

BOARD OF DIRECTOR'S MEETING MINUTES

H.C.C.C. #181

5 June 2008

Attendees: Dianna Cann, President,
Patrick Sullivan, Vice-President
Larry Collins, Treasurer
Pearl MacAulay, Secretary
Patrick Babin, Member at Large
Dan Galletti, Merit Property and Project Management Ltd

Topics Discussed:

- Request from the Assistant Resident Superintendent, Angela Landry, as she has an opportunity to rent a two bedroom unit on the ground floor to accommodate her family vacating the unit they now occupy by the end of July. Discussion followed pertaining to this agenda item as the unit they now occupy is owned by the corporation #181.
- Roof Discussion – Continuation on the work and discussions since the last Board meeting.
 - Only three quotes for the job has been returned to Merit. Mader Roofing has not responded to the quote, as yet. Will wait another few days for possible local company responses.
 - Answers from the Barrister and Solicitor for H.C.C.C. #181, regarding permission, financing options, voting; etc. for repair of the roof at 3600 and the townhouses 3500 John Parr Drive. A handout was distributed to the Board members and attached to the minutes with answers to the questions.
 - Discussion of metal roof vs. shingles was done, with the larger expense of approximately double the cost of shingles.
 - Discussion followed in regard to the options of applying for a loan versus a special assessment. A special assessment seems to be the way to proceed.
 - Timelines regarding the roofing was discussed, as well as potential figures as per the cost of each unit owner.
 - Motion carried to replace both the roofs of 3600 and 3500 John Parr and to go with a special assessment.
 - Board is waiting for additional quotes to come in prior to selecting a contractor.
 - It was decided to prepare a draft letter to be sent to owners in consultation with the Board and Merit Management, target of getting the letter to all owners around the 20th June 2008.
- Estoppels certificates - any board member sign along with the President or Vice-President, which will be the standard going forward.

- Maintenance and Repairs:
 - Edmond Brothers contract states repair the curbs that were damaged during snow removal up to 50ft. After many discussions and holding final snow removal payment, they would pay for fifty percent of the damage, \$3,900.00. HCCC181 will pay them the balance of the contract.
 - The balconies would be tested by a new solution to remove pollen / mould from the balconies and arrange for these to be cleaned.
 - Ground sprayed to remove the ants and the fire alarms would be checked the following week.
 - Front Entrance/Landscaping – Front entrance retaining wall (by the fire hydrant) quote of approximately \$600.00 to build the wall in cement. The Board agreed to go ahead with the wall and allow \$200.00 for shrubs / soil replacement.

- A letter of complaint was then presented to the Board from an Owner who has a problem with new tenants regarding noises.
 - Letter to be responded to by Merit.