

Minutes of the Huron East/Seaforth Community Development Trust Meeting
Thursday, July 4, 2019

7 pm @ Post Office



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, Cathy Elliott, Ellen Whelan

Others present: Property Manager Chance Coombs

1. The meeting was called to order in the boardroom by Chair Christie Little @ 7 p.m.
2. Deputation/Requests/Presentation/Correspondence -
 - John Steffler, president and co-founder of Tanner Steffler Foundation spoke about the youth mental health and substance misuse awareness, education and support being provided. This registered charity raised over \$200,000 in 2018. The head office is located at 32B Centennial Drive in Seaforth, which allows proximity to family health team. To date, TSF has provided suicide prevention training for 45 people. TSF has committed \$38,000/yr. for 3 years as a full partner in the “My Journey” program which will launch Sept. 2019. Geared to 12-24 yr. olds, the program will help them find sources of support for mental health and substance misuse issues. Kelly Buchanan, FHT executive director is managing the program.
 - Neil asked how much of fundraised monies go to wages. There have been no wages paid but in 2019, the Canada Summer Jobs program is funding 2 paid positions. John explained that TSF is not a service provider but a service enhancer.
 - Bob asked for an explanation of the FHT component of the program. John explained that for his son, the wait to see an OHIP funded psychologist was 2 months so they sought private counseling. Unfortunately, the information obtained through counseling wasn’t readily available to medical staff when Tanner was in medical crisis. Also, OHIP funding alone for the “My Journey” program would mean that only patients of Seaforth FHT could access the services. By funding the program through publicly raised funds, it will be available to any patient in need.
 - John thanked HESCDT for the \$10,000 donation to the 2018 Six-String Music Festival and would greatly appreciate a donation for the 2019 event being held on July 27.

3. Additions to Agenda & Approval of Agenda

Moved by Bob, seconded by Ellen for approval of agenda. Carried.

4. Disclosure of Trustees' Pecuniary Interest – None

5. Accounts Payable – Financial Reports

- Total of \$9578.37 paid
- There are no investments maturing in July
- A decrease in energy costs (hydro & gas) in 2018-19 of \$1600 will result in a \$632.98 reimbursement to Canada Post

Moved by Bob, seconded by Neil for approval of Accounts Payable of \$9578.37 and the Financial Reports. Carried.

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

- Canada Post is requesting a new A/C unit for south end of post office. Neil suggested using one of the three units that are presently sitting unused on the 3rd floor. Chance received a text from Postmistress wondering when concrete repair will be done. Christie will contact Smith Construction again for this information.

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

7. Huron East Health Centre Report – None

8. Minutes of June 6, 2019 meeting

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

Unfinished Business

Code of Conduct –

- This will be moved to another meeting and kept on the agenda until addressed.

Fire Inspection -

- Cathy sent out safety inspection reports to trustees. She will contact Paul Stephen, Innovative Security for clarification on what is being provided at post office bldg. She will contact the LHIN to share the report and have them sign off on receipt of their copy.

- Christie reported that we do not have a contract with Georgian Bay for fire extinguisher and emergency lighting maintenance.

Moved by Joe, seconded by Neil that Cathy contact contact Huronia regarding the service they offer in these areas. Carried.

Heritage Workshop -

- Cathy will e-mail to trustees a copy of the notes she made at the workshop

Post Office Lawn Care & Exterior Maintenance—

- Christie, Cathy, Paul Vandermolen, Harold Smith and Doug Smith met at the post office on June 28 to view and discuss the condition of the ramp, stairs and back loading dock. As major road and sidewalk work is being done by the municipality in 2020, it was decided to patch the ramp for now.
- Cathy will investigate available accessibility grants. As Dr. Chris Cooper has entered into an agreement with the municipality to bring his distance education school to Seaforth, Cathy will consult with him as to what services he can offer.
- Bob suggested we consult with the county's accessibility committee.
- Joe suggested we investigate Form and Build, a company that resurfaces and seals concrete surfaces.
- Paul Vandermolen stated that for a cost of \$700, he would cut the post office grass when he cuts the CIBC lawn. For a cost of \$2500, he will cut off the pine trees against the building, remove the fence on the north side and vegetation growing against the building.

Moved by Joe, seconded by Ray to contract Paul to do the grass cutting, tree and vegetation removal at a total cost of \$3200. Carried.

Carpet Cleaning –

- Clean Freak cleaned the carpets in the 3rd floor apartment, 2nd floor hallway and all staircases on July 3.

New Business – Discussion from Item 2

- Joe declared a conflict of interest and stepped back from the table.
- At the May 8, 2018 HESCDT meeting, the following motion was made, "Motion made by Nathan Marshall, seconded by Bob Fisher to make a one time donation of \$10,000.00 to the Tanner Steffler Foundation to support the 2018 'Six String Music Festival' that will be held July 21st. This event will be full day of Reaching Out for mental health and substance misuse. Carried." Bob explained that the motion was

for a one time donation because it was felt that the funding was being used for Huron County, not specifically for Seaforth.

- Neil spoke in favour of a \$10,000 donation again in 2019 as he felt it was contributing to the Seaforth community. Bob felt that since the previous motion specified a “one time donation”, the motion would have to be rescinded in order to make another donation.
- There was disagreement between trustees as to the number of trustee votes required to rescind the motion. It was decided to defer the motion until the August meeting. Bob and Ray will contact Brad Knight for clarification.

Fireworks Volunteer Group, Advertising –

- Joe reported that the arena board will not be hosting a beer garden as they felt it was not appropriate at this family friendly event.
- Suggestions were made as to community groups that might be approached to collect donations at the fireworks which the group would keep. At the risk of overlooking a community group, Cathy will obtain the municipality’s community group data base and forward it to Christie for circulation to the trustees.
- There will be no print advertising for this event.

Moved by Neil, seconded by Bob that the advertising budget not exceed \$1500. Carried.

9. In Camera – (not necessary)

10. Adjournment -

Motion for adjournment at 8:27 pm by Bob.

Next meeting – Thursday August 1, 2019 @ 7:00 pm. at town hall

Chair Christie Little _____

PROPERTY MANAGER'S REPORT

Post Office

I received a request from Andra for new air conditioner for south end of post office.

I received a request from Naturopath to repair toilet. Repaired.

Ordered salt Monday the 17th.

Delivered 6 bags of salt the 21st for softener.

Andra text regarding safety issues with front ramp. Forwarded concerns to Christie and Cathy.

Cleaned out dehumidifier in basement.

Continue to supply custodian with needed supplies.

Continuing to clean up garbage, etc in Parkette.

Cut grass & trimmed X 3.

Checking in regularly with employees. (issues?)

All good!

L.H.I.N.

I received an email from Nick at LHIN regarding their front door not latching properly again. I worked on the door on the 6th and again on the 7th. I contacted Bill Teall and asked if it was Horton Automatics that last serviced the automatic doors. I explained the situation to them and they added a stronger actuator. All good.

I called Elligsen Electric to install GFCIs in mens washroom and main kitchen.

I received another email from Nick over a week later saying door wasn't latching again. I responded with... "Ok..your going to have to leave one inside door open as the positive air flow is too much for the mechanism in the door. The service tech advised that if he installs anything stronger on the door..someone might get hurt. Either that or push it the extra half of an inch shut."

If we have to deal with this again, we need to look at HVAC.

All good!

P.M. Chance Coombs