

CARLETON CONDOMINIUM CORPORATION NO. 276
Annual General Meeting
373 Lorry Greenburg Ottawa, ON K1T 3P8
Thursday June 20, 2019

Present:

Mike Bailey	President
Chris Dunn	Treasurer
Julia Monorchio	Secretary

Nikki Monette	Property Manager, Condominium Management Group
Sherry Moore	Auditor, McCay Duff
Irene Thompson	Recording Secretary, Condominium Management Group

Registration and Call to Order

Registration took place from 6:45pm to 7:00pm at which time N. Monette called the meeting to order.

Appointment of Scrutineers

G. Gagnon (432 Sandhamn Private)
E-M. Comeau (484 Sandhamn Private)

Confirmation of Quorum

The Scrutineers verified quorum at 23 units represented, 17 in person and 6 by proxy.

Confirmation of Notice

N. Monette confirmed that the preliminary notice was sent to all the owners 35 days in advance of the meeting. All pertinent documents were distributed by mail to all owners 15 days in advance of the meeting.

Introductions

N. Monette introduced the Board of Directors, and CMG Staff present.

Presentation of the Audit Financial Statements of December 31, 2018

S. Moore presented and reviewed the Audit Financial Statements for the fiscal year which ended December 31st, 2018. The Financial Statements were prepared by the office of McKay Duff and were included in the AGM package. S. Moore reviewed the report, with an explanation of the day to day operations and contributions to the reserve fund. S. Moore confirmed that the audit was a clean audit.

G. Gagnon (432 Sandhamn Private) commented, last year we paid \$18,000 sum and this year \$26,000.

C. Dunn explained that the 2 lines for management are merged into one line, but the fees did not go up.

An owner commented, on page 3 you can't see the information I was not able to read.

S. Moore commented, next time I will make the pages darker.

Approval of the 2018 Audit

Motion: Approve the 2018 Audit as presented.

Moved: G. Gagnon (432 Sandhamn Private)

Seconded By: P. Swaranjali (506 Sandhamn Private)

Motion Carried

Appointment of Auditor

Motion: To re-appoint McCay Duff for the year ending 2019.

Moved: J. Buske-Wichser (501 Sandhamn Private)

Seconded By: P. Hill (434 Sandhamn Private)

Motion Carried

Approval of Minutes of Previous Annual General Meeting held on May 30, 2018

Motion: Approve the minutes of May 30, 2018.

Moved: G. Gagnon (432 Sandhamn Private)

Seconded J. Buske-Wichser (501 Sandhamn Private)

Motion Carried

Presidents Report

C. Dunn reported the following;

- Thanked the Board for all their work in the last 12 months.
- Thanked the owners for attending this evenings meeting.
- We had 4 driveways replaced in the last 12 months.
- We had 6 doors replaced in 2018.
- We had 7 doors replaced in 2019. Originally, only 6 were to be replaced but due to damages, we had an extra door replaced.
- The sewers were cleaned and inspected last year. No major problems were found.
- We did some tree maintenance last year and we are currently in the process of doing tree maintenance again this year.
- We replaced a lot of window seals last year. We found that a lot of the window seals that were done in 2010 are breaking. We completed our spring inspection and I have made notes of the seals that need to be done. It could turn into a pricy expense as this is unforeseen work.
- Eaves trough cleaning was completed in the spring.
- We do have a new landscaping company this year.
- We have an issue with grading on our roads; a lot of our driveways are either level or in some cases have a small negative slope. We are having problems in the winter with water backing up into the garages. According to our Reserve Fund Study, we are scheduled to have the roads resurfaced next year. I think we need to look into having something more than resurfacing done, probably re-grading of our road. I have asked Nikki to and get a quote from an engineer to take a look and give us their opinion on our options. This is something that we are looking into.
- We had a new rule put in place last year for Air B&B.

G. Gagnon (432 Sandhamn Private) commented that the new landscaping company is doing a fantastic job.

J. Thompson (410 Sandhamn Private) asked who is responsible for the garage floors?

C. Dunn responded; the garage floors are corporation responsibility.

N. Monette commented, I will double check the declaration to clarify who is responsible for the garage floor.

M. Akter (460 Sandhamn Private) asked, who is responsible for the decks?

N. Monette commented, it depends if it has been modified. I would have to look to see if it is an original.

M. Akter (460 Sandhamn Private) commented, the wood on my deck is broken.

C. Dunn commented, as soon as the deck is modified from the original, the owner becomes responsible.

C. Dunn commented, we will look into this and verify with you if your deck original or has been modified.

An owner commented, the nails are popping up on my deck.

C. Dunn commented, I will have a look at your deck.

An owner asked, what about repairs to the fences?

C. Dunn responded; fences are due to be changed in 2 years; this will be a multi-year project. All the fencing will be changed then.

A discussion ensued about fencing.

J. Thompson (410 Sandhamn Private) advised, my front window is frosting over as well as the back windows, can someone come and check this.

N. Monette commented I will have a contractor come out and inspect the window.

P. Hill (434 Sandhamn Private) commented that the winter took a toll of the paint on my deck, the paint is coming off.

C. Dunn commented, I can get you a gallon of paint.

A few owners also asked for some paint, C. Dunn advised them that he can provide paint for the owners that need it.

J-B Caligtan (509 Sandhamn Private) commented that we have issues with our driveway – the cement curb is higher and there is a crack in the garage floor. There is a dent in the garage door.

C. Dunn commented that the corporation does not repair garage doors. If you have any issues you can certainly email Nikki.

J. Thompson (410 Sandhamn Private) commented that there is a woodpecker picking at the wood underneath my bedroom window at the back of my unit.

C. Dunn commented that he will have someone come out to address the issue.

C. Dunn explained, in our Reserve Fund Study when they walked around in 2017, they noted that our decks were in fair condition. The engineers only allotted us \$6,000 every three years to do deck repairs. We just had somebody go around and they pointed out some of the worst decks that we could find, and we got some quotes. We don't have enough money in the Reserve Fund to fix them all, so we are going to fix the worst ones. Decks should have cement posts that go into the ground by 3 feet, if you put deck blocks on the ground those things go

up/down in the winter because they heave. We have quotes for what we see right now and each one has different issues. We won't know how bad the issues are until we start opening the decks.

A discussion ensued about deck repair/replacement.

P. Swaranjali (506 Sandhamn Private) asked, did you get three quotes? Can I have access to them?

M. Bailey responded; yes, we did get three quotes and you can email Nikki for the information.

An commented the reason why there are issues with the decks is because the units do not have eaves troughs. If you have issues with the decks and you fix the decks and don't put up eaves troughs, your going to continue to have problems with the decks. Owners have to install eaves troughs. You have to force people to install.

A discussion ensued about eaves through installations.

C. Dunn commented, you can't force people to install eaves troughs. We did go out and get a quote for eaves trough installation it worked out to about \$206.00 per unit – that is for all the units get their eaves troughs installed. There are only 31 units that need eaves troughs installed. I asked Nikki to get me quotes to have 1-10, 11-20, 20-31 I will then bring forward the quotes to the owners that need eaves troughs installed. We can't force people to install.

An owner asked, is the website working?

C. Dunn commented, yes, it is up and working.

Election of three (3) Directors

N. Monette announced there are three (3) positions available, each for a one (1) year term. C. Dunn has brought his name forward for re-election.

N. Monette opened the floor for nominations.

S. Pasals (455 Sandhamn Private) nominated J. Massio (455 Sandhamn Private). J. Massio accepted the nomination.

M. Bailey (498 Sandhamn Private) brought his name forward for nomination.

C. Dunn (450 Sandhamn Private) was voted to the resident elect position by a show of hands.

M. Bailey (498 Sandhamn Private) and J. Massio (455 Sandhamn Private) were voted onto the Board of Directors by acclamation.

General Discussion

E-M. Comeau (484 Sandhamn Private) commented, the grass is infested with grubs, could Tina address the issues with the Grubs?

N. Monette commented, I will speak with Tina.

E-M. Comeau (484 Sandhamn Private) commented, we also have a lot of loose dogs and cats on the property that do their business on the property. Owners need to pick up. On June 12, 2019 the landscapers were covered in dog feces because owners are not picking up after their dogs.

E-M. Comeau (484 Sandhamn Private) commented, there is still a problem with garbage bins being left out, as well as recycling bins. This causes flies and leaves a mess on the property.

N. Monette commented, please send me a list of units that are leaving the bins out and I will address the issue.

E-M. Comeau (484 Sandhamn Private) commented the ICU indicates that there are only 12 units rented on the property. Is that correct?

N. Monette commented responded; yes, there are only 12 units being rented on the property.

E-M. Comeau (484 Sandhamn Private) commented, I saw that the Reserve Fund is lower than what we have projected.

C. Dunn commented, yes, we had some unforeseen costs therefore the amount is lower. The corporation is mandated to put a specific amount of the condo fees into the Reserve Fund.

S. Pasals (455 Sandhamn Private) asked, for the landscapers is there no gate for the landscapers to come in and do the maintenance in the yards?

M. Bailey commented, if you want the landscapers in your yard to do the work let us know and we will advise.

S. Pasals (455 Sandhamn Private) commented, I don't want them in my yard I want them in my neighbor's yard, it is a mess.

C. Dunn commented, we have noted this backyard.

E-M. Comeau (484 Sandhamn Private) commented, I would like to know what is happening with the trees that were taken down.

C. Dunn commented, the trees that are being taken down will be replaced next year.

E-M. Comeau (484 Sandhamn Private) asked, are the signs that are damaged from the snowplow going to be fixed?

C. Dunn commented I have already advised Nikki of the issue; we are addressing this matter.

E-M. Comeau (484 Sandhamn Private) commented, there is rotten wood on the houses. Did you notice that?

C. Dunn commented, yes there is some units that have rotten wood.

C. Dunn thanked Julia Monorchio for her work while serving on the Board.

Adjournment

The meeting was adjourned 8:04 pm.