

**Agenda and Minutes MSCC #644  
Tuesday, April 12th, 2022  
9:30 am Virtual Call**

**Hazel Lanes  
Board of Directors' Meeting**

**Attendees: Jim Wagner (LW), Vince Anthony (VA), Brendan Dempsey (BD), Lynne Finn (LF), Angie Difruscia (AG), Phil Nagle (PN)**

**Agenda**

1. Approval of Minutes
  - a. January 14th, 2022

JW proposed approval, LF seconded, approved.

2. Financial Review: Jim  
Financials provided to date have been Budget vs Actuals, and the month to month report provided by Huntington. Going forward the website may only support the month to month report.

Jim and Phil to review to determine if an actual to budget report can be supported.

Review of Financials:

Irrigation expense higher than anticipated, given late invoices from supplier.

We used the snow removal budget (let's hope no more snow!)

Paid insurance upfront in order to save financing fees.

The increase in Condo fees has taken place and will reflect in revenues going forward.

No issues/concern to report

### 3. TLC fee increase: Vince

Received letter March 4th, 22 from TLC stating a fee increase due to fuel surcharge. It is understandable given the increase in fuel costs. We need to better understand “rebate” if fuel costs reduce in the near term. Opportunity to revisit in the summer. We are in the 2nd year of no planned increases due to the electric mower pilot. Not all elements of the program were implemented last year. We will acknowledge the letter, and seek clarification for “revisit” if pricing comes back down.

### 4. Engineering Study Proposal: Vince

Engineering study completed every 3 years; onsite/offsite. This year it is an offsite review, and will cost approx \$1,800. Engineer will look at the Reserve Fund from an inflationary perspective, which given the current market, may be higher than normal. We have been proactive with condo fees, so we appear to be a good position for the time being.

### 5. 2022 AGM Planning: Vince

Looking to AGM at the end of June, which will also be around the timing for the BBQ (June 22nd)  
YE Financial Statements are available and have been reviewed, and supported by our accountants. Our Operating Funds and Reserve Funds are noted in good position.  
Signatures required from Jim and/ or Vince to finalize - FS, Representation Letter and Tax documents.

#### Date and timing of AGM:

Need 45 day advance notice of meeting for unit owners

June target - 20th / 23rd being considered

Location - Byron Legion

7 - 9 pm

Agenda - standard with perhaps including a tour of the revised website design

#### Board Vacancies:

Angie and Lynne - board terms expiring

They are to confirm intentions with Vince

Committee will be formed to seek new board members, as required.

## 6. Unit Issues for Discussion: Vince

U 14 deck proposal: Concern with regard to proposal infringing on neighbour's view. The extension is within their garden, and neighbour's support proposal.

Board approved

U56 awning over the patio will also shade lower deck by 3 feet. Awning does not go beyond the outer edge of the deck/patio, stays within deck boundary.

Board approved

U9 drainage issue raised, pooling of water by rocks. TLC has looked at it, and did work to improve. TLC will do some additional work to improve the grading.

There will be a fee to extend the drainage tile if necessary.

U11 A crack in foundation was identified and fixed; although owner still raised concerns with drainage. Intermittent pooling of water is not a significant concern; redirection of downspouts may improve the situation. No further action at this time

U67 build up of snow plowed and stored near unit have impact to lawn. TLC will address in the spring

U68 has issues with grass growth which may be due to shading. TLC is aware, but no further action will be taken.

## 7. New Business: Vince

Revised Website: Vince and Frank has been working on a revised website for the community; updating the format and security of our present site. Vince has undertaken a considerable amount of work to develop the "draft" website. Board members are asked to review the site and share any thoughts/insights for improvement. Thanks to Vince for the effort to complete this work for the benefit of the community.

Going forward Frank and Vince will be "webmasters" but we need to engage others, and have a succession plan to ensure the site remains relevant and up to date. There are many additional features that can be leveraged going forward.

Cost for the revised site is similar to the previous one, with more options and security.

Unit Rentals: Our community is designated for single families only, family member/guests. There have been renters, and there are those look-

ing to rent their units. It is noted that owners are responsible for those that rent their units, and all rules and regulations must be maintained. Given that this may be done more in the future, a review of the bi-laws is recommended.

Book Lending Library: Sheila Hughes and Sarah Kearney have proposed a lending library, which they will construct at their own cost, to house in the complex for residents. Location to be determined. The Board was generally in favour as long as an inconspicuous location can be found.

BBQ: June 22nd, 2022, pool lawn. All deposits have been made. Name tags will be shared. Sheila is leading the committee and will seek additional volunteers in due course.

Christmas Party: Jim confirmed that he will attempt to secure Highland GCC for late November 2022 for our celebration.

Standards Review: Seeking volunteers to review/suggest corrections/updates to our current standards. Some very outdated, and no longer relevant. Lynne offered to undertake with others input (later in the year).

Concerns raised:

- Advertising on mail boxes is not permitted, and we will address with those posting bulletins
- Wild animal trapping is occurring-while not addressed in bi-laws, Board would hope this practice does not occur without guidance from wild life services/animal control.
- Board has approved unit holders to have flag posts, but Canadian flags must be held in good repair.
- Pool - we will need to engage a “helper” for the pool in the evenings, as our current supplier is no longer interested. It is a daily activity, 8:30 pm to close pool. Opening plans are tentative June 4th and close September 4th, 2022.
- Maintenance forms - given the later date of the AGM, we will send the maintenance forms out with the advance package in order to have returned in early June so we can continue with the walk about in early June.

Meeting adjourned 11:48 am

Notes respectively submitted by Lynne Finn

