

# HUNT CLUB GABLES CO-TENANCY

Owners Meeting – December 9, 2013

## **MINUTES**



### **Quorum:**

Quorum was established with 20 owners present.

### **Minutes:**

#### **1) Adoption of minutes from July 3, 2013 meeting**

- Accepted.

Action: Modified HCG rules will now be forward by the Treasurer to our lawyer to be filed with the Ontario land registry as official documents. See website for the rules. [Huntclubgables.weebly.com](http://Huntclubgables.weebly.com)

#### **2) Next meeting update**

- In addition to paper reminder, an email will be sent out one week before meeting.

#### **3) Web site update**

- No actions necessary.

#### **4) Snow Removal**

- Switched from Fraser Wilson to Rystenbil Custom Services which will result in large savings.
  - Contract
    - \$13,200 vs Fraser Wilson \$25,844
  - Snow removal
    - \$175/load vs Fraser Wilson \$250/load

- Owner requested “snow clean-up” at corner of Lorry Greenburg and Silverlace.

#### **5) Fences**

- Fence extension has been extended at 1 Heartleaf
- Significantly upgraded posts at the visitors parking on corner of Silverlace/Corabella
- Fence slabs have been reinforced

#### **6) Signs**

- Per the July 3, 2013 meeting, signs have been put up to help reduce speed
  - Stop sign on Bellflower when turning onto Silverlace
    - Stop line to be painted on road in the spring
  - High Visibility “Slow Down” sign on Silverlace Pvt. when turning from Lorry Greenburg

- Street sign at corner of Silverlace/Corabella has been knocked down, will be replaced in spring.

## 7) Trees

### - Ash Trees

All ash trees on property have been identified as:

- worth saving
- to be further evaluated in spring
- recommended cut down.

Trillium Trees will make a final inspection in spring time which will cost us \$5,500 incl. HST. For the moment the Committee has budgeted \$5,500 and a separate \$2,000 for tree maintenance focusing on the ash trees.

### - Other discussion:

There was also specific other discussion around several themes (some of which occurred during the financial presentation).

- Small black insects appearing and coming through screens in “swarms” in the late August / September time frame from owners along the North side of Silverlace. Residents wanted to know what the cause was and what, if anything could be done.
- Other insects and leaf problems. Based on comments from Trillium and our request for them to investigate the following answer was provided:  
*[The] “Hackberry behind unit suffers from hackberry nipple gall which is an insect. There is no control for this issue, the gall will not kill the tree.”*
- Some wondered if it was worth spending the money to treat the ash trees when it appears generally municipalities are letting them die.
- There was concern around the long term costs. Concern with having a full assessment of all trees was also noted so we could decide on the larger picture.
- Others discussed the value of trees to the development in terms of maintaining the value of our collective properties (ex: if there were no of few trees in a few years what would happen). Most agreed that this was a concern and hence seemed to see the rationale why trees were common property. Yet it remains a significant and unplanned potentially long term financial issue.

### - Decisions taken:

- 1) A subcommittee will be struck to manage and make recommendations to owners concerning the trees generally. The subcommittee will draft a set of principles for tree maintenance that would be published and shared with owners. A special meeting will be called in Q2 to deal with the issue.
- 2) As part of its work the subcommittee would undertake to do a full study mapping out all trees (type, status, issues, cost to maintain, cost to replace, etc). It was agreed by owners present this would come at some cost for the relevant expertise and

should be funded by the Co-Tenancy for decision making purposes. Funding should come from the budget allotted in 2014 for trees.

- 3) Based on the follow-up work by Trillium on the ash trees specifically or the full study (see # 2); as the decision making process, allowing for seasonal timing to ensure the study and recommendations are meaningful, the Operations Manager is mandated to undertake the necessary care and maintenance ash tree types (i) and (ii) – see above.

#### **8) Fire Hydrants**

- Fire Hydrants were inspected with a number of repairs/maintenance required. This has been completed at a cost of \$3,112.

#### **9) Visitor Parking**

- Parking enforcement appears to have worked, from the general consensus of owners, no further proposals/rules/amendments proposed.
- **Please Note:** When a big snowstorm is coming overnight, keep the visitors parking cleared. Cars in here can and will greatly hamper the efforts of the snow removal crews to clear this area.

#### **10) Driveway Paving**

- Anyone interested in having their driveway paved in the spring should go to [huntclubgables@weebly.com](mailto:huntclubgables@weebly.com), click on the contact page and select the “driveway estimate” option giving their house number. Jonathan Matthews will get quotes in the spring at hopefully a discounted rate.

#### **11) Roofing**

- Anyone interested in having their driveway paved in the spring should go to [huntclubgables@weebly.com](mailto:huntclubgables@weebly.com), click on the contact page and select the “roofing estimate” option giving their house number. Jonathan Matthews will collect names and look for a volunteer to lead the project (calling contractors and collecting quotes).

#### **12) Finances/Budget**

- An in depth presentation and review of the current financial situation shows a deterioration of our current account.

In 2013, insufficient funds were deposited from the \$62 monthly fee to cover expenses even with a substantially healthy balance at the beginning of the year. This was principally due to increases in snow removal costs over 2011/12, and new costs

- road repairs \$16,700 (arguably, this should have at least partly come from reserves funding),
- hydrants \$3,700,
- fences: \$3,800

- ash trees \$4,000 (repeating and increasing).

As a result we will be in deficit mode effective December 2013, consequently the Committee moved \$2,000 from the reserve amount to our current account to cover December costs.

The reserve fund was also reviewed. It is below the target established by the 2009 reserve study. Moreover, sewer inspections have not been completed as advised in the study. This will have to be in 2014. Fee increases of 2.5% per year to offset inflation were also not applied. A new reserve study is scheduled and budgeted for in Q2 2014. This will set the stage for long term financing needs and while some anticipated expenses (ex: roads) will likely need less maintenance due to preventive work done there will also likely be other offsetting costs.

A variety of solutions were looked at for 2014. In the end the several motions were voted and widely if not unanimously agreed to as proposed by the treasurer. These are:

- a) Cap tree maintenance at \$7,200 (see trees for more)
- b) Move an additional \$12,000 from reserve to current account by end of March.
- c) Cease transfers of \$600 from current account effective January 2014. This is only approved for the year 2014.
- d) Increase common fee from \$62 to 70 per month for all units/owners effective January 1 2014.
- e) If available, move \$1,500 from current account to reserve account in July 2014.

The budget was also approved with the motions noted above applied.

A special notice will be sent to each unit explaining the increase and options for payment during the week of December 16<sup>th</sup>.

As there was some concern over certain aspects of the common areas as common expenses defined in the agreement (ex: which fences specifically and reasonably implied); the Treasurer will undertake to get the original development plans from the Ontario Land Registry office and the Co-Tenancy's historical files (once found) that are referred to in the agreement for reference and assessment. Any questionable items at that point will be reviewed by our lawyer for an opinion. This is will be done before the reserve study is undertaken to ensure it is complete.

The outcome of the reserve study and the decisions on the trees (stemming from the tree subcommittee's work) will serve the basis for a 2<sup>nd</sup> review of common fees and budgeting for 2014 and beyond.

- This is anticipated to be completed at the end of Q2 2014.