

THE METROPOLE
38 Metropole Private Ottawa, Ontario
OCSCC No. 687

SPECIAL BOARD OF DIRECTORS MEETING TO DISCUSS LANDSCAPING PLANS

March 29, 2018

9:00 a.m. in the Entertainment Room

Minutes

Present:

Carole Dence - President
John Tavel - Vice-President
John Mallon - Secretary
Des Clair - Treasurer
Peter Cooney - Director

Capital Integral:

Yawar Khan – Property Manager
Denise Stimson – Property Manager

Ruhland and Associates Ltd.:

Marietta Ruhland

1. Opening of the Meeting

The meeting was called to order at 9:00am.

2. Review of Landscaping Plans and Costing

M. Ruhland presented the landscaping plans for the various areas around the building.

Area A - West side of the building

Area B - Front entrance

Area C - East side of the building

Area D - South side of the building

Area E - Front circle (shared with our neighboring Corporation)

Key Issues discussed:

- Removal, storage and reuse of existing granular A material
- Hardscaping - walkways and patios
- Plantings - trees and other plants

- Bollards, curb-stops or other mechanism to prevent trucks from running over the shrubs in the front garden beside the visitor parking lot
- Fencing around the property
- Irrigation requirements
- Tree pruning and removals
- Timing of the project and phasing of the work over the course of the summer
- Benches and bollards
- Project costs - fixed and unit price components

The project should take 4-6 weeks to complete and the project should be undertaken in early spring or fall (September) to allow the plants to establish themselves. The Board discussed completing areas B, C and D first along with area E. Area A could be left to the fall. Scheduling will depend upon recommendations to fix continuing foundation leaks. This work may involve some or all of Areas A, B, and C. Management is meeting with Bassi Construction respecting these leaks on Tuesday and will have a better idea of timing and location of work after that meeting. The perennials from the circle could be salvaged and reused in the front of the building along with annuals as an interim measure to beautify the area to the left of the main entrance.

M. Ruhland presented a class B estimate for the project costs. The Board decided to remove the plants in Area D and replace them with grass. The Board discussed how to prevent vehicles from parking on to the landscaped areas in visitor parking.

M. Ruhland will provide final plans and estimates for the circle in time for the meeting of the Joint Committee on April 12.

The Board agreed to have Management proceed immediately to arrange pruning of the locust trees in Area C. The Joint Facilities Committee will consider the plan for the Circle (Area E) at their meeting on April 12.

The Board decided that a follow-up meeting is required to finalize the landscaping plans and determine which elements they would like to keep or discard. That meeting is scheduled for April 12 subject to confirmation.

3. Close of the Meeting

Moved by J. Mallon and seconded by D. Clair that the meeting be adjourned. **CARRIED.**

The meeting adjourned at 10:55pm.