

Minutes of the Huron East/Seaforth Community Development Trust Meeting
Thursday, May 7, 2020

7:00 pm via Zoom due to Covid-19 social distancing requirements



To use the reserve funds to promote the health, safety, morale, and welfare of the rate payers of the former Town of Seaforth; and to promote Economic Development of the geographic area known as the former Town of Seaforth.

Trust members present: Christie Little, Joe Steffler, Bob Fisher, Ellen Whelan, Ray Chartrand, Cathy Elliott

Others present: Chance Coombs, Jan Hawley

1. The meeting was called to order by Chair Christie Little @ 7:01 p.m.
2. Deputation/Requests – Jan Hawley, “Backstreet Alleys” project
 - Bob Fisher declared a conflict of interest as he sits on the Seaforth BIA which has provided funding for this project.
 - Jan provided an overview of the downtown road construction and the issue with front door access to Main Street businesses which will arise. Entry from back alleys will be required. At present, the back alleys are not attractive.
 - There are issues with drug paraphernalia in the back alleys.
 - The east alley is in the worst shape. Recycle bins at back of GT Mini Mart are filled with garbage and an abandoned car is in the alley. HE by-law officer is currently involved in charging property owners for infractions.
 - Dr. Christopher Cooper is involved with the design of this project. Jan showed samples and ideas to camouflage unattractive areas in back alleys.
 - \$12,000 is being requested to assist with this project.
 - Cathy cited sociology studies by Jane Jacobs showing that when urban areas are cleaned up, they tend to be maintained and unsavory activity decreases.
 - Ray asked about total cost. Jan’s report states it is \$35,000. To date sponsors have provided 68% of this cost (TCC, Community Futures, BM Ross, Seaforth BIA). Lavis Construction is considering sponsorship.
 - Christie queried the longevity of the displays and their use after road construction. Jan reported that Chris Cooper predicts a 20 yr. longevity with maintenance. They will provide a draw to a unique area in our downtown.

- Ellen wondered about maintenance costs and commitment from property owners. She suggested approaching RTO4 for funding. Jan hasn't yet looked at maintenance cost responsibility.
- Joe asked if the west alley is included. Jan confirmed that it is and Lavis is considering sponsorship for work on the back of Vern's Pub & Grub.
- Joe wished that HE would fix the west alley road as it's in bad shape. Jan thinks that HE is planning to do this.
- Ray congratulated Jan on obtaining 68% of the needed funding.

3. Additions to Agenda & Approval of Agenda

- "Farewell to Summer" fireworks

Moved by Bob, seconded by Ellen to add this item to the agenda and approve the agenda. Carried.

4. Disclosure of Trustees' Pecuniary Interest - None

5. Accounts Payable – Financial Reports

- Total of \$2497.76 paid

Moved by Ray, seconded by Joe that the Accounts Payable of \$2497.76 be paid. Carried.

Draft Financial Statement

- The final financial statement was received.

Moved by Ellen, seconded by Joe to accept the financial statement. Carried.

Rental Payment

- Christie shared that Debra Anderson and Dr. Rosanna Grobbink are paying rent by electronic fund transfer. She offered this option to Jessica Lunshof as her last payment, by cheque, was December 2019. The Covid-19 situation has made EFT a better payment method for our tenants now and going forward.

6. Property Manager's Report – Chance Coombs (see attached)

- Benches in the parkette have been removed by municipal staff (requested by Cathy).

- Drug paraphernalia cleaned up in parkette suggested that it is a gathering place for people.
- Ellen asked Chance if she was wearing PPE when cleaning up used needles from parkette and suggested using tongs to pick up items for disposal.

Moved by Bob, seconded by Ellen for approval of Property Manager's report. Carried.

7. Huron East Health Centre Report - none

8. Minutes of April 2, 2020 meeting

Business Arising from the Minutes

- Bob shared that as a “thank you” to healthcare providers, the FHT would appreciate lunch being provided and the hospital would appreciate BIA gift certificates. The hospital has approximately 80 employees. Bob wasn't sure how many are employed at FHT. He will get more details for our next meeting.

Moved by Ray, seconded by Bob for approval of the minutes. Carried.

Unfinished Business

Post Office Work

- Cathy has spoken with Chris Cooper. Several companies have expressed an interest in the roof replacement project.
- Tenants will be notified when roof inspections are going to be done by prospective bidders on the project.
- Christie addressed questions from last meeting about heat generated by new AC system being installed in first floor post office work area. Matt DeJong has confirmed that no heat will be generated in the ceiling by this unit.
- Matt DeJong and Chris Cooper have been working together to determine best placement for exterior unit.
- Christie will notify Matt to proceed with the work as soon as possible and will let Canada Post know when the work will begin so that coordination of Canada Post work and AC installation can be done.
- Ray asked about the status of tree removal between CIBC and Post Office. Cathy spoke again with CIBC and was advised to send an e-mail request, which she has done.
- Joe asked if Chris Cooper has applied for any grants for the roof work. Cathy shared that one grant application has been submitted but due to Covid-19, all

grants are currently suspended as provincial and federal monies are being used elsewhere.

New Business

Exterior Lighting at Post Office

- Christie shared that presently there are 2 sets of motion sensitive lights on the back east side of the building and 1 light over the rear door on the north side of the building.
- There is no light at the front door on the building's north side. That is the main entrance for tenants and it is very dark there. Cathy is to check with Chris Cooper for style of lighting that would fit with building architecture for this area.
- Bob suggested that lights to illuminate parkette might be able to be placed on the back of new light poles which will be installed. Bob will check with Barry Mills about this possibility.
- Joe suggested that the back loading dock and back of building are very dark and should be illuminated.

Fireworks

- Continuation of "Farewell to Summer" fireworks in 2020 was discussed. With the uncertainty caused by Covid-19 restrictions, it was decided to cancel 2020 fireworks. Neil will be contacted to notify Pyroworld to cancel our booking.

Backstreet Alleys Project

- Ellen wondered who will maintain the alley project and are the displays vandal proof. Cathy felt that the business and property owners would be encouraged to maintain them and that they are not vandal proof. Lighting in the back alley is not included in the pricing of this project but is being looked at.

Moved by Cathy, seconded by Ellen to provide \$12,000 of sponsorship funding to the "Backstreet Alleys" project. Carried.

Motion for adjournment at 8:08 pm by Bob.

Next meeting – Thursday June 4, 2020 @ 7:00 pm.

5/1/2020

PROPERTY MANAGER'S REPORT
APRIL 2020

Post Office

I was notified by Postmaster that she noticed a spot on the ceiling and thought it was a leak from upstairs! I checked out all I could and didn't find anything. Further inspection from plumber found no leak. Sent an email regarding this issue to Christie and Cathy. Per email I have checked these areas numerous times and have found nothing. So that is good news!

I received a text from Postmaster stating the alarm panel was beeping. Paul Stephans was called to replace batteries. I received an email from Cathy about the flag needing replaced. I called and found out that it's the Post Office's responsibility. Offered to help Denise if she needed it.

I continue to monitor loose brick on front of building. (Some still falling.)

I checked and recorded all Fire extinguishers and Emergency lights.

I am cleaning out dehumidifier in basement as needed. (Filling floor drain trap with water)

I am adding salt to conditioner as needed.

I continue to monitor boiler.

I continue to clean up garbage, etc. in Parkette. (A real mess lately! I will install a sign to warn benches will be taken away if this issue continues.)

I check in regularly with Post office employees. (issues?)

All good!

L.H.I.N.

I am adding salt to conditioner as needed.

I check in regularly with employees. (issues?) Closed per Covid - 19

All good!

P.M. Chance Coombs

