

HAZEL LANES
MIDDLESEX STANDARD CONDOMINIUM CORPORATION No. 644
ANNUAL GENERAL MEETING
WEDNESDAY October 21st, 2020
Byron Legion and Zoom meeting

1. **Call to Order:** David Girvan, President, called the meeting to order at 7:08 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 15th, 2019 Owners Meeting:** Questions arriving from minutes: Brian Vaughan (Unit 70) noted that the minutes stated that TLC does not salt the driveways due to cost and was concerned about liability to the Corporation. David Girvan confirmed that TLC does salt the front walkways to the front door, and during heavy ice storms will salt the driveways, but driveways are not part of the common elements and are not salted regularly as cost would be prohibitive. Mark Farrow (Unit 18) added that the Unit Owner has the most responsibility for safety of his/her unit, and should take precautions for themselves and others. Brian also noted that the minutes mentioned that owners should take garden change proposals to Frank Kearney for review. Frank will provide guidance for owners. David Girvan clarified that any changes to existing gardens is no different than changes to decks. It was clarified that the Board must approve any proposed changes to the gardens. Motion to Approve: Moved by Frank Kearney (Unit 51) and seconded by Lois Leatham (Unit 23) the minutes were approved. *Motion Carried*
4. **Presentation of Financial Statements for year ended December 31, 2019:** Jim Wagner, Treasurer, reviewed the statements prepared by Ford Keast LLP. Jim noted that the Financial Statements had been distributed, and questions raised in advance of the meeting had been answered and distributed. Jim confirmed that the corporation's expenses exceeded revenue, as a result of increased costs. Condominium Fees were increased in 2020 to improve our operating cash flow. Another tight fiscal year is anticipated due to new regulations and costs associated with the Pool, late invoices, and insurance costs. Lois Leatham (Unit 23) asked if we have drainage issues that have accounted for increased cost. Given the complex is 30 years old, and land has shifted, we have had to address drainage issues that have arisen to protect property. The Board has decided to direct funds to the Reserve Fund to support ongoing drainage related costs, as timing of these costs is unknown. Frank Kearney (Unit 51) noted that the deficit was discussed when the fee increase occurred, and that the Board may need to consider options to address future deficits. Chris Holmes (Unit 59) commented on the late supplier invoices, particularly, an item that was two years dated. No further questions: Motion to Approve the Financial Statements: Moved by Frank Kearney (Unit 51) and seconded by Ken Keith (Unit 35). *Motion Carried*
5. **Appointment of Auditor and Permission for Board to set Remuneration:** Moved by Charlie Frosst (Unit 57) and seconded by Brian Vaughan (Unit 70). *Motion Carried*
6. **Committee Reports:**
Social Committee: While we enjoyed our BBQ and Christmas Celebration in 2019, no events are planned for 2020 due to Covid restrictions.

Pool Committee: Vince Anthony (Unit 53) acknowledged committee, Shawn Murphy (Unit 2) and Tim Zuber (Unit 63). Vince noted that last year significant pool repairs occurred: Drainage of pool, acid wash, repainting, repair rails, caulking. Regulation changes required water testing 3 times / day based on our hours of operation. AquaPro pools proposal was significant less than Neighbourhood Pools, and they could complete all the pool maintenance required. The pool was open last year June 8th to September 9th and this year June 17th to September 14th. The delay in opening was related to Covid regulations needing to be addressed. We also purchased a new heater and electric leave blower. Due to these costs, the purchase of new loungers was delayed and we will hope to continue to replace our chairs/loungers in the 2021 season. Brian Vaughan (Unit 70) raised a question with regard to guests at the pool. David Girvan confirmed that due to Covid 19, guests were limited to immediate family for the 2020 season. It was also reiterated that an owner must accompany all guests. David also stated that we were very lucky to get the Health inspectors to our property early and we enjoyed a great season.

Landscape Committee: Frank Kearney (Unit 51) noted that our complex is the size of 8 football fields with lots of variety of plants and trees. Last year, our concern was the Norway Maple and this year, it was Fiesta damage. He noted that the Fiesta damage was treated and paid for by TLC. Frank noted that some disbursements were paused to support the budget, but that all trees were fertilized. He stated that again this year, our survey results support TLC and the ongoing work they do for our development. 75% of owners are happy with their service and this is an ongoing trend. Next year, assuming we renew their contract, we will improve the Hazel Ave entrance, having done the Riverside entrance already. No Questions raised. David Girvan acknowledged how fortunate we are to have Frank, with his years of background in the nursery business, leading our Landscape Committee.

Board of Directors: David Girvan reported that the Board met 5 times over the past year; June, October, December, February and May (virtually). David noted that it was a challenging year with Covid 19, and we may not see changes to our current situation until mid 2021, but he acknowledged that when a call went out for neighbours to help those in need, there were lots of volunteers which demonstrates our caring community. The Community had an Engineers visit this year to determine longer-term needs for the community and to ensure that our Reserve Fund was sufficient. His opinion was that all is in good order. Due to recent break ins in our and other communities, the Board is seeking quotes to install security cameras at our entrances, similar to 1200 Riverside. If you see something suspicious, please report it, and please take precautions at your own home, i.e. Do not leave doors, windows open when not at home, do not leave garage door openers in cars in driveways, etc. Speed of cars in the complex is also an ongoing issue and we ask that we maintain a 25km speed. There are people walking, we do not have sidewalks, and we want to be cautious and respectful of our neighbours. Please also take care when backing out of mailbox parking lots. A concern with regard to lighting in the complex has been raised. The Board will review. Reflector posts were suggested as an alternative. No questions were asked.

7. **Review of 2020 Operating Budget:** Jim Wagner noted that the 2020 budget was struck December 2019, and that we received billings after y/e that negatively affected our forecast. Insurance costs continue to rise, and we are not sure what will happen this year. Property values are going up, as well as costs. We did work on the pavers, and metal railings to manage rust, and moved drainage to our Reserve Fund, as these costs cannot be forecast adequately. Noted social events did not occur this year that will support the 2020 Budget. Mark Fenlon (Unit 65) commented that we want the community to stay current, and that capital enhancements need to be ongoing. There was general agreement and the Directors will consider options as part of the 2021 Budget process.
8. **Affirm Actions of Directors:** Moved by Frank Kearney (Unit 51), seconded by Charlie Frosst (Unit 57) the actions of the Board of Directors was affirmed. *Motion Carried*
9. **Election:** Sharon White's term has ended, and we thank her for her service. Nominated to replace Sharon, is Vince Anthony (Unit 53). Moved by Frank Kearney (Unit 51) and seconded by Gord Sellery (Unit 8) *Motion Carried*
10. **New Business:** No new business was raised.
11. **Closing Remarks:** David Girvan acknowledged the following individuals with thanks, Frank Kearney and Lois Leatham for their work on the Nominating Committee; Frank Kearney and Beth Girvan for their efforts on the Landscaping Committee; Vince Anthony, Tim Zuber and Shawn Murphy for their efforts on the Pool Committee; Jim Wagner and Deanie Markvoort for hosting the 2019 Christmas Event. (Due to Covid regulations, we will not be holding a Christmas event this year.) Ron White for organizing the Snooker tournament; Beth Girvan for organizing the Bridge League Sara Kearney has started a Book Club, and they meet recently on a patio outside thanks to Covid. Phil Nagle, Huntington Properties, is a real support to the Board, and has a wealth of knowledge that supports the Board and our complex, thank you; and thank you to the Board Members, Sharon White, Lynne Finn, Jim Wagner and Angie Difruscia.

Motion to adjourn: Moved by Frank Kearney (Unit 51), seconded by Charlie Frosst (Unit 57) *Motion moved.*

David Girvan thanked all for attending; in person, or via Zoom, and offered that if there are any other questions to please speak to one of the Board members. Stay Safe!

D. Girvan adjourned the meeting at 8:30 pm.

Minutes respectfully submitted by L. Finn

With thanks on behalf of owners to David Girvan for his strong leadership and commitment to our Community