

# CondoChronicle

NEWSLETTER OF THE CCI NEWFOUNDLAND AND LABRADOR CHAPTER

## PLACE BONAVENTURE CONDOMINIUM

## DEVELOPING AN EMERGENCY EVACUATION PLAN WINDERMERE'S EXPERIENCE



**CANADIAN  
CONDOMINIUM  
INSTITUTE  
NEWFOUNDLAND AND  
LABRADOR CHAPTER**

P.O. Box 23060, Churchill Square  
St. John's, NL A1B 4J9

CHAPTER ADMINISTRATOR  
**Marylou Leeman**  
Condominium Owner/  
Realtor  
Burke Realty  
[mleeman@nl.rogers.com](mailto:mleeman@nl.rogers.com)

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Broker/Property Manager  
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Weymouth Investments Inc.  
[khood@weymouthinvestments.com](mailto:khood@weymouthinvestments.com)

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[goulartpat@hotmail.com](mailto:goulartpat@hotmail.com)

**Gloria Montano**  
Condominium Resident  
[gloria.montano@bellaliant.net](mailto:gloria.montano@bellaliant.net)



# MESSAGE FROM THE BOARD OF DIRECTORS

CAROL BURKE | PRESIDENT  
CCI NEWFOUNDLAND AND LABRADOR CHAPTER

Welcome to our latest edition of *Condo Chronicle* and our second edition for this year!

Over the past spring and summer our Chapter has completed two Seminars, both of which were very successful and we have had positive feedback from our membership who tell us to “keep those seminars coming”. And, we intend on doing just that. Mark your calendar for your upcoming AGM on November 16 which will be followed by a free seminar titled “Insurance Primer for Condominium Owners”. Insurance is becoming a very hot topic for Boards and owners and we look forward to hearing from our Guest Speaker, Jorge Segovia with Cox and Palmer.

Chapter Director Dave Cumming will also give everyone an update during the AGM of the progress of the Director’s Course he has been very busy preparing.

Congratulations to our *Feature Condo*, *Place Bonaventure*, which graces our front cover. We thank Gloria Montano for contributing the article, and she is very obviously proud to call Place Bonaventure her home.

We encourage our membership to contact us if you have ideas for seminars, or if you have an advertisement or an article you would like to submit for possible publication in our newsletter. As well, we welcome our members who are Condominium Corporations to put forward their names to be submitted as a future *Feature Condo*.

At our AGM, we invite our members to put their names forward to serve on any of our committees. It is a great way to help your Chapter and we promise you it will be a learning experience and it is also sometimes fun!

Thank you all for your continued support of our Chapter.

Carol Burke  
President, CCI-NL  
Email: [carolburke@gmail.com](mailto:carolburke@gmail.com)

# PLACE BONAVENTURE CONDOMINIUM

BY GLORIA MONTANO

PAST DIRECTOR/SECRETARY OF PLACE BONAVENTURE



Formal Outer Lobby

Place Bonaventure Condominium complex is situated in the heart of the Ecclesiastic District next to the magnificent Rooms. Created by Nolan Hall, Place Bonaventure is comprised of two buildings erected in 2004 and 2006, and offers beautifully tailored exterior and interior designs for luxury living in historic downtown St. John's.

The complex is conveniently located within easy walking distance to a major supermarket and liquor store. Four historic churches are close by and we are less than a five minute stroll from the Georgetown Bakery and the new Georgetown Café and Bookshelf. The Holy Heart Theatre is on our doorstep, too. As some of us like to comment, "It's a close downhill walk to everywhere!"

Place Bonaventure has 61 units, with five standard floor plans ranging in size from 1125 sq ft to 2400 sq ft, plus three large penthouses with spectacular views on Building 35. Units feature 9 ft ceilings, high-end finishes, private balconies, underground parking, and spacious storage units. Wide doorways and step in showers create more accessible living arrangements than in most homes and condos. The property is protected by a 24/7 closed circuit security system.

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## "It's a close downhill walk to everywhere!"

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The common areas include luxuriously furnished inner lobbies and the Merry Meeting Room in building 35, which is open to the residents for general use and can be reserved for private use by residents and owners. The room is regularly used for Board meetings, as well as our Annual General Meeting, annual Summer BBQ, ad hoc socials, and informational sessions such as the most recent session on emergency evacuation. The Merry Meeting Room has even been used for a small wedding.

For the exercise-conscious, a fitness room in each building is equipped with a rowing machine, elliptical trainer, treadmill, stationary bike, universal gym, exercise benches, and free weights. Our residents are not able to participate in the St. John's "Curb It" waste and recycling program so each building is provided with large blue bins, the contents of which are picked up by a private contractor for transport to the recycling center.

The exterior design created to conform to the historic nature of the area also includes beautiful mature gardens,



## PLACE BONAVENTURE CONDOMINIUM, CONT'D



trees and lawns. A quiet courtyard with stone pavers, topiaries, water feature, and community gas BBQ is nestled between the two buildings. Residents on the south side are treated to delightful views of a small and sweet urban forest.



Neighboring urban forest

The majority of units (~80%) are owner occupied with rental units leased to a mix of younger professionals and retired seniors. When asked why they moved here and what they enjoy about life in PBC, most residents talked of the prime location and comfortable living arrangements. Many friendships have formed and continued here, and extended families have established between generations and provide mutual social support.

The Board of Directors, currently consisting of seven owners (maximum of eight allowed), meets six to twelve times each year to oversee governance of the corporation. A live-in Resident Manager and an assistant provide professional, efficient and courteous service to the residents. The complex is managed by Perennial Management Limited.

As with all condominiums, over the past few years our Board has been busy with compliance to the *Provincial Condominium Act*. Based on the results of our Reserve Fund Study, the Board has implemented a stepped condo fee structure in order to ensure there are sufficient assets in the reserve and operations funds to continue to maintain a sound and high quality physical structure. The Board is also adjusting the maintenance schedule to better align with the report. One thing we discovered was the need to rely on scaffolding for regular maintenance



Merry Meeting Room

of the building's exterior and we encourage other condominium associations to remember to include those costs in their maintenance budgets. It is possible to work around the dependence on scaffolding. For example, to clean windows, we now use telescopic equipment that is operated from ground level. We are also investigating other alternatives such as cantilevered and suspended scaffolding.

A well-managed, beautiful complex in the heart of our history and culture – that's why Place Bonaventure continues to be a sought-after home. ■



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# DEVELOPING AN EMERGENCY EVACUATION PLAN

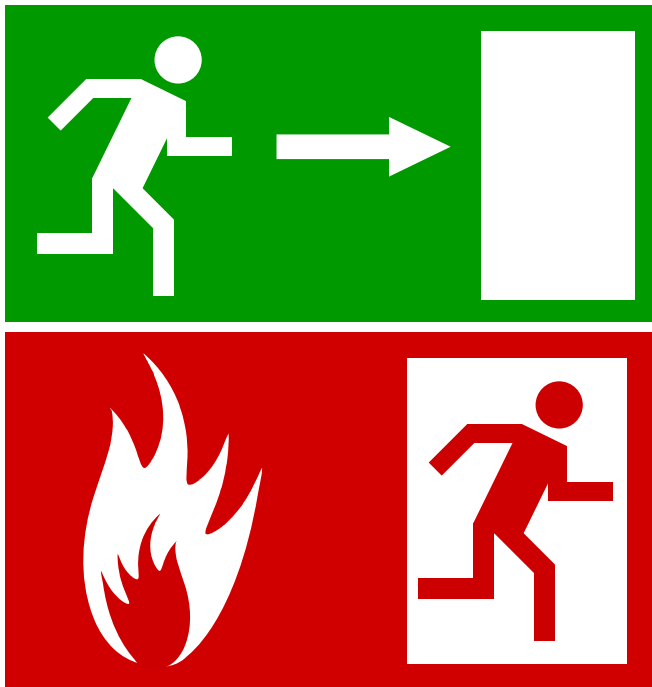
## WINDERMERE'S EXPERIENCE

BY PAT GOULART

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Consistent with the *Condominium Act, 2009* a Condominium Corporation has the duty in 10. (1) “to control, manage and administer the common elements and the assets of the corporation”

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Thus Board members of Condominium Corporations are responsible to promote the safety, security and welfare of the owners, and to preserve a safe and well-maintained living environment. One of the areas included in this responsibility concerns fire safety. Boards address this issue by ensuring there is an annual fire inspection where heat and smoke detectors are checked and any identified deficiencies are remedied. However, Windermere has taken additional measures to ensure that fire safety and an Evacuation Procedure is a part of their safety plan.

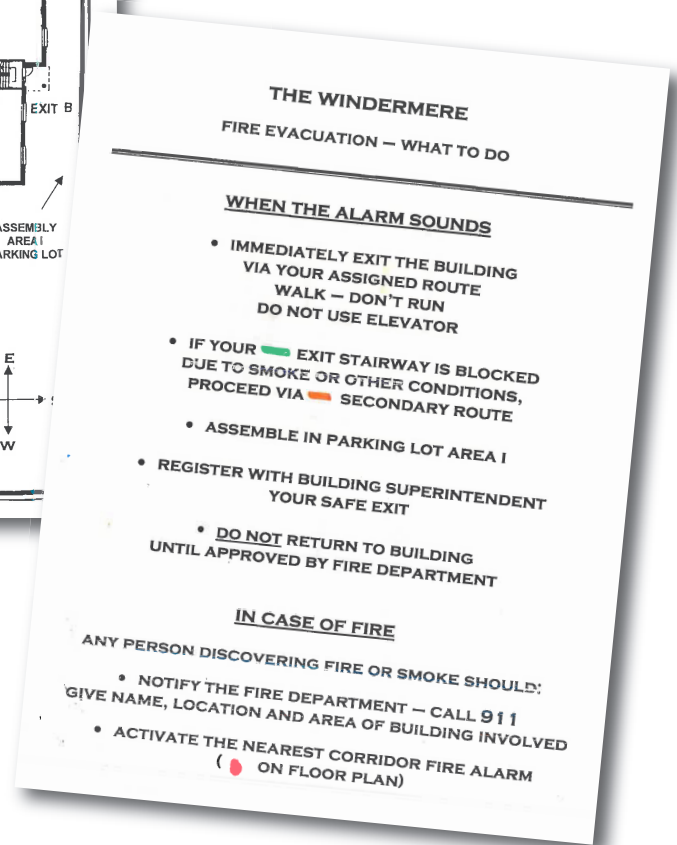
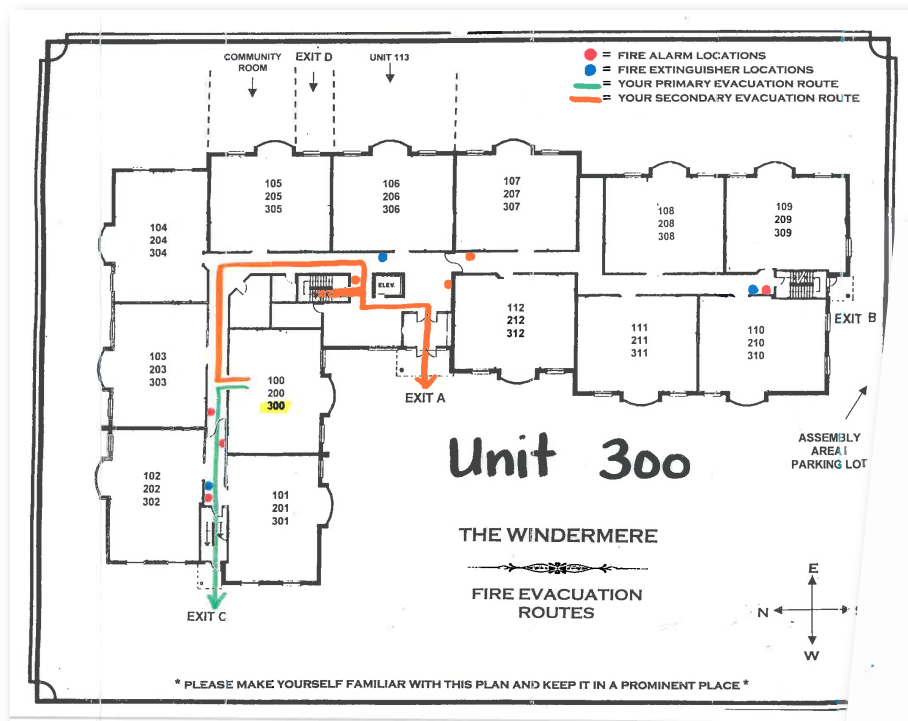
This article details how in 2003, Mr. Dave Edwards, past president of the Windermere Condominium Corporation, an adult only building, located at 170 Portugal Cove Road, and

his fellow Board members developed a detailed Fire Safety and Evacuation Policy with the assistance of the Fire Commissioner's Office for St. John's. This plan has undergone several additions and changes over the years to accommodate the special needs of older and physically handicapped residents.

Mr. Edwards indicated that it took about 6 months for the board to set up their evacuation plan and policy. The first step was to seek agreement to set up a Safety and Security Committee at an AGM meeting where Dave as president informed residents of the need to develop such a plan. This committee included one representative from each floor of the building plus the president. They approached the Fire Commissioner's Office and held several meetings to assess the building's needs and devise their plan. Here are the steps they followed:

1. Development of an emergency evacuation route for each suite as well as a secondary route in case of obstruction
2. Development of a copy of the floor plan of the building with primary and secondary routes color coded for each suite owner. This plan is placed in a prominent location in each unit.
3. Development of a set of rules to be followed for the evacuation of the building
4. Establishment of practice fire drills with the assistance of the fire department for the purpose of familiarizing residents with the evacuation procedures for the building. Dave recommended these practice drills be repeated every six months in their building.





5. Establishment of alternate exits other than the front entrance of the building based on advice from the fire department.
6. A member of the Safety Committee volunteered to act as a guide for the fire fighter. This person has access to the master keys and accompanies the fire fighter into the building to avoid having to break down doors.
7. Identification of a person on each floor to check that all residents are able to exit and then to do a roll call at the gathering place.
8. Establishment of a policy to accommodate the needs of handicapped residents. Their board recommended handicapped people be housed on the first floor if at all possible. If a resident can't hear the alarm then the board recommended that an additional alarm be installed in that person's bedroom and that this be hooked into the alarm system of the building.

Following Mr. Edward's advice, I contacted the Fire Commissionaire's Office for St. John's and spoke with Cara Pardy, a fire inspector there to see if there was any additional information now available for condo boards. She indicated a new booklet, *Fire Safety for Residents of Multi-Unit Residential Buildings*, has just been completed. An interesting section of this booklet is a Fire Safety Checklist which can be used to review fire safety measures recommended for condominiums.

Cara is available to speak about fire safety for condominiums and can be contacted at (709) 576-8635 or by email at [cpardy@stjohns.ca](mailto:cpardy@stjohns.ca).

Pat Goulart has served three years on the Board of Directors at 59 on Roosevelt Condominium Corporation in St. John's. Pat thanks Dave Edwards for his valuable contribution to this article. ■



CANADIAN CONDOMINIUM INSTITUTE  
NEWFOUNDLAND AND LABRADOR CHAPTER (CCI-NL)

# NOTICE OF ANNUAL GENERAL MEETING & SEMINAR

**Monday, November 16, 2015, at 6:30 p.m.**

The Holiday Inn  
180 Portugal Cove Road, St. John's, NL



## INSURANCE PRIMER FOR CONDOMINIUM OWNERS

**WITH GUEST SPEAKER:  
JORGE P. SEGOVIA, COX AND PALMER**

The AGM  
will be immediately  
followed at  
7:30 p.m. by a  
Seminar that is free  
for members.

A complete AGM package has been mailed to members. If you have not received your package, please see contact information below. Non members are welcome to join us at 7:30 for our Seminar at a fee of \$40. Or, the fee will be waived if you join our Chapter.

**NOTE:** For new members, membership fee will be waived for remainder of 2015-2016 year by including this Notice with your application or by emailing or calling the contact below.

**Please RSVP on or before November 15th, 2015.**

Email: carolburke@gmail.com or call 682-1118

**We look forward to seeing you there.**



# NEWS FROM THE NATIONAL SCENE



Round Table Session at Winsor

CCI National meets twice annually and all 16 Chapters from across Canada converge to learn from each other and to celebrate our successes.

In June the Winsor, Ontario chapter hosted the Spring Leaders Forum. Our Chapter was represented by Dave Cumming. Dave reported a full two days of interactive meetings and seminars. All Chapters have the opportunity to report on the highlights of their year's activities and to participate in round table learning sessions with their counterparts from across the country. The Winsor Chapter organizers were very gracious and generous hosts and delighted their guests with a historic tour as well as evening entertainment.

On October 24-25th, Carol Burke attended the Annual General Meeting and Leaders Forum in Toronto. Once again the two day event was a combination of seminars, interactive round table sessions, and the Annual General Meeting and Chapter Year End Reporting. The AGM was followed by the CCI National Awards Dinner. This is an annual event that celebrates the work of the membership and is highlighted by the awarding of Chapter of the Year, Newsletter of the Year, and Distinguished Service Awards. Thank you to National, Contributing Chapters, organizers, sponsors

and the staff of Association Concepts, for another terrific series of events, each year surpassing the last, and your hospitality that never fails to impress. We are starting to believe that you may really be the "centre of the universe" after all!

The next event will be the National Spring Conference, May 25-28, 2016 which will be hosted by the Vancouver Chapter. The sub-title **"From sea to sky – The ultimate Guide to the West coast"** sounds awesome!!!!

Carol Burke  
President, CCI-NL  
Email: carolburke@gmail.com



Rum Runners Tour at Winsor



Leaders Forum, Toronto



Annual Awards Dinner, Toronto



**CCI - National Spring Conference**

**2016**

*From Sea to Sky - The Ultimate Guide to the West Coast!*

**Mark Your Calendars**

***Now!***

***May 25th – Evening Meet & Greet***

***May 26th & 27th – Leaders Forum***

***May 28th – CCI Vancouver Seminar***



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# CONDO CHRONICLE

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\* This would not be a newsletter page, but a loose page inserted in the middle of the newsletter booklet.

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MEMBERSHIP TO JUNE 30, 2016

How/from whom did you hear about CCI?: \_\_\_\_\_

## ■ CONDOMINIUM CORPORATION MEMBERSHIP: *Please complete all areas*

- ☐ Townhouse  
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Condominium No.:		No. of Units:	Registration Date:
Management Company:		Contact Name:	
Address:		Suite #:	
City:	Province:	Postal Code:	
Phone: (    )	Fax: (    )	Email:	
Condo Corporation Address:		Suite #:	
City:	Province:	Postal Code:	
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Name	Address/Suite		Email
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Director #3:			
Name	Address/Suite		Email

Please forward all correspondence to: ☐ Management Company address ☐ Condo Corporation address

Annual Fee: ☐ 1-10 Units: \$100.00 ☐ 11+ Units: \$125.00

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Company:	
Address:	Suite #:
City:	Province:
Postal Code:	
Phone: (    )	Fax: (    )
Email:	

Annual Fee: ☐ Professional Membership ..... \$125.00

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Annual Fee: ☐ Sponsor/Trade Membership ... \$125.00

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Name:	
Address:	Suite #:
City:	Province:
Postal Code:	
Phone: (    )	Fax: (    )
Email:	

Annual Fee: ☐ Individual Membership ..... \$75.00