

**ANNUAL GENERAL MEETING MINUTES  
NIAGARA NORTH CONDOMINIUM CORPORATION NO. 13  
THE BEST WESTERN, 2 NORTH SERVICE ROAD, ST CATHARINES  
JULY 27<sup>TH</sup>, 2017**

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**CALL TO ORDER**

Blair Henderson from Shabri Properties called the meeting to order.

**APPOINTMENT OF CHAIRPERSON**

With the consent of the meeting Blair Henderson of Shabri Properties agreed to Chair the meeting

**APPOINTMENT OF SECRETARY**

Blair Henderson appointed Stella Burton of Shabri Properties as recording secretary for the Meeting.

**APPOINTMENT OF SCRUTINEERS**

Blair Henderson indicated that he and Stella Burton would act as scrutineers for the meeting.

**NOTICE CALLING MEETING**

The Notice calling the Annual General Meeting was sent to all registered unit owners on July 10<sup>th</sup>, 2017 in accordance with the *Condominium Act*.

**SCRUTINEERS' REPORT**

The scrutineers reported that there were 45 units represented in person, 1 units represented by proxy, therefore a total of 37% of the units were represented at the meeting.

As the *Condominium Act* states that the required quorum for a general meeting is 25%, there therefore was a quorum.

**INTRODUCTIONS**

The Chair asked all present to introduce themselves to the meeting.

**APPROVAL OF MINUTES OF PREVIOUS ANNUAL GENERAL MEETING**

Blair Henderson indicated that the Minutes of the meeting of June 15<sup>th</sup>, 2016 were previously sent to all registered unit owners.

It was moved by Petronella Schwarz-Benjamins, seconded by Sherri Harrison that the Minutes of the previous Annual General Meeting held on June 15<sup>th</sup>, 2016 be accepted as presented. **CARRIED.**

**FINANCIAL REVIEW**

Randy Momot of Grant Thornton presented the Audited Financial Statements for the year ending December 31<sup>st</sup>, 2016. He indicated that the owner's assessment of \$400,000.00 has been unchanged for many years and it is at a good rate in comparison to other Corporations. Randy Momot stated that there is over \$170,000.00 deposited into the reserve fund every year earning about \$2,400.00 in interest. The main expenditures this year were the water mains and the children's playground but overall the reserve fund is still in good shape. Ted Oorsprong, President of the Board added that although the Corporation spent \$80,000.00 on the water main they felt it was a smart long term investment since the repairs were costing the Corporation \$25,000.00 per year. The playground cost a total of \$30,000.00 but will last for 20 years. The Corporation is confident that now that the big ticket items have been completed the reserve fund will grow faster for the next fiscal year. There were no questions from the floor.

## **PRESIDENT'S REPORT**

Ted Oorsprong presented the following report:

First I would like to take a moment to remember and thank Ed Fedorow who passed away last year for all of this hard work and dedication to the Board. He will be missed.

The water lines are  $\frac{3}{4}$  complete and should be finished soon. Other projects that were completed this year was the playground and siding. The Board will be maintaining the berm this year and will continue to work to keep the common element fees the same.

The City has a surplus of trees and because of the Boards quick action they are willing to plant trees between the sidewalk and the road and as an added bonus the City will also maintain them at no charge to the Corporation.

Thank you  
Ted Oorsprong, President  
NNCC No. 13

## **GENERAL DISCUSSION**

Janet Jakobsen commended the Board on the installation of the playground as she feels it has increased the value of the property and provided a safe place for children to play. She has asked the Board what the outstanding issues are and what projects are scheduled for this year.

Blair Henderson indicated that two new Board members will be elected at this meeting and the new Board will meet, complete a walk around of the property and then set priorities based on their findings.

Ted Oorsprong shared that the back doors and garage door trim are rotting and the Board is currently obtaining quotes for this work to be done. Janet Jakobsen indicated that it was her understanding that this work was to be completed last year. Ted Oorsprong stated that because the water main was priority number one, then the playground and then the lines had to be finished the doors and trim weren't able to be completed.

Janet Jakobsen suggested that a mid-year update on projects might be beneficial to homeowners and indicated that the grass needs more attention. Ted Oorsprong said that the Corporation has a weed & feed program in the past and can revisit the program again.

Mark Clifford asked that the contractors use an environmentally friendly process for the weed & feed program. Ted Oorsprong assured him that all programs now have to be environmentally friendly

Sylvia Little asked if aerating would be included in the weed & feed program. Ted Oorsprong explained that aerating is an extra cost.

Petronella Schwarz-Benjamins stated that they did their own lawn but it was damaged by the landscapers. Blair Henderson suggested that she should call him in the future if it happens again so that he can advise the contractor.

Janet Jakobsen asked what the long term plan was for the roadways after the water lines are done. Ted Oorsprong indicated that the Board would have to look at that when the time comes. Ms. Jakobsen indicated that if the common element fees had to increase to improve the appearance of the property she would be in favour of that. Ted Oorsprong indicated that at some point the common element fees will have to increase but the Board will look at the next Reserve Fund Study findings and determine it from there.

Jane Gordon indicated that some of the ash trees on the property are not healthy. Blair Henderson stated that an Arborist will be looking at all of the trees on the property.

Sylvia Little shared that there is a problem with people speeding on the roadways putting children and others at risk and suggested installing signs. Blair Henderson advised all those present that in cases like this to inform him of the person or unit doing the violating and he will take measures to stop it. He assured everyone that the information is confidential and never shared with anyone but explained that there is a process that must be followed in order to effectively enforce the rules. He also suggested that the Corporation could consider installing speed bumps. Sherri Harrison added that there are new rubber ones that are very effective and if someone goes over it too fast they most certainly won't want to do it again. Janet Jakobsen suggested that friendly reminders go out first.

Janet Jakobsen wanted to thank Sherri Harrison for all her hard work and making the Corporation a pleasant place to live. She thinks she does a great job.

Alisha Vos brought up the discussion of the possibility of placing poop & scoop stations around the complex. Sherri Harrison said she has already looked into this and with the kids running around and being curious she felt it would be a waste of money. In addition there would be no where to place them without the odour being offensive to unit owners and then there would be the issue of who would clean them.

Peter Teminski asked if anyone was getting their bagged newspapers thrown all over the lawn. Sherri Harrison indicated that she had caught the gentlemen responsible for this and talked to him and asked him to stop.

Janet Jakobsen asked what the result was with the recycling and how to dispose of it. Sherri Harrison indicated that Chris Huckla has sent out notices about it before and unit owners can use recycle bags instead of bins. Peter Teminski added that a bi-annual notice is delivered from the region ever year.

Jane Gordon asked what ever happened to the idea of placing a dumpster once a year for unit owners to dispose of large items. Ted Oorsprong indicated that this was brought up about four years ago and it was determined to not be a good idea because there is the issue of where to place the bin, who is going to monitor the bin to ensure other people in the neighborhood aren't using it or it is being overfilled. There was also an issue of toxic waste being put in there. Ted Oorsprong reminded those present that the Region still offers pick up days for large items and toxic waste.

Sherri Harrison advised that the back ravine needs to be attended to by the City. She suggested that other owners call the City as she has done because the more people who call the faster they'll respond. Peter Teminski suggested that unit owners also call their insurance companies. If they feel there may be a claim in the future they'll call the City also.

## **2016 ELECTION OF DIRECTORS**

Blair Henderson outlined the requirements to be a Director and indicated that:

- Ted Oorsprong & Peter Teminski - Have two years remaining in term
- Rene Zamai - Has one year remaining in term
- Alisha Vos & Wendy Wismer - Term is up as of this meeting

Blair Henderson indicated that there are two (2) positions coming up on the Board of Directors this year for three-year terms. The following have notified the Corporation that they plan to be candidates for the Board:

- Alisha Vos
- Alessandro Zamai
- Chelsea Rodrigues

Mr. Henderson opened for further nominations.

With no further nominations forthcoming, it was moved by Petronella Schwarz-Benjamins, seconded by Ed Graca that nominations be closed. **CARRIED.**

The candidates gave a brief introduction of who they are and why they want to run for the Board of Directors. Those present then cast their votes. After a secret count of the ballots Blair Henderson announced that Alisha Vos and Alessandro Zamai had been elected to the Board of Directors by acclamation, an election both for a three year term.

It was moved by Jane Gordon, seconded by Petronella Schwarz-Benjamins that the ballots be destroyed. **CARRIED.**

#### **APPOINTMENT OF AUDITORS**

Blair Henderson indicated that Corporation requires an Audit as there are more than 25 units making up the Corporation and indicated that Randy Momot had completed the recent Financial Statements.

It was moved by Sherri Harrison, seconded by Petronella Schwarz-Benjamins that Randy Momot be appointed auditor for the following year. **CARRIED.**

#### **ADJOURNMENT**

There being no further business, the Chair declared the meeting adjourned.

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