

WENTWORTH CONDOMINIUM CORPORATION NO. 171
Minutes of the Board of Directors' Meeting
held on Thursday, May 17, 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.
Matt Charbonneau, of Edison Engineers Inc. (4:30 – 5:40 p.m.)

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

CONDITION SURVEY

Matt Charbonneau, of Edison Engineers Inc., attended the meeting to summarize and highlight the condition survey, dated May 15, 2018. Matt was thanked for his attendance at the meeting, and left at 5:40 p.m.

WINDOW LEAK REPAIRS

The board further discussed the options outlined in the condition survey, and the next steps to be taken. On a motion by Sharon Cole, seconded by Anna DiMarcantonio, and carried with all in favour, the board was in favour of proceeding with "Option 3", and will ask Edison Engineers, Inc. to begin with drawing up the design specifications, and to proceed with tendering for work to commence in the Spring of 2019.

The board discussed whether or not the corporation might have a case to pursue damages from Arcore Group for poor workmanship, and agreed to ask Edison Engineers for their opinion.

On a motion by Vincenza Travale, seconded by Paul Steele, and carried with all in favour, the board approved payment of Edison Engineers' extra costs of \$2,400 plus HST for the water-testing at Unit 17E using pressurized equipment.

On a motion by Sharon Cole, seconded by Rob Byl, and carried with all in favour, the board approved the caulking/sealant work done by A-Con Construction, as quoted at \$13,640.00 plus HST, to conduct major repairs as quoted.

On a motion by Paul Steele, seconded by Vincenza Travale, and carried with all in favour, the board approved the work done by Award Contracting to repair walls and restore where testing was done in various units, as quoted by \$2,250.00 plus HST.

All of the above three expenses will be allocated from the Reserve Fund, under "Building Cladding".

APPROVAL OF PREVIOUS MINUTES

The minutes of the board meeting held March 29, 2018, were approved on a motion by Anna DiMarcantonio, seconded by Sharon Cole, and carried with all in favour.

APPROVAL OF FINANCIAL STATEMENTS

The financial statements for the months of March 2018 and April 2018, were approved as prepared by PMC York Properties Inc., on a motion by Paul Steele, seconded by Anna DiMarcantonio, and carried with all in favour.

Reliance – A refund of \$1,234.00 was received from Reliance for the overpayment over several months in 2017.

An investment plan was received from CIBC Wood Gundy for the board's review. No decision was made at the current time, since there are several expenses coming up in the near future.

UPDATES:

POOL / SPA

The board discussed the feedback received from unit owners at the recent information meeting which was held on April 16th.

There was board consensus, based on the feedback received from unit owners, that the existing amenities will not be eliminated, and therefore the necessary repairs/ replacements will take place as soon as possible. So moved on a motion by Sharon Cole, seconded by Paul Steele, and carried with all in favour. Additional pricing and quotes will therefore be sought for the next board meeting.

GARDEN BEDS

Two quotations have been received for replacement of the garden bed retaining walls on the south and north side walls. A third quotation will be sought. This item is deferred for a later date, however the pricing will be factored into the new Reserve Fund Study for 2019.

NEW BUSINESS

EXERCISE EQUIPMENT

PPL Aquatic and & Fitness Group Inc. recently carried out maintenance work on the existing equipment. A quotation was sought for the purchase of new equipment, including a treadmill, an elliptical, and a stationary bicycle for the cost of approximately \$17,000.00. This will be factored into the Reserve Fund Study for 2019, including some funding for updating the look of the fitness room, ie; mirrors, new flooring, ventilation/fans, etc. **(\$25,000.00)**

REPLACEMENT OF ENTRY DOOR (REAR)

J. D. Contracting has quoted \$3,200 for a new metal door for the rear entrance, including grinding and re-sloping the existing concrete away from the building. Alternatively, Award Contracting has quoted \$5,500 to replace the door, remove the existing concrete and pour new re-sloped concrete. On a motion by Anna DiMarcantonio, seconded by Paul Steele, and carried with all in favour, the board approved the quote from J. D. Contracting.

UPDATE OF WELCOME PACKAGE

Elizabeth Parsons has offered to update the corporation's Welcome Package, including a French translation as well. The board was in favour of having Elizabeth do this, however it was agreed that a French translation is not required. Paul Casuccio and Sharon Cole with arrange with Elizabeth Parsons.

2017 AUDIT

The audited financial statements for the fiscal year ending December 31, 2017, have not yet been received from the office of Tony P. Gatto, but are expected to be received by Friday, May 25, 2018. The board will meet briefly to approve the financial statements, so that the final copies can be ready to be included in the Annual General Meeting packages, (date to be determined).

APPOINTMENT OF 2018 AUDITOR

The property manager presented quotations from three auditing firms for the 12/31/18 fiscal year audit. On a motion by Sharon Cole, seconded by Anna DiMarcantonio, and carried with all in favour, the board was in favour of putting forth the recommendation to appoint Barry Welsh, CPA, CA, based on receiving authorization from the unit owners at the next annual general meeting.

WINDOW CLEANING

The property manager will arrange for the annual window cleaning to be done towards the end of June, 2018.

**ANNUAL GENERAL
MEETING**

This year's annual general meeting will be held on Tuesday, June 19th. The hospitality committee will take care of refreshments.

**NEXT BOARD
MEETING**

The next board of directors' meeting will be scheduled after the annual general meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:15 p.m.

Accepted by the Board of Directors: _____
Signature