Minutes
Annual General Meeting of HCECC626

Monday, June 6, 2016

Start Time 7:05 p.m. Location: Holy Cross Church

Present:
Directors Colin Watson (#25) Don Grigor (#21), Al Romano (#26),
Owners of #s 4, 6, 18, 22, 28, 1, 3, 7, 9, 17, 19, 27, 35, 39, 41,
Owners (not living on the street) 14, 30, 11, 33, 43

Absent:
Owners of #s 2, 8, 12, 16, 20, 24, 5, 15, 23, 29, 31, 37
Owners (not living on the street) 29

Proxies received from #s 2 (Dowd), 10 (Minano), 24 (Grigor)

For the purpose of conducting this meeting according to the bylaws, Don Grigor agreed to act as chair and Colin Watson agreed to act as secretary. There were no objections.

Calling of the Meeting
The secretary confirmed that all homeowners were sent notices of the meeting either by mail or hand delivered 20 days before this meeting as required by the by-law.

Confirmation of Quorum
The secretary reported that quorum was present. Quorum for the association is homeowners from 10 units in the development.

Approval of Minutes of AGM 2015
The minutes of the 2015 AGM were approved with the following corrections.
In the attendance list, owner for home at 36 was not in attendance. Reference to house #58 should have been #28.

Mover Debbie Romano Seconder Joe Pignataro. Motion carried.

Report of Board
Don Grigor reported on what the board had accomplished over the past year.
The snow clearing and grounds maintenance (mowing boulevard area, traffic circle, and snow collection area) by Bill Van Ryn is working well.

The parking authority continues to monitor visitor parking and the system is working well. Most homeowners understand the system and few tickets are issued.

A notice board was installed in the traffic circle for condominium-related messages.

The accounting software – QuickBooks – is working well. All owners are up to date on the payment of their condo fees.

The board has issued three status certificated for the sale of properties on the street.

As required by the Condominium Act, the board has had the financial statement for 2015-2016 audited, kept owners and tenant information up to date, organized the AGM, and distributed financial statements and proxies.

The board has also posted documents on our website for transparency.

**Auditor’s Report/Financial Statement**

The auditor’s report submitted by GBA LLP (formerly known as Buttle and Tavano) testifies that the financial statements submitted to them for the period of March 1, 2015 to February 28, 2016 are accurate. The auditor’s report was distributed by mail or hand delivered before the meeting and is on the website.

It was reported that the condominium association is in good financial shape and the reserve fund is fully funded.

**Appointment of Auditor**

It is moved that GBA LLP continue to be retained as our auditors for next year. Mover Lynn Shield  Seconder Lou Kotsopulos  Motion Carried.

**Vote on Monthly Condominium Fee**

Al Romano presented the two options with regard to the 2016-2017 condo fee:

1. Maintain the monthly fee at current rate of approximately $95. There is no increase anticipated for at least five years.
2. Reduce the monthly fee by $10 per month with a possible increase in the future.

Colin Watson explained that a portion of the condo fee is put into the reserve fund. The reserve fund study carried out in 2015 by an independent engineering company, as mandated by the Condominium Act, recommended the amount of money to be put into the reserve fund currently $11,200 annually be increased by 12% per annum for the
next 8 years, rising to $27,731 annually. After that, the study suggested the amount be raised by 2% annually. This fund is primarily for possible future sewer and road repairs.

Discussion arose. It was pointed out that the savings would be $120, and some residents may not be on street in a few years’ time. On the other hand, continuing to pay the same condo fee would decrease the possibility of owners having to top up the fund in the future. This could be a selling feature.

It was moved that the fees be left at the approximately $95 per month fee.
Mover Lynn Shields  Seconder Mike Vincent  Motion Carried.

**Report on Schedule K**
Schedule K was an initiative by the board to consolidate all the rules and regulations concerning our development into one document. This would make it easier for new residents to understand what is expected of them. Concern was raised that new buyers are not receiving the same information as the first time buyers.

To have these rules incorporated into a Condominium Declaration requires the approval of 30 owners.

It was pointed out that the wording in the document was confusing, and some people were not clear as to what they were voting on. There was some concern that the contents were too restrictive. It was noted that most of the rules were taken word for word from documents already signed by the initial purchasers.

The majority of owners are in favour of the document but felt the wording of the proposed document was could be simplified. It was decided to appoint a committee of residents who would re-work the document. The following people agreed to work on this:

- Colleen Peters (Block 2)
- Suzanne McKay (Block 2)
- Joe Pignataro (Block 4)
- Rudy Bassio (Block 5)

Members of the committee will be appointed for blocks 1, 3, 6, and 7

**Vote on Name for Development**
After discussion, it was decided not to erect “development name” stones at the entrance of Diamond Leaf Lane nor to name the area. The idea was brought up last year as a selling feature for the street. However, as house prices continue to rise, this feature was deemed unnecessary at this time.
Election for Position of Board Director (3-year term)
Don Grigor has completed his two-year term as director but has agreed to run for an additional three-year term. He was nominated by acclamation.

Other Business
Street Party
It was decided to again have a Canada Day street party. It was decided to hold it on Sunday, July 3. Residents volunteering to organize the party were Mary Maan, Lynn Shields, and Debbie Romano.

Speeding Cars
It was pointed out that cars are travelling too fast on the street despite the fact that a speed limit sign has been posted on the street. It was suggested that a speed bump be added. It was felt that this would just penalize others. It was decided that the condo board should take some action for the protection of resident’s children at play. Residents were asked to report speeding cars to the board by email.

Garbage/Recycling Bins
An owner with mobility issues requested that residents be considerate and place their garbage/recycling bins in a straight line on the sidewalk rather than grouping them and blocking the sidewalk. Grouping the bins also makes it difficult to access the sidewalk at the top of the street.

Action: The request will be communicated to residents by email and by a notice on the board at the mailboxes.

Adjournment of Meeting
There being no further business, the chair adjourned the meeting at 8:30 p.m.