

**Agenda and Minutes MSCC #644  
Wednesday, November 11<sup>th</sup>, 2020**

**Hazel Lanes  
Board of Directors' Meeting  
10:00 am  
Virtual Meeting due to Covid 19**

**Attendees: David Girvan, Jim Wagner, Vince Anthony, Lynne Finn,  
Angie Difruscia, Phil Nagle**

**Guests: Frank Kearney, and Dave Leff (TLC)**

**Agenda**

**1. Approve Minutes of May 14<sup>th</sup>, 2020  
Amended copy attached**

Moved to approve AD, seconded JW, Approved

**2. Election of President**

Elect David Girvan, no decenterers, Passed

**3. Appointment of Treasurer and Secretary**

Elect Jim Wagner and Lynne Finn, respectively, no decenterers,  
Passed

**4. Banking Resolution to authorize President and Secretary to  
have signing authority for the Corporation**

Moved to approve JW, seconded VA, Approved

**5. Budget Overview and Financial update: Jim Wagner**

Active discussion with regard to the Budget, given shortfall  
projected in the 2021 Budget.

It was decided to make some increases to some items to ensure  
we have an accurate forecast of expenses: Snow Extras, social

events, and to seek clarity on maintenance cost projections (door/window repainting/pavers) based on prior actuals, confirm insurance, irrigation and management cost increased to the best of our ability.

It was also discussed to inject an increase to support the Operating Budget to enable us to respond to one-time events as they occur.

It is anticipated that to meet the budget projections, we will need to increase revenues through our condo fees, and to build an operating “cushion” we may need to further increase fees or consider a one time assessment.

Finalizing the Budget deferred to December Board meeting once more information is available.

## **6. Maintenance Items: Phil Nagle**

### **a. Pavers and Roadway**

Work is being completed; Roadways are on hold, but Phil has found another contractor to support this work

### **b. Pool**

Brickwork completed from reserve fund

### **c. Painting**

Schedule of work for 2021 includes wooden garage doors, front doors and wooden windows

### **d. Landscape -**

**TLC using remote lawn movers, David Leff to speak to this proposal**

David Leff proposed the use of lawn mowing robots to support the community (2 large areas specifically). The units would have a remote station, supported by electricity (potentially from an owner’s unit) and the robot would work at night; charge in off peak hours.

The mower unit is approx. 2’x2’, and has a holding compartment. Works rain or shine, on a regular bases,

keeping the lawn cut, and providing mulch. Not noisy, although some dogs might need to get used to it. Saves 8-9 hours of manual labour.

No savings for condo corporation, but would not see an increase for one to two years. Ours community would be a test for this device.

David Leff still has some questions about life of the units; but we can get out of this arrangement if we don't like it.

Board generally interested and asked to see one of the robots and have a look before proceeding.

## **7. New Business:**

### **a. Security Cameras**

Two recent break-ins have caused us to seek quotes for a community security camera system to deter thieves. Cost range from \$14K - \$16K, which would be supported by one time assessment. There is a potential cost to the community for insurance claims arising from break-ins so there may be a benefit to supporting, but this item would likely go to the community to get a sense of their support. It was raised to Phil to determine if a vote would be necessary.

Further discussion on this item December

### **b. Future Capital Expenditures Budgeting**

Owners have raised that we should have some type of Capital Expenditures budget for major projects outside of the Reserve Fund. One such item is the outdoor lighting (garage and front posts). Suggested to strike a committee to look at this specific item – and estimate cost. Board will further discuss how to support a Capital Expenditure line in the Budgeting process.

Other Business:

Phil raised the need for clarity to all owners with respect to Insurance and the definition of common elements. Given our units are treated like Vacant Land Condos, we have individual property lines, and the common elements start at the road way versus the porch, or driveway.

In our Declaration, it is stated that we clear the driveways and front landings of snow.

Salting has been raised as a concern/issue and needs to be clarified as well as the responsibility / liability of unit holders.

Board in agreement that a letter should go out to owners and David Girvan will draft.

**8. Future Meeting Date – December to prepare for Budget**  
December 15<sup>th</sup>, 2020 10 am (likely virtual!)

