

Eversyde on the Park

CONDOMINIUM CORPORATION NO. 0512392
ANNUAL GENERAL MEETING
Held via Zoom online
February 15, 2022

1. Call to Order / Establish Quorum

The meeting was called to order at 6:30 pm, time from Krystal Zeller.

Bill Lawless briefed attendees of the Board's Zoom procedures and protocols for the AGM. This included changing Zoom names to unit addresses for required verification in the minutes, use of the poll function for voting, and use of the chat room and hand-raising functions for questions.

2. Introduction of the Board

Greg Birrell, Connelly & Company Property Manager for Eversyde on the Park will be the chair of the 2022 Annual General Meeting. The Board was introduced.

Board Members

Raffelina Sagriff, Member at Large, AGM Chat Manager
Bill Lawless, Treasurer, AGM Co-Presenter
Krystal Zeller, President, AGM Co-Chair
Amanda Cameron, Secretary

Connelly & Company Property Management

Greg Birrell, Property Manager of the Corporation

3. Quorum & Verification of Proper Notice

Notice of the Calling of the Meeting was referred to and the Chairperson advised it had been emailed to all owners with the exception of 114 Common who received a hard copy. 37 units previously registered to attend. All present indicated notice was received.

Quorum & Certifying of Proxies:

- a) 22 Units were represented by Zoom attendance of the owners thereof.
- b) 2 Units were represented by proxy.

A total of 24 Units were represented at the meeting for voting purposes. G Birrell requested a motion for the meeting to proceed with 24 units present, as 25 units are required for quorum. 2524 Avenue **motioned** to proceed, 48 Park **seconded**. G Birrell noted the motion as **carried** with a show of hands by using the hand-raising icon. After the quorum was approved, 1 more unit joined online, for a total of 25 units.

4. Approval of Last AGM Minutes

Minutes were displayed; no questions from the floor were put forth. G Birrell requested a motion from the floor to accept the Annual General Meeting Minutes of February 11, 2020.

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124 Everridge Common **motioned** to approve the minutes. G Birrell posted a poll with 18 units in favour of accepting, 3 units approved using the hand raising icon, plus 2 proxies for a total of 23/25 in favour, motion **carried** by majority.

5. President's Report

President's Report was displayed. K Zeller asked for any questions from the floor possibly regarding current insurance claim repairs, repairs to previously damaged work of the eavestroughs and downspouts. Repairs from the hailstorm insurance claim are expected to take one year. All topics relating to completed and ongoing work have previously been communicated in notices or newsletters to owners.

Q: 52 Park noted appreciation for the garden and flower bed idea.

Q: 104 Common asked how do we know if our unit is scheduled for repairs or upgrades for 2022?

A: K Zeller asked to clarify if this question is relating to the landscape project or insurance claim? If this is related to the landscape, no work is scheduled to be performed this year. When work commences, it will be done by unit blocks so as not to disturb every unit repeatedly for each section of the project. This will be done over 5 years launching in 2023. Notice will be communicated then to those unit owners. We will try to coordinate the tree removal plan with this project. Chat Manager confirmed the question is related to drainage, parking and water issues. K Zeller added that this large-scale project is intended to address issues we have seen over the last five years with irrigation and drainage, as well as fencing repairs. B Lawless noted we will be meeting with landscaping engineers and relying on their expertise to tell us what their recommendations are to improve our issues.

6. Treasurer's Report

Treasurer's Report was displayed. B Lawless asked for questions from the floor to be sent to the Chat Manager.

Q: 104 Common regarding the landscaping contract was put forth.

A: B Lawless requested this question to be saved and asked during the Open Discussion at the end of the meeting.

Q: 112 Common asked if the maintenance and repair portion of the budget should be at 6% as suggested in the Treasurer's Report, where does this money come from?

A: B Lawless replied it will come from our condo fees and we will have to address that next year. We have experienced in the last several years reduction in terms of maintenance and had to shuffle funds around from various areas simply because we have been hit with these increases in insurance rates that were not anticipated, putting our budget numbers into a deficit. To try to bring things into line, we have tried to maneuver the funds around, and unfortunately some of the repairs and maintenance have taken a back-step to that. As our complex nears 17 years old, we are seeing more and more maintenance and repair things

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coming up. We will have to make sure we have funds to cover this. We will see a minimum of 2% increase in our fees, but we already know that our insurance premiums are going to go up again next year. For three years after a claim, we will be paying increased premiums to cover the insurance company's losses. We know we are going to see at least a 25% increase in our insurance this year, and probably a little bit higher. So that is all reflective in terms of your condo fees.

Q: 112 Common further elaborated that if our budget is considered out of 100% and no other areas can be adjusted due to their necessities, then an increase in condo fees.

A: B Lawless agreed to this statement. We can expect an increase in condo fees this year. He is not optimistic that the budget can be kept at the current forecast of 5% rate at which it is currently forecasted at, but we will do our best. The budget is expected to be released at the end of August.

7. Financial Report

G Birrell asked for approval of the Financial Report. 18 **motioned** approval of the Financial Report by poll, 3 units on the phones showed a reaction to approve, plus 2 proxies motion **carried** with a majority of 23/25 in favour.

8. Appointment of the Auditors

The Audited Financial Report was displayed. B Lawless explained the main points to be noted are;

- Reserve Fund of \$594,000.
- Operating Statement for excess revenue over expenses the report shows at (\$44).
- 2021 expenditures out of the Reserve Fund approximately \$40,000.
- Reserve Fund was approximately \$493,000 at the beginning of last year, increased by approximately \$101,000 to the end of the year, resulting in \$594,381.
- The Reserve Fund is made up of approximately \$400,000 is in GICs and the rest is in cash. We are committed to having approximately \$150,000 in cash available in the Reserve Fund at any one time.
- 2 GICs are due to mature in December 2022 to maximize potential interest rate increases. One of these GICs will be renewed into a 4-year term, resulting in 1,2,3, and 4 year maturing investments.
- 152 Common has submitted a claim for a slip and fall incident occurring in February 2020, for which we are currently dealing with the insurance companies to have dismissed.

Q: 124 Common asked as to the reason of the \$5,000 credit for garage doors in the Reserve Fund.

A: B Lawless replied that two to three years ago the Board initiated a holdback of \$5,000 owed to the company who replaced our garage doors, as various details were left unfinished and the project was not completed to the board's satisfaction, nor was the company willing to correct our noted deficiencies. The \$5,000 holdback stood as an outstanding payable on our finances for more than two years. Our lawyers then advised that if the company had not made a claim against that money, it could be charged back as a credit, as is shown in our financials.

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G Birrell asked if B Lawless was satisfied with our current auditor of Hyde and Hull. B Lawless of 2524 Avenue replied we are very satisfied with our auditor, and **motions** to retain Hyde and Hull for the 2022/2023 fiscal year. G Birrell posted a poll resulting in 19 voting in favour, plus 2 proxies for a total of 21/25, motion **carried** by majority.

9. Election of the Board of Directors

Resignation of Officers

The present Board of Directors put forth their resignations by way of calling the Annual General Meeting.

Election of Board of Directors

The By-Laws of the Corporation stipulate the Board must consist of no less than 3 and no more than 7 members.

The following Owners agreed to let their name stand:

Unit	Owner's Name
2524 Avenue	Bill Lawless
44 Park	Raffelina Sagriff
48 Park	Krystal Zeller
96 Common	Amanda Cameron

Names put forth via a hand raising reaction:

Unit	Owner's Name
124 Common	Jennifer O'Carroll
78 Park	Claudia Leibel

G Birrell asks for a motion to adopt all names as put forth for the Board. 100 Common **motioned** to accept the Board, 2526 Avenue **seconded**, all in favour noted by hand raising function, motion **carried** by a majority in a show of hands using the hand-raising icon.

Per the motion carried, the new Board for 2022/2023 is as follows:

Unit	Owner's Name
2524 Avenue	Bill Lawless
44 Park	Raffelina Sagriff
48 Park	Krystal Zeller
96 Common	Amanda Cameron
124 Common	Jennifer O'Carroll
78 Park	Claudia Leibel

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10. New Business / Open Discussion

Q: 86 Common asked what is the chance of having a one-day annual garage sale for our entire community from their garages, potentially in the spring or fall?

A: K Zeller replied that our By-Laws do not allow for individuals to conduct garage sales within our complex. A community garage sale may be a different matter, this request will have to be discussed with the new Board at a future meeting.

Q: 48 Common – The roofing company employees completing the insurance claim repairs have not been wearing much safety gear. Is there any role we have to play in encouraging them to do so?

A: G Birrell replied there was an issue involving a roofer who was tied into his safety gear when the gear failed. Occupational Health and Safety, police, fire and EMS attended and there is record of this incident. However, if you do see something like this that is concerning, please forward G Birrell an email and he will forward concerns to the insurance company. B Lawless noted that the Board has witnessed such instances with lack of safety gear and brought these concerns to the attention of the roofing company supervisors, though certain work does not allow them to be tethered. It is not our corporation's responsibility; it is the responsibility of the contractor and the insurance company.

Q: 104 Common - Landscaping is such a major part of our budget. The observation is that many instances when grass is mowed when it does not need to be mowed, walks are being salted when they are dry. Based on how the contract is set up, I am curious if there is an opportunity to optimize costs so that we are not paying for work that is not needed?

A: B Lawless noted we are constantly talking to the landscaper about these different issues, in particular the use of de-icer. We have registered our concerns about the excessive use of de-icer. One of the things we have to be careful about is we cannot tell them not to use de-icer. They are under as much pressure as we are when it comes to insurance, because of the potential for lawsuits. As noted in the financial statement we currently have a lawsuit against our corporation for a slip and fall which mentions our landscaper as well. We have to be careful about telling them what to do and what not to do, if it may preclude them from taking responsibility for an incident. We have tried to point out common sense issues as recently as about a month ago during an onsite meeting. As far as grass cutting, they attend our site once a week as part of the contract. Towards fall or early spring it may appear the grass does not need mowing, though by doing this it will activate the grass to keep growing. Due to our fertilization program happening 3 times per year, there are few times when the grass is not growing.

One of our biggest concerns we have as a board pertains to the amount of dog feces in yards not being attended to by residents. This landscaper is one of the best in terms of timeliness, and being thorough, though we regularly address concerns we have. If owners see activities that they do not feel are appropriate by the landscapers, please be sure to send an email to Greg Birrell.

Q: 104 Common – In putting together the budget is there any contingency for inflation, as many costs have increased dramatically over the last several years?

A: B Lawless replied we always try to factor in a bit of a cushion in terms of the budgeting process. We will have to take that into consideration as well this year. We have experienced situations

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recently where companies are not willing to quote on jobs due to current costs. Most of our budgeted areas are under contract, the only area that is open for fluctuation is repair and maintenance. Every other area of our budget is on contract or has amounts with committed contributions. K Zeller added we do not wait around on quotes; most times when are requesting quotes it is for work that is to be performed sooner rather than later. If we have quotes but do not move forward with a project right away, we either have to obtain more quotes, or it is typically because the scope of work has changed or more issues have been identified.

Q: 84 Common – Portable fire pits are not allowed in the By-Laws, yet barbecues are. What is the rationale in regard to insurance between these two as a barbecue has potentially the same risk as a fire pit?

A: K Zeller replied that we recently posed this question to our insurance broker regarding use of fire pits. Because a barbecue is fed through a gas line it does not have the same risk as a burning log causing sparks. We do not have an answer at this point in regard to a propane fueled fire pit. We would like to take this question and discuss it at a future board meeting and then provide a reply on this subject. B Lawless added that we are also committed to revising and updating our Occupancy Guidelines this year. This will include but is not limited to satellite dishes, doorbell security cameras and other technologies.

B Lawless encouraged all owners with any concerns, reports of damages or repairs to reach out to Greg Birrell by email.

11. Adjournment

124 Common **motioned** to adjourn at 8:44 pm, 112 Common **seconded**, motion to adjourn **carried**.