

Ottawa Carleton Standard Condominium Corporations 667 & 769
Shared Facility Committee
May 17, 2023
In Person

Present: Sylvain St. Laurent
Debbie Bennett
Branislav Vracaric
Larry Boisvert
Kim Renwick

Absent: Nil

In Attendance: Kim Renwick, SFC Property Manager

1. The Chair, Branislav, called the meeting all to order at 4:01 pm after confirming quorum.
2. On motion by Branislav, seconded by Sylvain, the agenda was approved with the addition of one item - top soil for the boulevard. CARRIED
3. On motion by Larry, seconded by Sylvain, the minutes were approved as amended. CARRIED

4. SFC Financial Report

The Treasurer provided an update of the financial situation as of the end of April 2023. A deficit between \$5K to \$8K is anticipated at the end of 2023 due to the following factors:

- The cost of maintenance program i.e. fertilization and weed reduction services of the lawn was available during the preparation of the 2023 budget last fall;
- The limit of snow fall specified in the snow removal contract (254 cm) was surpassed by 141 cm during the last winter.

The Board continues to monitor the financial situation very closely. Prudent management remains our priority to achieve a break-even year-end result for 2023.

5. Property Manager's Report

214 DND Easement: Frank Paterson had forwarded an email to Kim which he received from DND. The email indicated that we can soon expect to hear from them.

216 Landscaping Plan: After the committee walked around the property, the three year landscaping plan was reviewed, updated and approved, subject to no major changes to the quotes from the landscaper. Branislav volunteered to donate his live Xmas tree for planting by the tennis court in future. Debbie will update the three year landscaping plan. Kim will draft a communique advising residents of the plan in the hopes of managing expectations given our limited budget.

237 SFC on-call: There are considerable differences between the operation of the two buildings which makes the development of joint on-call duties challenging. The RG1 SFC members will discuss whether there is an ongoing need to develop a joint plan in light of the good working relationship between the two superintendants. A protocol will be developed by Kim to advise owners what constitutes a valid emergency warranting a call to the on-call supervisor after hours/on weekends.

250 Fence damaged by DND: The fence rail has been fixed by Mike Duval. Branislav volunteered to straighten out the links.

255 Tennis Courts - Limit to Number of Guests: Despite a legal opinion confirming that we are entitled to limit the number of guests on the tennis courts, the committee decided to defer imposing a limit unless and until there proves to be an issue at which point, we may have to align this with bylaws limiting guests in the pool area to four (4).

258 Cracks in Tennis Courts: We will measure the width of the cracks on the courts and monitor to see if they are widening with time.

261 Pool Hours: Mike and Yves are currently and temporarily checking the pool at 8 pm every other week when on-call. Kim will train Nick to check the pool at 8 pm but he will need to be compensated for these extra duties. The proposed differential is \$50/week. If Nick is sick or away for some reason, the on-call superintendent will provide back up. Mike and Yves will also regularly check the pool on the weekends when they are on-call. In return they would like, on the weekend that they are not on call, to leave at 1 pm. TBD with Frank Paterson and the respective Boards.

264 Draft Audit: Received and reviewed by Treasurer.

265 Pickle Ball: It was agreed that pickel ball would be restricted to the hours of 9 am and 5 pm, subject to compliance with the existing round robin rules which take precedence over pickel ball. Kim to draft communique.

266 Heat Pump in Guard House: Two quotes were sought, one from Modern Niagara and one from Baxtec. On motion by Larry, seconded by Sylvain, the proposal from Baxtec of \$11,856 (\$13,397 taxes in) was approved. CARRIED

6. New Business:

Dectron: The report from the engineer indicated that the Dectron needed to be replaced in the near future with a unit designed to handle salt water, which the Dectron was not. However, should the repairs be effected, the life of the Dectron will likely be extended roughly 5 years. Replacement would cost roughly \$400,000, tax in, and would require a special assessment of roughly \$1,000 per unit as the reserve fund is insufficient to cover the cost. The committee members will recommend to their respective Boards that the

Dectron be repaired. The committee acknowledges more than one quote was requested by the SFC Property Manager but only one was received. The quote, however, was from an individual who has 30 + years of experience with Dectrons.

7. Next Meeting: TBD
8. Adjournment: The meeting was adjourned at 5:25 pm.