

Condo 1002 's Communication/Organization Flowchart...

Condo 1002 is managed by FirstService Residential (FirstService) hired by Condo 1002's Board of Directors whose duties is to plan and oversee the fiscal health of the corporation, to carry out the tasks associated with their duties and day-to-day work. FirstService has been empowered to enforce the corporation's declaration, bylaw and rules to a level that meets the Board of Directors' expectations and liaise with all contractors to ensure that the highest level of services is provided at the lowest possible cost to the corporation. Melfer Property Maintenance Inc. has been contracted to provide lawn care, landscaping and snow removal services. Consequently, all customer service enquiries by individual owners must go through FirstService. There is only one exception and that is Irrigation. Irrigation service requests are to be directed to Porcupine Management Ltd. For waste and recycling service enquiries please contact the Town of Whitchurch-Stouffville. Please refer to Condo's 1002 Communication/Organization Flowchart on the next page.



CONDO 1002's COMMUNICATION/ORGANIZATION FLOWCHART

BOARD OF DIRECTORS

PRESIDENT – LUCIEN JEZ
TREASURER – LEANNE PEPPER
SECRETARY – JOHN WILSON
DIRECTOR – SUSAN MCKAY
DIRECTOR – JIM MURRAY

STANDARDS/RULES COMMITTEE
JIM MURRAY

RECREATION CENTRE LIAISON
SUSAN MCKAY

FIRSTSERVICE RESIDENTIAL

Adam Hassan(PM) - 647 475-4033 Adam.Hassan@fsresidential.com

Laura Sheppard - REC CENTRE ADMIN 905 640-1055

<u>Laura.Sheppard@fsresidential.com</u> **EMERGENCIES – 416 293-5900** MELFER PROPERTY MAINTENANCE OTHER CONTRACTORS

ACCOUNTING & GENERAL ADMIN
DAY-TO-DAY-OPERATIONS

HOMEOWNERS/RESIDENTS

ALL REQUESTS FOR INFORMATION, FORMS,
SERVICES, ALTERATIONS AND UPDATES MUST
BE REFERRED TO FIRSTSERVICE WITH THE
EXCEPTION OF IRRIGATION

IRRIGATION - PORCUPINE MANAGEMENT 905 640-6333 EXT 351

info@ballantraegolfclub.com

SECURITY GATES, ENTERPHONE & FOBS RECREATION CENTRE @ 905 640-1055

WHITCHURCH-STOUFFVILLE SERVICES 905 640-1910