

ANNUAL GENERAL MEETING
OXFORD STANDARD CONDOMINIUM CORPORATION NO. 111
June 29, 2015
Best Western Inn & Suites
811 Athlone Ave, Woodstock ON

1. CALL TO ORDER / CERTIFY QUORUM

- **Call to Order:** The meeting was called to order at 7:00 p.m. by Don Hall.
- **Quorum:** With 24 units in attendance and 10 represented by proxy, which constituted a quorum for holding the meeting as set out by *the Condominium Act, 1998*.
- **Head Table:** The Chairman, Don Hall introduced the Board of Directors and stated that at the first board meeting after the Turnover Meeting the Board appointed various Directors with specific "Cabinet Positions" pertaining to common elements as follows; Mike Cullen (Grounds), Donna Poole (Infrastructure), Winston Oostenbrug (Buildings), Dave Servos (Pool) and Rick Coad (Tennis Courts). Management Present: Lisa Ring – NPM Inc.
- **Appointment of Recording Secretary:** Lisa Ring was appointed Recording Secretary.

2. APPROVAL OF THE PRIOR YEAR MINUTES

- **October 15, 2014 Minutes:** An error was noted on Page 1 under (Minutes of the previous AGM). It should read July 5, 2013 not 2012. Moved that the minutes be approved as amended by Unit 623, Seconded by Unit 635. **MOTION CARRIED**
- No business arising from the minutes.
- **December 4, 2014 Minutes:** Moved that the minutes be approved as circulated by Unit 625, Seconded by Unit 627. **MOTION CARRIED**
- No business arising from the minutes.

3. PRESIDENT'S REPORT

Don Hall gave his report on the past years activities by the Board (see attached report)

QUESTIONS

Q: In relation to the insurance claim why wasn't the claim denied due to the unit not being inspected?

R: We were advised that this would be the case if it was due to freezing conditions. The corporations' insurance will cover the standard unit and the owner's insurance will cover improvements. Don stated that due to the deficient part in the supply line, it would be worth checking to see if you have an original fixture.

Q: Is there a picture of the supply line?

R: Yes and we can distribute it to all the owners.

Q: Is there a warranty on the pool heater?

R: Yes, 1 year.

Don stated that the pool house was being renovated to include a kitchen and unisex washroom thanks to Dave Servos. Dave and the Board have volunteered to undertake the project to reduce costs.

Q: Does the Road have to be fixed?

R: Doug stated that we are in for approximately \$9,000 in repairs this year. We could get by without the overlay however the cost savings are significant if we do it this year through Permanent Paving.

Q: Did you get other quotes?

R: Winston stated that we didn't tender the project out, however based on several projects he has been involved with, the costs are very competitive. The project is a considerable size and most local contractors can't take it on and the contractors used by the city wouldn't take us on independently but as they are in our area it makes sense for them to take it on

Q: Are speed bumps included in the price?

R: Don stated they were not discussed but the board could discuss it.

Q: Can you get a better quality if you ask for it?

R: Winston said yes but it's a cost factor

Q: Will the surface be the same as city streets?

R: Winston said very close

Q: Is there a warranty on paving?

R: No, however there would be a workmanship warranty

Don stated that Permanent Paving will provide extended payment terms to cover the required project and that while it's not a loan which requires approval, the Board wanted owner's input before proceeding.

With no further questions a motion was made to proceed with the road reconstruction project and authorize the Board to borrow funds the necessary funds to complete the project this year up to a maximum of \$30,000.00 and investigate storm and sanitary lines prior to project. Moved by Unit 643, Seconded by Unit 697. **MOTION CARRIED**

Q: Are there service pipes to deal with?

R: Winston said they would likely be low enough and would not be affected.

R: Dave Servos said they would be running conduit at the gates for lighting.

Q: Should we get a survey done on the sewer?

R: Winston stated the city doesn't look at sewer lines for 60- 75 years but it would require an engineer and we would have to run cameras down to be sure. Benko can do this. The Board will look into this.

Q: Can we have the board meeting minutes sent out within 10 days?

R: Lisa stated that the minutes should be approved before being sent out. Lisa stated that while it's not normal procedure to send out actual board minutes to the owners, many corporations will create a summary of the board meeting to keep owners informed. The Board will discuss this at their first meeting understanding that communication is very important to all.

Q: Are we replacing the pad by mailbox?

R: It was decided this would not be necessary and the mailbox has levelers so it will be put back in place by Canada Post as we are not allowed to move it.

Q: Can we have correspondence on work being done?

R: Memos will be distributed on any projects being done to the best of our ability

Q: Will all new driveway repairs be done in the "pink" color brick as it doesn't go with the brick on the building?

R: The old color was no longer available but will look into it further

Q: Are all keys in the lockbox?

R: Don stated that over the years it's never been very effective and a lot of people will not buy into it. In an emergency situation the door would be broke down. The board will discuss this further at the next meeting.

4. PRESENTMENT OF AUDITED STATEMENTS

Doug Goodbun presented the audited statements for Lakeview Management Trust for the 7 month period, ending November 3, 2014 and the 5 month period for OSCC # 111 ending March 31, 2015. Doug provided a combined statement of operations stating we budgeted a loss of \$4, 365 however the actual deficit was \$3,554 resulting in a year end deficit of (\$811) for the combined 12 month period.

Doug stated that going forward the audit would be much easier to do as there will only be 1 audit to do. Therefore, we will be able to have it completed in time to include in the AGM meeting package.

Moved that the audited statements be approved as circulated by Unit 639, Seconded by Unit 649

MOTION CARRIED

QUESTIONS

Q: How often does the Board market test the audit and do they feel the cost was competitive?

R: It was stated that they hadn't market tested in a while, however it was suggested that we continue on with the same firm to conduct a regular audit for 1 corporation and obtain quotes for the next year.

5. APPOINTMENT OF AUDITOR

MOTION: To reappoint Bob Dieleman, Chartered Accountant as the auditor for the fiscal year ending March 31, 2016 . Moved by Unit 655, Seconded by Unit 625

MOTION CARRIED

6. NEW BUSINESS:

Covered under President's Report

7. OTHER BUSINESS

- **Absolution of Management Trust**

MOTION: That all acts, contracts, by-laws, proceedings, appointments, elections and payments enacted, made, done and taken by the Directors, Officers since the last Annual Meeting referred to in written resolution of the Board of Directors or in the Annual Reports of the corporation or connected therewith are hereby approved and confirmed.

Moved by Unit 647, Seconded by Unit 639. ***MOTION CARRIED***

8. MOTION TO CLOSE MEETING

As there was no further business to discuss, the meeting was closed on a motion made by Unit 623, Seconded by Unit 647. ***MOTION CARRIED***