

***Essex Condominium Corporation #3***  
**P. O. Box 27060 • 7720 Tecumseh Rd. E. • Windsor, ON • N8T 3N5**  
**Telephone/Fax (519) 945-1473**

Board of Directors Meeting  
Monday, March 17, 2008  
Minutes

The meeting was called to order by Sheri Delacretaz at 6:38 PM

In Attendance

- ❖ Sheri Delacretaz, Shelley Holden, Dorothy Loscher, Jack Forcett, Bob Penketh, Property Manager, Joy Penketh, Secretary, Tessie Poberezny, Moe Gagner

Regrets

- ❖ Tricia Dean, new board member, Sam Yousif

Financial Report

- ❖ Financial Report for the months of January and February were reviewed by the Board.  
*Shelley Holden made the motion to approve January's financial report. Dorothy Loscher seconded the motion. All in Favour. CARRIED.*

*Moe Gagner moved to approved February's financial report. Shelley Holden seconded the motion. All in Favour. CARRIED.*

- ❖ Joy Penketh has been using her own computer, printer and scanner for Corporation business and, while it has been discussed on several occasions no motion was ever made to purchase a laptop for the Corporation. This is only reasonable because when Joy no longer cares to be the secretary the laptop can be passed along to the next person who takes on the job.  
*Moe Gagner made the motion that the Corporation purchase a laptop computer for recording condo business. Tessie Poberezny seconded the motion. All in Favour. CARRIED.*
- ❖ Joy was directed to research for the best deal and then arrange the purchase at her earliest opportunity.
- ❖ Joy tried to get in touch with the Reserve Fund Planner but he didn't return her call so we don't know what the time-frame will be with respect to the finished Study.

Minutes

- ❖ Minutes from the meeting of February 18<sup>th</sup>, 2008 were reviewed and discussed.  
*Shelley Holden made the motion to approve the minutes. Tessie Poberezny seconded the motion. All in Favour. CARRIED.*

Business Arising from the Minutes

- ❖ Certain questions that were brought up by owners at the Annual General Meeting were discussed at length.
  1. Two more quotes will be required with respect to painting and caulking the existing aluminum siding. Each contractor will be required to provide backup research material on the product they plan to use along with guarantee information. We do not want to "cheap out" and so we plan to use a paint that is no less than great for exterior applications. Each contractor will have to insure that the people they have working for them are professional and know what they are doing. We don't want the same thing happening with paint all over the brick that can't be removed properly.
  2. We cannot make any promises regarding the common fees at this time because we have no way of knowing what the Updated Reserve Fund will recommend.
  3. We will continue to review possible solutions to people's mold problems but inspections have proved that former construction practices resulted in walls with cold spots and when heat meets cold mold forms. If individual home owners are diligent and

keep the area clean and keep furniture a slight distance from the wall, when the weather warms up the mold will be non-existent. We are looking into contacting a Restoration Professional in order to have an expert opinion on how to handle this in the future.

#### Maintenance Report, Community Centre Report and Garden Committee Report

- ❖ A small pot hole was discovered in our new driveway and Dunn has been alerted to the problem. The asphalt plants are not open yet and repairs cannot be taken care of until such time as asphalt is available. Mark from Bricetin indicated that his quote for slab-jacking those sidewalks that have dips in them has not increased from last year so he has been advised to proceed when the weather is right, based on Email approvals received by the Board over the winter. Those items from the five-year plan that will be proposed this year are the painting of the siding, the eaves trough installation and two driveways replaced (either completely or just topped depending what the studies find).
- ❖ A new Thermal Cover has been approved for the pool. Drain holes were put up on the roof which should take care of the standing water problem we have had there. The pool was open during March break and was apparently well utilized. A Board member asked whether or not pool parties could be held in conjunction with Birthdays, etc. There would have to be a new specific rental agreement prepared which would include the cost of our Lifeguards because we would not be able to check the qualifications of a Lifeguard the rental party would hire. It is still felt that, with a bit of a facelift and a semi-full time supervisor/manager, the center would be better utilized than it is now because shift workers would be able to access the pool at various times during the day.
- ❖ Joy reported that the area behind the maintenance garage would be worked on once the weather improves. We will need to order the greenhouse netting ahead of time because there is at least a two week delivery time.

#### New Business and Correspondence

- ❖ When the Secretary brought up the matter of Election it was suggested that we just leave the officers from last year in place. By a show of hands everyone agreed to this.

Your Board of Directors for 2008/2009 is as follows:

Sheri Delacretaz, President – 945-5886  
Tessie Poberezny, Treasurer – 974-4430  
Moe Gagner, Director – 948-6309  
Jack Forcett, Officer at Large – 974-3025  
Bob Penketh, Property Manager – 944-7753

Shelley Holden, Vice President – 974-4487  
Dorothy Loscher, Director – 945-8733  
Sam Yousif, Director – 945-6213  
Madan Tandon, Alternate – 944-8173  
Joy Penketh, Secretary – 944-7753

- ❖ If you have an emergency these are the numbers to call – AND ONLY IN CASE OF AN EMERGENCY!!!  
All other matters should be reported to our Corporation phone number listed at the top of these minutes.
- ❖ Joy Penketh mentioned the possibility of pursuing an arrangement with the City Parking By-Law Enforcement Department regarding our guest parking areas. It will cost the Corporation to install the signage required but the Board feels that this is the only way to enforce our guest parking rules because we can no longer fine offenders for abusing these spots. From then on the City will ticket the offenders and/or have them towed at the owner's expense. Abusers should note that the fines the City levies are much higher than those we used to charge when we were legally allowed to fine people.  
*Dorothy Loscher moved that we go forward with the expense of preparing and putting up signs to enforce the guest parking. Tessie Poberezny seconded the motion. All in Favour.  
CARRIED.*
- ❖ Tessie Poberezny suggested that we contact the city with a complaint regarding the pot holes and standing water along the south side of Roseville Garden Drive just before the curve in the road. This is an area the children use to go to school and after a rain or melting snow passing cars splash water up over our landscaping, the sidewalks and anyone who happens to be walking there at the time. Joy Penketh will prepare a letter of complaint to our Ward Councillors.
- ❖ Dorothy Loscher has been reviewing the Condominium Handbook that every Board member has and pointed out several areas regarding protocol that we had not been aware of.
- ❖ Joy Penketh spoke with Gordon Lee regarding incorporation and he suggested we contact Andrea Thielk. We don't want to pay legal fees to incorporation so Joy is going to research alternate methods of dealing with the situation.
- ❖ The question of new signs at the ends of the driveways was brought up. Joy Penketh will look into the cost of signs with a better designation of the units served by the driveways so that owners can give more specific directions if someone is visiting.

Adjournment

❖ There being no further business to transact the meeting adjourned at 9:10 PM

Notice of Next Meeting

❖ The next scheduled meeting will be Monday, April 21<sup>st</sup>, 2008, at Rose-Ville Community Center.

Respectfully Submitted by: Joy Penketh (Secretary)

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**It should be noted that the cost to replace the driveway and parking spots accomplished last fall was not cheap. None of the driveways are going to be cheap. Because it is a nice new smooth surface youngsters are finding it an ideal spot to skate board. If this practice continues it won't be a nice new smooth surface for long. We have already seen evidence of damages to our curb stones. In addition, and definitely of greater importance is the fact that this is a heavily traveled driveway and the potential for an accident is huge. Even though vehicles travel slowly through this area a child darting out between cars could be hit and possibly injured very badly. We have already had one incident where two children were sitting behind a van, unseen by the driver when he was backing out and they could have been run over. There is a very large cement pad located just east of the parking circle and we would urge you to encourage your children to use this area for their skate boards and inline skating. This pad was installed to provide your youngsters a play area and should be used for games and sports, not the driveways and curb stones.**

**For those of you not familiar with the location of the recycling center for the City of Windsor, please be advised that it is just east of Central and north of E.C.Row. All chemicals (oil, paint, turpentine, kerosene, etc.) can be dropped off there during normal business hours, including Saturdays. The only things picked up by the recycle truck from the city from our complex are paper and cardboard and plastic, glass and tin containers. There appears to be old oil in containers next to the recycle bins. These will not be picked up and it is possible that your children may get into them and spill the oil on the property. This is not only messy looking but could be potentially dangerous to the children and pets in the area. We request whoever dropped it there to take it back and dispose of it properly.**

**Once again we are working on the common gardens in order make our community pleasant and appealing. Please ask your children to refrain from playing in the gardens and please set an example by not littering the area. It is costly to replace plants and pay for constant property clean-up. We are trying to keep condo fees at a reasonable level but constant repairs and replacement costs will likely see them going up so we ask your cooperation in saving us from having to do so much maintenance. In the long run it is a savings to you as well because our common fees will remain reasonable.**