

# SEMI-ANNUAL GENERAL MEETING

Halifax County Condominium Corporation 92  
64 Cumberland Drive  
Dartmouth, NS B2V 2C7

**June 6, 2023**

Board Members Present:

Steve Cooper, President  
Pete Padfield, Vice-President & Maintenance  
David Crowell, Treasurer

Deanna Wentzell, Secretary  
Charlene Brannen, Member-at-Large

**A list of owners present at the meeting as well as Board Members and their duties are listed at the end of the minutes.**

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The President called the meeting to order at 7:00 p.m. He welcomed everyone and declared we did not have a quorum of owners present, so no voting tonight.

The minutes of the previous AGM (December 1, 2022) have been approved.

## **Correspondence:**

Business arriving from Correspondence: None

## **Committee Reports:**

**Vice-President's Report (Pete):** Pete welcomed new owners since the last AGM: Lesley Brechin (308), Jonathan Clarke (305) and Leonard Good/Trinelise Thonhaugen-Good (107). New tenants are: Heather Waugh (408) and Cassidy Deveau (104). Christine Condran (305) and Damon Reid/Briana Hamel (409) have moved. Ernie Alward (404) and Anne MacPhee (210) have passed away.

**Treasurer's Report (David):** David discussed the finances. We just completed our audit with Baker Tilley, and we are in fairly good shape for a condo of our size. We have \$417,535 in our savings accounts and \$6,000 in our contingency fund.

**Maintenance Report (Pete/Steve):** The lamppost has broken near the rear door, but it is still working. Pete is having trouble finding anyone to do one small job such as this. Pete investigated solar power, but it would only last 8 hours. Window cleaning has been done including the first-floor windows, and we have another booking for October. Window cleaning on people's decks was not done as the workers won't climb over someone's balcony.

Lori Clearwater (109) asked if there was any update on the brickwork to repair her water problem. Steve mentioned that 201 also had water coming in their window. Steve doesn't know if the issues lie between the steel bar that goes on top to hold all the bricks above the window. The water may be coming in through there. All windows are sealed, but he doesn't know if the seal is solid between the actual steel and the bricks. It may be caused by our 35-year-old eavestroughing which can't handle a large rainstorm and water flows over them. More discussion below on eavestroughs.

The heater on the air exchange system has been broken since February. Repairs should happen once the parts are in.

Leverman inspected our roof for leaking and informed us they did not install the vents. Steve and David went in the attic and there was water near 4 or 5 of the vents. There was a bucket under one which was tipped over. Two months later Steve inspected again, and everything was dry. He feels it was one huge storm where the rain was blowing sideways and up into the vent which had water flowing into unit 405. We will be replacing wet insulation on each pipe, but not replacing the vents on the roof.

**Grounds (Steve):** Steve and Heather weeded most of the gardens. Ground Force are hired to do our lawn care this year again, and the price includes spring clean-up, mowing when necessary, fertilizing, fall clean up. We didn't get fall clean up last year, so Steve will mention this to them. We will hire someone to put bark mulch down.

Girene Ball (310) asked if anyone else had problems with pigeons, and many people put their hand up. Barry Abbott (204) mentioned we should bring in a falconer to take care of it. The bird of prey will attack the birds and drive them away.

**Fire Alarms (Charlene):** Charlene reiterated the purpose of the Fire Safety Plan Box. She explained that its purpose is to list names of people (and any pets) who require the Fire Department's assistance in case of an emergency.

There have been past issues of people not hearing the fire alarm. We don't think the alarm can be made any louder, but Charlene will ask. Wayne Lovett (203) has a friend in the fire marshal's office, and he'll ask him too.

The following people have volunteered to knock on doors when the alarm rings to ensure they vacate:

Floor	Warden
1	Steve
2	Sandra
3	Deanna
4	Deanna

**Old Business (Steve): Water and Power Rates:** Steve looked at the bills that have come back from the Auditor, but he hasn't had a chance to compare our consumption and rates. Update to follow.

**100% Non-Smoking Building:** We are now officially 100% non-smoking. Steve thanked Charlene for her detailed, time-consuming work making sure we followed legal policies, etc.

A non-smoking building means there will be no smoking of any source on common grounds, i.e. balconies or grounds of 64 Cumberland. Sherri Flint (207) asked for clarification on this. Steve explained there are four people who are grandfathered to smoke cigarettes **only** in their unit. Any new owners/tenants will not be permitted to smoke in their unit. It is the owner's responsibility to inform their tenant(s) of this rule. We have a designated smoking area at the far corner of our lot where the bench is. There is still an issue with Jolene Cockaday and family (304) smoking marijuana in the bus shelter. David suggests we call 311 whenever we see someone smoking marijuana in the bus shelter. If they get enough calls, they will send out a By-law Enforcement Officer. Steve has called the police twice regarding this but did not get a call back.

Gerine Ball (310) and Beverley Laidlaw (309) exclaimed they still smell strong marijuana smoke in the third-floor hallway, so someone is smoking it in their unit. Charlene said there is a process we can go through with the Registrar of Condominiums where the Board can issue a complaint against an owner, and it gets heard by a Dispute Officer.

Jolene's husband (304) told Steve he would smoke on his balcony if he wanted to. There have been complaints about cigarette butts on the ground near 104 and 204. Steve will send a registered letter to Jolene as strike one. The three-strike rule means we can force an owner to sell their unit after their third strike.

**Parking Lot Replacement:** Steve contacted Leonard Good (107) who owns GW Asphalt Paving Ltd., and he will get back to us on a quote. We will also get quotes from 2 other companies. Wayne suggests we get highway asphalt mix not driveway asphalt mix as it is a heavier grade. We will be making our parking spots 8' wide as they are now only 7' wide. We would lose 5-6 parking spots with the new width. Charlene reported we have 6 owners who do not have a car now, but we must leave a spot open to them. We have 3 empty spots and there are a few tenants who have 2 spots. Moving forward tenants will only be allocated 1 spot as we need to keep spots available for owners. Nobody will have 2 parking spots for 1 car after the parking lot is repaved.

Steve wants to meet with Joe Ramey at Page Realty (owns 2 Colby) to discuss sharing costs of paving the lot and ask who they normally hire for paving. We hope to have this completed by Fall 2023.

**New Sign for Front Garden:** David reported that it was Ernie's dream to have a sign in front of the building. Minuteman Press have been hired for this job, and it may be done by end of June. The sign is made from carved PVC and should last decades. Cost is approximately \$5,000, and we will put a small plaque on it, "In Memory of Ernie Alward".

**Eavestrough:** David got 3 quotes on the eavestroughing and decided to go with Northern Seamless Gutter for approximately \$40,000. Our gutters and soffits are original to the building. Our new replacement gutters will be 6" (not 5"), and they will also clad the fascia board. This work may start at the end of June and possibly take a week if we have good weather. They need to bring in a lift to do this. Work is guaranteed for 5 years, and product is guaranteed for 40 years. Sandra Yetman (201) asked if they would caulk around the windows, but Steve wants to wait to see if the water issues stop after the eaves have been replaced. We are going to ask them if they see any issues/cracks/gaps, that could be causing the water issues with 109 and 201.

**Vehicle Charging Stations:** We don't have anybody in our building who has an EV, but it is something to think about for the future.

## **New Business**

**Changing votes to be equal:** Steve discussed that all owners own a percentage of the building which gets complicated when adding up numbers. We want to go with 1 unit = 1 vote. Percentages are done in other buildings as condo fees for each unit are different depending on your square footage. Without a quorum we cannot vote on this.

**Replacing toilet/sink lines:** Steve suggests we replace our toilet/sink lines (braided feeder tubes) as this is what caused the flooding from 210 into 110. The lines could last anywhere from 10-20 years. David will give a list of owners' names to Troy Redmond (TR Plumbing), and he will repair all at a reduced rate. It's not an expensive repair.

**Spare Keys in Lock Box:** We discussed whether owners would want spare keys to their units placed in a lock box in the utility room for emergencies only.

**Number of Rentals One Person Can Own:** Charlene says we have 12 rentals, which is 30% of the building. 4 are unique in that they are family rentals. Steve mentioned that he'd like our declaration to be amended to: If a person owns multiple units they must live here. If there were landlord issues, we can go right to them rather than tracking them down.

We would need to vote on these two things: (1) keeping our rental numbers at no more than 30% and (2) allowing one person to buy more than one unit only if they live here.

**Old Swing:** The swing is too rotten to repair, so it's going in the trash.

**Reserve Fund Study:** Every 10 years we are required to do a reserve fund study. We have hired an engineering company to study our building, and the cost is approximately \$6,000.

**Website:** Steve gave us a demo of the tremendous work he's done on our HCCC 92 website where owners would log in to find information, complaint forms, etc. Any others (tenants or interested buyers) will also have access to some information, but nothing confidential.

Sherri Flint (207) asked if there's anything in the welcome letter that informs new owners how to dispose of old construction debris/water tanks, etc., and how to break down your cardboard boxes, etc. David will add this to his welcome letter.

Steve said if any owner wants to renovate, they need to first write a letter to the Board explaining what type of renovation they wish to undertake. Also, the construction debris must be taken off site and not thrown in our dumpster. Construction/renovations can only take place between 8 a.m. – 8 p.m.

Sherri Flint (207) asked if we were still informing people when their hot water tanks needed to be replaced. Pete has the list and will contact people. The Board suggests switching tanks at the 8-year mark.

Shirley Alward (404) asked about carpet cleaning as the 4<sup>th</sup> floor has several stains on it. Steve will investigate having this done.

Catherine Cox (202) asked about having dryer vents cleaned. Steve says it's done once a year in May.

Motion for Adjournment: Bev Laidlaw (309) moved that the meeting be adjourned at 8:55 pm; Peter Padfield seconded. All in favor.

*Deanna J. Wentzell*

June 27, 2023

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Deanna J. Wentzell  
Secretary

\_\_\_\_\_  
Date

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## Board Attendees:

Steve Cooper, President	Deanna Wentzell, Secretary
Pete Padfield, Vice-President & Maintenance	Charlene Brannen, Member-at-Large
David Crowell, Treasurer	

## Owners Present:

Hazel Matheson (102)	Joyce Hopkins (209)
Steve Cooper (103)	Jackie Barkhouse (302)
Jessie Mitchell (104)	Marilyn Dawdy (303)
Lori Clearwater (109)	Jonathan Clarke (305)
David Crowell (110)	Bev Laidlaw (309)
Sandra Yetman (201)	Gerine Ball (310)
Catherine Cox (202)	Deanna Wentzell (401)
Wayne Lovett (203)	Shirley Alward (404)
Barry Abbott (204)	Charlene Brannen (405)
Sherri Flint (207)	Helen Perry (406)
Linda Comeau (208)	Pete Padfield (410)

## Owners Not in Attendance:

Alan & Joy Garner (105)	Bob & Betty Angus (306)
Steve Gilliss (106)	Mark Dyson (307)
Leonard Good & Trinelise Thonhaugen-Good (107)	Lesley Brechin (308) proxy given to Board
Craig & Julie Spicer (108)	Phuong Nguyen (402)
Greg Decker (205)	Doris Evans (403)
Valerie Jacquemin (206)	Churchill & Olga Smith (407)
Deceased (210)	Frank MacDonald (408)
Stacey Moses (301)	Richard Moses (409)
Jolene Cockaday (304)	

## Board of Directors and their Duties:

Steve Cooper, President  
Pete Padfield, Vice-President & Maintenance  
David Crowell, Treasurer  
Deanna Wentzell, Secretary  
Charlene Brannen, Member-at-Large and Parking Lot Allocation