

# Minutes of the Qualicum Woods Phase II owners' committee

Tuesday, November 24

1- Mike L., Chris F., Letitia C., and Angela D.. present

2- The meeting was called to order at 7 p.m.

3 - Discussion re:

- a) landscape design proposals and getting a second estimate after which both proposals will be uploaded to the Qualicum Woods web site for owners to look at and give feedback.
- b) storm sewers on our property
- c) reserve fund and how to improve rate of return through interest over what we are currently getting through our savings account with RBC. Discussed possibility investing in a 30 day GIC (guaranteed investment certificate) which could give a far higher rate of return. Angela is going to present options to the committee at our next meeting.
- d) increasing expenses due to harmonization of GST and PST = 8% increase.
- e) reserve fund study needs to be done in the near future. Angela D to investigate when our deadline for this study is.

4- Financial statements were examined in order to clarify items and search for cost savings.

Discussion re:

- a) Late fees are currently charged to cover administrative costs associated with sending out notices regarding overdue common area fees. There are currently a total of 895.00 dollars owing to the corporation not including late fees (some owners option to overpay their fees so the total amount in arrears is actually higher than 895.00) If an owner fails to make payment after receiving their final notice legal action is taken against the owner (a lien is put on the house). Having a lien put in place by a solicitor is very expensive (over several thousand dollars...) It would be up to the home owner to cover these costs and all owing common area fees, before the lien can be removed
- b) some solicitors delay providing new owners with the necessary status package related to our Joint Use Agreement. **If you are aware of new owners in your row, please ask them if they are aware of this and that they should be receiving a welcome package and information from our manager, Angela.**
- c) The committee requires a quote even if work needs to be done on an emergency basis.
- d) double-side printing and hand delivery of budget package and AGM package to cut printing and postage costs

**5 - New items for committee. attention:**

a) Mulch for trees and shrubs - it's not a good idea to mulch at this time of year but problem with tree roots being exposed will be dealt with before snowfall.

b) Committee signed a 2009-10 snow removal contract 1-year term with Greenscape;

**-salt bins to be distributed strategically around the property**

**-snow removal and salting etc...from common path to owners' door is the resident's responsibility especially in terms of liability**

**-owners will be notified when cars need to be moved out of the parking lot for clearing the lot**

**-snow removal when required from the property is included in this contract. Greenscape will be allowed to use the large common space at the end of the parking lot to minimize off site snow removal costs.**

**Greenspace is hoping to also get a contract with us for landscape maintenance, therefore feedback from owners regarding their service is welcome**

c) light intrusion from 2680 Draper: light will be relocated and another style of light will be installed that does not project light outward as much. If this light provides good lighting of the path and minimizes nuisance light spilling over to the adjacent homes and patios, other lights may be replaced as bulbs fail.

**6- The meeting was adjourned at 8:45 p.m.**

**7- Next meeting: Thursday, January 21 and every third Thursday of the month thereafter.**

**Manager: Angela Del Giudice 613-237-9519 ext. 261 ADelGiudice@condogroup.ca**

**Owners' Cmte email: qualicumll@hotmail.com**

Minutes are always posted on our web site **www.qualicumwoods.ca** The web site also has other useful information, links and, contact information for our manager and the owners' committee members.

**This will be the last time minutes are hand delivered to all owners. If you do not have access to Internet, please return the form below to 1298 Cornell by December 15. We will hand deliver minutes only to the owners who do so.**

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Please drop off this request to 1298 Cornell by December 15.

Please hand deliver minutes of future owners' cmte. meetings of Qualicum Woods Phase II to:

Name of owner: \_\_\_\_\_

Address: \_\_\_\_\_

