

HALTON CONDOMINIUM CORPORATION NO. 58
Minutes of the Board of Directors' Meeting
held on Tuesday, April 12, 2022, at 6:00 p.m.
via "Zoom" Video-Conferencing

PRESENT Kay Manchios
Lena Ruehle
Cassandra Sturk
Tanya Blizzard-Carden
Regrets: Glen Cowans

Paul Casuccio, Property Manager, of PMC York Properties Inc.
Justin Casuccio, Assistant, of PMC York Properties Inc.
Margot Casuccio, Recording Secretary, of PMC York Properties Inc.

**CALL TO
ORDER**

The meeting was called to order at 6:10 p.m.

**APPROVAL OF
MINUTES**

The minutes of the meeting held February 28, 2022 had been previously circulated to all board members. The minutes were approved, as presented, on a motion by Lena Ruehle, seconded by Cassandra Sturk, and carried with all in favour.

**APPROVAL OF
FINANCIAL STATEMENTS**

The financial statements for the months of February and March, 2022 were discussed.

The financial statements were approved as prepared by PMC York Properties Inc., on a motion by Tanya Blizzard-Carden, seconded by Kay Manchios, and carried with all in favour.

NEW BUSINESS

**RESERVE FUND STUDY
UPDATE**

The reserve fund study update is currently underway with First Condo Group, and is expected to be received in late May or early June. First Condo Group has asked for a list of upcoming reserve fund expenditures. The board agreed that the retaining wall in the playground area should be factored in as a 2022 expense. An allocation for various foundation crack repairs that arise will be factored in, as has been done in prior years. Other playground upgrades will be factored in for 2023.

**2022 TREE CARE
PROPOSAL**

MacFarlan Tree Care had submitted a detailed proposal for upcoming tree care for the 2022 season. The board discussed this list, totalling \$34,395.00 plus HST, for various pruning, tree removals, tree plantings, etc. This proposal was accepted by the board on a motion by Tanya Blizzard-Carden, seconded by Lena Ruehle, and carried with all in favour, as a reserve fund expense.

CHANGES TO DECLARATION

Michelle Kelly of Robson Carpenter, has now submitted the new proposed Declaration, pursuant to the changes that the board discussed and agreed upon at the last board meeting.

The new draft Declaration will be circulated to all unit owners prior to the upcoming annual general meeting, where discussion will take place on this matter. A minimum of 80% of all unit owners must give written approval thereafter.

UNIT [REDACTED] BASEMENT DRAIN

The tree roots that are causing drainage back-up problems within this unit will need to be repaired and the area excavated. A quote is being sought from Rescue Rooter. The property manager will forward this quote on to the board when it is received. This will be expensed from the reserve fund under the “Foundations” category.

BASEMENT LEAKS

J. D. Contracting has quoted on the following maintenance items:

- Unit [REDACTED] – window well work - \$2,000 plus HST
- Unit [REDACTED] – window well work - \$1,200 plus HST
- Unit [REDACTED] – foundation crack repair w/ excavation - \$5,500.00 plus HST
- Unit [REDACTED] – foundation crack repair w/ excavation - \$5,500.00 plus HST

The board approved all of the above work to be done on a motion by Tanya Blizzard-Carden, seconded by Kay Manchios, and carried with all in favour. These will be expensed from the reserve fund.

GARAGE SALE

This year’s community-wide garage sale will be held on Saturday, June 4, 2022 from 8:00 a.m. till 2:00 p.m. (Rain Date: Sunday, June 5, 2022). This event will be advertised in the Burlington Post newspaper.

PETS

Tanya Blizzard-Carden noted that dogs are often permitted to go off-leash in the wooded area along the eastern edge of the property, and suggested the board consider installing signage in this area. The board agreed that this problem will be mentioned in an upcoming newsletter rather than posting additional signage at this time.

UNIT OWNER REQUESTS – DRIVEWAY WIDENING

The owner of Unit [REDACTED] has requested permission to install more than a 3’ strip along the driveway in order to accommodate parking a second vehicle. The board members were not in favour of permitting an extension wider than 36”.

SPRING WALK-AROUND

The board set this year’s spring walk around date for 2:00 p.m. on Tuesday, May 10, 2022.

**BACKFLOW
PREVENTER**

The City of Burlington recently required that a “cross-connection survey” inspection be done, and also noted that a backflow preventer must be installed. The Region of Halton has given the corporation until August 31st to comply. A building permit is required, and must be prepared and submitted. The property manager will follow up on this matter and keep the board informed as it progresses.

**AUDITED
STATEMENTS
DEC.31/21**

Fuller Landau submitted the December, 2021 audited financial statements earlier today. The board has not yet had sufficient time to review the statements. Approval of the statements is deferred to the May board meeting.

The firm of Colin Gray, CPA, has quoted \$3,200.00 plus HST to perform the Dec.31/22 year end audit. This quotation will be included in the AGM package for the unit owners to vote on.

**ANNUAL GENERAL
MEETING**

This year’s annual general meeting was scheduled for Thursday, June 23rd, and will be held in the playground. Registration will begin at 6:15 p.m. with the meeting starting at 6:30 p.m.

The board positions currently held by Lena Ruehle and Glen Cowans will be expiring at this year’s annual general meeting. Therefore, a vote will be held for two board positions.

NEXT MEETING

The next board of directors’ meeting was scheduled for Tuesday, May 24, 2022, via Zoom, at **2:00 p.m.**

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:05 p.m. on a motion by Lena Ruehle, seconded by Tanya Blizzard-Carden, and carried.

Accepted by the Board of Directors: _____
Signature