

Fall 2018

CASTLEBROOK *Village* VOICE

Happy Fall

We hope that everyone is enjoying the cooler weather and back-to-school. To those who are new to our community, welcome!

Condo Governance

Our condominium corporation is governed by a 5-member board of directors. The board has engaged a professional property manager to handle the day-to-day operation of our village. The board approves all condo rules, sets the annual budget and the amount of our monthly condo fees, authorizes all contracts and expenditures, and prioritizes major projects in the village. Board members are volunteers elected at the Annual General Meeting held every Fall, and serve for a two year term. The board and property manager officially meet ten times each year and communicate via email to discuss issues as they arise.

The current board of directors is Matthew Schultz (President), Ken Morin, Geoff Boyle, Debbie Cecil, and John Madhavan-Reese.

Our property manager is Scott Smith of Condominium Management Group. He can be reached by email at ssmith@condogroup.ca or by phone at 613-237-9519x227. Please contact Scott if you have any concerns, maintenance requests, or ideas for the next newsletter.

The village website is
www.castlebrook-village.ca

Annual General Meeting

The AGM for this year is scheduled for Tuesday, Oct 30 at 7 PM, in the Council Chambers at Ben Franklin Place. All owners will receive official notice and other communications about the meeting from our property manager, including an agenda, nomination form for the board of directors, and voting proxy form.

At the AGM you can learn about the financial position of the condominium and elect new members to the board of directors. If you cannot be at the AGM in person, please complete the proxy form so that you can participate in the election. By law, 40 units must be represented, either in person or by proxy, for the AGM to be conducted. Otherwise, the AGM must be rescheduled, at considerable expense for all of us.

The AGM is open to the public, but only condo unit owners are able to vote at the meeting. We hope you can join us.

Board of Directors Nominations Needed

Three board of directors positions are up for election this year, each for a 2-year term. Two of our current board members are not seeking re-election this year, so this is the perfect time to step up if you are interested in learning more about how the condominium is run and would like to provide input into the process.

All owners should have received a nomination form via mail or email; return it to our property manager by Oct 11 if you, or someone you know wishes to run for the board.

Our board members volunteer their time to serve our community. They are usually unit owners within the village, but that is not a requirement.

Recent Projects

Street Lamp Replacement

This past spring we took advantage of energy efficiency incentives from the Liberal Provincial Government to upgrade all of the street lamps in the village to new LED fixtures.

Roofing Work

This summer we completed the final phase of our roof replacements. Thank you for your patience with the roofing work over the past few years!

Trees

You may have noticed new tags on our village trees. We're working with a new arborist to guide our tree planting and maintenance, and the tags will help us track the health of each tree over time. We're slowly working to replace the tree coverage lost to the emerald ash borer. We're giving great consideration to site and species selection, and we expect to plant 15-20 new trees in the village this coming spring.

Budget

Our fiscal year runs from May 1 to April 30. This year's budget was a difficult balance: Energy prices are up; The provincial minimum wage increase drove substantial increases to the cost of our service contracts (lawn care, snow removal, parking control, etc.); And the provincial Condominium Act update drove increases to our management costs. The board worked hard to keep the condo fee increase to just 2.4% this year while still keeping enough room in the budget for essential maintenance.

Community Noticeboard

If you would like to organize a community group (bridge club, book club, dog walking group, or anything else!) please send a note to our property manager for inclusion in the next newsletter.

Gardening Club

Our gardening club maintains flower gardens around the village. They're always looking for volunteers. Contact Rita Paterson at 10C Millrise to get involved.

Reminders

Garage Doors

For security, pest control, and to maintain a clean appearance for our community, unit garage doors are to be kept closed whenever they are not in use.

Parking

All vehicles parked overnight in visitor parking spaces must be registered. Our visitor parking site code is available on the village website.

Residents are not to use visitor parking. If a resident is found to be abusing visitor parking, their vehicle may be banned from our visitor parking spaces and can be ticketed or towed by our parking control officers.

We recognize that in some circumstances a resident legitimately needs to use a visitor parking space. Please contact our property manager, who can arrange for the proper permissions.

Hazardous Waste

Fluorescent bulbs contain mercury and cannot be put out with your regular trash. Both compact fluorescent bulbs (CFLs) and fluorescent tubes can be dropped off at IKEA free of charge.

Batteries contain many hazardous chemicals and also cannot be put out with your garbage. There is a battery collection bin at Ben Franklin Place outside the Ottawa Client Service Centre.

Electronics Waste is recyclable and should be brought to one of Ottawa's E-waste drop-offs. The next E-waste drop-offs are on October 13 at Kanata Recreation Complex and on October 20 at Walter Baker Sports Centre.