



Canterbury Common Residents' Association

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

Board of Directors Meeting September 18, 2023

Directors: Lou Rocha, Lauren Maher, Carole Johnson, Jim Cushnie, Malcom Ward, John Nesbitt, Dorothy Bull, Phil Egginton, Suzanne Brolley, Susan Allward

Guest: Chad Johnson

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 1:00 p.m.

Motion to approve agenda

Moved by Carole Johnson and seconded by Jim Cushnie

Carried.

Motion to approve minutes of the August 21, 2023 Board Meeting

Moved by Susan Allward and seconded by Malcolm Ward

Carried.

Motion to approve minutes of the In-Camera meeting of August 21, 2023

Moved by Dorothy Bull and seconded by Suzanne Brolley

Carried.

Special Resolution for Restated Articles of Incorporation:

All the directors signed the document.

Financial Report

Fundraising Update

CCRA will record the cash proceeds from the auction items as received from residents (and therefore not an outside donation) since the auction was for residents. This means no impact on our ONCA status.

Jim Cushnie presented the Q1 statement. On track in the operating budget – Details attached.

Motion to approve Q1 Financials

Moved by Jim Cushnie and seconded by John Nesbitt

Carried.

Insurance renewal – Finance recommended increasing our deductible to \$5,000 in order to reduce our costs.

Moved by Jim Cushnie and seconded by Carole Johnson

Carried

Investment Strategy

- Maintain ladder strategy, investments are spread over 3 years. New 1 yr. GIC \$30K, 3 yr. GIC \$30K
- \$75,000 at maturity.

Motion to approve moved by Jim Cushnie and seconded by John Nesbitt **Carried**

Replacement and Reserve Fund

- The draft report from the consultants is being reviewed.

Correspondence

- The board received a copy of the 2-year lease agreement for 22 Holtby which conforms with CCRA requirements.
- TV Service on the Lower Level – A business Service package of 30 channels has been recommended to be used with an Amazon Fire Stick for the lower level TV.
- The pool regulations are still being ignored by some residents and Lou Rocha is in discussion with them.

Admission of New Members

- The following homeowners and tenants will be admitted to the Association: Kathy and Peter Chartier, Craig Spencer, Wayne Furukawa and Joanna Liebert, John and Joanne Slemko, Foad Baghaei-Amreel and Panteha Babelmorad

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

Memorial Flagpole and Canterbury Flag

Research has been completed and quotes received for the installation of a new flagpole. Flag design options were reviewed, and a design chosen. New information regarding the half-masting procedures was received.

Motion to approve the new design (option #8) and flagpole installation.

Moved by Malcolm Ward and seconded by Suzanne Brolley **Carried.**

Sound System

The replacement of the microphone and wireless receiver is required to have reliable service in the centre. The cost will be charged to the Replacement Reserve Fund. The existing microphones and receivers will be sold to reduce the cost of the replacements.

Moved by Suzanne Brolley and seconded by John Nesbitt **Carried.**

TV Service on the Lower Level

- A business Service package of 30 channels at a cost of \$25-\$28 per month was approved.

Moved by John Nesbitt and seconded by Suzanne Brolley **Carried.**

Committee Reports

Administration – Complete report on file

- The Admin committee is looking into getting a CCRA Flag installed on a separate pole to be lowered in respect on the death of a resident instead of the Canadian flag. For the time being we will continue to lower the Canadian flag.
- Centre bathrooms – taps are constantly left on, frequently at night. Reminders haven't helped so to avoid possible flooding and wasted water. The taps will be updated at a cost of \$100 each and will be installed free of charge by a resident plumber.
- The total reported cases of COVID in the community in September was 20.

Finance – Complete report on file

- Finance is in discussion with H&P to get quotes for projects stemming from the Reserve Fund Study
- There are only 2 annual assessments still outstanding
- Finance is in talks with MPAC on challenging the current assessment

Governance – Complete report on file

Projects in progress as of August 31 st	29
Projects acquired this month	7
Projects completed this month	21
Scheduled visits for August	5
Other enquiries/correspondence	7

The Board discussed the Protective Restrictions in order to identify and enforce non-compliant projects.

Moved by John Nesbitt and seconded by Malcom Ward

Carried.

House and Property – Complete report on file

- The north sidewalk by the centre has become a safety issue. The least expensive option is to pull up the entire sunken walkway and replace it with grass at a cost of \$7,000.

Moved by Malcolm Ward and seconded by Suzanne Broley

Carried.

- The 25-year-old doors to the balcony at the centre need to be replaced. Quotes have been received to replace 2 of the doors and to replace the other 2 with windows have been received for \$39,000 and \$38,000. H&P is waiting to receive one more quote. Available energy rebates are being investigated.
- Some CCRA owned trees are being trimmed without permission by homeowners. A notice is going out all residents that trimming or touching trees and bushes on common properties is forbidden as it is a liability issue.
- The solar bollard project is complete and there has been very positive feedback.
- A general contractor has been engaged to look after situations that arise.

Municipal Affairs – Complete report on file

- Communication with the municipality continues regarding the removal of dead trees on township owned property. Nothing will be done until late fall at the earliest.
- The Municipality has cleaned up overgrowth on the waterfront trail.
- The issue of unleashed dogs has been discussed and there is no enforcement available.

- The Kawartha Conservation Authority has done a walkabout to clarify who is responsible. They are available to present on naturalization. The Kawartha Conservation Authority only oversees the process. The Pond and Walkway are owned by the township.
- A safety issue was identified on the path to the waterfront trail. Any hazards were spray painted as a temporary measure.
- Mail Kiosk – We are investigating replacing the old mailboxes.

Social – Complete report on file

- Summer Nights event was rescheduled to September 29.
- The first Coffee Hour will welcome new residents with free coffee/tea and sweets.
- Mood Swings is a concert not a dance
- The Volunteer Fair should go ahead in October.

Communications

- The 25th Anniversary issue of the Chronicle is at the printer.
- There are 296 registered users for the website.
- Email blasts have been sent out to check that residents can receive communications

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

Gord Simmons and Ed Richards joined the meeting.

Canterbury Transition Committee Update – Complete report on file.

The Board of Directors renewed the mandate of the Canterbury Transition Committee with no changes.

Moved by Jim Cushnie and seconded by Carole Johnson **Carried.**

The Canterbury Transition Committee reported all the outstanding work to be completed by Geranium in Phase 2 and the common areas.

- A grading certificate has not yet been received for Phase 2.
- All work in Phase 2 should be completed by the end of October
- The Township will issue a Letter of Completion and Geranium will be responsible for two years for the “works” in Phase 2. The responsibility for the works will end with a Letter of Acceptance by the Township.
- The decision on the model homes is still under discussion.

Next Meeting

- October 16, 2023 – 1:00 p.m. Regular Board Meeting, North Hall, The Centre

Lou Rocha, President

Date

Carole Johnson, Secretary

Date