

**WENTWORTH CONDOMINIUM CORPORATION NO. 171**  
**Minutes of the Board of Directors' Meeting**  
**held on Wednesday, July 25, 2018 at 4:30 p.m.**  
**In the Party Room, 67 Caroline Street South, Hamilton, ON**

**PRESENT** Sharon Cole  
Vincenza Travale  
Rob Byl  
Brenda Ginn  
Anna DiMarcantonio

Paul Casuccio, Property Manager, of PMC York Properties Inc.  
Margot Casuccio, Recording Secretary, of PMC York Properties Inc.  
Brian Young, Engineer, of Water Bridge Environmental Solutions Inc.

**CALL TO ORDER** The meeting was called to order at 4:30 p.m.

**POOL / SPA REPLACEMENT**

Brian Young, of Water Bridge Environmental, was in attendance to update the board members with his findings to date, and to answer questions regarding the replacement of the pool/spa, including the building permit and compliance with new public pool regulations and the Ontario Building Code. It was noted that the building's pool is a Class B pool.

The result of all of the research done to date appears to point to Sunrise Spas being the recommended choice. Additional research and pricing is necessary, particularly regarding the HVAC unit and also plumbing and solarium de-construction / construction modifications, as well.

Brian Young was thanked for his attendance at the meeting, and left at 5:40 p.m.

On a motion by Sharon Cole, seconded by Anna DiMarcantonio and carried with all in favour, the board decided to proceed with the option that included Sunrise Spas proposal, at an estimated project cost of approximately \$225,000 plus HST. The property manager will inform Brian Young to move forward with drawing up specifications and prepare all of the information necessary for the building permit and the health inspector.

**CONFIRMATION OF BOARD POSITIONS**

The board of directors welcomed Brenda Ginn, newly elected at last month's annual general meeting.

By general consensus, the board positions for the upcoming year were set as follows:

**President** – Sharon Cole

**Vice President** – Vincenza Travale

**Treasurer** – Anna DiMarcantonio

**Secretary** – Robert Byl

**Director** – Brenda Ginn

Brenda Ginn and Anna DiMarcantonio agreed to complete the required educational requirements under the Condominium Act. The property manager will forward the links to the web-site. The Directors “Code of Ethics” form was distributed to all board members. All Directors proceeded to fill out and submit this form to the property manager.

### **APPROVAL OF MINUTES**

The minutes of the board meetings held May 17, 2018 and May 29, 2018, had been previously circulated to the board members. On a motion by Vincenza Travale, seconded by Rob Byl and carried with all in favour, the minutes were approved as presented.

The minutes of the annual general meeting of June 19, 2018, May 29, 2018, were approved in principle on a motion by Brenda Ginn, seconded by Anna DiMarcantonio, and carried with all in favour, subject to ratification by the unit owners at next year’s annual general meeting.

### **APPROVAL OF FINANCIAL STATEMENTS**

The financial statements for the months of May, 2018 and June, 2018, were approved as prepared by PMC York Properties Inc., on a motion by Anna DiMarcantonio, seconded by Rob Byl and carried with all in favour.

The accumulated common surplus at the end of the previous fiscal year (audited) was \$67,552.35. On a motion by Vincenza Travale, seconded by Anna DiMarcantonio and carried, the board was in favour of reallocating \$50,000.00 from the prior year common surplus fund into the Reserve Fund.

On a motion by Brenda Ginn, seconded by Anna DiMarcantonio, and carried with all in favour, the board authorized the investment of \$300,000.00 with the banking firm of BMO, for a redeemable short-term investment certificate, for a one year term.

### **BUILDING CLADDING PROJECT**

Edison Engineering has provided their opinion on the feasibility of the corporation seeking financial consideration from the previous caulking contractor. It is the recommendation of the engineering professionals that there are too many factors

at play, including inherent design issues, which would make holding the contractors fully responsible for faulty workmanship very difficult. The board of directors was satisfied with this response, and was unanimously agreed that they will not be pursuing this any further via legal channels at this time.

**Pre-Cast Project:** The legal opinion from the corporation's solicitor Robson, Carpenter, has been received regarding the question of a potential "substantial change", as it relates to the look of the exterior of the building, should new pre-cast concrete panels be installed. The July 11, 2018 letter from Robson Carpenter, LLP, has confirmed that this type of change would not need to be presented to the unit owners to vote on the change. The property manager will ask Edison Engineering what the charge would be for a 3-D rendering of what the final look of the building would be.

The board will now inform Edison Engineering that they are ready to proceed with "Option 3" of the May 15, 2018 "Condition Assessment Report – Pre-Cast Cladding" and request that they commence with the tendering of quotations for both Option 3 and Option 4.

**Interior Restoration Update:** The costs for restoration inside units following extensive window leak damage is \$29,820.00 to date. There was Board consensus that this will be a reserve fund expense. After a recent heavy rain, water leaks were found in Unit 8A (kitchen) and Unit 12A (small bedroom). A-Con Construction will be attending to these areas of the building exterior under warranty. A third leak in a new location, (Unit 20C), will also need to be addressed by A-Con Construction.

## **WELCOME PACKAGE**

Unit owners Elizabeth Parsons and Diana Remiggi have recently assisted in updating the building's welcome package. A draft version is currently being created for the board's approval at the next meeting.

## **RESERVE FUND STUDY UPDATE**

Price estimates currently being obtained for the pool/spa and the building envelope will all be used this fall, when the Reserve Fund Study is ready to be updated by First Condo Group.

## **ANNUAL GENERAL MEETING ITEMS FOR FOLLOW UP**

**Electric Car Charging Stations:** The government has cancelled funding that was previously available for these types of modifications. That being said, there are still some obligations that must be met by the corporation to accommodate this need. The property manager will obtain further information prior to any decisions being made.

Legalization of Marijuana: Further to the discussion at the AGM, it was confirmed that the currently rules do have provision to prohibit any “noise or nuisance” which could disturb the comfort and quiet enjoyment of the units by other occupants. **(Rule 2.1)**. A prevailing and recurring offensive odour could be deemed a nuisance. The board was agreed that no changes will be made at this time, however in the future the rules may be re-worded so that the “noise” and the “nuisance” issues are addressed separately.

Party Room Tables/Chairs: Sharon Cole agreed to bring forth information for the purchase of replacement tables and chairs for the party room, for discussion at the next board meeting.

## **FITNESS ROOM SUGGESTIONS**

A unit owner has brought forth suggestions for various upgrades to the fitness room. The board agreed to table this until next year when the fitness room will be updated.

## **WINDOW MAINTENANCE**

The operating budget has allocated \$3,600 for window maintenance. Currently there are a few window seals that have failed (6 windows in 5 units). The property manager will arrange for these windows to be repaired as part of routine maintenance, at an approximate cost of \$2,000.00 +HST. There was Board consensus that this will remain an operating budget expense.

## **CCI MEMBERSHIP**

The Canadian Condominium Institute has requested information on directors, so that directors can receive their periodic information updates directly. The board preferred to keep the system as is, and obtain this information via the property management office.

## **NEXT MEETING**

The next board of directors’ meeting was scheduled for Tuesday, September 25, 2018, at 4:30 p.m. in the party room. (October meeting was set for Tuesday, October 30<sup>th</sup>).

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:00 p.m. on a motion by Anna DiMarcantonio, seconded by Rob Byl.

Accepted by the Board of Directors:

\_\_\_\_\_  
Signature