

## Minutes of the Huron East/Seaforth Community Development Trust Meeting



Thursday June 1, 2023 @ 7 pm

**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:** Ray Chartrand, Bob Fisher, Cathy Elliott, Michael Beuerman, Ann Bettles, John Steffler

**Others present:** Chance Coombs, Gwen Good, Brian Barry, Bob Costello

1. The meeting was called to order by Chair Ray Chartrand @ 7:01 pm.

2. Deputation/Requests/Presentations/Correspondence

Gwen Good of Progressive Agricultural Safety (request attached)

- Gwen outlined the safety program they present for interested youth aged 5-12 years and their families. It is presented on a PD day as the schools have not shown interest in attending on an instructional day. All advertising is by word-of-mouth. The event is held outside and they currently have 150 registrants. They are requesting \$1000 for training materials and supplies.
- Bob suggested the county's CHIP program may provide funding. Gloria Wilbee is the HE representative.
- John suggested that bus shortages may limit school participation. Cathy suggested that SPS and St. James students could walk to the venue.

Brian Barry & Bob Costello of Seaforth Optimist Club (request attached)

- Optimists' financial statement was distributed. They provide the ball diamond free of charge for minor ball. They pay for park upkeep and maintenance/repair of equipment. Adult teams pay to use the diamond.
- Their fundraisers are duck race (\$1400), Santa breakfast & silent auction (\$1500-\$2000) and cash lottery (\$15,000). They have 18 members, ten of whom are active.
- John shared that HE has allocated \$10,000 to the Optimist Park. Brian and Bob were unaware of this. HE has a new philosophy for recreation in the municipality.
- Ray shared that HE paid for 50% of the roof repairs for the lawn bowling club. He recommended they get on the agenda for the next council meeting to investigate this, as the town owns both lawn bowling and Optimist Park property.

- Bob suggested they speak with the clerk and EDO about Trillium grant to address the 2025 accessibility requirements. They should also ask HE about assistance through the Parkland Reserve. Festival Hydro should be approached about light replacement programs they may have.
- Ray asked if the ball teams would hold a weekend tournament fundraiser for some of park's needs.
- Michael advised not to put money into the building if there's a need for, or a chance of, a new building happening.

### 3. Additions to Agenda & Approval of Agenda

**Moved by Bob, seconded by Michael for approval of agenda. Carried.**

### 4. Disclosure of Trustees' Pecuniary Interest - None

### 5. Property Manager's Report – (see attached)

- Postmistress reports that the sewer smell has returned. Chance has searched high and low but cannot find the cause.
- Invoice for roof repairs was provided for payment.

**ACTION: Cathy will forward invoice to Jasmine @ Wightman's for payment.**

- Remote setting of the clock can be done if ether net is installed.
- Remainder of Elderhorst bill for clockworks is coming.

**Moved by Bob, seconded by Ann to accept the Property Manager's report. Carried.**

### 6. Accounts Payable – Financial Reports

- Bank balance as of May 31 is \$156,389.33
- Payables this month of \$3,975.25

**Moved by Bob, seconded by John to approve the accounts payable. Carried.**

- Two MCU GIC's are maturing in June. GIC rates were shared and it was decided to send the June 16 GIC to cash and reinvest the June 18 GIC for 9 months @ 5.1%.

**Moved by John, seconded by Ann to cash in the June 16 GIC and reinvest the June 18 GIC for 9 months @ 5.1%. Carried.**

### 7. Minutes of May 4, 2023 meeting

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

Unfinished Business

Post Office Building Accessibility Ramp

- Ray and Cathy met with Dylan Wick, VanDriel Excavating about the ramp and the recommendations of the county accessibility committee. They suggested an additional lower handrail but it was felt that it would be a climbing hazard for youngsters. The two handrails in the design will be sufficient and of suitable height for users who are walking or in assistive devices. They hope to begin removal of current ramp by mid-June.

**ACTION: Cathy will contact VanDriel for confirmation of start date.**

### 32A Centennial Drive

- The survey was completed last week. There is a June 14 meeting scheduled to discuss final tweaking that may be required. Ray, Cathy, John McKercher, Brad McRoberts and Maureen Wildfong will attend.
- The new proposed closing date is June 23, 2023.

### New Business

#### Progressive Agricultural Safety Day Donation Requests

- It was felt that this is a worthwhile event that will benefit attendees from our community.
- Reciprocal community service for the trust will be for Ag Society to provide volunteers for 2025 Homecoming event.

**Moved by Bob, seconded by Michael to donate \$1000 to the Progressive Agricultural Safety Day. Carried.**

#### Optimist Club Donation Request

- It was felt that the representatives had lots of suggestions to act on/research with respect to some of their needs.
- Ann reported that defibrillators need battery replacement, maintenance, etc to function properly. They are not “install it and forget it” equipment. She reported that there may be funding available.

**ACTION: Ann will contact Laurie Versmeersch about funding and report back at the July meeting.**

**ACTION: Ray will notify Brian Barry that we are looking into funding.**

#### Splashpad

- June 24 is the grand opening of the splashpad. Ray would like to see better marketing of what the trust does for our community. He would like all trustees present for 1 pm on June 24 for a photo op presentation of the “big cheque”.

## Loading Dock

- In August 2022, a Doug Coleman delivery truck hit the loading ramp at the post office. Canada Post wanted the damage fixed immediately. The trust paid the bill and submitted it to the postmistress for reimbursement then and again in April 2023. To date, reimbursement has not occurred.

**ACTION: Cathy is to speak with postmistress about next steps to take.**

8. In Camera – Not Required

9. Adjournment

Moved by Bob to adjourn meeting at 8:41 pm.

Next meeting – Thursday July 6, 2023 @ 7 pm.

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Ray Chartrand, Chair

## PROPERTY MANAGER'S REPORT - May 2023

### POST OFFICE

I shut the boiler down.

I shared Goliath's quote for eaves trough and window cladding to Board members and was advised to let them proceed.

A Board member asked if Goliath roofing could reach front of building below eave to repair hole that birds are flying in and out of. I explained too risky and a Genie boom will be required. I also took pictures of another hole by fire escape they are using for housing and forwarded pix to member.

I received a few calls from Goliath Roofing advising when they started. (set backs)

I checked in with Post office employees and they reported no sewer smell.

I received a text from tenant advising the roof product had arrived.

Elderhorst Bells arrived May 11th and we worked at it most of the day to set up control and get all clocks in tower exact same and perfect position of hands. (invoice to follow)

I received a text from tenant advising homeless guy "not having a good night" and I would find some damage. She called the OPP at 3 am. I checked it out and found the bell box had been damaged and a broken gas exhaust pipe (piece laying on the ground).

I also cleaned up all the items he had stored there. This has been an ongoing issue.

I received numerous texts from tenant advising Goliath Roofing was taking up way too many spaces?? (ongoing)

I have removed more cement/gravel from the accessibility ramp.

I spoke with Goliath for a report on roof. (going well)

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 clean up garbage, etc. on property.

I check in regularly with Post office employees for any issues.

### CENTENNIAL DR.

I received an email from new owner asking to let Contractors into building again.

Helped them get set up to blow in insulation in the attic. Done.

I received a text from contractor asking to have water turned back on for workers. I conferred with Chair of Board and proceeded.

I am checking on building by doing walk throughs frequently.

I checked and recorded Fire Extinguishers.

### **PROPERTY MANAGER**

Chance Coombs