

HUMBER BAY SHORES CONDOMINIUM ASSOCIATION
MINUTES OF THE FULL BOARD OF DIRECTORS' MEETING

2240 Lake Shore Blvd. West, Toronto, Ontario
Wednesday, May 25, 2022 at 7:00 p.m.

Members Present - Executive Board 2020-2021

Jim Reekie	President	<i>(departed at 7:25 p.m., rejoined at 7:35 p.m.)</i>
Jennifer Tocci	Vice President	Waterford
Laura Nash	Secretary	
John Browne	Director-at-Large	Palace Pier
Sharon Jazzar	Director-at-Large	Newport Beach
Ron Anderson	Director-at-Large	Palace Place
Kathryn Winter	Director-at-Large	Grand Harbour A&B and Townhouses <i>(departed at 7:35 p.m.)</i>

Members Present - General

Emily Doyle	Director	Lakeside Place
Susan Grimes	Director	Marina Del Rey, Phase I
Adam Kozak	Alt. Director	Grand Harbour A&B and Townhouses
Saifu Mawji	Director	Waterview Explorer
Craig Robinson	Director	Grand Harbour C
Jim Simone	Director	Nautilus
Tod Stewart	Director	Grenadier Landing
Adrian Wellman	Director	Waterscapes

Member Regrets

Angela Abromaitis	Director	Waterscapes
Maria Ancona	Director	Beyond the Sea Phase I
Mary Ciufu	Director	Marina Del Rey Phase III
Marilyn Dumaresq	Director	Hearthstone by the Bay
Michelle Lian	Treasurer	

Recording Secretary

Julia Bennett	INaMINUTE Ltd.	<i>(from audio recording)</i>
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This meeting was held virtually.

1.0 CALL TO ORDER/ANNOUNCEMENT OF QUORUM

J. Reekie welcomed those gathered to the Full Board Meeting of the Humber Bay Shores Condominium Association (HBSCA).

There being a quorum of Directors present, J. Reekie called the meeting to order at 7:00 p.m., presiding as Chair, with the agenda as presented.

2.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared by Directors.

3.0 REVIEW AND APPROVAL OF MINUTES

3.1 Minutes of the Open Board Meeting held on March 30, 2022

The Board reviewed the minutes of the HBSCA Open Board meeting held on March 30, 2022 with City Traffic Master Plan (TMP) guests. A number of amendments were requested for clarity.

*On a **MOTION** by J. Tocci, **seconded** by S. Grimes, **it was resolved** to approve the minutes of the Board of Directors' meeting held on March 30, 2022, as amended.*

The motion was carried.

4.0 TREASURER'S REPORT

J. Reekie noted that Treasurer M. Lian was not in attendance. He noted that the full Board had received the most recent financial statements for the period ending April 30, 2022, and that the financial position of the HBSCA was healthy. He advised that Treasurer M. Lian had invited any questions about the financial statements from Board members directly, via email.

S. Mawji noted that the large number of 60-day and 90-day receivables in the amount of \$21,700 had not appeared to decline, but revenues appeared to be up, and these did not align. He suggested that revenues only committed but not received would not be added in revenues, and that a bad-debt treatment of 90-day liabilities could be used. It was noted that:

- None of the local elected representatives (municipal, province, federal) had paid yet, but the reason was that it took 60-90 days for a constituency office to issue a cheque for payment, a process that could only begin once the hard copy of a display ad was delivered.
- Any receivables paid in May 2022 would not be included in the financial period ending April 30, 2022.

J. Reekie suggested that S. Mawji contact M. Lian directly.

ACTION: J. Reekie to request that M. Lian attend the next meeting of the Board.

It was the consensus of the Board to accept the financial statements of the HBSCA for the period ending April 30, 2022.

J. Reekie departed the meeting briefly at 7:25 p.m.

5.0 REPORTS

5.1 Waterfront Festival

K. Winter introduced herself and noted that she and A. Kozak were excited about the upcoming Waterfront Festival and encouraged everyone to volunteer at the HBSCA tent where people could discuss the association's work and the community issues with attendees and distribute the magazine. She would be emailing the information and callout for volunteers the week of June 1.

K. Winters departed at 7:35 p.m.

J. Reekie rejoined the meeting at 7:35 p.m.

5.2 Communications

5.2.1 Community Cleanup

J. Tocci reported that there was a terrific turnout for the spring Community Cleanup. There was less garbage collected this time around, possible due to the increase in City workers along the waterfront collecting garbage daily. The event yielded volunteers for the Waterfront Festival, and was concluded with a lovely BBQ at the Mimico Cruising Club. Another Community Cleanup would be held in late September.

Noting the number of cigarette butts collected, the Board discussed the frustrating size of the sign and aperture for butts on the city refuse bins.

5.2.2 Farmer's Market Opening

J. Reekie reminded the Board that the Farmers' Market was scheduled to open at 9:00 a.m. Saturday, May 28, 2022. J. Tocci called for Board volunteers help out, noting it was always a great asset to have Board members present.

ACTION: J. Reekie to distribute Farmers' Market flyer to Board members, who would distribute to their Residents.

5.2.3 Waterfront Festival Vendors

J. Reekie reported that the Waterfront Festival was scheduled for August 6, 2022 and the organizing committee would be meeting on May 31, 2022, to review the needs of and the impact to the HBSCA community.

J. Tocci reported, as organizer of Festival vendors, that 30 were confirmed which was very good, considering the trend in show booths and vendors seemed lower in general since COVID-19. Vendors could animate activities within legal guidelines. It was noted that balloons had been prohibited in parks. She asked all Board members to send contact info for any vendors who they think might be interested, as the festival was hoping to reach its goal of 50 vendors.

Fees, which included tax:

- a 10x10 tent with table and two (2) chairs for \$452, per tent.
- OR a shared tent with five (5) other vendors for \$250, per vendor.

A. Wellman noted that his company was going to reach out to J. Tocci.

5.2.4 Communications – New HBSCA Shared Drive Folders in Google Drive

S. Jazzar reported that A. Wellman and M. Ciufu had been working on a Shared HBSCA Drive for efficiency, learning, and knowledge sharing. She turned the discussion over to Adrian, who was made co-host of the Zoom meeting.

During a screen walkthrough, A. Wellman thanked the Board for their patience during the process of a number of months and explained that he and M. Ciufu had decided to leave the big long-term vision for the drive and start small at first. He noted the following:

- The HBSCA’s greatest challenge was that valuable information in emails was lost over the years, and this would collect the wisdom and resources, like a library.
- There were four (4) sections to start:
 - Operations:
 - Subfolders including vision/mission values
 - Events:
 - Could include template forms, signage
 - Projects
 - Meetings/Condo Best Practices/Updates:
 - Folders would include condominium best practices, COVID-19 protocol, dog policies, parcel practices, green practices, security etc.
- The Board would be surveyed for suggestions for folders, buildings to add, etc.
- He asked the Board to populate the folders with information from their building. As an example, he had added his building’s brief history with security contractors.
- Directors could request the info, if they did not know it, from their condominium manager and summarize briefly in the drive.
- Templates could also be shared ie. Duty roster for Farmers’ Market; sign-up sheet for booths at an event.

The Board extended warm congratulations to A. Wellman and M. Ciufu for completing the drive structure.

In answer to a query from the Board, A. Wellman explained this Drive was internal to HBSCA for now. Directors/PM could ask an HBSCA Director, for instance, to share practices for yoga studios in condominiums and that director could share a document. However, only HBSCA Directors would have access to the entire drive.

In answer to a query from the Board, A. Wellman said he would be happy to share the structure with any condominium board to assist them with their own document retention.

It was noted that comments could be added, and sent to another Board member perhaps with a follow up question, an efficient concise practice.

Adrian noted that, though a work in progress, this was a resource repository that would help persuade new buildings to join the HBSCA. He was happy to conduct on-line or one-on-one tutorials.

In answer to a query from the Board as to whether the drive had a chat function that could substitute for some of the long email exchanges that became unwieldy, A. Wellman responded that there was a Google Drive chat function and he was exploring whether this would integrate with it.

In answer to a query from the Board about when HBSCA Directors could begin to use the shared drive, A. Wellman replied that he would have one (1) more conversation with the HBSCA Executive and would update all HBSCA Directors in one (1) to two (2) weeks by “sharing” the drive to their emails. He noted that it may be necessary for all HBSCA Directors to have a “Gmail” address or obtain one, which was easy to do.

The Board would be formally canvassed via Survey Monkey to see what topics would be most useful. For instance, transparency about internet and TV pricing would be practically very useful.

ACTION: HBSCA Directors to canvass their building board directors for suggestions on useful information folders, prior to completing A. Wellman’s survey.

J. Browne suggested maintaining the drive was of great importance. L. Nash agreed that consistency on how information was added, was key. A. Wellman suggested all Directors create an environment where the drive is used, remind each other to share in the right location, etc. Accountability and brevity were important. Whoever was leading the Farmers’ Market volunteering for example should be in charge of the Google Drive folder for Farmer’s Market volunteering while A. Wellman would take the technical leadership.

In contrast to the difficulties of updating a social media platform like Facebook, Adrian noted that this was not a new medium or additional communication – it was the same communication done via email, by a more accurate and time-saving method.

The Board noted A. Wellman’s point that the drive was very malleable, and could be modified easily.

On behalf of the HBSCA, J. Reekie extended a round of virtual applause for the work of A. Wellman and M. Ciufu.

6.0 NEW BUSINESS

6.1 Fireworks

The Board discussed non-permitted fireworks during the night, even outside of holiday weekends, noting after an incident at 3:30 a.m. on May 24, 2022. It was a concern of area residents and was worse than it has ever been. J. Reekie noted that approximately 300 by-law tickets had been issued in Humber Bay Shores. Many other areas have the same issue from Pickering to Mississauga.

The HBSCA was often asked if the association was doing all it could about the issue, but it was a by-law matter. City councillors had succeeded in the by-law but there were insufficient resources for extra enforcement. There was nothing in the way of compliance the HBSCA was legally equipped to do. By-law officers were not police, and could not patrol parks at 3:00 a.m. For the police, it was rightly considered a lower priority than crime or emergencies.

Adrian related that he had good results with persuasive discussion with noise makers on a few occasions. He proposed that a group of residents could courteously approach those setting fireworks after midnight, for instance, use bright flashlights that reduced the fun, and remind them that many people nearby were getting up for work the next morning. A Whatsapp group that exchanged thoughts and activated such meetings could be created. Adrian also reported that photos could be taken and filed with the police.

It was the consensus of the Board that a safe community patrol approach, using lights, could work.

ACTION: Directors interested in fireworks patrol meetings to contact A. Wellman.

ACTION: J. Reekie to explore sourcing yellow or orange vests members to use.

6.2 Ongoing Parking and Traffic Issues

J. Simone reported that construction areas were now being monitored for parking and blockages. He asked that the pylons be erected to prevent vehicles turning onto Brookers' Lane as there was only room for one (1) vehicle and they turn blindly into the path of pedestrians crossing the road. The corner had become extremely dangerous and his condominium board discussed it at every other meeting. J. Reekie said this was duly noted and offered that proposed speed bumps may help.

7.0 NEXT MEETING

The next meeting of the Board was scheduled for Wednesday, July 20, 2022 at 7:00 p.m.

8.0 CLOSE OF MEETING

It was the consensus of the Board to close the meeting at 7:49 p.m. as there was no further business to discuss.

Director

Date

Director

Date