

HALIFAX COUNTY CONDOMINIUM CORPORATION #276
277 Rutledge Street, Bedford, NS
Annual General Meeting
June 7, 2018

Units Presented:

In Person: 101, 106, 108, 204, 207, 301, 305, 307, 309, 405, 406, 407, 409.

By Proxy: 0

Canmar Services Ltd. Representation: Don Buck.

Quorum was achieved with 13 units represented in person or by proxy.

At 7:00 pm Michael Kennedy called the meeting to order, introduced and welcomed Chloe Kennedy from HRM Waste Management Services.

Ms. Kennedy informed those in attendance that the recycling plant, located in Bayer's Lake, was built in 1993, that only plastic containers were collected, and that paper and plastic were sorted at the facility by hand. All organic waste is sold to a landscaping company. She relayed that the plant recycles approximately 87 pounds of paper per day and enough plastic per year to fill 97 Olympic size swimming pools.

Rules we should follow: (as relayed by Ms. Kennedy)

- The waste management facility only recycles plastic containers. They do not recycle smaller items such as plastic straws, forks, or plastic hangers.
- Bottle caps and covers are to be put in regular garbage. Exception – plastic yogurt, sour cream, ice cream covers. These should remain on the containers when placed in recycling bins.
- Containers should be completely empty. Remaining food particles can contaminate the entire bale of compacted containers.
- Only film plastic or stretchable plastic is recyclable. Clear plastic clam shells, such as strawberry containers are also recyclable. All plastics, regardless of their number, are acceptable.
- They do not accept containers that are made of mixed materials such as Tetley tea containers (metal rims, cardboard bodies).
- Newspaper, box board, egg cartons, and shredded paper can be placed with organic waste. Cereal boxes or other board boxes make excellent containers for organic waste before being placed in green bins. Freeze grease before putting into green bin. Everything else is to be put in regular garbage.
- Corrugated cardboard should be kept separate. This saves time and processing costs.
- If pizza boxes are messy with food particles, place in green bin. If reasonably clean, place with corrugated cardboard.
- Larger items of furniture can also be placed in the regular garbage bin.

Approval of Minutes:

No errors or omissions were found in the AGM minutes from June 21, 2017. The Minutes were approved by Debbie Morgan (406) and seconded by Gloria Bennett (204). No business was forthcoming from the 2017 AGM minutes.

Financial Statement 2017:

The year end audit was completed by MNP. No proprieties were found. Recommendations included:

- A financial review should be documented in the Board of Directors minutes on a monthly basis.
- Bank statements should be sent directly to the Board treasurer or president from the bank as oppose to the management company.
- A T4A slip should be issued to self employed individuals performing services for fees greater then \$500.00.

Michael Kennedy reviewed the statement of Revenues and Expenditures and General Funds for the year ending 2017. He reported that:

- the \$45,000.00 recommended by the 2014 Reserve Fund Study would not be met in 2018 but rather \$40,000.00 would be contributed. We will require an updated Reserve Fund Study in 2019 and contributions would most likely change at that time.
- the Reserve Fund was to be used for such repairs as the work recently completed on the parapet and work completed in the gym.
- the audit reflected a \$500.00 contribution designated for the Social Club which presently they are not receiving. However, it was pointed out that the corporation now pays for plants that were previously a social club expense.
- Debbie Morgan (406) asked the question; "What is a healthy contingency fund?" Don Buck (Canmar) answered by saying, "Each Corporation has their own comfort zone." Michael concluded that our contingency fund was fairly, healthy and would sustain us during 2018 as a backup fund if additional monies, not available in the operating fund, were required.
- the building maintenance expenditures were higher then budgeted in 2017 due to unexpected repairs to the boilers and water leaks found at the back of the building. The cost of these repairs was taken from the Reserve fund rather than the Operating fund.
- The final audit reported an excessive expense of \$20,535.25 for the purchase of fitness equipment, removal of the hot tub and repairs to the gym. Canmar agreed to check into this expense and suggested it could include items that were coded incorrectly by their account department.
- monies were lost last year on the outside parking as only 12 spots were rented.
- Canmar advised that site maintenance costs were based on the amount of snow received not based on the number of visits.
- Michael reported that \$ 87,000 is still owing on the mortgage for the guest suite.

Appointment of Audits 2018:

Michael suggested we engage MNP to complete the 2018 audit. Debbie Morgan (406) made the motion to accept MNP for next years audit and Carmel Cowan (309) seconded the motion. Everyone in attendance agreed.

President's Report / Manager's Report:**Michael Kennedy (President – Board of Directors)**

- The issue of efficiency and potential earnings obtained through the installation of the solar panels was mentioned. The enquiry was addressed by Canmar who agreed to resend information they had obtained several months previous, from Irving Oil.
- A reminder that the new Falcon Ridge Condominium website is now set up and can be accessed via Canmar Services home page. Items that will be posted on the new web site include financial reports; notices, and newsletters.
- Future plans for the gym involve the purchase of refurbished equipment over the next couple of years which will include a second treadmill. The sauna requires a new heater which can not be purchased at present due to the upcoming expenses to be incurred for work on the north end of the building. However, it was agreed improvements to the gym should continue and were a great selling feature which would appeal to future buyers. As well, we now have a maintenance contract in place with Everything Fitness which should extend the life of the equipment.
- The odour problem in the garbage room will be addressed by stripping the floor and sealing it with an epoxy sealer as well as repainting the walls. At present, Barry is cleaning the room.

Don Buck (Canmar):

- Work on the north end will start shortly which will include the caulking of the windows. Also, the work to repair water leaks at the back of the building will be on going. Windows in units 204 & 407 still require repairs.
- Canmar is working to procure hood covers for exposed exterior vents. Their hope is to decrease future water leaks.
- Debbie Morgan (406) suggested that we should have the outside of our windows cleaned while scaffolding is in place. Nothing was decided.
- Canmar is in the process of obtaining quotes to have the lines in the outside parking lot repainted and parking signs repaired or replaced.
- An arborist will be visiting the building Monday, June 11th, to discuss what foliage should replace the maple trees after they are removed.
- After sending an e-mail to all residents of Falcon Ridge Condominiums on April 17,

2018, a list was compiled of those residents who require window screens replaced & window locks repaired. A second e-mail will be issued before work commences, giving all residents an opportunity to access necessary repairs.

Election of Directors 2018:

Nominations for the 2018 Directors positions were closed with Michael Kennedy, Shannon Brow, Penny Moore and Jeffrey Mercer making up the new Board. Voting by residents was not required due to the lack of names presented. The nominations were closed by Mary Longobardi (101) seconded by Carter Pelley (202). The motion was approved by acclamation.

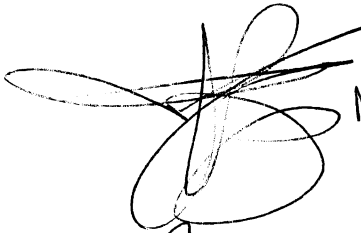

New Business:

- Marilyn Jarrett (407) requested that the pet policy be reviewed and that owners be allowed to walk their dogs along the back of the building. The pet policy falls under the Common Element rules which residents can change with a majority vote. The new Board of Directors will send out a notice. Changes will be voted on either by e-mail or at the December's General meeting.

- Gloria Bennett (204) asked when it would be possible to replace the hall carpets. Michael advised that the new Board of Directors would look into the issue. Andre Antoine suggested that Barry could lay drop cloths over the carpets when residents are moving in or out of the building to help extend the life of the carpets. Michael Kennedy (305) suggested this was a good idea except when people move themselves.

Meeting Adjourned at 8:30 pm.

Monition made by Mary Longobardi (101) seconded by Debbie Morgan (406).

 MP Kennedy Pres Bd
 Jeffrey Mercer Treasurer