

**WENTWORTH CONDOMINIUM CORPORATION NO. 171**  
**Minutes of the Board of Directors' Meeting**  
**held on Tuesday, September 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.

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

**BUILDING SECURITY**

The board discussed a recent incident of vandals entering the building, breaking into several vehicles and stealing some items out of the lobby. It was agreed that residents should be reminded again not to allow unknown persons into the building.

**APPROVAL OF MINUTES**

The minutes of the board meeting held July 25, 2018 had been previously circulated to the board members. On a motion by Brenda Ginn, seconded by Anna DiMarcantonio and carried with all in favour, the minutes were approved as presented.

The minutes of the special board meeting of September 4, 2018, were discussed. It was noted that the board approved the two draft rules with all in favour, and NOT with three in favour and one opposed. This will be amended/corrected accordingly. The minutes were approved as amended on a motion by Vincenza Travale, seconded by Anna DiMarcantonio and carried with all in favour.

**APPROVAL OF FINANCIAL STATEMENTS**

The financial statements for the months of July 2018 and August 2018, were approved as prepared by PMC York Properties Inc., on a motion by Brenda Ginn, seconded by Rob Byl and carried with all in favour.

The board discussed the extra charges by the relief superintendent for accommodating requests from residents to attend at the building to allow service-people in, putting the elevator on service, etc. It was agreed that these costs will

be paid by the unit owner requesting this service. The fee for this service will be \$50.00 per incident and will be paid directly to the Relief Superintendent.

All of the designated board members' personal information has now been received, and the property manager will be making final arrangements in the next few days to purchase the GIC investment in the amount of \$300,000.00 with CIBC Wood Gundy for a one-year term.

On a motion by Anna DiMarcantonio, seconded by Sharon Cole and carried with all in favour, the board resolved to authorize Paul Casuccio and Margot Casuccio as signing officers for the BMO bank accounts of the corporation.

### **RECENT WINDOW LEAKS**

The board was apprised of the most recent water leaks which occurred after the last few rain storms. There were nine units which experienced water entry, four of which are new leaks.

A-Con Construction had previously quoted \$3,995.00 plus HST to attend to leaks in Unit 20C, (dated August 12, 2018). The board approved this previously by email, confirmed at today's meeting on a motion by Anna DiMarcantonio, seconded by Sharon Cole and carried with all in favour.

A-Con Construction has quoted \$8,995.00 plus HST to attend to new leaks in Units 19C, 15E, and 5A. On a motion by Vincenza Travale, seconded by Brenda Ginn and carried with all in favour, the board approved this work.

Both of these expenses will be funded from the Reserve Fund.

### **WELCOME PACKAGE**

This item was tabled to the next board meeting, to allow for further review and editing.

### **ELECTRIC CAR CHARGING STATIONS**

The property manager clarified the new Condo Act changes with respect to electric vehicle charging stations. There have been no requests from unit owners, to date. When a request is received, the unit owner will be notified that they should submit drawings and all the necessary permits, etc., as well as confirmation that all hydro consumption will be metered to the unit owner's Alectra Utilities account.

### **NEW RULES / FEEDBACK**

There has not been a requisition by 15% of unit owners, contesting or challenging the new rules. Therefore, the rule will take effect Friday, October 12, 2018, unless such a requisition is received before then.

## **POOL / SPA / SOLARIUM**

The property manager updated the board with respect to several roadblocks and complications which have arisen as Brian Young, of Water Bridge Environmental Solutions Inc. continues to pursue the necessary building permits, etc. with the City of Hamilton.

City Window & Glass has stated that their skylight framing does not meet the SB-10 building code requirements. Brian Young confirmed that the City will most likely require that the SB-10 requirements will be mandatory.

Additionally, the representative from Sunrise Spas has confirmed that the manufacturer will not warranty the swim spa for this application, as it is deemed to be a commercial building. As well, the swim spa (which is manufactured in Pennsylvania) has steps in the interior of the unit which exceed the maximum allowable depth according to the Ontario Building Code.

The raised deck, under which some of the equipment would be housed, may also require proper ramps to accommodate individuals with disabilities. It will also need to be clarified whether the minimum width required by the building department will be mandatory, or whether the existing width of the deck will be “grandfathered”.

At this time, Brian Young has requested a meeting with the chief building engineer from the City of Hamilton, which will hopefully be scheduled soon.

## **EXTERIOR BUILDING OVER-CLADDING**

The “mock-up” sample of the building over-cladding has now been installed outside of the superintendent’s unit at the first floor level. The board was very pleased with the aesthetic look of this product.

The board had previously approved the costs from KIB Building Restoration Inc. (\$5,750 plus HST) by email. This was confirmed at today’s meeting on a motion by Sharon Cole, seconded by Rob Byl and carried with all in favour. This will be expensed from the Reserve Fund.

The August 3<sup>rd</sup> proposal from Edison Engineering, in the amount of \$12,090.00 plus HST for engineering services to prepare the bid documents and specifications relating to the mock-up, tendering, etc., was approved by the board on a motion by Anna DiMarcantonio, seconded by Brenda Ginn and carried with all in favour. This will be expensed from the Reserve Fund.

## **RESERVE FUND STUDY - UPDATE**

The board was given a copy of the 30-year cash flow projection for their review. The 3-year update of the study is being done in October, to assist the Board with budgeting, both with respect to the operating and reserve funds.

## **NEW BUSINESS**

### **TREES**

There is an elm tree at the north side of the property, which is ailing. The property manager will make arrangements to have this tree removed. It was decided however, that a new tree will not be planted at this time, since the garage membrane repairs which may need to be done in the next few years will necessitate this garden area to be cleared. In the meantime, smaller shrubs will be planted in the area.

### **WATER PIPE LEAKS**

A series of units recently experienced water damage, which emanated in Units 18B and 4D, as a result of corporation water pipes leaking. The damaged areas have since been repaired by Award Contracting.

### **WATER ISSUE / BOOSTER PUMP**

Recently, Rescue Rooter and Hamilton Hydronics were summoned to the building to do work on the booster pumps which supply water above the 11<sup>th</sup> floor of the building. Most of the related problems have been resolved, however one last replacement part will soon be installed.

The owner of Unit 12C has stated that the hot water coming out of the cold water supply and contends that it caused a toilet tank in this unit to crack. However, the contractors and the building superintendent, in their informed opinions, do not believe that the hot/cold mix-up could have caused the crack. The building superintendent has confirmed that several other units have experienced toilet cracks, and therefore it is likely just a coincidence that the toilet in 12C recently cracked. The board was not in favour of covering the cost to replace the toilet, and the unit owner will be advised accordingly.

### **ELEVATOR CODE COMPLIANCE**

According to a relatively new government code requirement, it is time for a “full load testing” of the building’s elevators, (five-year requirement). Alcor Elevator has quoted \$5,300.00 plus HST to do this work. On a motion by Anna DiMarcantonio, seconded by Sharon Cole and carried with all in favour, the board authorized this work, to be expended from the Reserve Fund.

### **LUMON BALCONY ENCLOSURES**

Units 6E and 11B have both requested permission to install a Lumon balcony enclosure system. The board approved these requests, and the necessary indemnification “Section 98” agreements will be done up by the corporation’s solicitor and filed on title with the unit(s).

Unit 11B has also requested permission to lay down a flooring product on the balcony, a sample of which was presented for the board to view. This product is not affixed to the balcony in any way and allows both air and moisture to flow through. The board approved this flooring product to be installed.

**DIRECTOR'S TRAINING**

Both Anna DiMarcantonio and Brenda Ginn are aware that they need to complete the Director's Training from the Condo Authority of Ontario's web-site.

**SLIP AND FALL  
INCIDENT**

There was an incident of a slip and fall just outside of the building's front entrance door. The unit owner was apparently looking behind her and tripped over the garden bed border when she was alarmed by a rabbit who was in the bushes. The unit owner had bruises on her face and legs, and informed Sharon Cole that she was seen by a doctor three days later. Apparently, this unit owner has been to see a personal injury lawyer. The property manager will notify the corporation's insurance company and report this incident.

**FRONT ENTRANCE  
GRANITE REPAIRS**

The granite tiles at the front entrance will be repaired as an operating expense.

**NEXT MEETING**

The next board of directors' meeting was scheduled for Tuesday, October 30, 2018, at 4:30 p.m. in the party room.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:40 p.m. on a motion by Anna DiMarcantonio, seconded by Rob Byl.

Accepted by the Board of Directors: \_\_\_\_\_  
Signature