



Minutes of the Huron East/Seaford Community Development Trust Meeting

Thursday, January 6, 2022

7:00 pm via Zoom due to Covid 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 Seaford; and to promote Economic Development of the geographic area known as the former Town of Seaford.

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

Others present: Chance Coombs

1. The meeting was called to order by Chair Christie Little @ 7:07 p.m.

2. Deputation/Requests/Presentations/Correspondence – None

3. Additions to Agenda & Approval of Agenda - None

Moved by Bob, seconded by Ray for addition to and approval of agenda. Carried.

4. Disclosure of Trustees' Pecuniary Interest - None

5. Accounts Payable – Financial Reports

Current bank balance is \$280856.64

Payables this month are \$9236.78, without John Staffen's invoice.

- Christie had a question about the bill for snow removal and sanding from John Staffen but couldn't reach him. She will speak with him before payment is made.

- Ray wondered about the cheque for \$3334.96. Christie explained it was paid to McGrath Plumbing and Heating for sump pump at post office building and will be reimbursed by Huron East.

- Ray asked about the history of the debenture cheque from Huron East. Bob explained that when the FHT building was being constructed, the trust issued a 25 yr. debenture @ 5% to Huron East for building costs. It is paid back twice annually (principle + interest).

Action: Cathy will contact Paula re: outstanding amount owed on debenture.

Moved by Ray, seconded by Ellen that the financial report be approved. Carried.

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

- Christie has received the boiler inspection certificate and will make a copy for postmistress.

- Ray suggested that the water in LHIN building be shut off when vacated.

- Christie will check with insurance (provided through Huron East's carrier) as to frequency of LHIN building checks by property manager when building is vacant.
- Bob wondered about a final check of LHIN building on moving day. Christie will look after it.

Moved by Ray, seconded by Bob to approve PM's report. Carried.

7. Huron East Health Centre Report - None

8. Minutes of Thursday December 2, 2021 meeting

- the wording of the motion by Bob to increase chair and secretary stipend needs to be amended to read "per month", not "per meeting".

Moved by Joe, seconded by Neil for approval of the minutes as amended. Carried.

New Business

Lawn Cutting at 32 Centennial Drive

- Twins Lawn Care has submitted a quote for 2022 – 2024 (attached). This is an increase of \$350/season.
- FHT currently uses Staffen's for their lawn cutting. Christie will contact Kelly Buchanan to see if FHT is interested in also using Twins Lawn Care. If they are, the trust will contact Twins Lawn Care.

Moved by Bob, seconded by Joe to accept Twins Lawn Care quote. Carried.

Bank Account

- Bob wondered if some of the funds in the bank account should be invested.
- Christie will look into rates for \$100,000.
- Ray reminded us of our pledge to the splashpad initiative so that we don't lock up funds that may be needed in the short term.

9. In Camera

Christie said that we will enter into In Camera session to discuss a property matter.

Moved by Bob, seconded by Ray to leave regular meeting at 7:35 p.m.

Moved by Bob, seconded by Neil to enter In Camera session at 7:35 p.m.

Moved by Bob, seconded by Ray to leave In Camera session at 7:57 p.m.

Moved by Neil, seconded by Bob to enter regular meeting at 7:57 p.m.

Christie said that the In Camera session discussed a property matter.

Next meeting – Thursday February 3, 2022 @ 7:00 pm. (or at call of Chair) in the post office boardroom.

Joe moved for adjournment at 7:59 pm. Carried.

Chair Christie Little _____

PROPERTY MANAGER'S REPORT - Dec. 2021

POST OFFICE

I received a text from a tenant reporting a loose door knob. Issue was repaired on last visit. All good.

I received a text from a tenant reporting a leak in plumbing. I could not find any indication of a leak anywhere.

I continue to monitor the boiler.

I checked and recorded all Fire extinguishers and Emergency lights.

I continue to monitor dehumidifier and sump pump.

I am adding salt to conditioner as needed.

I continue to monitor loose bricks on front/side of building and clean up.

I continue to clean up garbage, etc. on property.

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

L.H.I.N

I added 4 bags of salt to water softener.

PROPERTY MANAGER
Chance Coombs

