

**MINUTES
SANDYCOVE ACRES HOME OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
March 5, 2019**

Present: John Bicknell, President; Sharon Raycraft, Vice-President; Ted Gemmell, Treasurer; Paul Martel, Linda Morris, Anne White, Dennis Rodgers

Regrets: Pat Porth, Secretary, Diane Elliott

BOARD VACANCY – BARBARA CRIPPS

Barbara Cripps had previously submitted her 'bio' to Pres. Bicknell who distributed same to members of the Board. With Cripps present, it was moved by Morris and seconded by Rodgers, with all in favour, that she fill the Director vacancy. Cripps has signed the "Director's Agreement for Term of Office" and accordingly began her duties at this meeting.

MINUTES OF MEETING FEBRUARY 7, 2019

Accepted as circulated, by motion of **Martel/White**.

TREASURER'S REPORT – accepted by motion Morris/White

SCA Homeowners Association Financial Statement
February 28, 2019

	<u>Expenses</u>	<u>Income</u>	
Opening Balance			<u>\$13582.90</u>
Membership fees		\$1450.00	
Sale of leftover wine		106.95	
Bank fee	4.00		
S Raycraft	164.71		
Linda Morris	429.40		
Anne White	86.67		
Dave Cooper	<u>107.24</u>		
Total	\$792.02	\$1556.95	+\$ 764.93
Bank Balance 2019/02/28			<u>\$14347.83</u>
RBC 18 month non-redeemable GIC @1.7% invested Oct. 10/17		\$ 20,000.00	
RBC 18 month non-redeemable <u>GIC @2.0%</u> Invested Feb. 7/18		\$ 10,000.00	
<u>Total Funds as of 2019/02/28</u>			<u>\$ 44347.83</u>

Note: 2018-2019 Fiscal year (May – Apr)

Income	4741.95
Expenses	<u>4643.89</u>
	\$ + 98.06

Gemmell advised that he will be presenting more information at the next meeting with respect to reinvestment of a GIC coming due in April and also requirements of the auditor.

BILLS FOR PAYMENT

Paul Martel - \$42.17 for office supplies – by Rodgers/Morris.

CORRESPONDENCE

Raycraft read a thank you card that was delivered to her from Cheryl and Gary Gentle of 5 Fir Court thanking for Board for its endeavours on behalf of residents. Raycraft further noted that Mr. Gentle had expressed an interest in joining the Board last year; an attempt to contact him last fall apparently happened while he was in hospital. Raycraft invited him to put his name forward this year.

Bicknell had received an email through the HOA website from a prospective purchaser in SCA who had been told that assignments of leases were not being allowed. Bicknell provided details on the procedure required for assignments in response to the email. He will attempt to find out who provided this erroneous information.

BUSINESS ARISING

February Member Forum:

The Forum was well attended (approximately 90 persons) and the information was well received. Apparently, many good comments were made on Facebook (and through the HOBulletin when the presentation was sent out). Gemmell indicated that there needed to be more control with respect to questions and suggested that this had to be under Bicknell's control. It was also suggested that 2 microphones in the hands of Directors be used.

Management Meeting:

MINUTES, MEETING OF PARKBRIDGE MANAGEMENT AND

REPRESENTATIVES OF SANDYCOVE ACRES HOME OWNERS' ASSOCIATION

February 27, 2019

Present were: Mirka Rollason, Community Manager; Bonnie Brooks, Office Administrator; John Bicknell, President, HOA; Pat Porth, Secretary, HOA; Ted Gemmell, Treasurer, HOA; Paul Martel, Director, HOA

COMMUNITY TV

There has been no change in the situation since we last discussed it. There will be a new tower, but its height is not yet confirmed, and it is not true its construction will increase costs to Total Cable. Bicknell stated that he has spoken with Councillor Payne who confirms that the Town has no record or information about any proposed tower.

WINTER MAINTENANCE

The consensus of attendees at our Member Forum was that it has improved. There are a few hiccups, e.g. sometimes ploughs follow closely on the salters rather than the other way around, and often salters just distribute product in the middle of a street rather than on the side where people walk. Some residents have also complained that driveway ploughs use their blower only, not their blade, and others that the ploughs' second pass is ignored in smaller streets. Parkbridge responds to individual complaints on an individual basis.

ROBOCALLS

Although the calls to notify of the boil water advisory were effective and efficient, many people (including Gemmell) seem to have missed the notification that the advisory was finished. Rollason said there could be many reasons for the calls being missed, but the company has a system through which it can check the completion rate.

CHANNEL 20

Parkbridge does not agree with the opinion of HOA directors present that the cycle on the community channel has grown so long that many people are not accessing it because it takes too long to find items of interest. Management believes that in adding items which are also in the newsletter and the two eBulletins, it is responding to the requests of residents, in particular the directors of the social clubs.

AGI DOCUMENTATION

Rollason said she would provide the documentation when the application had been filed and a case number applied to it. Bicknell noted this had taken place two weeks before, and supplied the case number. Bicknell and Morris have attempted to obtain the documentation as Bicknell has been able to confirm that the Application has been filed and has provided Rollason with the file number. Both Bicknell and Morris have been told that the documentation is not yet available. Morris received information from the Landlord Tenant Board that she (as an individual resident who has been served with the appropriate notice) cannot obtain the documentation until the Notice of Hearing has been sent out. Bicknell and Morris will pursue this further.

COMMUNITY STANDARDS

The case which had been discussed earlier is "being worked through".

2019 ROAD WORK

Plans will be reported in detail at the next Chat March 14. A new vendor has been contracted, so higher quality is expected. Some Directors were pleased to hear that Positano Paving would no longer be doing the road work.

POTHOLES

Some potholes are becoming really dangerous; the cold patch material just arrived today, and patchers will be out closing holes

FARMERS MARKET

There will not be a farmers market on Parkbridge land in 2019 or any time in the future

Directory Status:

Bicknell stated that March 15th is the targeted 'launch date' for the Directory. Pat is currently encountering some difficulties but hopes to have them rectified shortly. Bicknell expressed surprise at that low number of Waivers received – Raycraft believes approximately 450 to 500 – out of 1,233 homes.

Annual General Meeting:

The following Directors will not be standing for re-election: Elliott, Porth, Raycraft

The draft "Newsletter Notice" had been circulated and, with a few minor corrections, Bicknell will provide to Morris for inclusion in the Newsletter and Raycraft for inclusion in the HOABulletin and SCAeBulletin. This will give information regarding the Nominating Chair Barrie Johnson.

The draft "Meeting Notice" had been circulated and has been approved. Bicknell has made some changes from last year due to some confusion using the Proxy form. These changes are shown in red. There is a change to be made on the second page from '2018' to '2019'.

Bicknell has spoken with the printer that printed the Directory who has indicated that he can fold and staple (which would reduce the Directors' work). Bicknell will get quote. Bicknell requested that Martel begin preparations for the AGM mailout – 2 sizes of envelopes, etc.

Bicknell stated that he had been approached by 2 residents with respect to filling the Board vacancy filled by Cripps tonight. Bicknell suggested that they put their names forward for the 2019-2020 term.

Hydro/Rent Control Petition

There has been no responses other than that of Premier Ford. Bicknell will follow up.

Fraud Seminar – Saturday, March 16th

Set up will be at 1:00 p.m. (at the Wheel Ballroom). As this is a joint project with the Computer Club who will assist in set up. A 'throat mike' will be made available for Brock Godfrey.

AGI Documentation

Please refer to comments in red in the Minutes of the Management Meeting earlier in these minutes.

PRESIDENT'S REPORT

Bicknell had nothing at this time.

DIRECTORS' REPORTS:

Raycraft:

EMERGENCY PREPAREDNESS TEAM REPORT TO HOME OWNERS' ASSOCIATION

MARCH 5, 2019

There is little to report at this time. The Team met at the end of February and went through our storage locker – some of our new members found many items and literature to help them with their 'booths' at Emergency Preparedness Day and we were also able to get rid of quite a bit of outdated material.

We have confirmation from the Mayor, Deputy Mayor and Councillor that they will be attending EPDay (and with it the Home Fair). We have confirmation from Innisfil Fire, South Simcoe Police Services, Red Cross and County of Simcoe Emergency Management Team that they will be exhibiting. The County has a new 'Emergency Management Trailer' which will be on display along with various various fire and police vehicles. We are still waiting for confirmation from ARES (ham radio operators) and County of Simcoe Paramedics.

Parkbridge has confirmed that they will be providing bags, some type of insert and prizes for EPDay.

The Medical/Mobility Questionnaire is still quite 'busy' with new ones being received weekly – along with those with up-dates. Due to a recent issue with a resident regarding the 'evacuation' list, it might be necessary to explain the difference between assisted living facilities and independent living (which is what Sandycove Acres is).

Respectfully submitted by
Sharon Raycraft
Team Leader

Raycraft added that in a meeting with South Simcoe Police today, it was confirmed that there will be a Citizens' Police Academy, 2019 to be held commencing July 12th at the Spoke for 6 sessions, each 3 hours long.

Raycraft further advised the Board that she is presently setting up a meeting with the County of Simcoe, South Simcoe Police Services and Innisfil Fire with members of the Emergency Preparedness Team with respect to the Evacuation List which comes from the Medical/Mobility Questionnaires.

Raycraft advised that the Mayor, Deputy Mayor, Councillor Payne and M.P. John Brassard have confirmed attendance at Emergency Preparedness Day (and were invited to the Home Fair in the same invitation). South Simcoe Police Services, Innisfil Fire, Red Cross, County of Simcoe Emergency Management Team (with their new trailer) and A.R.E.S. (ham radio operators) have all confirmed they will be exhibiting. Gemmell asked about parking for these vehicles – it is hoped that some can park in the East parking lot and some in the West. This will require some co-ordination by Emergency Preparedness Team members and the Community Events Committee in instructing Home Fair exhibitors where to park as well.

Elliott: - sent by email

**SANDYCOVE HOME OWNERS' ASSOCIATION
COMMUNITY EVENT COMMITTEE REPORT
March 5, 2018**

Home Fair - May 4th, 2019:

UPDATE:

- Initial invitational emails, with registration forms were sent out to vendors at the beginning of February;
- A subsequent reminder email was sent out last week;
- We are about the half-way mark with our vendor list;
- Anne White and I, along with Linda Moyles who has volunteered to assist, will be embarking upon a telephone campaign this coming week;
- We have received a few comments that some will not be returning as their previous participation did not benefit them as much as they were hoping, which is somewhat surprising given the amount of residents who attended the Home Fair.

ACTION:

- Diane will continue to monitor the responses and update the Vendors' List and share with Committee members.
- Diane will send a list of vendors to Dave after this coming week to put on the HOA Website;
- An email will be sent to HOA directors asking for directors to state their preference of tasks for the day of the Home Fair; this can be confirmed at April's meeting.

Although I have been absent from the HOA, Anne White, Linda Moyles and myself have been working closely to ensure the success of this Home Fair.

Respectfully submitted,
Diane Elliott, Chair
Community Events Committee 2018-19

White:

In Elliott's absence, White will be the lead with respect to the Fraud Seminar on March 16th. With respect to the Home Fair, Elliott, White, Moyles (volunteer) and Rodgers will be following up on invitations sent out by Elliott. Bicknell confirmed with White that she is comfortable with this process.

Martel:

**2018-2019
MEMBERSHIPS**

1 to 31 Mar 2018	78	488
1 to 30 Apr	118	505
1 to 31 May	34	528
1 to 30 Jun	62	575
1 to 30 Jul	64	586
1 to 31 Aug	19	593
1 to 30 Sept	21	596
1 to 31 Oct	57	625
1 to 30 Nov	53	629
1 to 31 Dec	12	621
1 to 31 Jan 2019	70	582
1 to 28 Feb	73	617

Rodgers:

Rodgers stated he has received a phone call regarding a light post issue on Main Street. As we are awaiting the return of the Websters to initiate an action against Parkbridge to set a precedent regarding post light responsibility, it is hoped this can wait. Also, Raycraft asked that the complaint from Charbonneau be looked into as she received a call that nothing has been done to her satisfaction.

Morris:

**MEMBER EVENTS COMMITTEE
REPORT TO HOA BOARD – MARCH 5, 2019
2018-2019 TERM**

SEMINARS

The following chart has been updated to our current remaining lineup.

Mar. 18/19	Cannabis4Seniors	--	Confirmed
Apr./19	NO SEMINAR		
May 20 13/19*	IOOF Homes/Support Services		--
Confirmed			
*Note: May 20 th will be held on May 13 th as the 20 th is a holiday			

The Hearing Seminar with Catherine O'Connor, Canadian Hearing Society, had an attendance of 36 residents +8 Board members. Although the presentation was shorter than what had been agreed, there was a good question period which seemed to answer a lot of the subject matter that was not in the presentation, but specific to residents.

It was not a boring seminar with humour, good advice and, with her hearing service dog Ekko, garnered a lot of favourable attention with and comments from the residents as to its success. After the presentation was over, there were some members who took the opportunity to discuss their personal issues one-on-one.

The Waivers for the HOA electronic version of the phone book were available and although I did not count them, I believe there were several signed and returned. As usual, after the presentation was over, I reported on the upcoming HOA events.

FORUM, Feb 24

The Forum was extremely well attended and, from comments, perhaps one of the most attended. I visited the SCA Friends & Neighbours website shortly afterwards and saw many good comments on the good work the HOA is doing on their behalf and anyone who was not a member should sign up to support the HOA. “Staffing” was an issue and, unfortunately, I had an expected visit and emergency stay at the hospital which made it impossible for me to attend. Presentation notes were available on the website shortly after the Forum.

Respectfully submitted,
Linda Morris, Chair Member Events Committee
Mar. 3/19

Raycraft added that she had received a phone call from Eileen Beechener (Chestnut Court) stating that the Hearing Seminar was ‘the best seminar I even went to’ and that she could have listened to the speaker for hours.

Gemmell:

Gemmell stated that our Auditor is looking for ‘evidence of cash receipts and cash disbursements’. This would require the yellow copies of the receipts to be available for the period of May 1, 2018 to April 30, 2019. Martel stated he files the receipts by name, alphabetically, not by date received within the fiscal year. The auditor has also requested a membership list, although this changes continually.

NEW BUSINESS

A discussion took place as to whether the HOA should reach over the heads of our Property Manager (Rollason) and her direct supervisor, Watters due to the ‘runaround’ we have been getting. We suspect some of this comes as directives from ‘above’. We believe that upper levels of Parkbridge should be made aware of the deterioration of the community atmosphere and the community itself in SCA because of the manner and tone in which residents are being treated. It seems that Parkbridge is using the HOA as part of their propaganda. The ‘misinformation’ being put out by Parkbridge, e.g. lease renewals, lease assignments – is problematic. Property values are being affected and there are rumours circulating among local businesses and agencies about Parkbridge’s attitude in SCA.

The question of putting our concerns in ‘generalities’ was discussed but examples such as AGI documentation and the fact that we are being stonewalled at every turn and residents are hearing comments from Parkbridge staff such as “old people don’t like change” should be brought to Parkbridge’s upper level. Bicknell will draft a letter and forward to Directors for their comments.

NEWSLETTER

Appointment of Barb Cripps as a Director, revised Waiver for the Directory, Notice regarding Election, Home Fair, Emergency Preparedness Day.

ANY OTHER BUSINESS

None

ADJOURNMENT – The meeting adjourned at 8:30 p.m.