



Brant Condominium Corporations' Association

www.mybccca.ca

info@mybccca.ca

To Educate and Advocate

Board of Directors Meeting

March 6, 2019

MINUTES

1. Meeting roll call and declaration the meeting is in session: 1:04 p.m.

Present: Erle George, Anne Buchanan, Chevy Cheveldayoff, Michelle Droogendyk

Regrets: Richard Carpenter
John Gilson

Guests: Shirley Byron, BCC 72
George Chami, BCC 99
Gary Heath, BCC 43
Sam Sheardown, BCC 99

2. Minutes of December 5, 2018 approved: moved: Chevy, seconded: Erle, passed.

3. Bank information: \$1042.22 on hand

4. Correspondence:

- Heather MacKellar has resigned from the BCCA board due to family responsibilities. Her efforts on behalf of condo owners and board members are appreciated.

5. Membership update:

- To date membership fees for 2019 have been received from 36 condo corporations.

6. Business arising:

- Erle moved that Anne Buchanan be accepted as a new member of the BCCA board. Seconded: Chevy, passed.

7. Gerry Van Dyk of Pureenvironmental Restoration Services requested an opportunity to make a presentation to BCCA.

- We will be in touch regarding a date, preferably April 3, 2019.

8. 2019 Planning

- General comment: There are a number of corporations that are now doing special assessments in order to bring their properties up to standard due to neglect by previous Boards. This is being done as a result of the revised Condo Act stipulating that the amount on hand in the Reserve Fund must be an appropriate amount to meet future projects as mandated by a Reserve Fund Study.
 - Chevy will arrange to have a speaker come to a BCCA meeting to discuss Reserve Fund Studies, how to make amendments or changes to the Reserve Fund Study and the legal implications involved with following the Study as well as the potential consequences of choosing not to follow the study and allowing properties to deteriorate.
- BCCA would like to make a presentation to **County** Councillors outlining our organization and objectives, current concerns of condo owners and Board members as well as having a Q&A session to address Councillors' questions
 - Chevy to arrange
- BCCA would like to make a presentation to **City** Councillors outlining our organization and objectives, current concerns of condo owners and Board members as well as having a Q&A session to address Councillors' questions
 - Richard to arrange
- All condo corporations need to understand the importance of a Section 98 to document all changes. This is linked with the importance of having a Standard Unit Bylaw and its impact on insurance, both as provided by the corporation and as needed by owners.
 - Erle to arrange
- Some complexes have parking issues (e.g.: owners misusing visitor parking, visitors parking on the roadway)
 - One solution – have a Board member authorized to write tickets. This can be done by going to the municipal office (Bylaw Enforcement) to be authorized & sworn.
- Real estate agents need to understand the differences between purchasing a condo versus purchasing a traditional house. Incorrect and/or incomplete information is being relayed to purchasers.
 - Try to set a meeting with BRREA (Brantford Regional Real Estate Association)

- In view of the Human Rights redefining the term “family”, what impact will this have on condos that have been presented as “single family units”?
 - This topic will be pursued at a later date, possibly in the autumn.

9. Questions from visitors:

- Q: Can Board members be paid for the time required to complete the mandatory CAO training program?
 - Yes, as long as the board discusses and approves payment.
- Q: There are costs involved in serving on a condo Board – computer use, internet access, printing documents. Can Directors be compensated for these expenses?
 - Boards may establish an arrangement to reimburse.
- Q: Can Directors change items in their Reserve Fund Study?
 - Yes, Boards may legitimately bring forward or push back projects if appropriate. E.g.: a Board may determine that their decks are in good condition and decide to push back the deck replacement project.
 - A Board may arrange to order a mini Reserve Fund Study earlier than scheduled in the event of unforeseen problems. (E.g.: a roof problem is discovered).
- Q: How can I get a copy of the new Condo Act?
 - Go to CAO website to see the new Condo resolutions.
- Q: If an owner sends a complaint to the management company, what is the manager’s role in responding?
 - The Property Manager should forward the complaint to the Board. The Board will review and determine how to proceed and will advise the Property Manager who will, in turn, respond to owner.
 - Remember that anything that goes to the Property Manager should go to the Board. It is the Board that decides on the resolution.
- Q: What is the height requirement for owners to be able to climb a ladder and do some work?
 - There are online Ladder Safety Training courses (also called "Working at Heights Training") that one should take if working with ladders in a condo community. Employers (including condo corporations) are required by Ontario's Occupational Health and Safety Act (OHSA) to take every reasonable precaution to protect workers from hazards, including those hazards related to ladders. They must provide information and instruction and ensure that workers properly use the required equipment. Employers, supervisors and workers can be

prosecuted for not complying with the law. If you fall off a ladder and hurt yourself or damage the structure, there could be some serious ramifications. Visit the Workplace Safety and Prevention Services website for more information at:

<http://www.wsps.ca/Information-Resources/Topics/Ladders.aspx>

- o Two very good online "Safety Awareness Training" ladder courses that you can take are (i) from WSPS (Workplace Safety & Prevention Services) for \$29 and (ii) from the "Canada Safety Council" for \$35.

General comment: It is estimated that within 5 years 30-40% of condo Boards in Toronto will be run by professionals who are paid. This is due to a lack of owners willing to serve, the growing work load and training requirements imposed by the revisions to the Condo Act and the increasing responsibility and liability on Board members.

10. **ALERTS:**

- Does your Property Management firm complete the Status Certificates for your complex? If so, are they sent to the Board for final approval? If not, give serious consideration to insisting on seeing Status Certificates BEFORE they are released! Mistakes can and DO happen and at least one Board has been sued for inaccurate information on a Status Certificate. The Board members are ultimately responsible for the accuracy of the information contained in the Status Certificate.
- Basement window wells are built with a drain and a layer of gravel to allow moisture (rain, melted snow) to seep down to the weeping tile. If the window well becomes clogged with leaves, debris or mud then water cannot drain away. The window well will fill and water will seep around the window. One owner recently reported that his window well also had a plastic bag that had blown in and became stuck in ice. Check your window wells!

11. Adjourned at 2:53 p.m.

BCCA is looking for condo owners or Board members in the St. George area to join our Board of Directors. There are significant development plans for this area and your input would be very valuable. Please contact Erle George (erle@karengorge.com) for more information.

2019 Meeting Dates:

April 3, May 1, June 5, July 3, August 7, September 4, October 2, November 6, December 4.

Please see our website (www.mybccca.ca) for information and guest speakers.

Guests are welcome to attend BCCA meetings. Our current meeting location is the Community Room at the Visitor & Tourism office in the southwest corner of the Lynden Park Mall property.

Those wishing to attend a meeting are asked to contact Erle George (226-387-3352 or erle@karenged.com) prior to the meeting to ensure that adequate space is available and that Fire Code limits are not exceeded.

If you no longer wish to receive these emails, please notify us by email at info@mybccca.ca