

WENTWORTH CONDOMINIUM CORPORATION NO. 171
Minutes of the Board of Directors' Meeting
held on Monday, January 22, 2018 at 4:30 p.m.
In the Party Room, 67 Caroline Street South, Hamilton, ON

PRESENT Sharon Cole
Vincenza Travale
Rob Byl
Paul Steele
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.

APPROVAL OF PREVIOUS MINUTES

The minutes of the previous board meeting held December 12, 2017, were approved as presented on a motion by Paul Steele, seconded by Vincenza Travale, and carried with all in favour.

APPROVAL OF FINANCIAL STATEMENTS

The financial statements for the month of November, 2017, were approved as presented by Wilson Blanchard, on a motion by Paul Steele, seconded by Rob Byl, and carried with all in favour.

The financial statements for December, 2017 were received from Wilson Blanchard earlier today, and due to the limited time for reviewing, approval of same will be deferred to the next board meeting.

UPDATES:

FIRE SAFETY INSPECTION

Paul Casuccio confirmed that the 2017 annual inspection had been done in November, 2017. In the file, a quote for deficiencies was also found, detailing repairs required in the amount of \$3,999.32.

After a meeting with Frank Ciardullo, of Fire Inspection Services, Ltd., the deficiency quote was reduced to \$1,599.32. This revised quote, is based on eliminating the two dry sprinkler system actuators, replacement of the solenoid switch and also replacement of the garbage chute valve. The board approved the proposal as stated, on a motion by Vincenza Travale, seconded by Rob Byl, and carried with all in favour.

VEHICLE IMPACT

The restoration of the superintendent's window assembly has been delayed, but the system is on order. It is expected to be installed early in February. The property manager confirmed that insurance proceeds of \$12,595.15 have been received to cover the cost of this repair. The deductible, in the amount of \$2,500.00, has not been recovered due to the fact that the vehicle involved in this accident was stolen at the time and that a driver is unable to be identified. A police report confirms this. Therefore, the corporation will have to cover this expense.

WINDOW LEAKS

Arcore Group was directed to do some water testing, and has submitted a report of their findings in an email dated December 18, 2017.

The superintendent has compiled and submitted a list of all units where leaks have been reported. Units 2A, 6A, and 9A, have all had leaks recently, with water dripping down from the ceiling around the windows.

The board was in favour of having the property manager circulate a questionnaire to all unit owners, asking them to report if they have had water leakage during this winter season. This will aid in determining which exterior areas of the building should be addressed in the spring.

The board discussed the direction they wish to proceed, regarding the exterior caulking of the building, and whether or not to continue to use the services of Arcore Group. The board was unanimously in favour of having the property manager seek other companies who provide these types of waterproofing / caulking services. It was also agreed, that the manager would also seek an engineering proposal, based on obtaining quotations from contractors for the water-proofing of all exterior building envelope pre-cast concrete panels.

POOL EQUIPMENT ROOM

The board discussed several quotes, for various aspects of this project.

Nutech, (formerly Denny's Electrical) → \$9,040.00 for costs associated with moving the existing electrical cables, junction boxes and wiring etc.

Koldsgaard Pools Ltd. → \$36,92840 for the supply/installation of new replacement equipment, including chlorinators, which would go in the new relocated equipment room.

A building permit and two sets of engineered drawings would be required. Engineering fees would run approximately \$3,000-\$4,000, and the building permit is 1% of the project cost.

The total cost for this project is now estimated in the \$60,000 range. Section 97 of the Condominium Act speaks to changes made by the corporation, and details which types of projects qualify as a "substantial change" to the common elements.

It was the recommendation of the property manager that a general meeting of unit owners be called for the purpose of disclosing all of the information compiled with respect to this pool project, and to allow a time for general discussion of all options, and possibly a non-binding vote on how to proceed, (subject to the advice of Simpson, Wigle Law).

Unit owners will soon be notified that for the time being the pool and hot tub will remain closed, and that a general discussion meeting of unit owners will be set for Monday, April 16, 2018, at 7:00 p.m.

NEW BUSINESS

SUPERINTENDENT'S RRSP

In past years, the corporation has issued an RRSP bonus to the superintendent of \$1,500 per year. However, due to Andy Rocheleau's age, he is no longer eligible to contribute to an RRSP. The board was agreed that a bonus payment of \$1,500.00 would be issued to Andy, less deductions taken off at source.

RELIEF SUPERINTENDENT

Gary Logue has submitted his resignation as relief superintendent, effective January 31st. Paul Casuccio has been seeking possible replacements, and has come up with some potential recruits. The board authorized Paul Casuccio to proceed with securing a replacement employee. Sharon Cole and Paul Casuccio will meet with the most suitable candidate this week.

The board agreed that the hourly wage for the relief superintendent will be set at \$25.00 per hour, on a motion by Paul Steele, seconded by Sharon Cole, and carried with all in favour.

30-DAY NOTICE

The required notices, as per the recently revised Condominium Act of Ontario, will be issued to inform all unit owners of the change in address for service and change in property manager, for the corporation. PMC York Properties Inc. will issue the notice. There will be an administrative fee to the corporation to prepare and send out this information form, as well as for all other periodic prescribed notices required by the Ministry of Government and Consumer Services.

RESERVE FUND STUDY

The corporation's reserve fund study is scheduled to be updated in 2018. The board agreed that an update with a full site visit would be done. This will likely be done in late summer when more accurate costs of large projects are known, so that all of this information can be incorporated properly into the study.

PARTY ROOM

Replacement card tables for the party room will be purchased.

**ARTIFICIAL PLANTS
IN LOBBY**

The board was in favour of having the artificial plants in the lobby disposed of.

**EXHAUST FAN
IN GARAGE**

There is a noisy exhaust fan in the garage. The property manager will arrange to have this repaired.

**NEXT BOARD
MEETING**

The next board of directors' meeting will be held at 4:30 p.m. on Monday, February 26, 2018.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:45 p.m.

Accepted by the Board of Directors: _____
Signature