

Wentworth at the Willows Condominium Corporation

MINUTES OF THE 2022 ANNUAL GENERAL MEETING

May 10, 2022

Hampton Inn Saskatoon South, Saskatoon, Saskatchewan

PRESENT: Shirley Asher (unit 3); Bob Miller (unit 3); Ramin Miri & Katayoun Javidina (unit 9); Anil Bedi (unit 11); Christ Mopfu & Colleen McBride (unit 14); Heather Shouse (unit 15); Larry Ollenberger (unit 16); Neil Gabrielson (unit 20); Kirsten Logan (unit 21); Les & Rhonda McTavish (unit 24); Andrea Wacker (unit 29); Jenice Arnelien (unit 35); Arnold & Charlene Wudrick (unit 38); Betty Mann (unit 40); Ken Wilms (unit 41).

Board of Directors represented: President – Henry (Ravi) Ravichander (unit 8); Vice President – Frank Cayabyab (unit 33); Treasurer – Les Arnelien; Secretary – Kirk Ready (unit 15); Jim Newton (unit 22); Fay Gabrielson (unit 20); Scott Scissons (unit 28).

1. Call to Order

The meeting was called to order by the President, Henry (Ravi) Ravichander at 7:04 pm at The Hampton Inn, in Saskatoon, Saskatchewan on Friday, May 10, 2023. Ravi called upon Kirk Ready (Registration Desk) to confirm that quorum of 25% of “persons or proxies” was attained in accordance with Section 10.4 of the General By-Laws of the Wentworth at the Willows Condominium Corporation. Quorum was confirmed with 26 people representing 19 units at the beginning of the meeting.

2. Appointment of Recording Secretary

President Ravi appointed Kirk Ready as the Recording Secretary.

3. Agenda

Motion: That the Agenda be adopted as circulated.

Moved: Jenice Arnelien

Seconded: Bob Miller

Vote: Carried.

4. Introduction of New Board Members

President Ravi introduced the new Board Member, Les Arnelien, taking on the position of Treasurer. Ravi provided a brief biography.

5. Minutes of the 2021 Annual General Meeting (held in-person on May 13, 2022)

Motion: That the Minutes of the 2021 Annual General Meeting held May 13, 2022, be adopted as circulated.

Moved: Larry Ollenberger

Seconded: Les McTavish

Vote: Carried.

6. Treasurer's Reports for the Year Ending December 31, 2022, and the 2023 Budget

Treasurer Les Arnelien reported. The following documents were circulated by email to all unit holders one week prior to the 2022 AGM and by hard copy at the meeting:

- Treasurer's Report
- Wentworth at the Willows Condominium Corporation (WWCC) Financial Statements for the year ended December 31, 2022
- WWCC Operating Income and Expense Budget for fiscal 2023.

Q: Rhonda McTavish inquired when the next Reserve Fund Study will be conducted.

APPROVED May 15, 2024

A: Les responded that the next Reserve Fund Study will be conducted in the spring of 2024.

Motion: That the Treasurer's reports and Financial Statement for the Year Ending December 31, 2022, be approved as circulated.

Moved: Les Arnelien

Seconded: Rhonda McTavish

Vote: Carried

7. Condominium Property Regulations effect on Financial Statements

Les Arnelien noted that WWCC follows The Regulations of the Condominium Property Act. In s.53.2(3)(b), it states that with 80% approval of the homeowners an Audit can be dispensed with. In s.53.2(3)(d), with the approval of 100% of the homeowners a professional Review can be dispensed with.

Unanimous consent will be sought from all homeowners to dispense a Review Engagement for the 2023 Financial Statements. As a Review Engagement has just been conducted in 2022, and a Review is only required every four (4) years provided there is a unanimous vote annually to dispense the Review the next Audit or Review Engagement will be required in 2026.

8. Committee Reports for 2022

The Consolidated 2022 Committee Reports were circulated by email to all unit holders one week prior to the 2022 AGM and hard copies were made available at the meeting.

1) Street Security

Fay Gabrielson added to her written report that WWCC may wish to get away from the service contract and own our cameras. The security cameras will be located on the same homes (units 17 and 37). They will have a 5-year warranty on the cameras and 1 year warranty on the labor. The new cameras will only have 1 week of continuous data recording (v 1 month for the old cameras) but will have motion activated recording that can extend the period of coverage.

2) Street Lighting and Maintenance

Fay Gabrielson presented her written report.

3) Fence Maintenance

Jim Newton reiterated from his written report a friendly reminder that the perimeter fence is the property of WWCC and that it is not to be altered in any way without the permission of the Board.

4) Fire Hydrant Maintenance

Frank Cayabyab spoke to his written report.

5) Infrastructure Evaluation and Maintenance

Kirk Ready spoke to the written report.

6) Snow Clearing / Removal

Scott Scissons spoke to his written report.

7) Landscaping

APPROVED May 15, 2024

Fay Gabrielson spoke to her written report. There was a subsequent discussion about trapping voles. Neil Gabrielson and Scott Scissions described their methods.

8) Investments

Jim Newton spoke to his written report, noting that Les Arnelien have covered most of the information.

9) Architectural Standards

Frank Cayabyab spoke to his written report. Fay Gabrielson subsequently spoke about fencing between units which must comply with the Bylaws. Two units had fences which differed from the current fencing design. These were “grandfathered” as they were constructed before the Wentworth Board was established.

10) Website Coordination

Frank Cayabyab spoke to his written report.

11) Community Events – Block Party 2022

Jim Newton spoke to his written report. The next block party is planned for June 15, 2023.

Motion: That the Consolidated 2022 Committee Reports be accepted as circulated.

Moved: Neil Gabrielson

Seconded: Andrea Wacker

Vote: Carried

9. City Taxes & Fee Simple Conversion Review

Jim Newton reported on behalf of the Committee looking into these matters. The Committee includes Fay Gabrielson and Scott Scissions. Jim elaborated on his written report. Recently, it was discovered that the sanitary and storm sewers from 602 flows through 501, out through the cul-de-sac towards the tracks to the City’s reservoirs. Fay found out just today, that the sewage from the four nearby apartment-like condominium buildings also flows through 501. Consequently, WWCC may have some leverage with the City to transfer some assets.

The Committee is now at the stage where it needs three or four hours of legal advice from a lawyer well versed in condominium law. If bigger long-term legal costs became necessary, then we would need to come back to the residents for a decision on whether to go forward.

Fay added that our best option is to transfer the underground infrastructure to the City. Now is the time to move forward. Scott strongly supported this position. The end goal is to reduce the liability (ergo the Reserve Fund) of Wentworth for maintenance and repair of the sewer systems which just happen to collect from 602 and the four apartment condominiums. Success would be if Wentworth gives the City the underground infrastructure, but we maintain control of streetlights, fire hydrants, snow removal, etcetera.

There was a brief discussion of how the 501 community can support this. A motion to support legal fees is not required tonight. However, it would be very helpful if we could discuss this with all our 501 neighbors just in case the Board needs to come back for a special levy to support legal costs in the future.

10. Property Management Companies

Ravi noted that WWCC does not have a Property Management Company to manage the Corporation. The cost of a Property Management Company is humongous. Our objective is to keep the condo fees as low as possible.

It takes people to manage the snow clearing and spring cleaning, so we have nice clean roads. This is why we have a working Board. This meeting showcases the work of the Board members. Even though we meet just four times a year this does not account for all the work that goes on by email in between meetings.

This is the time when we ask the residents to consider putting their names forward to build a database of those who would be interested in serving on the Board. Not all the current Board members are going to be in their positions forever. When the time comes, we then have a list of those who are interested. Let the Board members know your interest or send an email.

11. Acknowledgement of Previous and Current Board Members

Ravi Ravichander acknowledged previous and current Board Members. He noted that over the years, WWCC has had the privilege of working with some fantastic Board members who have given their time. Many continue to be of assistance, including Kirsten Logan and Rhonda McTavish.

Ravi thanked all the current Board members, stating “we would not be able to accomplish what we have today without you.”

12. New Business

Ravi asked whether there was any new business to bring forward.

No further new business was brought forward.

12. Adjournment

The President, Ravi Ravichander, extended his thanks to all those that participated in person in this 2022 Annual General Meeting of Wentworth at the Willows Condominium Corporation.

Moved by Jenice Arnelien that the 2022 AGM of Wentworth at the Willows Condominium Corporation be adjourned at 9:11 pm. Vote: Carried.

Respectfully submitted,

Kirk Ready, Recording Secretary