

# Centreville District Community Development Association

## Annual General Meeting

Thursday May 26, 2016

Centreville Hall at 7:30 pm

### Agenda

Introduction of Executive, Directors, and Members	Merv Steadman President
Outline of Meeting Procedures	Merv Steadman
Minutes of Previous Meeting	Anne-Marie Waterbury Secretary
Directors' Annual Report	Anne-Marie Waterbury Secretary
Financial Report	Marilyn Kennedy Treasurer
Election of Directors	Merv Steadman
Ratification of Area Planning Advisory Committee Members	Merv Steadman
Questions from Public	
Adjournment	

Centreville District Community Development Association

18th Annual General Meeting

Thursday, May 26, 2016

Centreville Hall at 7:30 pm

**Attendance**

Fred Macdonald - Charles Macdonald Concrete

Peggy Sheffield

Pauline Raven

KAR

Joni Hoyt

Anne Marie Statesbury

Merv Steadman

Marilyn Kennedy

Jimi Wentzel

Jack Waterman

Doug Brown

**Minutes**  
**Annual General Meeting**  
**Centreville District Community Development Association**  
**May 28, 2015**

**Attendance:**

**Executive:**

David Briggs  
Kim Foote  
Anne-Marie Waterbury  
Marilyn Kennedy

**Directors:**

Merv Steadman  
Jack Waterbury  
Peggy Sheffield  
Doug Brown

**Members:**

Jim Hoyt

**Other:** Pauline Raven, Councilor District 3

The 17th Annual Meeting of the CDCDA was opened at 7:30 pm at the Centreville Hall with President David Briggs welcoming all present.

**Opening Remarks:**

D. Briggs introduced the executive and outlined the meeting format. Copies of all reports were distributed to attendees on arrival.

It was moved by M. Steadman and seconded by D. Brown that the agenda be approved as circulated. Motion carried.

**Minutes:**

Secretary A.M. Waterbury read the minutes of the May 22, 2014 Annual Meeting. It was moved by J. Waterbury and seconded by P. Sheffield that the minutes be approved as presented. Motion carried.

**Directors' Report:**

After Secretary A.M. Waterbury read the Directors' Report, M. Steadman raised a question re: the list of organizations represented by the CDCDA, in particular the Charles Macdonald Concrete House of Centreville Society. He suggested that, since they are neither represented on the Board of Directors nor report to us, they should not be included. A board member pointed out that Mark Slipp, a past Director, represented that group, and also that it is only very recently that we have had representation from the park association. Pauline then raised the question: are individuals or are organizations members of the CDCDA Association? She suggested the issue would be clarified if the wording were changed from "The following organizations were either represented on the Board of Directors or within the Association's membership and the Board followed their activities" to read "The following organizations were either represented on the Board of Directors or the Board followed their activities". K. Foote moved and D. Brown seconded that the wording be amended. Motion carried.

**Financial Statement:**

Treasurer M. Kennedy read her report. P. Raven noted the starting balance should be dated March 31, 2014 - not 2013. It was moved by M. Kennedy and seconded by K. Foote that the report be accepted as presented with the date corrected. Motion carried. Copy attached.

**Election of Directors:**

The following people were nominated for position of Directors for 2015/2016

Peggy Sheffield	Mervin Steadman
Kimberley Foote	Doug Brown
David Briggs	Anne-Marie Waterbury
Marilyn Kennedy	Jack Waterbury
Ted Davison	Helen MacDonald
George Graves	

Nominations from the floor: Three calls were made for nominations, with none forthcoming. It was moved by D. Brown and seconded by M. Steadman that the directors be accepted as presented. Several names were suggested to be approached re: serving on the board. A.M. Waterbury and D. Brown will contact them.

**Centreville Area Advisory Committee (CAAC):**

D. Briggs and T. Davison volunteered to represent the CDCDA on this committee for one-year terms. All members were in agreement.

Jim Hoyt agreed to serve a two-year term as one of two representatives at large required. There were no nominations or volunteers from the floor for the other position.

P. Raven spoke to this committee, which has been inactive the past two years. She has learned of an issue relating to parkland in Ellsworth Estates that will be coming up in the near future, and suggested that someone from the park association would be an appropriate member at large. K. Foote will get in touch with George Graves re: selecting a representative.

**Adjournment:**

The meeting was adjourned at 8:30 pm on motion of J. Waterbury and K. Foote.

Respectively submitted,

Anne-Marie Waterbury  
Secretary

**Centreville District Community Development Association**  
**2016 Annual General Meeting**  
**May 26, 2016**  
**Directors' Report**  
***Fiscal Year 2015/2016***

This report is structured by subject, and covers the period April 01, 2015 to March 31, 2016. Events are not in chronological order.

The following organizations were either represented on the Board of Directors or the Board followed their activities. The list is not all-inclusive.

- The Centreville Good Neighbour Club
- The Centreville & District Park & Recreation Association
- The Centreville Baptist Church Evening Workers' Auxiliary
- The Centreville Hall Association
- The *Centre Post*
- Centreville Secondary Planning Strategy Committee
- Comfort Station Committee
- Web Site Committee
- Welcome to Centreville Sign Committee
- The Centreville Area Advisory Committee
- Christmas Tree Lighting Event Committee
- 50-Plus Social Club
- Pins & Needles

**Directors** nominated to the Board for 2015-16 were: David Briggs, Kimberley Foote, Marilyn Kennedy, Peggy Sheffield, Mervin Steadman, Doug Brown, Ted Davison, Jack Waterbury, George Graves, and Anne-Marie Waterbury. All accepted the nominations and were elected.

**The Executive** elected by the Board of Directors consisted of:

Merv Steadman	President
Kim Foote	Vice President
Anne-Marie Waterbury	Secretary
Marilyn Kennedy	Treasurer

**Development Plan:** The Centreville District Community Development Plan continues to be implemented through such means as ongoing renovations/updates to the Centreville Hall, improvements to the web site, quarterly publication of the *Centre Post*, community-centered activities, and activities of the park association. A complete review of the original document began in April 2016.

**Centreville Web Site:** This site continues to be very active: a calendar is available to provide a means for local organizations to inform community members of up-coming events; current and past issues of the *Centre Post* are available for viewing, as is the Centreville District Community Development Plan; water test results for Ellsworth Estates are posted, and a link to Councillor Pauline Raven's blogspot has been added. Minutes of CDCDA meetings are a recent addition. Unfortunately, the site was not maintained during the past year prior to December 2016. At that time a complete upgrade and redesign of the website was begun by a local provider, Wingspan Creative Communications, reducing hosting fees by almost 50%. It continues to be a work in progress, with plans for expansion. There has been a marked increase in email inquiries, which are responded to as soon as received. The CDCDA was successful in obtaining a grant from the Municipal Economic Development Fund to pay for the new site and training in its maintenance.

**Community Hall:** The Hall Association continues to initiate maintenance and capital upgrades with funding from several sources, including the Good Neighbour Club and grants from various levels of government. The major project this year was the installation of heat pumps, with the hope of reducing the Hall's energy costs. Their effectiveness in so doing has yet to be determined. A complete renovation of the kitchen is planned for summer 2016.

**Good Neighbour Club:** The monthly 'Big Breakfast' continues to be very popular among those from the community and beyond, with an average of 250 served. The February 2016 breakfast marked the eleventh anniversary. Funds raised go toward community projects and charitable organizations. The group meets twice monthly except during the summer. New members are actively being sought.

**Annual Fuel Supper:** The Fuel Supper was held on October 24, 2015, and continues to be a wonderful example of community participation. Funds raised are used to cover heating costs for the hall, and are administered by the Hall Association. The Good Neighbour Club organizes the supper and does most of the legwork, but it would not be possible without the contributions of the scores of community members called upon for donations of food and/or time. Thank you to all who participated and attended, and especially to Mary Ellen MacDuff for organizing it.

**The Centre Post:** The 16-page community newspaper is published quarterly, with 500 copies issued. Local businesses and community members continue their support through advertising and contributing material for content. Editorial staff consists of Suzanne Trudeau (Lead), Elisha Harper, Anne-Marie Waterbury, and reporter Gail Salmon. Mike Sweeney continues to attract advertisers and he and Madeline Sheffield look after distribution. We were sad to receive Elisha's resignation this past winter, and thank her for her contribution over the past several years.

**Centreville Area Advisory Committee (CAAC):** This committee provides advice to the Municipal Planning Advisory Committee on planning and development matters in the Centreville Growth Centre that have been brought before the Municipality. Representation on the committee consists of two members of the community at large, two CDCDA directors, and our District Councillor. No issues arose this past year.

**NKEC Bursary:** The CDCDA again approved the awarding of a bursary in 2015. John Hodder was the 2015 recipient of the \$500 CDCDA Bursary, first awarded to a graduating NKEC student in 2009.

**Christmas Tree Lighting Event:** The annual Christmas tree lighting event, sponsored by the CDCDA, was held December 7, 2015. Attendance was down somewhat, but those present enjoyed carols and refreshments. Merv Steadman was MC and Pauline Raven, our District Councillor, turned on the tree lights. It has been suggested that an earlier start time might result in more small children in attendance, and this will be considered next year. Special thanks go to G. K. Morse & Sons Trucking Limited for donating the tree, to those who put it up and decorated it, and to those who organized the event.

**50+ Group:** This seniors' social group continues to be a welcome addition to the community, and meets each Wednesday at the Community Hall except during the summer.

**Pins & Needles:** The group continues to meet on a weekly basis except during the summer.

**Community Park:** In February 2016, the Centreville Growth Centre's community members once again voted in favour of a \$20.00 per family area rate to support the Centreville Park and Recreation Association's maintenance and improvement plans. The amount will appear on Municipal tax bills. This is a very active group of volunteers who are making a great

contribution to our community for the benefit of all. A very successful, if very wet, Park Day was held last summer, and the free snowshoe loan program that began in 2014 continued this past winter. The construction of the playground, which had been delayed by weather, was completed last summer (2015). A major project has just been completed involving the maintenance building: it has been updated and new accessible washrooms have been built. Plans to increase accessibility in other areas of the park are progressing.

**Centreville Baptist Church Evening Workers Auxiliary:** The Annual Quilt and Rug show was held in May, and the Annual Chicken BBQ was held in September. OASIS (Older Adults Sharing in Service) luncheons have been held on a regular basis, free through a grant. Clothing Give-a-ways were held in April and October. Several youth programs are being held, including an after school program.

**Speed Limit:** Little progress has been made in the attempt to have the speed limits reduced. A petition was circulated this past year and MLA John Lohr agreed to table it in the legislature, but there has been no news to date.

**Lighting Tax:** With the assistance of Councillor Raven, the Board of Directors learned that the amount of the tax collected over the past several years to pay for streetlights significantly exceeded the actual costs. As a result, the Municipality has agreed to give Centreville residents a 'lighting tax holiday' until the surplus fund is depleted and thereafter to reset the tax rate at the appropriate level.

Once again the Board of Directors expresses its sincere thanks to Councillor Pauline Raven for her ongoing support of our community and its events, for keeping us informed of issues that affect us, and especially for her knowledge of and assistance with grant applications.

Authentication:

Anne-Marie Waterbury  
Secretary CDCDA

Merv Steadman  
President CDCDA

Centreville District Community Development Association

Financial Statement

April 1, 2015 – March 31, 2016

Assets	\$0.00
Liabilities	\$0.00

**Income:**

Balance March 31, 2014	\$5,722.89
Advertising Fees for <i>Centre Post</i>	2,377.00
MEDF Grant (CDCDA)	3,450.00
<b>Total Income</b>	<b>\$11,549.89</b>

**Expenditures:**

Suzanne Trudeau (gift card: Mack Frail)	\$ 55.39
Registry of Joint Stock	31.59
Ink Spot (printing of <i>Centre Post</i> )	1560.00
Bursary (John Hodder)	500.00
Robin Crouch, Wingspan Communication (web site)	1010.00
Anne-Marie Waterbury (publishing software)	20.00
Bank Fees	24.00

<b>Total Expenditures</b>	<b>\$3,200.54</b>
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<b>Balance March 31, 2016</b>	<b>\$8,349.35</b>
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Marilyn Kennedy, Treasurer

Mervin Steadman, President



Centreville District Community Development Association

Nominations for the Board of Directors

May 26, 2016

Doug Brown

Ted Davison

Kimberley Foote

Marilyn Kennedy

Jack Waterbury

Peggy Sheffield

Mervin Steadman

Anne-Marie Waterbury

George Graves

**Minutes**  
**Annual General Meeting**  
**Centreville District Community Development Association**  
**May 26, 2016**

**Attendance:**

**Executive:**

Merv Steadman  
Kim Foote  
Anne-Marie Waterbury  
Marilyn Kennedy

**Directors:**

Doug Brown  
Jack Waterbury  
Peggy Sheffield

**Members:**

Fred Macdonald  
Jim Hoyt  
Jim Wentzell

**Other:** Pauline Raven, Councilor District 3

The 18th Annual Meeting of the CDCDA was opened at 7:30 pm at the Centreville Hall with President Merv Steadman welcoming all present.

**Opening Remarks:**

Merv Steadman introduced the executive and outlined the meeting format. Copies of all reports were distributed to attendees on arrival.

It was moved by Marilyn and seconded by Kim that the agenda be approved as circulated. Motion carried.

**Minutes:**

Secretary A.M. Waterbury read the minutes of the May 28, 2015 Annual General Meeting. It was moved by Jack and seconded by Doug that the minutes be approved as presented. Motion carried.

**Directors' Report:**

Secretary A.M. Waterbury read the Directors' Report. Regarding the efforts to have the speed limit reduced, Merv added that MLA John Lohr had brought up the issue in the legislature, and indications are that there will be some positive action taken.

Pauline added that Centreville is now eleventh on the list for new sidewalks.

**Financial Statement:**

Treasurer M. Kennedy submitted her report. It was moved by M. Kennedy and seconded by Kim that the report be accepted as presented. Motion carried.  
Copy attached.

**Election of Directors:**

The following people agreed to continue in their current roles, and were nominated for position of Directors for 2016/2017:

Peggy Sheffield	Mervin Steadman
Kimberley Foote	Doug Brown
Anne-Marie Waterbury	Jack Waterbury
Marilyn Kennedy	
Ted Davison	
George Graves	

Three calls were made for nominations from the floor.

Jack Waterbury nominated Jim Wentzell, who accepted the nomination.

There being no further nominations, P. Sheffield moved and D. Brown seconded that the nominees all be accepted. Motion carried.

**Centreville Area Advisory Committee (CAAC):**

Members from the Board of Directors for one-year terms were elected:

A. M. Waterbury nominated K. Foote; nomination accepted.  
D. Brown nominated J. Waterbury; nomination accepted.

Jim Hoyt and Beverley Greening, Members at Large, both have a year remaining in their terms of office.

Prior to adjournment, Fred Macdonald was invited to give an update on the activities and plans of the Charles Macdonald Concrete House of Centreville Society. The museum will soon be opening for the summer, staffed by two students. The Blue Cottage is available for rent, an undertaking that has enabled the Society to pay off the cottage's mortgage. We thanked him for the interesting information. He expressed interest in attending CDCDA Board Meetings, and will be notified of the dates. He also had questions about the Charles Macdonald Benevolent Society investments, which M. Steadman answered to the best of his knowledge. It seems that, due to a change in banking practices/bookkeeping, the proceeds that were to be divided between the Hall Association and the park now go entirely to the Hall Association.

**Adjournment:**

The meeting was adjourned at 8:30 pm on motion of J. Waterbury and D. Brown. Next meeting September 28, 2017.

Respectively submitted,

Anne-Marie Waterbury  
Secretary