**MINUTES OF THE OCEAN WATERWAY CO-OP INC MEETING**

A regular meeting of the above-mentioned corporation was held on Wednesday, December 13, 2023 at 9:30 a.m. at the corporation's main office.

**AGENDA / ORDRE DU JOUR**

1. **MEETING CALLED TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
   1. **MEETING OF DECEMBER 6, 2023.**
4. **CORRESPONDENCE**
5. **REPORTS OF OFFICERS-DIRECTORS**
6. **UNFINISHED BUSINESS**
   1. **BUDGET 2024**
7. **NEW BUSINESSES**
   1. **LAWN MAINTENANCE CONTRACT**
8. **ADJOURNMENT**
9. **Opening of the meeting**

The meeting is called to order by Jacques Letendre, Chairman of the Board of Directors at 9:35 a.m.

1. **Call to order**

List of Directors present:

Jacques Letendre, President

Patrick Van Winden, Vice-President

Richard St-Onge, Treasurer

Michel Toupin, Secretary

Réjean Roy, Director

Robert Kroll, Director

Henri Tourangeau, Director

The quorum was reached as all the Directors were present.

1. **APPROVAL OF MINUTES :**
   1. **MEETING OF DECEMBER 6, 2023**

Approval of the Minutes of April 5, 2023, as presented is motioned by Henri Tourangeau and seconded by Patrick Van Winden. **ALL IN FAVOUR. ADOPTED UNANIMOUSLY.**

1. **CORRESPONDENCE**

No new correspondence.

1. **REPORTS OF OFFICERS-DIRECTORS**

**Henri Tourangeau:** Nothing new to report since last meeting.

**Michel Toupin**: States that he has to leaving the meeting at 11h00, unless the latter ends before then.

**Robert Kroll**: Robert asked that people parking on the street should be vigilant not to create a security/safety issue preventing first responders from answering emergency calls.

**Patrick Van Winden:** Patrick reminded people that parked vehicles at the Laundromat must indicate the unit# where they are staying.

**Rejean Roy**: Nothing new to report since last meeting.

**Richard St-Onge**: As Treasurer Richard reported that our Finances were in solid and that our accounts were positive at $694,00., minus some 65, 000. To cover the cost of taxes for the lot renters.

**Jacques Letendre**: He followed up on one of the priorities for this year which is enforcing our Rules & Regulations. Namely, pets.

1. **UNFINISHED BUSINESS** 
   1. **BUDGET 2024**

The Treasurer mentioned that he was working on the budget for 2024. At this point he had consulted individually with the other Directors to gather their views and projections for the next fiscal year.

Since the cost of services are on the increase in about all sectors, he motions to increase the monthly rent by $40.00 as of April 1, 2024, as we are required by law to give them a 90-day notice. He also motioned to increase shareholders assessment by $20.00 starting January 1, 2024. Motion seconded by Robert Kroll.

**ALL THE DIRECTORS VOTED IN FAVOUR. ADOPTED UNANIMOUSLY.**

1. **NEW BUSINESS**
   1. **LAWN MAINTENANCE CONTRACT**

In an effort to maintain cost at its lowest point, the Board recently asked for quotation on lawn maintenance and landscaping to a different contractor and the proposal came out substantially lower at $3,400. /month.

Henri Tourangeau motions to accept GRC Services proposal starting February 1, 2024; seconded by Richard St-Onge.

**ALL THE DIRECTORS VOTED IN FAVOUR. ADOPTED UNANIMOUSLY.**

1. **ADJOURNMENT**

Proposed by Henri Tourangeau and seconded by Patrick Van Winden that the meeting be adjourned at 10h35 a.m. **All in favor.**

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**Michel Toupin, Secretary / Secrétaire**