

1. Bayshore Mews decided to rent 10 lower level parking spaces for 6 months from April 4<sup>th</sup> to October 4<sup>th</sup> and agreed to make monthly payments of \$600. As part of the agreement with them, we committed to install reserved signage. Tapio acquired 10 "Reserved" signs and 10 garden stakes. On March 31<sup>st</sup>, he assembled and installed the signs. Total cost for this signage was \$37 including taxes.
2. At Task-Co's request, the cleaning schedule has been reduced to once a month from every 4 weeks thus eliminating one of two cleaning dates in June. The cleaner will be onsite either on the first or second Tuesday of the month to align with the next day's garbage collection bi-weekly schedule. Kateryna has marked these dates in the office calendar.
3. Jeremy continues to make periodic building inspections.
4. On Thurs, April 8<sup>th</sup> Butler Drain attempted unsuccessfully to clear the partially blocked Boiler room pit drain using power flush equipment. When they prepared to power flush from outside of the building, its motor failed. Currently this equipment is awaiting manufacturer's warranty repairs and once fixed Butler Drain will return to power flush sewer drain pipes to clear the poor drainage problems. If successful, they will reconnect the loose basement vestibule floor drain pipe and will invoice as per their Mar. 29<sup>th</sup> quote of \$1,900 plus HST for all their work completed. If the power flush does not resolve the problems, it will require excavation work to repair the sewer drain pipes. Butler Drain has provided a verbal estimate of \$7,600 for repairs requiring excavation and has offered to waive the quoted power flush cost if they are selected to complete drain repairs. In the event this excavation work is required, we will request a written quotation from Butler Drain for Council approval.
5. C&R Paving invoiced the church \$1,275 plus HST for 17 additional saltings at \$75 per application above the first 10 included in the 2020-2021 snow removal agreement. After requesting the owner to double check their crews salting logs, Tapio authorized its payment. The 2021 snow removal budget included \$650 for additional saltings.