

**PINE MEADOWS HOMEOWNERS ASSOCIATION  
AGENDA FOR BOARD OF DIRECTORS MEETING  
WEDNESDAY, November 21, 2018  
AT 1:15 P.M.**

**1 CALL TO ORDER**

Keith Solomon, President, called the meeting to order at 1:20 p.m.

**2 BOARD MEMBERS PRESENT**

John Campbell, David Ellis, Mike Hatch, Perry Adams, Keith Solomon, Ken Chapman, Nicole Bernou, Susan Langille and Joe Piercey via teleconference

**2.1 Regrets**

None

**2.2 Guests**

None

**3 ESTABLISHMENT OF QUORUM**

The minimum requirement is 50% plus 1 = 6. The quorum was reached.

**4 CONFLICT OF INTEREST DISCLOSURE**

No conflicts of interest were declared.

**5 ADDITIONS/CHANGES TO AGENDA**

John Campbell and Nicole Bernou had additions to the agenda, which were brought up later, under "New Business".

**6 APPROVAL OF THE AGENDA OF BOARD MEETING NOVEMBER 21, 2018**

John Campbell made the motion to accept the agenda and Mike Hatch seconded. Carried unanimously.

## **7 APPROVAL OF THE BOARD MEETING MINUTES OF OCTOBER 17, 2018**

Joe Piercey made the motion to accept the minutes and Perry Adams seconded.  
Carried unanimously

## **8 BUSINESS ARISING FROM THE BOARD MEETING MINUTES OF OCTOBER 17, 2018**

### **8.1 Tabled business**

#### **8.1.1 Update on questions raised by residents at the AGM (Keith Solomon)**

Two questions were raised. One was the snow-plowing of the roads. Keith checked with Don and there is no ploughing unless the snow was 2 or more inches deep. The resident was advised of the answer and appreciated Keith looking into it for her.

The second was the question concerning the dog-feces. A resident suggested that receptacles could be placed in certain areas around Pine Meadows, which would be available for dog walkers to discard their dog's 'deposits'. In discussions with Don Vallery, it was agreed that there was a need to "stoop and scoop", but that the servicing of the dispensers and the receptacles would add a significant additional cost to maintenance and that they would be difficult to manage in the winter. In addition, they might attract vermin and scavengers and they would smell in the summer. For these reasons they decided to not go ahead with this suggestion.

#### **8.1.2 Update on the Website (Perry Adams)**

Perry provided a written report (attached). He advised that there will be a regular charge for ICS to host the website and an 'on call' charge for service calls.

### **8.2 Business arising from the Board Meeting of October 17, 2018**

#### **8.2.1 Report on Remembrance Day activities (all)**

**Pine Meadows – Wednesday November 7<sup>th</sup>:** There was a very good turnout at the Koffee Klatch Remembrance Day service – about 100 attendants. Joe Piercey thanked all the Board members for their part in setting up for the service.

Joe has received many comments and letters concerning the wreath laying and sent a thank you to the Legion. It was suggested by a Colour Guard that next year, we lay a wreath in the Grand Hall. It was also noted that there are many elderly veterans in Pine Meadows who can't make it to the service. It was

therefore suggested that next year rides be offered to these veterans so that they may attend the service.

The President of the Legion suggested that video-taping the service could be considered so that copies could be made available to show to other organizations. Joe also suggested that other events be video-taped for those who can't attend functions.

Perry suggested that the PMHA Board sponsor next year's service by making coffee and tea and providing snacks etc. because of the large number of attendants.

**Belwood – Sunday, November 4<sup>th</sup>:** Ken Chapman, Nicole Bernou and Bud and Pearl Davis, attended the Belwood Remembrance Day Service on behalf of Pine Meadows and PMRC. The weather was cold but there were still about 50 people in attendance. It was a short service with 7 wreaths being laid at the cenotaph.

**Fergus – Sunday, November 11<sup>th</sup>:** Keith Solomon, and Susan Langille represented Pine Meadows Homeowners' Association and Bud and Pearl Davis represented PMRC and were among the many people to lay wreaths at the cenotaph. After marching from the Legion in downtown Fergus up to the cenotaph, a service was held where there were about 250 spectators taking part. It was very comforting to see the many young people of varying ages with their parents taking part in the service.

### **8.2.2 Pool Maintenance**

The Ontario Government has made a new ruling concerning the measurement of water-quality of public pools. One change that will affect PM is that the water must be tested every 4 hours during the period of use. At present the water-quality is checked each day but only during regular working hours.

Jayne MacKenzie suggested that frequent users of the pool could possibly be taught how to do the testing and recording – before and after going into the pool. Early-morning users could be asked to test the water before the regular testing by staff.

After much discussion it was suggested that a Pool Committee could be set up for the regular testing and record keeping. Joe Piercey will discuss the idea of a committee with Jayne MacKenzie. **Tabled.**

### **8.2.3 Keys for shed.**

A resident enquired about a key for the shed for the shuffleboard or horse shoes. In response to similar questions in the future, board members should tell the

residents to check the green sheet which accompanies the telephone list for the coordinator(s) who look after certain activities and contact them directly. **Action:** All

#### **8.2.4 Cameras for the pool area**

Keith Solomon investigated this matter and a recorder, monitor, wiring and 4 cameras would cost approximately \$2,400. Any extra cameras would be \$120 plus the wiring. Keith spoke to Jayne and she will get back to the board after speaking with Don Vallery. **Tabled**

#### **8.2.5 Sympathy cards**

John Campbell bought sympathy and get-well cards for residents as necessary and Susan Langille will look after sending out these cards according to the Website/Pine Line. **Action:** Sue.

#### **8.2.6 New armchairs for the Grand Hall**

The need for more arm chairs for the Grand Hall was discussed. It was suggested that, as chairs need replacing, new arm chairs will be purchased, up to a maximum of 40. They will be the same style as those currently used and will be stackable on the dollies. **Tabled until needed.**

### **9 CORRESPONDENCE**

None

### **10 NEW BUSINESS**

#### **10.1 Edits to the resident's reservation form for the Grand Hall (Keith Solomon, see attachment).**

In response to a request to rent the Grand Hall and after discussions with the Kitchen Committee, Keith Solomon has edited the reservation form (Appendix A) to make it consistent with the Resident's Rights and Responsibilities. This new form is available as a fillable PDF and can be made available on the website.

#### **10.2 MCRC monthly report (Joe Piercey)**

See separate report on DropBox

#### **10.3 Replacement of the sound mixer in the Grand Hall (Perry Adams)**

Perry reported that the mixer in the audio system in the Grand Hall has malfunctioned and two channels are inoperative (See attached report) and that a new mixer needs to be purchased. John Campbell noted that there is nothing budgeted for this but suggested that it be paid out of the reserve funds. John

Campbell made the motion to make this purchase and to pay any non-major purchases (\$500 and \$1000) – from reserve funds. Perry Adams seconded. Carried unanimously.

#### **10.4 Koffee Klatch on December 19<sup>th</sup> (Joe Piercey)**

The board hosts this Koffee Klatch (which is the last Koffee Klatch before Christmas) and provides refreshments and coffee. Anne Thompson King will lead a sing-along with Shon Sorensen video-taping it for the website. There will be a music medley performed by some Pine Meadows' residents and Joe will contact these residents i.e., Don Ferrier, Al Sansford and Martin Bauer to ask for their participation. **Action:** Joe

**Joe** will look after getting goodies and coffee from Costco. **Keith and Sandra** will help make coffee as well as **Nicole, Perry** and **Julia**. **Keith** will be the MC. Please arrive at 9 for set up of coffee and tea and allow for 60 attendants. **Action:** **All**

#### **10.5 Presidents Message for the December Pine-Line (Keith Solomon)**

Keith Solomon suggested that he include a season's greeting from all members of the board in his President's Message from the Board in the December Pine Line.

#### **10.6 Nicole Bernou, new topics**

(1). Nicole Bernou thanked Mike Hatch for drilling the holes in the pool compartment and for purchasing and installing a new padlock.

(2). The procedures for the Director of Activities is in PDF but Nicole would like it converted to word so it can be modified, edited, etc. Perry Adams will find the original word document and do the conversion. **Action:** Perry and Nicole.

#### **10.7 John Campbell, new topics**

(1) John raised the question as to whether a snow fence will be erected as in past years, in the field just past the golf course. Ken Chapman will contact the appropriate liaison to see when it is to be erected. **Action:** Ken

(2). It was agreed that the signing authorities for the new President and Vice-President will be done at the Toronto Dominion bank on November 26 for 2:00 p.m. **Action:** Keith and Joe

(3) John reported that 170 residents have signed up and paid their membership fees to date and he expects to receive 5 or 6 more in the next few days.

(4) Past Treasurer(s) have left behind an old Brothers printer and a Toshiba keyboard and John asked permission to dispose of them. Permission granted.

**11 DATE OF NEXT BOARD MEETING**

The next PMHA Board meeting will be held on Wednesday, December 19, 2018 at 1:15 p.m.

**12 MOTION TO ADJOURN**

John Campbell motioned for adjournment and Ken Chapman seconded. Carried unanimously.