



FAIRVIEW HEIGHTS CONDOMINIUM PHASE IV
94 DAUPHIN ROAD. DOLLARD DES ORMEAUX, QUEBEC H9G 1W3

Minutes of the Annual General Meeting of the Syndicate of Co-Owners of Fairview Heights Condominium Phase 4, convened on **Saturday, October 31st, 11:00 a.m. and held virtually via Zoom to ensure the safety of all Co-Owners due to the ongoing Covid 19 Pandemic.** A listing of those in attendance in person and by Proxy is on file with the syndicate. Quorum was reached as 81.33% of co-owners were present or represented.

Helen Pearmain, President, called the meeting to order and thanked all those present for attending.

On a motion by Sharon Hill, seconded by Judith Leichter, the minutes of the previous meeting held on February 2nd, 2020, available to co-owners online, were accepted as read.

Helen invited Aaron Frost to review the budget and operating expenses.

Aaron addressed the two errors on the Budget excel sheet. The total Income line should read \$347,432 not \$359,760 and the Total Maintenance line should read \$69,500 not \$66,000.

Aaron reviewed and summarized the Budget. He also explained that there were some costs incurred to the Machinery maintenance and supplies, the cost spent on Propane used was less than anticipated in the budget while the Landscaping and Fencing work completed were within the budgeted amount. He disclosed the major repairs that have been completed in the condominium with the help of \$20,000 withdrawal from the Reserve Fund. He reported that the variance from the \$20,000 was added to the general repairs fund. He also disclosed that in some categories, the expenditure was less than the budgeted amount. He informed us that the reserve fund currently has a balance of \$167,500 and the insurance fund has a balance of \$15,480. He invited Jake to further describe and summarize the repair work that was completed as well as the upcoming projects.

Jake Nachum summarized the Maintenance and repair work that was completed during 2020 and upcoming projects. Some of the work that was completed last year includes:

- Tree maintenance.
- Roofs and Mansard replacement.
- Aluminum framing and soffit replacement, to date, 25% of the work has been completed, he pointed out that this is a million-dollar job based on the number of windows we have.
- Gutter maintenance, replacement and covers.
- Cement and Brick work to maintain the integrity of the complex.
- General maintenance throughout the condominium is completed as needed.
- A major facelift was done on the pool

Susan Soifer posed a question regarding the window Aluminum project. Jake Nachum further explained that is the framing around the windows that is being replaced, along with the rotten wood underneath the aluminium, at the same time the soffits are being updated to a more efficient type. The window framing and soffit built originally, does not communicate with the attic which causes problems with air circulation in the attic. The windows chosen each year are based on problems and deterioration and esthetics, though we do our best to include some in each area. It was explained that whilst we call this

our “window project”, it has nothing whatsoever to do with the actual glass window, which is the responsibility of the individual co-owner.

Judith Leichter asked what the effects of the Soffit repairs to the insulation are. Helen explained that urethane is added to the attic a couple of feet from the edge to enhance the insulation.

Given that there will be a continuation of several significant major repair projects for the coming year, Aaron proposed a motion to authorize a withdrawal of \$20,000 from the Reserve fund to accelerate the repairs.

On a motion by Susan Soifer, and seconded by Alain Bernier, the Budget for 2020/2021 fiscal year as well as the withdrawal of \$20,000 was approved.

Helen, President opened the floor for any questions. There were none.

Jake mentioned that all leaves must be placed in paper bags. He is noticing that there are many people who still place leaves in plastic bags which are not picked up by the regular garbage.

Helen asks if there is any other business. There being no other business, on a motion by Judith Leichter, seconded by Leonard Keys, the meeting was adjourned at 11:30 am.

Recorded: Eda Piyale
October 2020