



# Canterbury Common Residents' Association

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

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## Board of Directors Special Meeting October 28, 2023

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

**Absent:** Todd Glenn

**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 10:00 a.m.

### Motion to approve agenda

*Moved by Malcolm Ward and seconded by Carole Johnson*

*Carried.*

### Replacement of balcony doors at the Centre

The Board reviewed feedback on the October Bulletin article that reported the decision to proceed with the replacement of the four balcony doors at The Centre. The Board reviewed sections of By-Law No. 1 and Section 4 of the Policies and Guidelines (Finance).

The Board discussed the following items:

1. House and Property has recommended the replacement of the four balcony doors and the south exit door. The replacement of the doors qualifies for coverage under the Replacement Reserve Fund (RRF). The close-up photos of the doors show extreme levels of rot that require immediate replacement. There are additional problems with the hardware that reveal a security issue for The Centre. The decision to replace two balcony doors with two windows was made because of cost savings and heating efficiency. The Board determined that the replacements would be done with “materials of similar kind, quality and usefulness”.
2. The door replacements are a major repair and not a major undertaking. As such, the replacements are not a capital expense and do not require approval by two-thirds of the Members at a meeting called for such purpose.
3. The Board decided to issue an update to the Members to describe the need for replacement and the steps that were taken to identify the issue previously.
4. The update will explain that the budget was approved before the full extent of the deterioration was known and before the subsequent recommendation of the House and Property committee to proceed with replacement.
5. The RRF consultants acknowledged that items that need replacement sooner than forecast was the Board’s decision to make.

The President and Treasurer will meet with the concerned members of the Finance committee to review these matters and the Board's decision.

**Remembrance Flag**

The Remembrance Flag will fly from November 1<sup>st</sup> until November 12<sup>th</sup>. On November 11<sup>th</sup>, the flag will fly at half-mast.

An e-blast explaining the process will go out to the residents.

**Admission of New Members**

- The following tenants will be admitted to the Association: Foad Amreei and Panteha Babelmorad

*Moved by Suzanne Brolley and seconded by Susan Allward*

***Carried.***

**Welcome to Canterbury**

A coffee hour on November 4<sup>th</sup> will welcome new homeowners. Board liaisons will present their committees' activities.

**Adjournment 11:20 am**

*Moved by Carole Johnson and seconded by Malcolm Ward*

***Carried.***

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Lou Rocha, President

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Carole Johnson, Secretary

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Date

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Date