

HUDSON PARK NEWSLETTER

FROM THE BOARD OF O.C.S.C.C. #809

SPRING 2011

BOARD UPDATE

Board Shuffle

- In October 2010, the Board appointed Peter Pronovost to the Board to fill the position left vacant by a previous departure. Peter will serve until the next AGM meeting.

Current roles are as follows:

Stephen Ferris – President
Cynthia Leach – Vice President and Treasurer
Cheryl Seangio – Director of Communications
Donna Bush – Secretary
Peter Pronovost – Communications and Director

Communications Sub-Committee

- The Board recently formed a communications sub-committee composed of board members Cheryl and Peter and several Hudson Park owners. The sub-committee regularly issues this newsletter and maintains a community website. The Board would like to thank both Ron Scanlan and Byron Allin for their assistance in writing this newsletter.
- The website should be online early this summer. Information to be posted includes rules and bylaws, minutes of Board meetings, questions for Board members, a property manager link, and notices regarding issues like cleaning, security, etc. The Board would like to thank Candice Chui and Marcus Enns for their help in designing the website.

A special thank-you to Patrick Burt who is busy creating and designing our website.

Upcoming Board Activities

- Meet and Greet: To welcome our new property manager, superintendent, and cleaning staff, and to celebrate the spring season, the Condo Board will be hosting a meet-and-greet social event on **Thursday, April 21, 2011 from 6-8pm.**

Bring a glass of wine or a coffee to the 2nd floor amenities room of HP II and say "Hi". See you there!

- Next Hudson Park AGM

The next annual general meeting will take place in early June 2011. An official notice with the agenda items to be resolved—including the election of new directors—will be distributed once arrangements have been finalized.

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- The town hall meeting anticipated in the fall newsletter for January 2011 was cancelled so that the Board could fully focus on retaining new property management and cleaning companies.
- The review of the rules and bylaws initially scheduled for early 2011 was postponed for the same reasons as above. The Board will now conduct this review in April 2011. Once decided by the Board, rule changes will be circulated to owners for the mandatory 30-day review period. Detailed instructions will accompany this information.

Any proposed by-law changes will be submitted to a vote by owners at the AGM in June. Details will be circulated with the AGM package.

If you would like to share your suggestions on this matter, please send them to andree@axiamanagement.com by **April 8, 2011.**

MAINTENANCE UPDATE

New Property Manager

We are happy to welcome Axia Property Management Inc. as Hudson Park's new property manager.

Mrs. Andrée Ball has been designated as our property manager, responsible for the day-to-day management of our property and working in conjunction with the Board. Andrée has over eight years of experience in the condominium industry. You can reach her directly at 613-738-9700 ext. 125 or by email at andree@axiamanagement.com.

New Superintendent and Cleaners

Prestige Building Maintenance assumed the superintendent and cleaning duties for Hudson Park in March 2011.

- The superintendent is onsite Monday to Friday from 10 am to 6pm.

The board is presently working on getting a cell phone so that the superintendent will be available through the intercom system. Once a home base has been established for the superintendent, the Board will install a comment box for owners' comments or suggestions.

- A cleaner is onsite Monday to Friday from 8am to 12pm.
- A weekend cleaner, from 8am to 12pm Saturday and Sunday, will be effective from March 26.

The Board and property manager will continue to monitor these roles to ensure they are meeting our needs.

Performance Audits of the Common Elements

The Board successfully submitted the phase 2 year 1 performance audit to Tarion in January 2011.

It is also in the process of submitting the phase 1 year 2 performance audit to Tarion by the April 2011 deadline. The audit will consist of the completed surveys—which were recently circulated to phase 1 owners—and an inspection from our engineers at Keller Engineering Associates.

Over the coming months, the Board and Axia will be working with Charlesfort to try to resolve these common element issues.

The Board is also working to verify that items identified on the phase 1 year 1 performance audit have been appropriately resolved.

If you reported deficiencies in exclusive-use common elements for the phase 1 year 1 performance audit, you would have received a survey from the Board asking if these items have been resolved. Please note that the Board might need more information on some reported deficiencies—including from those owners who did not return this survey—in order to sign off on the repairs. The property manager will contact you if this information, or access to your unit, is required.

Spring Cleaning

- Window cleaning will take place twice a year; the next cleaning is in the process of being scheduled for May 2011.
- The full spring cleaning of the garage is also being scheduled for May. Owners will receive at least 1 week notice in order to move their vehicles.
- The Board has decided to designate 2 days during the year during which owners can dispose of their oversized junk.

One will be scheduled shortly for the spring, likely in May, and another will be later scheduled for the fall. An announcement will be posted once the details have been sorted out.

We would like to remind you that except for these days, you should not be putting your oversized junk in the garbage room. Please contact the city for how to dispose of these items at other times. Owners who fail to comply with these instructions can be fined.

Fire Inspection

The annual fire inspection has been scheduled, starting the week of April 11, 2011. This inspection will include both the common areas and all individual units. Owners will be notified by Axia of the specific date for their unit.

Lighting

Residents may have noticed improved lighting in our parking areas. The initial lighting system was not designed for indoor use, which caused lights to burn out prematurely. As a result, several tests were completed to identify the proper lighting system for the Hudson Park garage.

Electrical contractors Dayview Electrical are in the process of changing all of the lights in our parking garage at no cost to the corporation.

You may have noticed that the new lights are only protected by a wire mesh. These lights may not appear as stylish as the ones being replaced, but will last longer. The new lights are also brighter, making it safer for all residents.

If lights over your parking spot have not been replaced, the reason is your vehicle or the vehicle next to you has not been moved. Notices are being placed on vehicles requesting owners relocate their vehicles so the work can be completed.

Maintenance of Your Unit

- Condensation / Frost on Windows

To prevent moisture from damaging interior windows, please ensure that vents are not being blocked to allow for proper circulation. When temperatures go below the freezing point, it is especially essential to ensure proper temperature and humidity control.

- Cleaning of Balconies

Please be mindful of your neighbours on the floors below you; do not allow snow or dirt to fall from your balcony when cleaning.

- **Heat-Pump System Maintenance**

Maintenance of the in-suite system is a unit-owner responsibility. Please check your air filter regularly and change it as needed.

Please ensure to get your unit condensate pans drained at least once a year, preferably at the beginning of the summer season, by a plumber of your choice. The Corporation has previously dealt with both S&R Mechanical and Giroux Plumbing.

IMPORTANT REMINDERS/NOTICES

Security

Recent thefts within the Hudson Park complex serve as a reminder that it is important to avoid letting anyone you do not know into the building. Do not let cars follow you into the garage or allow people without keys to follow you into the building.

Rooftop

The rooftops will open for the season on **Friday April 22, 2011.**

We would like to remind you that smoking will no longer be permitted on the rooftop. Those who violate this policy can be fined.

Parking

Residents are not to park in the designated visitor parking area at any time.

Visitors may park for a maximum of 48 hours. A visitor may request parking for more than 48 hours by contacting property manager Andrée Ball at andree@axiamanagement.com or 613—738—9700. Make sure to note licence, car make and model, unit being visited and a number where the resident can be reached.

Air temperature of common elements

The superintendent will be monitoring the lobbies, amenities and gym rooms to ensure that temperatures are within a comfortable range and are not wasting power.

The Board has decided to set the target gym temperature at 19 degrees Celsius . If you open a window in the gym during your stay, please ensure to close it when you leave.

Garbage Cans

Recently your Board purchased new garbage cans for the lobbies of Hudson Park Phase 1 and 2. This was done at the request of one our owners. The garbage cans were chosen keeping the decor of our lobbies in mind. We hope you find them attractive and effective in helping keep our lobbies and court yard clean.

The Board is also reviewing the need to improve the garbage bins located next to the car wash stations of each parking level. We realize that the ones in place are small and need to be emptied frequently.

When you are on vacation

It is important to advise the property manager if you will be absent from your unit for more than 5 days. In the event of an emergency, access to your unit may be required.

Moving Policy

We would like to remind you of our moving policy.

- A reservation to put an elevator on service must be made with the property manager 5 days in advance of any move or unit work/renovation.
- Except with prior written consent of the Board, moves will only be scheduled during the hours of Monday to Friday 9am to 6pm.
- Those owners who do not reserve an elevator will be denied access to the building and can be fined.
- Each owner is designated 1 'free' move in and out of the building, after which the fee is \$75 per time.
- The owner reserving the elevator is responsible for any common-element damages arising from their move and must provide a \$200 damage deposit upon reservation.

Note that if you are moving single pieces of furniture (ex. delivery of a new purchase), you should contact the property manager to put the elevator on service. You will not be charged the fee for these one-off pieces.

If the delivery will be made after the superintendent's hours, please still let the property manager know so that protective sheets may be applied to the elevator. They will be removed in the morning.

Absolutely no full-scale moves are permitted outside of the assigned timeframe.