



Shabri Properties Limited
P.O. Box 877, 87 Lake St.,
St. Catharines, ON L2R 6Z4

July 5th, 2019

To All Unit Owners:

RE: NNCC No. 13 – Information Certificate Update (ICU)

For your records and information, we are enclosing a copy of the Information Certificate Update. Also enclosed is a copy of the 2019 Annual General Meeting minutes.

The enclosed ICU form is being sent to you in accordance with the new amendments to the *Condominium Act, 1998*. These certificates help to ensure new owners receive up to date information about their Condominium Corporation.

Yours truly,

SHABRI PROPERTIES LIMITED

Wanda DiMarco,
Administrative Assistant

/wd
encl

Instruction

This PDF form can be filled out electronically and then saved or printed. When filled out electronically, the form is dynamic – for example, text boxes will expand as you enter information, and checking certain boxes may cause items to appear or disappear as necessary. The blank form can also be printed in full, and then filled out in hard copy. If you are filling out the form in hard copy and you need more space, you may enclose additional sheets of paper with the form.

Condominium corporation's name:
Niagara North Condominium Corporation No. 13

Date (yyyy/mm/dd)
2019/07/05

1. Change in Address for Service of the Corporation

2. Change in the Directors or Officers of the Corporation, or the Address for Service of any of the Directors or Officers of the Corporation

Names of Directors and Officers or Names of Former Directors and Officers	Position/Title or Former Position/Title	Change (Instruction: Please describe the change. For any new director or officer, please add that person's address for service.)
i. Ted Oorsprong	<input type="checkbox"/> Director <input checked="" type="checkbox"/> Officer Title President	
ii. Alessandro Zamai	<input type="checkbox"/> Director <input checked="" type="checkbox"/> Officer Title Treasurer	
iii. Peter Teminski	<input type="checkbox"/> Director <input checked="" type="checkbox"/> Officer Title Secretary	
iv. Rene Zami	<input type="checkbox"/> Director <input checked="" type="checkbox"/> Officer Title Director	
v. Janet Jakobsen	<input type="checkbox"/> Director <input checked="" type="checkbox"/> Officer Title Director	

3. Change in Condominium Manager, Management Provider, or any other Person Responsible for Management of the Property, or an Address for Service of the Condominium Manager, Management provider, or any other Person Responsible for Management of the Property

4. Change in Mailing Address or Email Address/Other Method of Electronic Communication for Receiving Records Requests and Delivering Records

- 5. Change in the Corporation's Deductibles for each Insurance Policy or the Maximum Amount that could be added to an Owner's common expenses under s. 105 (2) of the *Condominium Act, 1998* or as a result of a by-law passed under s. 56 (1) (i) of the Act.
- 6. Termination of Insurance
- 7. Vacancies on the Board and No Quorum
- 8. Other Information Required by the Corporation's By-Laws

**ANNUAL GENERAL MEETING MINUTES
NIAGARA NORTH CONDOMINIUM CORPORATION NO. 13
THE BEST WESTERN, 2 NORTH SERVICE ROAD, ST CATHARINES
JUNE 5TH, 2019**

CALL TO ORDER

Neil Wachs from Shabri Properties called the meeting to order.

APPOINTMENT OF CHAIRPERSON

With the consent of the meeting Neil Wachs of Shabri Properties agreed to Chair the meeting

APPOINTMENT OF SECRETARY

Neil Wachs appointed Wanda DiMarco of Shabri Properties as recording secretary for the Meeting.

APPOINTMENT OF SCRUTINEERS

Neil Wachs indicated that he and Wanda DiMarco would act as scrutineers for the meeting.

NOTICE CALLING MEETING

The Notice calling the Annual General Meeting was sent to all registered unit owners on May 17th, 2019 in accordance with the *Condominium Act*.

SCRUTINEERS' REPORT

The scrutineers reported that there were 38 units represented in person, 0 units represented by proxy, therefore a total of 30% of the units were represented at the meeting. As the *Condominium Act* states that the required quorum for a general meeting is 25%, there therefore was a quorum.

APPROVAL OF PREVIOUS MINUTES

Neil Wachs indicated that the Minutes of the annual general meeting held on June 13th, 2018 were previously sent to all registered unit owners in accordance with the *Condominium Act*.

It was moved by Petronella Schwarz, seconded by Michael Boyle that the Minutes of the previous Annual General Meeting held on June 13th, 2018 be accepted as circulated.

CARRIED.

FINANCIAL REVIEW

Randy Momot of Grant Thornton presented the Audited Financial Statements for the year ending December 31st, 2018. He reported that the Corporation is in good financial standing and the reserve fund balance exceeds what was recommended by the Engineer. Mr. Momot asked if there were any questions regarding the financial statements. No questions were presented regarding the year ending December 2018 financial statements.

PRESIDENT'S REPORT

Ted Oorsprong thanked everyone in attendance for coming to the meeting. I have been on the Board for 8 years and throughout that time we have been focused on the completion of larger scale projects. Although there are still many large projects to complete, such as the water mains, which is old infrastructure and may cost upwards of \$100,000.00 to replace, the front steps and of course, the re-paving of the driveway and parking lot. It is time to attend to the smaller projects.

I am asking for any suggestions regarding what you want to see improved in the community. The Board is always open to feedback and suggestions as we represent the Corporation as a whole.

Petronella Schwarz asked if there was any intent to replace the common element lighting with LED.

Ted Oorsprong explained that this was indeed a discussion the Board was having and passed the floor over to Peter Teminski to elaborate.

Mr. Teminski explained that the current lighting was sodium vapor that emitted a yellowish glow which was not the best lighting for the area. To replace these lights and poles would cost upwards of \$4000.00 per post when alternatively, LED lights could be mounted to the building wall an angled for the best coverage; which would save the Corporation some costs.

Petronella Schwarz noted that there is limited lighting on the walkways and the playground area.

Neil Wachs asked Ms. Schwarz to submit her lighting suggestion in writing and it will be discussed at an upcoming Board meeting.

GENERAL DISCUSSION

There were several inquiries presented that were unit specific, the Property Manager noted that this meeting was intended to address Corporation specific issues and that any unit specific requests be sent to him in writing.

Petronella Schwarz informed the group that there was an attempted break-in at her unit, and she knew this because the screens had been damaged.

Neil Wachs noted that the Corporation provides replacement screens.

Katie Moor asked for a recap on when the front step repairs would be completed.

Neil Wachs explained that the current projects are weather dependent and since there has been so much rain this Spring, that the contractors are behind schedule. Both the caulking and concrete work require dry days. Mr. Wachs will follow up with the contractor.

Ted Oorsprong noted that contractors can be sometime be unreliable and the Board has noted any absences by the contractor.

Janet Jakobson asked if Parging was on a "to do" list.

Neil Wachs explained that Parging is a very expensive project and noted that it had been set aside as there are other major projects on the go or in the near future.

Petronella Schwarz asked if dog poop containers could be placed throughout the property.

Ted Oorsprong noted a survey that had been completed by Disney, explaining that a container would have to be placed every 40 feet in order to be effective.

Janet Jakobson noted that there is a lot of maintenance with these containers as someone needs to refill the bags, empty the unit and clean it. Ms. Jakobson suggested if residents would have them installed on their front lawns, that the resident could be in charge of the maintenance.

Ted Oorsprong asked if the landscapers cleaned up any debris around the property.

Alessandro Zamai noted that they did pick up any debris in the way of their duties.

ELECTION OF DIRECTORS

Neil Wachs outlined the requirements under the *Condominium Act* and the By-laws to be a Director of a Condominium Corporation and indicated that:

- | | |
|--------------------|-----------------------------------|
| ➤ Rene Zamai | - Has two years remaining in term |
| ➤ Alessandro Zamai | - Has one year remaining in term |
| ➤ Ted Oorsprong | - Term is up as of this meeting |
| ➤ Peter Teminski | - Term is up as of this meeting |
| ➤ Vacant | - Term is up as of this meeting |

It would therefore be necessary to elect three individuals to the Board of Directors two for a three-year term and one for a two-year term.

Ted Oorsprong and Peter Teminski have notified the Corporation of their intention to re-run for election and completed their disclosure statements. Janet Jakobson has put forth her name to run to election to the Board of Directors.

The floor was opened for nominations. With none forthcoming, nominations were closed on a motion by Michael Boyle, seconded by Petronella Schwarz. **CARRIED.**

Neil Wachs congratulated Ted Oorsprong and Peter Teminski on their re-election to the Board of Directors and congratulated Janet Jakobson on her election to the Board of Directors all by acclamation.

APPOINTMENT OF AUDITORS

Neil Wachs indicated that Corporation requires an Audit as there are more than 25 units making up the Corporation and indicated that Randy Momot had completed the recent Financial Statements.

It was moved by Petronella Schwarz, seconded by Jennifer Gallagher that Randy Momot be appointed auditor for the fiscal year ending December 31st, 2019. **CARRIED.**

ADJOURNMENT

There being no further business the meeting was adjourned.