**MINUTES OF REGULAR BOARD MEETING**

**OF OCEAN WATERWAY CO-OP**

**A regular meeting of the above-named Corporation was held Thursday, December 15, 2022, at 09H30 am at the Corporation’s Principal Office.**

**The agenda of the meeting was:**

**AGENDA / ORDRE DU JOUR**

1. **MEETING CALLED TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES:**
   1. **MEETING OF NOVEMBER 17, 2022.**
4. **CORRESPONDENCE**
5. **OFFICERS-DIRECTORS’ REPORTS**
6. **UNFINISHED BUSINESS**
   1. **ENFORCEMENT OF RULES & REGULATIONS.**
7. **NEW BUSINESSES / AFFAIRES NOUVELLES**
   1. **APPOINTMENT OF A NEW DIRECTOR;**
   2. **ACCEPTANCE OF NEW RESIDENTS;**
   3. **MONTHLY PAYMENT INCREASE FOR 2023;**
8. **ADJOURNMENT/ LEVÉE DE LA RÉUNION**

**1. MEETING CALLED TO ORDER**

**Jacques Letendre, President of the Board called the meeting to order at 09h35 am.**

**2.  ROLL CALL**

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

* **Jacques Letendre, President;**
* **Patrick Van Winden, Vice-president;**
* **Richard St-Onge, Treasurer;**
* **Michel Toupin, Assistant-Secretary & Assistant-Treasurer;**
* **Réjean Roy, Director;**
* **Henri Tourangeau, Director.**

**3.   APPROVAL OF MINUTES**

**3.1 November 17, 2022, meeting:**

**MOVED BY REJEAN ROY AND SECONDED HENRY TOURANGEAU, THAT THE MINUTES OF NOVEMBER 17, 2022, MEETING BE APPROVED AS PRESENTED.**

**CARRIED UNANIMOUSLY.**

**4. CORRESPONDENCE**

The Board has received a letter from Mr. Anthony LaRusso from Lot #39, asking the Co-op to be responsible for the pruning of a particular tree on his lot that has grown to be too big.

Upon discussing the matter among, the Directors reaffirm that the Co-op is only responsible for oak trees or trees located in common areas. A letter will be sent to Mr. LaRusso to that effect.

**5. OFFICERS-DIRECTORS REPORTS**

**Henri Tourangeau** reported that he has in the process of obtaining quotations for both lawn mowing and tree pruning.

**Rejean Roy** mentioned that he and a team of volunteers repaired a leak on a major waterline and that he replaced the toilet door near the swimming pool. In a couple of days, he will also put in a new door at the laundry room.

**Patrick Van Winden** stated that Florida Department of Agriculture Representatives revisited the Park yesterday and it is believed that the Conehead Termites infestation would be stable. She will be back with a team of volunteers early 2023 for another treatment before the month of April. It is recommended not to cut branches this year.

A long discussion followed as to what can be done by all parties involved to mitigate or eradicate this infestation. The treatment is effective as long as all home owners do their part along with some kind of coordination with the Department of Agriculture.

This matter is important and the President mentioned that it would be a regular item on the agenda of future meetings. For the time being, the Co-op will seek legal advice as what it can do force home owners affected to secure treatment for their home.

On a different topic, Patrick said he would welcome those interested in joining his group to embellish the Park.

**Richard St-Onge** mentioned that he was working on next year’s budget and that he will be making a proposition on item 7.3

**Jacques Letendre** mentioned that the audio-recording of the Information Session was available online at wetransfer.com. Those interested can obtain the link at the front desk.

The Ocean Waterway Mobile Home Park received the 2022 Gold Winning Award as the best mobile home park from the City of Dania Beach.

In the weeks to come we are going to renovate the laundry room from top to shelves.

As for the garbage pickup, we are still awaiting a proposal from Republic Services. For the time being, it is recommended not to take chances as the service may be only once a week.

**6. UNFINISHED BUSINESS**

**6.1 ENFORCEMENT OF RULES & REGULATIONS**

The President explained that the administration had received a lot of complaints regarding violations of rules and regulations. A dozen of notices were sent to those involved. As for the dumpster, in spite of all awareness attempts, there are still people dumping their garbage bags or other irregular material which causes several issues for the administration. Once again, the President reminded those present that unauthorized material in the dumpster was a violation of the contract we have with Republic Services and that we were billed each time.

It was therefore agreed by all the Directors that anyone dumping unauthorized material would, from now on, have to pay **an administration fee of $100.** to cover costs incurred. (Removal of unauthorized material, time required to identify culprit on CCTV, repercussions on maintenance employee, etc).

**7. NEW BUSINESS**

**7.1 APPOINTMENT OF A NEW DIRECTOR**

The President informed those in attendance that since René Daigle had resigned as director due to personal reasons namely sickness within his family, he had been looking for a suitable replacement.

Whereas the Board is short of one director;

Whereas the Board of Directors should be, as much as possible, representative of its membership;

Whereas Mr. Robert Kroll is long-time resident of this community;

Whereas Mr. Kroll has demonstrated his commitment to this community well-being in patrolling the park for several months;

**THEREFORE, IT IS PROPOSED BY PATRICK VAN WINDEN AND SECONDED BY RICHARD ST-ONGE THAT MR. ROBERT KROLL BE APPOINTED AS DIRECTOR OF THIS BOARD FOR THE REMAINDER OF RENE DAIGLE’S TERM.**

**CARRIED UNANIMOUSLY. FOLLOWED BY A WARM HAND OF APPLAUSE BY ALL THOSE PRESENT.**

**7.2 ACCEPTANCE OF NEW RESIDENTS**

Since our last meeting, we have received ONE application from people wishing to settle in our Park.

According to our Regulations, anyone who wishes to reside in our Park is interviewed to ensure that they meet the criteria sought and that they agree to respect their obligations.

Here is the person we have unofficially accepted since our last meeting:

**Mrs. Nathalie JACQUES #185**

**PROPOSED BY PATRICK VAN WINDEN AND SECONDED BY HENRI TOURANGEAU THAT WE ACCEPT TMRS. NATHALIE JACQUES AS NEW RESIDENT OF OUR COMMUNITY.** **CARRIED UNANIMOUSLY.**

**7.3 MONTLY PAYMENT INCREASE**

Our Treasurer, Mr. Richard St-Onge, stated that for the last few weeks he had been working on the budget for year 2023. He added that the Co-op had to face major cost increases from many of its service providers and that we also had to consider a new item in our budget which is the reimbursement of the loan.

Having consulted the matter with all the directors individually, taking into consideration expenditures for the past twelve (12) months and projecting on the increase needed to come up with a balanced budget, he considers that lot renters should have a monthly increase of $44.00 starting April 2023. In the discussion that followed among the Board, all directors were in favor of such increase.

People in attendance, asked questions as to how this number was reached. The Treasurer explained that it reflected the additional cost in terms of service plus a rent increase which under Chapter 723 is limited to no more than 10% per year. Next year increase would represent 7.7 %. Mr. St-Onge explained that by law, the lot renters must receive a 90-day notice, if their rent is to be increased and this amount cannot be changed until April 1st, 2024.

One shareholder asked if it would not have been preferable to go for the full 10% given that the increase is going to generate discontent anyway. The answer to this was that the Board felt that the projected increase was both reasonable and fair. Of course, we expect discontent but our lot renters have to realize that they are still getting the best deal around.

Mr. St-Onge explained that he would table his 2023 budget early in January and that shareholders should also expect an increase for the same abovementioned reasons.

**HENCE, IT WAS PROPOSED BY RICHARD ST-ONGE AND SECONDED BY MICHEL TOUPIN THAT NEXT YEAR’S RENT FOR LOT RENTERS BE INCREASED FROM $566. TO $610. CARRIED UNANIMOUSLY.**

**8. ADJOURNMENT**

**MOTIONED BY PATRICK VAN WINDEN AND SECONDED BY REJEAN ROY THAT THE MEETING BE ADJOURNED AT 12H. CARRIED UNANIMOUSLY.**

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**Michel Toupin, Assistant-Secretary**