



**Minutes for the Orchard Heights Homeowners' Association**  
 Board of Directors Meeting  
 Thursday January 13<sup>th</sup>, 2022

Board Member	Position	Present	Absent
Andrea Amaro		x	
David Blakey	Vice-President	x	
Angie DeLuca	Secretary		x
Afsaneh Dhalla			x
Tonya Elmazi	President	x	
Dominique Giliberti			x
Janet Jackson	Vice-President	x	
Mike Kuliszewski			x
Zein Lavji	Treasurer		x
Lawrence Pinkney		x	
Stacey Reason			x
Caroline Secko			x
Raya Shadursky		x	
Grant Stidwill			x
Tisa Zabarylo		x	

**Meeting Called to Order at 7:38 pm**

1. **Acknowledgement of quorum** – Tonya acknowledged we have a quorum with 7 board members present

2. **Reading of the Indigenous Land Statement** - Tonya

3. **November 2021 board meeting minutes were acknowledged and approved.**

Confirm AGM date (currently March 31) and form a subcommittee

- Subcommittee members (Tonya, Janet, Dominique, Raya and Lawrence)
- Decision to be made on whether all 3 levels of Politician's should be present. Need to make sure at least Stephen is present.
- Decision made –We should have all three politicians attend. Janet will chair sub-committee and set up meeting.
- AGM date is set at March 31<sup>st</sup>

**Comment [jj1]:**

**Comment [jj2]:** FYI – don't need to write out the full statement in minutes if you don't want to on every minutes – nice touch!

#### **4. Do we need a new date/time for board meetings?**

The December meeting could not be attended by many due to other commitments.

Discussion on whether a meeting should be held every month.

- Tonya mentioned that December maybe not have a meeting because of the business of the season.
- Board input required to decide on the date and time of monthly meetings.
- Tonya to send out a survey monkey to all board members to get input on the meeting attendance issues/concerns.

#### **5. Zein/Tonya: Status of financial plan for 2022.**

- Each committee should have been asked to provide estimates of spend based on planned activities or ongoing expenses to see what we can and cannot afford to do in 2022. Was this done? We should endeavor to have this completed and approved at the February board meeting.
- Tonya advised she will be working on this financial plan this weekend.
- Dominique to submit expected expenses and revenue for 2022 anticipated events.
- Tonya to look at financials previous years to estimate for 2022 and has started a template.

#### **6. Duties of secretary.**

- Janet and David have done the last few meetings. Will someone step up to the job or should we rotate it through the board until someone volunteers to accept the position?
- Andrea has stepped up for the position of secretary and board approved.

#### **7. Stacey/David: Status on getting the final Plan Dixie survey report finalized. Strategy moving forward.**

- Stacey was absent. Janet spoke on her behalf. Meeting is required with the other ratepayer groups who participated in the survey development and develop a plan to finalize the report. This matter should be tabled at the infrastructure committee to get this work going.
- Not positive in re development plan. The president of Lakeview was interviewed regarding the height of the buildings.

#### **8. Tonya/Janet: Next governance committee meeting so the group can finalize policies and share with the board for discussion and approval?**

- Tonya to set up

#### **9. Janet: Report on the December 4th newsletter and upcoming newsletters.**

- Janet reported that the newsletter went out.
- Tonya got very positive feedback and people advised they would like to advertise in upcoming editions.
- Discussion on distribution whether it should be Canada Post vs. kids in the neighborhood. (Erin and her daughter to do it??). Suggested if the kids know the

timing well in advance, it would be best to continue this approach – gives them community service time and saves us money.

- Should the newsletter be 3x per year vs quarterly -- as it's a lot of work to create.
- In the interim maybe have an online condensed version with only important info, if necessary, communication needs to go out.
- Suggested the months it should be distributed are April, Aug, Dec (work in progress for this timeline)
- AGM notice gets delivered minimum 2 weeks before however 3 weeks is better.
- Janet to work on AGM notice.

**10. Tonya: Status on insurance with city**

- No news yet. Tonya emailed and there was no real response.
- Jocelyn and Stephen should be copied on the next follow-up email to be sent out as the application was sent out months ago.
- Unknown whether it's a 2million or 5million coverage approval.
- Janet and Tonya will craft a follow-up email to try and get action on moving this approval process forward.
- Lawrence volunteered to contact the mayor on this matter, but it was agreed this approach was not required at this time.

**11. Tonya: Any word back from Stephen on bridge -- anything moving forward without us knowing?**

- The bridge is no longer a go. It has been stopped.
- Tonya and Janet will write a thank you note to Stephen for his support of the majority community view regarding the bridge.

**12. Tonya: Has everyone signed the code of conduct?**

- Tonya must double check but thinks they have.

**13. Stacey: Update regarding clubs in the hood.**

- To be discussed at the next board meeting as Stacey is absent.

**14. Status of the ice rink. Anyone know?**

- Tonya to email Ed as the rink is not in great shape at all. A liner would be a good solution to ongoing, less than ideal rink conditions.
- Discussion on whether a GoFund Me page should be set up for the ice rink liner.
- A schedule should be set up for rink volunteers.
- Need to try and get Ed onboard with engaging volunteers to flood the rink when required, as he seems to want to own all responsibilities relating to rink setup and upkeep and does not think a team of volunteers is necessary. --

**15. David/Tonya et al: Ideas for membership.**

- David to call a membership committee meeting

- There are more members this year than in 2020. The board is aware of what houses are not members- Tonya to write letters, deliver with membership form to get more members. Janet suggested a contest incentive as a way to get more members.
- Regarding the renewal of the membership Andrea suggested using a credit card system via Stripe. Renewal more streamlined using this approach instead of having to bother members each year. It would also boost membership numbers as we would have automated renewals.
- Renewal fee to increase from \$20 to \$21. If using credit card system. Fee increase will be included in AGM agenda, as members need to vote on fee change.
- Too small to do a return to the government. No HST or GST
- We need to figure out the logistics of credit card use.

**16. Tonya: Chess tables and bulletin board status.**

- Mid spring is the timeframe tables will be installed. Chess tables tentatively have a location near the garden area closest to Tonya's backyard.
- Bulletin Board – Stephen has agreed to \$500 donation toward the cost of the board -- which is an increase from the \$300 contribution he advised earlier.
- Bulletin Board total cost is \$1000 for the one that everyone wants. There is currently \$800 available from the Poinsettia fundraiser and Stephen's contribution. Is there room in the budget to pay the difference? Need to double check with Zein as she mentioned that there was \$3500 in the account last time we inquired.

**17. David: Response from city re traffic study request and OH signage.**

- Stephen agreed to ask the city to do a traffic study. No date determined yet on when this will happen.
- Street signage and Welcome to Orchard Heights still no answer on this.
- A Logo needs to be decided upon. We can look at Sherway signs as an example for the logo.
- South Service Rd and Cormack Rd – Pylon still an issue for regular street traffic

**Meeting adjourned at 7:38 + 103 minutes**