacated positions, candidates and the nomination and election procedures.

Policies and Guidelines

The Board will review changes for Section 1 – Board of Directors at today's meeting. The chairpersons of all committees will meet together on Monday, May 1 to review proposed changes. Directors are invited to attend. The Board will review the proposed changes on May 15.

Canterbury Transition Committee

The CTC met with Geranium and the Township on April 4, 2023. The confidential minutes have been forwarded to the Board. The CTC also received a reply from our auditor, Elevation CPA Professional, confirming the amendments to By-Law No. 1.

Greenwood Retirement Communities

The company has changed its name to LEV Senior Living. LEV has scheduled removal of the construction fences and hydroseeding of the property at Block 100 to be completed by April 21. As previously reported there will be a decision in Q4 on proceeding with the project.

Land Use/Parklands

Dorothy Bull and Malcolm Ward met with a group of residents on March 28. A report will be given at today's meeting.

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Calendar of Meetings

April 26	Special Board Meeting – AGM Preparation
April 27	Strategic Planning Presentation at Coffee Hour
May 1	Committees' Meeting for Policies and Guidelines
May 15	Regular Board Meeting
Tuesday, May 23	Town Hall – ONCA
June 12	Regular Board Meeting
June 14	Annual Meeting