

## CARLETON CONDINIUM CORPORATION NO.60

**Board of Directors Meeting  
Tuesday, January 10, 2017  
Board Room – 333 Chapel Street  
7:00 p.m.**

### MINUTES

**Present at the meeting: Marcia Clement (MC), André Laporte (AL), David Grant (DG), Valérie Gravière (VG), Marc Bouchard (MB), Luc Raymond (LR).**

<b>1.</b>	<b>Call Meeting to Order</b>	At 7 p.m.
<b>2.</b>	<b>Approval of Agenda</b>	MC adds: Email decision: Revision of previous minutes New business: short term rental rule Workplan for this year MB adds: Code of ethics Officers of the Board Power savings Building drawings Etc. (see document)  Moved by DG seconded by MC
<b>3.</b>	<b>Approval of Previous Minutes</b>	2 amendments Moved by VG seconded by AL
<b>4.</b>	<b>Business arising from previous minutes</b>	Roof inspection postponed to spring due to snow. Bulbs: Maurice still has lots of them. LED samples too blue, will need to be changed. Keller: issue with generator? Even if we change it, it will be outside (corner near the fence, south side of the building). Maurice: any expenses over \$400 must go through Integral (Purchase Order).
<b>5.</b>	<b>Ratifying Board email decisions</b>	Legal representation: Moved by AL seconded by MB.
<b>6.</b>	<b>Management Report</b>	Pipe testing - Report should be ready by the end of week. Pool humidity make up air unit: measurements done this week. Design by the end of the month for the Board to review. Garage membrane: not done on Nov. 14th. Called the week before Christmas. Since the garage must be closed for the work, it is better to do the work in the spring (email confirming that it will still be under warranty).
<b>7.</b>	<b>Financial Reports</b>	Audits with general entries available by the end of week. Investments - Luc to follow up and inform the Board.
<b>8.</b>	<b>New Business</b>	<b>Short-term rentals</b> Discussion over document sent by Nancy Houle. MC to

		<p>rework the document to reflect discussion and share with Board members. <i>Secretary note: shared by MC on January 19th for comments.</i></p> <p><b>Lost keys procedure</b></p> <p>LR to find out the cost of electronic entrance system (fobs).</p> <p><b>Items in the RFS for 2017</b></p> <ul style="list-style-type: none"> <li>• Balcony assessment - 64k for masonry</li> <li>• \$5,200 for parking garage - Was fixed.</li> <li>• Retaining wall inspection \$8,300</li> <li>• Garage exhaust fan - \$8,300</li> <li>• Replacement of emergency generator - \$22k (not in the RFS) - Will save the \$68k in 2038...</li> <li>• Exterior sealant last year was not spent (\$16k). Money could be used to pay part of the generator. LR to ask about the batteries option.</li> <li>• Fire alarms - \$47k</li> <li>• Wiring - \$18k</li> </ul> <p>LR to look at an integrated system (fire alarm + wiring). Biggest ticket item is the fire alarm and Board wants to move fast on that item.</p> <p>Vault: 2019. Start planning next year.</p> <p>Hydronic piping: 2020</p> <p><b>Website</b></p> <p>Each board member receives directives to access the website and will provide feedback to LR. Each owner will have a password.</p> <p><b>Power savings</b></p> <p>Audit scheduled on Jan. 19th with Luminex (lighting only). MB would like to consult Keller for solar installation on roof (not grid connected) to see what the savings would be on our electrical bill. LR to check how much would cost a mini-study.</p> <p>Building drawing: have them scanned by a printer. The problem is that, in their state of repair, they cannot be scanned without being damaged more. Originals can be obtained from the City.</p> <p><b>Non-smoking Rule</b></p> <p>MC to ask Nancy Houle how many condos have passed such a rule, and about the grandfather clause.</p>
9.	<b>Next Meeting</b>	February 8th
10.	<b>Adjournment</b>	9 p.m.