

Minutes of the Huron East/Seaforth Community Development Trust Meeting
Thursday, Aug 1, 2019

7 pm @ 2nd Floor Committee Room - Town Hall 

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, Neil Tam, Ray Chartrand, Ellen Whelan

Trust members absent: Cathy Elliott

Others present: Property Manager Chance Coombs

1. The meeting was called to order in the boardroom by Chair Christie Little @ 6:48 p.m.
2. Deputation/Requests/Presentation/Correspondence -
 - Pastor Laurie - Bethel Bible Church
 - Agreement to be beneficiary for the fireworks donation
 - Donations will go to support their Gospel Music Festival
 - Neil will communicate with the Ag Society to arrange for a stage for the singers for the fireworks event
 - Sam Steep and McKenna McGovern gave a trip presentation as a follow up for financial sponsorship at World Mixed Curling in Sweden.
3. Additions to Agenda & Approval of Agenda
 - Quote from Smiths for concrete
 - Request from the Ag Society to borrow the projector for the Fall Fair

Moved by Neil, seconded by Bob for approval of agenda. Carried.
4. Disclosure of Trustees' Pecuniary Interest – None
5. Accounts Payable – Financial Reports
 - Total of \$7993.05 paid
 - GIC is maturing at MCU on August 14, 2019 for \$116,424.28.

Moved by Neil, seconded by Ray that GIC be renewed for 6 months to a year dependent on rates. Carried.

Discussion around the need to invest more occurred, dependent on what needs to be liquid for further projects. Will carry forward to September.

Moved by Neil, seconded by Ray for approval of Accounts Payable of \$7993.05 and the Financial Reports. Carried.

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

Post Office

- AC in South end of Post Office building not working properly - no easy solution
 1. Cathy investigating prices for ductless air unit
- Back buzzer in Post Office had some maintenance done to it, fixed for now
- Some work done on the third floor
- Radiator leak found in Post Office lobby - temporary fix done
- Hospital trust will pay for A/C in the physician's apartment
- Cold water restored for apartment, valve was shut off.
- Lawnmaster has been cutting the grass

LIHN

1. Lights not working, Elligson called in
2. No more comments about the problem with the front door

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

7. Huron East Health Centre Report – None

8. Minutes of July 4, 2019 meeting

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

Business Arising from the Minutes

Unfinished Business

Code of Conduct –

- This will be moved to another meeting and kept on the agenda until addressed.
- Fire inspection report - Dan at the LIHN signed off on the report as presented.
 1. reported back that there are now signs on the doors instructing to keep closed
- Huronia/Georgian Bay Fire Inspection - it was confirmed that there is no contract with Georgian Bay. Will be moving business to Huronia.
 1. Chance will incorporate a check to the batteries on emergency lights as part of ongoing maintenance
- Paul Stevens forgot about the meeting, but the contract is up-to-date
 1. Calling hierarchy is Chance only
 2. Third floor was disconnected, will be reconnected
- Quote from Smiths approx \$3000 to get through with minor repairs this year to the ramp.

Motion to approve this work. Moved by Neil, seconded by Ray for approval of the work. Carried.

- July 4th deputation re: Tanner Steffler Foundation. Joe removed self.
Moved by Neil, seconded by Ray to donate \$10,000 to the Tanner Steffler Foundation for continuation of the 2019 Six String Music Festival. Carried.

New Business – Discussion from Item 2

- Second floor washroom discussion around getting work done. Chance will follow up with Cathy. Concern over insurance for work.
- Ag Society projector request
 - Some maintenance needed on the projector re: a new bulb.
 - Neil will accompany the projector is approved to lend it.
 - Should be under lock and key in the Post Office building.
- Conversation around food for the Labour Day fireworks, maybe do popcorn again - Ag Society might do snacks.
- Conversation around painting the hall, somethings need to be addressed from the fire inspector report first.

9. In Camera – (not necessary)

10. Adjournment -

Motion for adjournment at 8:29 pm by Neil.

Next meeting – Thursday Sept 5, 2019 @ 7:00 pm.

Chair Christie Little _____

7/29/19

PROPERTY MANAGER’S REPORT

Post Office

Investigated air conditioner in Post office at south end. Measured all 3 units (in storage) in 3rd floor apt. – too small. Cathy looking into air unit.

A request from Postmaster to repair buzzer for back door of post office. Repaired.

A request from a board member to repair 3rd floor screen door for fire escape and reseal toilet. Repaired.

Postmaster sent text regarding a leak in a radiator in Post office lobby. Repaired.

Air conditioner in Physician’s apt. (east) needs replaced. It was swapped out with the one in the kitchen by tenant.

Cleaned out dehumidifier in basement.

The tenant in #1 apt. informed me she had no cold water. Repaired.

Continue to supply custodian with needed supplies. (Turned in bill)

Continuing to clean up garbage, etc in Parkette.

Checking in regularly with Post office employees. (issues?)

All good!

L.H.I.N.

I received an email from Kris at LHIN regarding some lights not working. Bulbs replaced, they need balysts. Called Elligsen Electric.

I received another email from Kris regarding Water Filter System (under kitchen sink). He mentioned that Terry Hogg was inquiring about it. I let him know that I investigated this a few months back for Terry Hogg and replied to him in an email that this unit was installed after the building was leased and the Trust wasn't involved with this.

Elligsen Electric has installed GFCIs in mens/ladies washroom and main kitchen.

Checking in regularly with Post office employees. (issues?)

All good!

P.M. Chance Coombs