

**CARLETON CONDOMINIUM CORPORATION NO. 486
ANNUAL GENERAL MEETING
HELD ON OCTOBER 26, 2011**

The Annual General Meeting of Carleton Condominium Corporation No. 486 was held on October 26, 2011 at Merivale High School, 1755 Merivale Road, Ottawa. The following Directors and invited guests were in attendance:

David Fleming	President
Catherine Bodington	Vice-President
Gerry Dupont	Treasurer
Bert van den Berg	Secretary
David Dupont	Director
Roger Ouseley	Ouseley Hanvey Clipsham Deep LLP
Emile Deslongchamps	DES Services Inc., Financial Manager
Josee Deslongchamps	DES Services Inc., Property Manager
Carol Murphy	Recording Secretary

1. Call to Order and Announcement of Quorum Present

The President, who welcomed everyone and introduced the Directors and guests, called the meeting to order at 7:00 p.m.

A quorum was confirmed as follows:

Present	63
Represented by Proxy	<u>24</u>
TOTAL	87

A total of 25%, or 50 units, were required for quorum under the *Condominium Act*.

2. Appointment of Scrutineers

The owners unanimously agreed to appoint J. Su, Unit 511, and S. Villa, Unit 1214 to serve as Scrutineers.

Motion Carried.

3. Proof of Notice of Meeting

The President declared that he had a sworn and notarized declaration that the Notice of Meeting had been duly distributed to the owners in accordance with the 1998 Ontario Condominium Act, the Declaration and By-Laws. With quorum being present, the meeting of owners of CCC 486 was duly constituted to conduct business.

4. Approval of Minutes of October 6, 2010 Annual General Meeting

Motion: To dispense with the reading of the Minutes of the Annual General Meeting of October 6, 2010.

Moved: Mr. Payne, Unit 612

Seconded: L. Friesen, Unit 101

Motion Carried

D. Woodcock, Unit 813, asked that page 2, item 8, paragraph 4 of the Minutes is amended to reflect that the revenue from the Status Certificates is paid to DES Services Inc.

***** D. Woodcock, Unit 813, made a statement about a recreational expenditure because of shuffleboard and not landscaping. – Could not hear what was being said.**

Motion: To approve the Minutes of the Annual General Meeting of October 6, 2010, as presented.

Moved: E. Zwicker, Unit 506

Seconded: Ms. Stewart, Unit 302

Motion Carried

5. Auditor's Report

Roger Ouseley, of Ouseley Hanvey Clipsham Deep, presented the audited financial statements for the period ending April 30, 2011.

D. Woodcock, Unit 813, asked if the account payable was due to the elevators. The auditor said it was.

D. Woodcock, Unit 813, asked why the office communications and social increased from \$8,000 to \$11,000. The auditor said the Treasurer would address this issue during his report.

D. Woodcock, Unit 813, asked about last year's question on the whether or not inside cabinetry would be done. D. Fleming responded that this was deferred until a later date.

Motion: To approve the audited financial statements for the year ending April 30, 2011 as presented by R. Ouseley of Ouseley Hanvey Clipsham Deep LLP.

Moved: S. Villa, Unit 1214

Seconded: D. Woodcock, Unit 813

Motion Carried.

6. Appointment of Auditor

Motion: To permit the Board to retain the services of Ouseley Hanvey Clipsham Deep LLP, and set the remuneration, for the period ending April 30, 2012.

Moved: A. Payne, Unit 612

Seconded: S. Villa, Unit 1214

Motion Carried.

7. Treasurer's Report

The Treasurer's Report was distributed with the Annual General Meeting package. He added the following comments:

- The Board uses a balanced approach when carrying out projects.
- An Energy Audit was carried out during the past fiscal year.
- It was not financially advantageous to the Corporation to change to gas from electricity as the payback was excessive. This would be revisited when the present electrical system needs to be replaced.
- Staff was restructured.
- Condo fees increased by only 1.5% this year.
- The change rooms for the pool were renovated.
- Elevator refurbishment was carried out.
- In the coming year, the Board plans to redecorate the interior of Westpark, using a coordinated approach. Decisions on what will be done will be made once the new Reserve Fund Study is available.
- The same approach to landscaping is planned for this year, having which is having an Advisory Committee who assists with the landscaping work. G. Dupont thanked the Committee. He agreed to be the point person on the Board for this Committee.

D. Woodcock, Unit 813, asked if future Treasurer's Reports could include the presentation of the budget versus actual and actual versus previous year. G. Dupont pointed out this was included in the Treasurer's written comments. When the owners were asked if they wanted this included in the Report, they responded that they did not.

Motion: To accept the Treasurer's Report as presented.

Moved: G. Yeldon, Unit 113

Seconded: L. Friesen, Unit 101

Motion Carried.

8. President's Report

The President distributed his report with the Annual General Meeting package.

Motion: To dispense with the reading of the President’s Report.

Moved: J. Su, Unit 511

Seconded: E. Zwicker, Unit 506

Motion Carried.

The President added the following comments:

- There are a number of deficiencies in the elevators which must be corrected.
- The Board decided to defer the work on the interior elevator cabs until the interior work in the building is being done.
- He thanked the volunteers who help with many activities in the building. Their efforts are appreciated.

9. Election of 4 Directors

There were two vacancies on the Board. The following people agreed to stand for election:

- G. Dupont, Unit 205
- R. Smedmor, Unit 1110

Motion: To close nominations.

Moved: E. Zwicker, Unit 506

G. Dupont and R. Smedmore were elected to the Board of Directors by acclamation.

10. Other Business

The snow removal contract was again awarded to Zone 5 as the Corporation was satisfied with the work carried out.

The holdback on the elevator refurbishment will be released.

The transformers on the south end of the building will soon be replaced, which will affect the first six floors.

The Board has written a letter to the City Councillor expressing its view on the construction of the buildings being planned for next to Toys R Us as it will affect Grant Carmen and the 5-storey building being planned for Merivale Road. G. Dupont will be the Corporation’s point person on this issue. The Corporation has a site plan for anyone interested. If the owners have any questions or concerns, it was suggested they attend the public meeting.

D. Woodcock, Unit 813, encouraged owners to send letters to the City outlining concerns on these plans.

H. Chisolm, Unit 1205, asked if the Board had any influence in addressing the noise coming from Metro. G. Dupont is trying to resolve this problem.

An owner noted that in 2005 \$28,000 was spent installing tiles in front of the elevators. She wondered why this area was being included in the interior refurbishment. D. Fleming advised that next year there would be a Reserve Fund Study carried out which will set out the cost to refurbish the interior of the building.

W. Johnston, Unit 1214, asked if anyone had inspected the area where the carpets have been removed. J. Deslongchamps said that most of the railings have been inspected.

I. Birch, Unit 306, asked why there were so many OC Transpo buses on Grant Carmen now. D. Fleming explained that OC Transpo changed many of its routes in September. The Board will take this issue under consideration and talk to OC Transpo.

D. Fleming welcomed all new residents to Westpark.

An owner noted that the corridors were very warm. J. Deslongchamps advised that the temperature has now been set to 70° instead of the previous 74°. The Board will be looking into this issue.

K. Gosselin, Unit 610, wondered if automatic door openers could be installed on the 2nd door from the garage before you get to the elevator to make it more easily accessible. D. Fleming said the Board would take this under consideration, but advised that the cost would be \$5,000 to \$7,000 per door.

K. Gosselin, Unit 610, asked if the Board would consider permitting the use of electric barbeques. D. Fleming responded that the Board previously made the decision that no barbeques were permitted.

T. Barbera, Unit 812, asked if the Board was aware if there were any plans to construct a building near to Westpark where the occupants would use Westpark parking. D. Fleming explained that Westpark owned the property from Basil MacDonald to Viewmount and therefore there would be no cars parking on Westpark property.

An owner expressed appreciation to G. Dupont for his efforts with the landscaping and flowers during this past summer.

E. Zwicker, Unit 506, on behalf of the residents, thanked Bert van den Berg for his work on the Board for the past four years.

C. Woodcock, Unit 813, asked about the reduced lighting in the hallways. D. Fleming explained that some of the lights are getting older and dimmer but these lights will be replaced as they burn out. As well, one of the bulbs in the transom has been removed in order to reduce electricity costs.

S. Villa, Unit 1214, asked about the window replacement project. D. Fleming said that the thermal windows are being replaced on an “as-needed basis”. J. Deslongchamps explained that the window replacement project is not planned until far into the future. However, this will again be included in the Reserve Fund Study being done late this year.

An owner commented that tiles in front of the elevators will be noisy and slippery. D. Fleming said the Board would look into this issue.

C. Woodcock, Unit 813, expressed appreciation to the Board for the hours of work they volunteer on behalf of the owners.

An owner noted that installing tiles in front of the elevator was previous discussed and at that time it was decided they would be too expensive and too heavy. D. Fleming advised that this issue will be taken under consideration.

An owner felt that owners should wipe their feet before coming into the building in order to keep the carpets clean. D. Fleming said there were problems with keeping the carpets clean.

An owner asked if the Board was aware that there was a new roll of carpet in the basement that could be used to replace some of the carpet.

An owner asked if there could be a microphone available for next year’s AGM for the owners to use when addressing questions to the Board as it was difficult for the owners to hear the speakers. Speakers will also be asked to stand when addressing questions or comments to the Board.

11. Adjournment

Motion: To adjourn the meeting at 8:15 p.m.

Moved: C. Woodcock, Unit 813

Seconded:

Motion Carried.

Date

Secretary