

## MINUTES OF REGULAR BOARD MEETING OF OCEAN WATERWAY CO-OP.INC.

A regular meeting of the above-named Corporation was held on Friday, December 2, 2021  
at 9:30am at the Corporation's Principal Office.

The agenda of the meeting was:

1. MEETING CALLED TO ORDER
2. ROLL CALL
3. WELCOMING WORDS
4. APPROVAL OF MINUTES APRIL 8, 2021 MEETING
5. CORRESPONDENCE
6. APPOINTMENT OF A BOARD SECRETARY AND ASSISTANT SECRETARY
7. PRESENTATION OF THE BOARD OF DIRECTORS
8. REPORTS OF OFFICERS/DIRECTORS
9. UNFINISHED BUSINESS
  - 9.1. DISPOSITION OF HOUSE 218
10. NEW BUSINESS
  - 10.1. APPROVAL OF NEW RESIDENTS
  - 10.2. APPOINTMENT OF A BOARD REPRESENTATIVE ON THE SOCIAL COMMITTEE
  - 10.3. CREATION OF A SURVEILLANCE COMMITTEE
  - 10.4. COMMUNITY SURVEILLANCE
  - 10.5. CREATION OF A PARK EMBELLISHMENT COMMITTEE
  - 10.6. RULES & REGULATIONS REVIEW
11. ACKNOWLEDGEMENT
12. ADJOURNEMENT

**1. MEETING CALLED TO ORDER**

Jacques Letendre, President of the board called the meeting to order at 9:35am.

**2. ROLL CALL**

**A quorum was declared on the presence of the following directors:**

Jacques Letendre, President  
Réjean Roy, Vice-President  
Richard St-Onge, Treasurer  
Micheline Peacock, Secretary  
Guy A Gauthier, Director  
René Daigle, Assistant-Secretary  
Henri Tourangeau, Director

**3. WELCOMING WORDS**

The Chairman greets everyone in attendance and takes this opportunity to highlight that today is Henri Tourangeau's birthday.

**4. APPROVAL OF MINUTES**

Proposed by Micheline Peacock, seconded by Richard St-Onge that the Minutes of April 8, 2021 be approved as presented. Accepted unanimously.

5. CORRESPONDENCE

No correspondence

6. APPOINTMENT OF A BOARD SECRETARY AND ASSISTANT SECRETARY

At its organizational meeting in March 2021, the Board agreed to assign the position of Secretary to Mr. René Daigle and that Mrs. Peacock would take the post of Assistant-Secretary. However, the physical presence of the secretary was required to finalize the transfer of authorized signatories for bank documents. Therefore, this change of Officer on the Board was postponed until the fall of 2021. Now is the time to operationalize this change.

Several questions arose from shareholders present regarding the responsibilities of the secretary vis-à-vis the assistant secretary. They were informed that these positions were provided for in our By-Laws and that both had the same functions. The assistant secretary, as the name suggests, assists the secretary as needed and replaces him when he is absent.

Thus, Mr. Richard St-Onge proposes the appointment of Mr. René Daigle to the position of Secretary of the Board of Directors of Ocean Waterway, replacing Mrs. Micheline Peacock who will henceforth combine the positions of Assistant Secretary of the Board and Assistant-Treasurer, seconded by Mr. Rejean Roy: adopted unanimously.

7. PRESENTATION OF THE BOARD OF DIRECTORS

Jacques LETENDRE, Chairman

Réjean ROY, Vice-Chairman

Richard ST-ONGE, Treasurer

René DAIGLE, Secretary

Michellne PEACOCK, Assistant-Secretary & Assistant-Treasurer

Guy A. GAUTHIER, Director

Henri TOURANGEAU, Director

8. REPORTS OF OFFICERS/DIRECTORS

Henri TOURANGEAU: Responsible for the landscaping and Park's maintenance. He mentions that cement posts were installed at the end of Inagua E to prevent cars from entering and plans to repaint the panels and speed limits. Also, the trimming of oaks.

Micheline PEACOCK: (Ass't- Sec & Ass't Treasurer) Mainly during the summer season, surveillance of the Park; signing financial documents; reporting of suspicious actions.

René DAIGLE: (Secretary) Since last March, 18 candidates were met and 11 have been selected; currently 8 units are on the market (4 with a share, 4 without); this situation is unheard of. Approval of these new residents will be discussed at point 10.1

Richard ST-ONGE (Treasurer): The COOP has not experienced a deficit in the past 8 years; the year 2021 is moving in the same direction. Financial statements to date: Reserve: \$ 353,471.00, Savings: \$ 1,304,864.00; Current account: \$ 57,305.98; Total: \$ 1,715,640.98

Réjean ROY (Vice-Chair): Taking care of the repairs of various breakdowns, such as doors, lights, mechanics; helping to other directors in other work if necessary; underlines that two vehicles are available for sale from the COOP.

Guy A. GAUTHIER: Taking care of training a group of volunteers to ensure and maintaining surveillance in the park. Guy A. will be representing the Board on the Social Committee.

Jacques LETENDRE (Chairman): Explains the reasons why he didn't proceed with the information sessions of the previously scheduled for earlier this week. Presentation of the new Staff: Ms. Carol Durand, Ms. Sophie Gagné, Ms. Sylvana Gonzales.

Underlines the presence of the members of the Social Committee and of its president Ms. Lyne Marsolais.

The COOP is planning for the upcoming implementation of automated bank transfers.

Mentions the recent developments in the negotiations with the Daniel's, and invite people to avoid disinformation and not hesitate to come to him for reliable information.

## 9. UNFISNISHED BUSINESS

### 9.1. DISPOSITION OF HOUSE 218

Since the court should be ceding this house and its titles to the COOP in the upcoming weeks and in order to reduce the lengthy sales process as much as possible as well as to minimize financial losses René Daigle suggests: that we recover the share, that we inform the shareholders that it will become available shortly, and that those interested submit their offer to us; seconded by Réjean Roy. Carried unanimously.

## 10. NEW BUSINESS

### 10.1 APPROVAL OF NEW RESIDENTS

Since our departure last spring, several houses have changed owners. According to our Rules & Regulations, anyone who wishes to reside in the Park is reviewed to ensure it meets the criteria sought and to ensure that it agrees to meet its obligations. Therefore, each case is the subject of an interview in person or in video-conference before being accepted. The following list corresponds to those which we have officially accepted over the past few months.

Hence, René Daigle proposes the acceptance of: \* 33 M. Miguel Fernandez, \* 48 Mme Linda Burnell, \*62 M.Hugo Popolizio, \* 12 M.Guillerma Santana, \* 130 Alvin Gonzales and Richard Harjung, \* 95 M.Victor Urbina, \* 27 Jorge Sepulveda, \* 78 M. James A. Koppel, \* 179 M. Garland Ellis, \* 86 Lazaro Antonio Mecias, \* 135 M. Alain Brodeur. Motion seconded by Henri Tourangeau. Carried unanimously.

### 10.2 APPOINTING REPRESENTATIVE TO SOCIAL COMMITTEE

Mr. Réjean Roy proposes the appointment of Guy A. Gauthier to act as representative of the Board with the Social Committee of Ocean Waterway Park.

Motion seconded by Micheline Peacock. Carried unanimously.

### 10.3 CREATION OF A SURVEILLANCE COMMITTEE

The President reported on the Council's concern to maintain a safe environment in our park. He would like to entrust this responsibility to Mr. Gauthier, who has expressed interest.

Richard St-Onge proposes that a committee responsible for monitoring the Park be created and that it be made up of volunteers under the direction of Mr. Guy A. Gauthier, seconded by Réjean Roy. Carried unanimously.

### 10.4 COMMUNITY SURVEILLANCE

Guy A. Gauthier presents the main lines of a strategic plan to increase the security of the Park in the company of Madame Ginette Rodrigue.

This plan can be modified and improved according to volunteers' involvement. Those interested are invited to join the group.

### 10.5 CREATION OF A PARK EMBELLISHMENT COMMITTEE

The beauty of our park is close to our hearts and the contribution of residents is sought after.

Réjean Roy proposes that a committee responsible for the beautification of the Park be created and that it be made up of volunteers under the direction of Mr. Henri Tourangeau seconded by Richard St-Onge. Carried unanimously.

### 10.6 RULES & REGULATIONS REVIEW

Returned to the agenda and the item will be dealt with at a future meeting.

### 10.7 BUDGET 2022

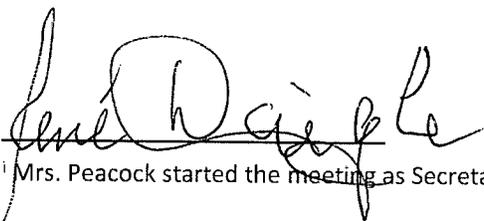
Richard St-Onge prepares the 2022 budget and underlines the aspects on which he should pay particular attention: miscellaneous costs, expected increase. A next draft will be presented shortly.

## 11. ACKNOWLEDGEMENT

The Chairman underlines all the implication and boundless dedication of Mr. Yves Loiselle over the past 8 years and his contribution to the advancement of this park. He also underlined the constant support of his wife Lisette, sincere thanks to both.

## 12. ADJOURNMENT

Moved by Micheline Peacock, seconded by Henri Tourangeau that the meeting be adjourned at 12.10 p.m. Accepted unanimously.



Mrs. Peacock started the meeting as Secretary but stepped aside as Assistant-Secretary after item #6.