

HAZEL LANES  
MIDDLESEX STANDARD CONDOMINIUM CORPORATION No. 644  
**ANNUAL GENERAL MEETING**  
WEDNESDAY MAY 16, 2018

1. **Call to Order:** David Girvan, President, called the meeting to order at 7:00 pm.
2. **Proof of Notice and Confirmation of Quorum:** David Girvan and Phil Nagle (Huntington Properties) verified that Notice of the Meeting, including proxy, was mailed to all Unit Owners prior to the meeting, and confirmed a quorum present in person or by proxy.
3. **Approve Minutes of May 10, 2017 Owners Meeting:** Moved by Ian Turnbull (Unit 25) and seconded by Charlie Frosst (Unit 57) the minutes were approved. *Motion Carried*
4. **Presentation of Financial Statements for year ended December 31, 2017:** Jim Wagner, Treasurer, reviewed the statements prepared by Ford Keast LLP. B. Vaughan (Unit 70) questioned the cost of insurance being approximately 20 % higher than was budgeted. Jim explained that the budget was struck in late 2016, assuming a small increase. After that the insurer notified that there would be a significant increase due to a cap reached in their rates because of the relative value of our condominiums. Jim detailed the work completed in 2017, including painting, drainage improvements, and levelling of pavers for safety. The budget for Repairs and Maintenance was low because, at the time, it wasn't known what actual work would be done. R. White (Unit 47) questioned the term of GICs in the Reserve Fund. Jim explained 1-2 years has been chosen so funds can be reinvested if interest rates increase. K. Sumner (Unit 38) asked about insurance for the GICs. There is a maximum of \$100,000 at each institution to ensure insurance coverage. Jim confirmed that The Reserve Fund value is higher than recommended because major repairs to curbs, gutters and pavement have been postponed until required. The contract with TLC increased due to ramifications of the minimum wage increase. Moved by D. Logan (Unit 6) and seconded by K. Sumner (Unit 38) the financial statements were approved. *Motion Carried*
5. **Appointment of Auditor and Permission for Board to set Remuneration:** Moved by L. Tuttle (Unit 63) and seconded by B. Vaughan (Unit 70), Ford Keast LLP will continue as Auditor, with permission for the Directors to set remuneration. *Motion Carried*
6. **Review of 2018 Operating Budget:** J. Wagner explained that the Contribution from the Operating Account of \$6500 was done to maintain monthly condominium fees. The cost predicted for Snow Extras is for added salt applications and moving of accumulated snow piles.
7. **Committee Reports:** Social Committee: D. Girvan announced the dates for the two annual social events. The Barbeque, convened by Sharon White (Unit 47), will be Wednesday June 20, 2018. The Christmas Reception, hosted by Jim Wagner and Deanie Markvoort (Unit 17) will be Sunday November 25, 2018 at Highland Country Club.  
Pool Committee: Don Bernachi and Nancy Wood are stepping down and Shawne Murphy will remain on the pool committee. Two additional members will be recruited. D. Girvan reported that some painting and caulking may need to be done, ideally in the fall after the pool is closed. Again this year the pool will remain open an extra week after Labour Day. The dates are May 26 – September 9, 2018 (15 weeks).  
Landscape Committee: F. Kearney (Unit 51) thanked Owners for responding to the annual survey, and reported a majority satisfied with TLC. He reviewed ongoing projects, such as replacing diseased Spruce Trees with Hemlock. Snow fence along Hazel Ave. was successful in keeping deer away from the cedar hedge. A new garden will be planted south of Unit 17 where diseased trees were removed, and will provide extra space for snow to be piled. Topsoil will be built up along foundations to improve drainage. Frank will meet with the owner of Unit 30 to assess a leaning tree. Owners were reminded that they are to first consult with Frank before any landscape changes are done. The Corporation is responsible for landscape at the front, owners for landscape at the back of their unit. After discussion about skunks in the area, David advised it is the owner's responsibility to have pests removed. He also recommended a wire barrier be placed under new decks to discourage animals. Frank will notify the city that shrubs are blocking vision at the corner of Hazel Ave. and Riverside Drive. Frank will continue to send emails relating to interesting gardens and trees in the complex, etc. Owners indicated they want to continue occasional organized walks through the property to view landscape.  
Board of Directors: D. Girvan reported the Board met 4 times in the past year. He discussed ongoing repairs, specifically painting of fences and gates, levelling of paving stones, repair of curbs and gutters and improvement of drainage. He reminded owners to contact McKenzie Irrigation before new deck

construction to prevent damage to lines. Otherwise, owners will need to pay for repairs. Eavestrough cleaning will continue to be done in the fall. Owners are encouraged to call Huntington Properties if they think they have a blockage in a downspout and gutter guards are recommended (owners' responsibility). David also advised that monthly condo fees were increased to prevent a deficit, due to increased costs passed on to us from the insurance company and TLC. Owners were reminded to hand in maintenance request and smoke detector forms contained in the AGM package, to Huntington Properties. Maintenance requests will be evaluated at the BOD walkaround within the next few weeks. Owners are responsible for repairs to parging of cement below brick. Gates will be removed at the owner's request and would save the expense of frequent painting due to rust.

8. **Affirm Actions of Directors:** Moved by J. McKay (Unit 9), seconded by G. Sellery (Unit 8) the actions of the Board of Directors was affirmed. *Motion Carried*
9. **Election:** The terms of David Girvan and Jim Wagner have expired. Both agreed to stand for re-election. J. Bisset (Unit 55) moved and K. Sumner (Unit 38) seconded that nominations be closed. *Motion Carried*
10. **New Business:** Owners are encouraged to submit their photo to Sara Kearney (Unit 51), and Frank Kearney will post in the directory on the website. Muriatic acid or CLR can be used to clean cement on tops of garden wall or front steps.  
Board President David Girvan thanked: John Bisset for monitoring the irrigation system as well as arranging the venue for tonight's meeting, The Landscape Committee (Frank Kearney, Beth Girvan, Kathleen Stavraky), The Pool Committee (Don Bernachi, Nancy Wood, Shawne Murphy), The Nominating Committee (John Bisset, Cathy Dunlop, Bob Gould), Finola Dempsey and Sharon White for organizing the 2017 BBQ, Jim Wagner and Deanie Markvoort for hosting the 2017 Christmas Reception, Brian Vaughan for organizing the Billiards Tournament, Beth Girvan for organizing the Bridge League, Vicki Bisset and Marion Frosst for coffee and cookies at the AGM, Mardi McLachlan for doing the AGM Minutes, Board Members and Phil Nagle of Huntington Properties.

D. Girvan adjourned the meeting at 8:10 pm.