



November 11, 2024

Dear Owners,

The Board has determined that a virtual AGM is the best way to meet requirements per the Condominium Act, given the convenience of this platform that has led to increased ownership participation.

The Annual General Meeting of owners will be held **VIRTUALLY via GET QUORUM** on November 27, 2024 using Zoom, a secure virtual online platform. **Registration will commence at 6:45 p.m. The meeting will be called to order at 7:00 p.m.**

Get Quorum will oversee the virtual registration and proxy voting. We ask that you please respond and follow the instructions provided as soon as possible. This will allow the Board and Management to ensure a timely AGM is held with sufficient participation from Owners.

You will need to join the meeting via the Zoom app to be able to fully participate in motions, Q&A, voting etc.

If you call into the meeting (through your phone and NOT via the Zoom app), you will not have access to Zoom features and any live ballots. Please ensure that you submit a proxy in advance if you plan to dial in.

Please find enclosed a complete package for the meeting. Please read this material prior to the meeting to make our discussion more productive.

The Annual General Meeting is an extremely important opportunity for owners to fulfill their responsibilities under the Condominium Act and to discuss matters of general interest relating to the operation of the condominium corporation.

As the meeting is to elect two directors, the notice must request those individuals interested in being candidates to notify the board in writing of their names, addresses and intention to be candidates. The positions in question are as follows:

1 position – 2-year term expiring 2024 - currently occupied by Peter Camp
1 position – 2-year term expiring 2024 - currently occupied by Luc Lapointe

We wish to thank Peter and Luc for their important work over the last 2 years. We are pleased to advise that they have all graciously agreed to re-submit their names for candidacy.

Notice of intent to submit name for candidacy and disclosure forms can be returned via email to mmurad@condogroup.ca or support@getquorum.com or mailed to: **OCSCC 815** c/o CMG, 434 Queen Street, Ottawa Ontario, K1R 7V7

Quorum for attendance requires 25% of units (26) represented by owners present in person or by proxy.

Should you have any questions, please do not hesitate to contact me at (613-237-9519 ext. 321) or via email: mmurad@condogroup.ca.

Sincerely,
Monica Murad OLCM-G, RCM
Property Manager
Condominium Management Group
Encls/

**Ottawa Carleton Standard Condominium Corporation No. 815
2024 Annual General Meeting of Owners
(The 'Corporation')**

Notice of Annual General Meeting of Owners

The Corporation's Annual General Meeting of the Owners will be held as follows:

Date: November 27, 2024

Time: Registration 6:45 p.m. Meeting to commence at 7:00 p.m.

Place: **VIRTUALLY HOSTED VIA GET QUORUM**

The business to be transacted at the meeting is set out in the attached agenda for the meeting.

Attached are the following documents:

1. Prescribed Notice of Meeting
2. Disclosure by Candidate for Election Form
3. Qualification/ Disclosure Obligations Information
4. Audited Financial Statements for the year ended June 30, 2024 (currently in draft format and will be sent to owners separately)
5. Minutes of November 28, 2023, Annual General Meeting
6. President's Report
7. Operations Report
8. Insurance Certificate
9. Proxy **(Must complete and return)**

BY ORDER OF THE BOARD OF DIRECTORS

Ottawa-Carleton Standard Condominium Corporation No. 815

Annual General Meeting

Wednesday, November 27, 2024, at 7:00 P.M.

(Registration as of 6:45 P.M.)

VIRTUALLY

AGENDA

1. Call to Order
2. Proof of Notice of Annual General Meeting
3. Confirmation of Quorum
4. Introduction of Panelists (Head Table)
5. Auditor's Financial Report for Year ending June 30, 2024
6. Appointment of Auditor
7. Approval of Minutes of the Annual General Meeting of Nov. 28, 2023
8. President Report
9. Owners will vote to elect two (2) director positions:
Two (2) positions for a term of two (2) years expiring in 2026, to be voted on by all owners.
10. Results of the Election
11. Questions from the floor
12. Adjournment of Meeting

Instruction

This PDF form can be filled out electronically and then saved or printed. When filled out electronically, the form is dynamic – for example, text boxes will expand as you enter information, and checking certain boxes may cause items to appear or disappear as necessary. The blank form can also be printed in full, and then filled out in hard copy. If you are filling out the form in hard copy and you need more space, you may enclose additional sheets of paper with the form.

General Meeting Information

Condominium corporation's name

[Ottawa-Carleton Standard Condominium Corporation No. 815](#)**Section 1.** Date and Time of the Meeting[November 27, 2024 starting at 7:00 p.m.](#)**Section 2.** Place of the meeting[Virtual Platform - Zoom](#)**Section 3.** The nature of the business to be presented at the meeting is (a meeting agenda may be included with this form)[Annual General Meeting](#)**Section 4.** Please describe below the quorum needed for any part of this meeting:[25% or 26 units for attendance](#)

The reference to “units” here does not include units that are intended for parking, storage purposes, or for the purpose of providing space for services or facilities or mechanical installations, unless all of the units in the corporation are those kinds of units. Only owners that are entitled to vote at the meeting and are either present at the meeting or represented by proxy can count towards quorum. If this is a pre-turnover meeting under s. 42(6) of the *Condominium Act, 1998*, please see s. 42(10) of the Act to determine who counts towards the quorum.

Section 5. A by-law of the corporation authorizes methods of being present at the meeting, in addition to attending in person or by proxy (e.g., by phone or online): Yes No

The methods of being present are ▼

[Electronic attendance, electronic voting, by proxy](#)**Section 6.** A by-law of the corporation authorizes voting methods, in addition to voting by a show of hands, by ballot, by proxy (e.g., by phone or online): Yes No**Section 7.** If you wish to be present at the meeting by proxy (for purposes of quorum) or to vote on any matters by proxy, you must use the mandatory proxy form. The form is available on the Government of Ontario website. It may also be available from your corporation.**Section 8.** Please check any of the following that apply to the upcoming meeting:

Section 8.A

 This is an annual general meeting.

A copy of the corporation's financial statements and the auditor's report (if any) are included with this notice.

Section 8.B

This is a meeting to elect one or more directors (including a meeting requisitioned under s. 46 of the *Condominium Act, 1998* that may include the election of one or more directors).

The number of positions on the board that are or could be the subject of an election at the meeting, and the term or remaining term of each position, are ▼

Owners will vote to elect two (2) director positions:

Both positions are for a term of two (2) years expiring in 2026

Instruction for person filling out this form: If this is a meeting to elect one or more directors under s. 46 of the *Condominium Act, 1998* (either to fill a vacancy on the board, or following the removal of any directors), please enter the maximum number of positions on the board that could be the subject of an election at the meeting.

The number of positions that are or could be the subject of an election at the meeting and that are reserved for voting by owners of owner-occupied units is ▼

0

Total number of positions on the board is ▼

five

Candidates

These are the names and addresses of each individual who has notified the board in writing of their intention to be a candidate by the specified deadline:

Name of Candidate	Address of Candidate	Position (select one or both if applicable)
Peter Camp	601-90 George Street, Ottawa, ON K1N 0A8	<input checked="" type="checkbox"/> Candidate for position for which all owners may vote <input type="checkbox"/> Candidate for position reserved for voting by owners of owner-occupied units
Gilles Lanteigne	1702-90 George Street, Ottawa, ON K1N 0A8	<input checked="" type="checkbox"/> Candidate for position for which all owners may vote <input type="checkbox"/> Candidate for position reserved for voting by owners of owner-occupied units
Luc Lapointe	1708-90 George Street, Ottawa, ON K1N 0A8	<input checked="" type="checkbox"/> Candidate for position for which all owners may vote <input type="checkbox"/> Candidate for position reserved for voting by owners of owner-occupied units

A copy of any disclosure statements and information provided by the candidates is included with this notice.

Note: For information about disclosure obligations and qualifications, see s. 29(1) of the *Condominium Act, 1998* and s. 11.6 of Ontario Regulation 48/01 under the *Condominium Act, 1998*, copies of which are included with this notice.

Section 8.C

This is a meeting to remove or appoint an auditor.

The name of the auditor proposed to be removed and the reasons for removal:

Name of Auditor(s)	Reasons for removal

A copy of any written representations made by the auditor who is proposed to be removed are included with this notice.

The candidates for auditor whose information was provided before the specified deadline are:

Name of Auditor(s)	Address (Street Address, Postal Code, Telephone Number)
Welch LLP	123 Slater Street, 3rd floor Ottawa ON K1P 5H2 (613) 236-9191

Section 8.D

This meeting was requisitioned by owners under s. 46 of the *Condominium Act, 1998*.

Section 8.E

This is a meeting for the purpose of considering an addition, alteration, improvement to the common elements, a change in the assets of the corporation, or a change in the service of the corporation, or for the purpose of considering the installation of an electric vehicle charging system to be carried out in accordance with s. 24.3 (5) of Ontario Regulation 48/01 made under the *Condominium Act, 1998*.

Section 8.F

This is a meeting to discuss proposed changes to the declaration, description, by-laws, rules or any agreements.

Section 8.G

This is a meeting relating to amalgamation under s. 120 of the *Condominium Act, 1998*.

Section 9.

Additional material (including any record of the corporation) in a submission from owners, made by the deadline specified in the preliminary notice, is being included with this notice.

Section 10.

A by-law of the corporation requires that additional material be included with this notice.

Note for common elements condominium corporations: If your corporation is a common elements condominium corporation, all references in this form to “unit(s)” should be read as references to “common interest(s) in the corporation,” and all references to “unit owner(s)” should be read as references to “the owner(s) of a common interest in the corporation”.

Section 11.

Optional: Additional material that is not required by a by-law of the corporation is included with this notice.

Dated this 11 day of November, 2024.
day of month month year

Candidate Disclosure Form

To: **Ottawa-Carleton Standard Condominium Corporation No. 815, (the "Corporation")**

A. CANDIDATE INFORMATION

Name: Camp, Peter

Address: OCSCC 815

I submit this Candidate Disclosure Form in support of my candidacy for election to the Board of Directors of the Corporation. I make the following declarations pursuant to s. 29(1)(f) of the *Condominium Act, 1998*, as amended, subject to any additional disclosure obligations required by the Corporation's by-laws.

B. OWNERSHIP & OCCUPANCY STATUS

1. I am a registered owner of a unit in the Corporation.

Yes No

[If you answered "Yes" to the above]

The contributions to the common expenses payable for my unit(s) are in arrears for 60 days or more.

Yes No

2. I am an occupant of a unit in the Corporation.

Yes No

C. LEGAL PROCEEDINGS

3. I, my spouse, my child, my parent, my spouse's child, my spouse's parent, an occupier of a unit I own, an occupier of a unit my spouse owns, and/or someone with whom I occupy a unit is/are a party to a legal action to which the Corporation is a party.

Yes No

If you answered "Yes" to the above, please provide the name and relationship of the person involved along with a brief general description of the action(s).

N/A

D. CONDOMINIUM ACT CONVICTIONS

4. Within the past 10 years, I have been convicted of an offence under the Condominium Act, 1998, as amended or under the regulations to the Condominium Act, 1998, as amended.

Yes No

If you answered "Yes" to the above, please provide a brief general description of the offence(s).

N/A

E. CONFLICTS OF INTEREST WITH THE CORPORATION

5. I have a material interest, either directly or indirectly, in a material contract or transaction to which the Corporation is a party (other than in my capacity as a purchaser, mortgagee, owner, or occupier of a unit).

Yes No

If you answered "Yes" to the above, please provide a description of the nature and extent of the interest(s).

N/A

F. CONFLICTS OF INTEREST WITH THE DECLARANT

6. I have a material interest, either directly or indirectly, in a material contract or transaction to which the declarant or an affiliate of the declarant is a party (other than in my capacity as a purchaser, mortgagee, owner, or occupier of a unit).

Yes No

If you answered "Yes" to the above, please provide a description of the nature and extent of the interest(s).

N/A

THE DECLARATIONS THAT I HAVE MADE ABOVE, AND IN ANY ADDITIONAL PAGES, ARE TRUE AS OF THE DATE I HAVE SUBMITTED THIS FORM. I WILL NOTIFY THE CORPORATION IN WRITING IMMEDIATELY IF ANY OF THE INFORMATION I HAVE PROVIDED ON THIS FORM CHANGES PRIOR TO THE ELECTION.

Submitted At: 6th day of November, 2024 at 02:41 pm EST (Submitted via the GetQuorum Nominations Tool)

LEADER ▪ JOURNALIST ▪ STORYTELLER

Peter Camp

416-570-7175 peter.camp@bell.net

90 George Street, Ottawa, Ontario, K1N 0A8

Languages: English & French

90 George Board OCSCC 815

Functioning Board Member - 2022 - present

News Leadership

CTV News – News Director & Senior Producer – CTV News Channel 2018 - present

- Responsible for all editorial content on CTV News Channel.
- Responsible for recruiting, identifying high performer, mentoring and onboarding
- Lead breaking news coverage; highlights include:
 - o Russian invasion of Ukraine
 - o Anti-mandate protests
 - o Death of Prince Philip
 - o Capital Riots
 - o Pandemic News Specials
 - o Federal Election & Cabinet Shuffles
 - o Installation of new Governor General

CTV News - Producer – CTV National News Weekend 2011 - 2018

- Responsible for all editorial aspects of the weekend edition of CTV National News.
- Responsible for boosting show ratings into the lead position as “Canada’s most watched National newscast”.

CTV News - Show Producer – CTV News Channel Afternoon 2006 - 2011

- Responsible for the afternoon show for the 24-hour news service. Leading a team of writers, chase producers and technical staff to cover the day’s events including breaking news, interviews, and field reports. Liaise on a daily basis with CTV News’ digital team

CTV News – Senior Producer & Bureau Manager – Toronto Bureau 1998 - 2000

- Assigned daily stories for National Newscast and 24-hour news channel. Led a team of 7 crews and 4 reporters. Initiated story ideas. Conducted interviews. Assembled news stories. Acted as a liaison with desk and other bureaus. Gathered interviews as required. Wrote scripts and produced edits.

News Career

CTV News – Field Producer – CTV News Ottawa Bureau 1995 - 1996

CTV News – Field Producer & Control Room Producer – CTV News Specials 1995 - present

Recent examples include:

- Daily COVID-19 News Specials with Chief News Anchor Lisa Laflamme
- All Federal Elections & Federal Budgets
- Multiple Remembrance Day Specials
- Death of Prince Phillip
- Attack in Nova Scotia
- Parliament Hill Shootings

YTV - Associate Producer & Producer - YTV News 1995 - 1998

- Co-produced a weekly half-hour national, award-winning youth news and current affairs program. Assigned items and field produced. Supervised studio production. Traveled extensively producing programs in Senegal, Northern Ireland, Bosnia, Croatia, Hong Kong, New York, San Diego, Quebec, Newfoundland and British Columbia.

CTV News - Line-up Editor / Writer – Canada Am News 1992 - 1994

- Lined-up 5 newscasts for the daily morning show; one to air every half hour from 6:30 to 9:00 A.M. Supervised a staff of three writers and one tape producer. Assigned and edited all news copy and graphics. Chased breaking news and assigned reporters as required.

Lifestyle Program Experience

Bell Media - "Pop Life" – Producer

- Launched a new lifestyle series hosted by Richard Crouse featuring in-depth discussion and debate on pop culture and modern life.

Discovery Channel - Sex Files – Producer, Writer & Director (Seasons 3, 4 & 5)

- Responsible for ten ó hour documentaries on the science of sexuality: "Celibacy", "Transitioning", "Sex and Culture" & "Fetish" are among topics explored.

HGTV - Buy Me – Producer / Director

- Responsible for a multi camera reality series exploring the drama of real estate from property listing through to sale.

Global Television - Body & Health – Producer / Director

- Responsible for documentary length health and lifestyle series. Some of the topics covered are "Bullying", "New World Island, Newfoundland Country Doctor", "QiGong" & "Forensic Pathology".

TVO - "Person to person" – Producer

- Responsible for ó hour profile documentary on aboriginal entrepreneur John Bernard.

CTV TRAVEL - Inside Travel – Producer / Director

- Responsible for producing travel features for ó hour consumer travel show. Involved in all production aspects from development to launch including vision, editorial content and look.

Memberships & Community Service

Canadian Association of Journalists since 1995

Academy of Canadian Cinema & Television since 1998

Withrow Public School – Co-Chair & Treasurer 2010-2015

Education

Trent University 1985 - 1989

B.A. Honors, English and Sociology

Marianopolis College 1983 - 1985

C.E.G.E.P., Quebec

Lower Canada College 1976 – 1983

Candidate Disclosure Form

To: **Ottawa-Carleton Standard Condominium Corporation No. 815, (the "Corporation")**

A. CANDIDATE INFORMATION

Name: Giles Lanteigne

Address: OCSCC 815

I submit this Candidate Disclosure Form in support of my candidacy for election to the Board of Directors of the Corporation. I make the following declarations pursuant to s. 29(1)(f) of the *Condominium Act, 1998*, as amended, subject to any additional disclosure obligations required by the Corporation's by-laws.

B. OWNERSHIP & OCCUPANCY STATUS

1. I am a registered owner of a unit in the Corporation.

Yes No

[If you answered "Yes" to the above]

The contributions to the common expenses payable for my unit(s) are in arrears for 60 days or more.

Yes No

2. I am an occupant of a unit in the Corporation.

Yes No

C. LEGAL PROCEEDINGS

3. I, my spouse, my child, my parent, my spouse's child, my spouse's parent, an occupier of a unit I own, an occupier of a unit my spouse owns, and/or someone with whom I occupy a unit is/are a party to a legal action to which the Corporation is a party.

Yes No

If you answered "Yes" to the above, please provide the name and relationship of the person involved along with a brief general description of the action(s).

N/A

D. CONDOMINIUM ACT CONVICTIONS

4. Within the past 10 years, I have been convicted of an offence under the Condominium Act, 1998, as amended or under the regulations to the Condominium Act, 1998, as amended.

Yes No

If you answered "Yes" to the above, please provide a brief general description of the offence(s).

N/A

E. CONFLICTS OF INTEREST WITH THE CORPORATION

5. I have a material interest, either directly or indirectly, in a material contract or transaction to which the Corporation is a party (other than in my capacity as a purchaser, mortgagee, owner, or occupier of a unit).

Yes No

If you answered "Yes" to the above, please provide a description of the nature and extent of the interest(s).

N/A

F. CONFLICTS OF INTEREST WITH THE DECLARANT

6. I have a material interest, either directly or indirectly, in a material contract or transaction to which the declarant or an affiliate of the declarant is a party (other than in my capacity as a purchaser, mortgagee, owner, or occupier of a unit).

Yes No

If you answered "Yes" to the above, please provide a description of the nature and extent of the interest(s).

N/A

THE DECLARATIONS THAT I HAVE MADE ABOVE, AND IN ANY ADDITIONAL PAGES, ARE TRUE AS OF THE DATE I HAVE SUBMITTED THIS FORM. I WILL NOTIFY THE CORPORATION IN WRITING IMMEDIATELY IF ANY OF THE INFORMATION I HAVE PROVIDED ON THIS FORM CHANGES PRIOR TO THE ELECTION.

Submitted At: 2nd day of November, 2024 at 03:17 am EDT (Submitted via the GetQuorum Nominations Tool)

Gilles Lanteigne

1702-90 George St., Ottawa, On, K1N 0A8 (613) 314-6006 gilles.lanteigne@gmail.com

Profile

Accomplished leader with vast knowledge and experience in governance of provincial and national organizations. Focused on people and demonstrated skills to engage and to inspire teams to perform at their best.

Experience

PRESIDENT/CEO | VITALITÉ HEALTH NETWORK | AUGUST 2015 – NOVEMBER 2020
PRESIDENT/CEO | CHAMPLAIN COMMUNITY CARE ACCESS CENTRE | SEPTEMBER 2010- JUNE 2015
EXECUTIVE VP | ACCREDITATION CANADA | FEBRUARY 2001 - JUNE 2010
CEO | LAKESHORE GENERAL HOSPITAL | FEBRUARY 1995 - FEBRUARY 2001
CEO | PONTIAC COMMUNITY HOSPITAL | FEBRUARY 1996 - FEBRUARY 1995

Education

PHD (PUBLIC HEALTH MANAGEMENT) | 2007 | UNIVERSITÉ DE MONTRÉAL
MBA (FINANCE AND ECONOMIC) | 1986 | OTTAWA UNIVERSITY
CPA | 1993 | MONTRÉAL, QUÉBEC
MSS (RESEARCH) | 1982 | UNIVERSITÉ DE SHERBROOKE

Skills & Abilities

- Governance
- Accounting & Budgeting
- Excellent interpersonal and communication skills
- Quality
- Leadership and management

Activities and Interests

Running, physical activities, reading, travel

Disclosure by Candidate for Election or Appointment to the Board
(Pursuant to Section 29 of *Condominium Act, 1998* and Section 11.6 of Regulation 48/01)

To: Ottawa-Carleton Standard Condominium Corporation No. 815

From: LUC LAPOINTE (Please print candidate's name).

Please check any box that applies to you, and attach details (where indicated):

<p><u>INVOLVEMENT IN CERTAIN LEGAL ACTIONS:</u></p> <p>The candidate, or certain members of the candidate's family, is/are involved in a legal action also involving the condominium corporation.</p>	<p align="center">YES</p> <p align="center"><input type="checkbox"/></p> <p>If yes, please attach details.</p>	<p align="center">NO</p> <p align="center"><input checked="" type="checkbox"/></p>
<p>An occupant of the unit is involved in a legal action also involving the condominium corporation (if the unit is owned by the candidate or by the candidate's spouse, or if the unit is also occupied by the candidate).</p>	<p align="center">YES</p> <p align="center"><input type="checkbox"/></p> <p>If yes, please attach details.</p>	<p align="center">NO</p> <p align="center"><input checked="" type="checkbox"/></p>
<p><u>CONVICTED OF AN OFFENCE:</u></p> <p>The candidate has been convicted of an offence under the Condominium Act or Regulations in the previous 10 years.</p>	<p align="center">YES</p> <p align="center"><input type="checkbox"/></p> <p>If yes, please attach details.</p>	<p align="center">NO</p> <p align="center"><input checked="" type="checkbox"/></p>
<p><u>INTEREST IN CERTAIN CONTRACTS OR TRANSACTIONS:</u></p> <p>The candidate has a material interest in a contract or transaction to which the condominium corporation is a party.</p>	<p align="center">YES</p> <p align="center"><input type="checkbox"/></p> <p>If yes, please attach details.</p>	<p align="center">NO</p> <p align="center"><input checked="" type="checkbox"/></p>
<p>The candidate has a material interest in a contract or transaction to which the declarant or declarant affiliate is a party.</p>	<p align="center">YES</p> <p align="center"><input type="checkbox"/></p> <p>If yes, please attach details.</p>	<p align="center">NO</p> <p align="center"><input checked="" type="checkbox"/></p>
<p><u>OWNER 60 DAYS IN ARREARS:</u></p> <p>The candidate is an owner and is 60 days (or more) in arrears in payment of common expenses.</p>	<p align="center">YES</p> <p align="center"><input type="checkbox"/></p>	<p align="center">NO</p> <p align="center"><input checked="" type="checkbox"/></p>
<p><u>OWNER:</u></p> <p>The candidate is an owner of a unit in the condominium.</p>	<p align="center">YES</p> <p align="center"><input checked="" type="checkbox"/></p>	<p align="center">NO</p> <p align="center"><input type="checkbox"/></p>
<p><u>OCCUPANT:</u></p> <p>The candidate is an occupier of a unit in the condominium.</p>	<p align="center">YES</p> <p align="center"><input checked="" type="checkbox"/></p>	<p align="center">NO</p> <p align="center"><input type="checkbox"/></p>

I certify that I have provided the above information in fulfillment of my disclosure obligations in Section 29 of the *Condominium Act, 1998* and/or Section 11.6 of Regulation 48/01.

Signature of Candidate: X L.L.

Dr. Luc Lapointe MD CCFP

90 George Street
Ottawa

BOARD MEMBERSHIP

Director, 90 George Board of Directors 2022 - Present

PROFESSIONAL CAREER

Lapointe Professional Medicine Corporation
Family Physician 2010 – Present

Interests: LGBT Health, Home Palliation, Medical Assistance in Dying

Family First Health Centre

Family Physician 2007 – 2010

TEACHING

Clinical Supervisor 2011- Present
Teaching clinical skills – francophone program University of Ottawa

OSCE Examiner 2010 – 2015
University of Ottawa, Faculty of Medicine

PBSG Member and Facilitator 2007 – Present
Physician group in Toronto

PBL Tutor 2005 - 2008
University of Ottawa, Faculty of Medicine

High School Teacher 2000 - 2001
Halton Board of Education

EDUCATION

Doctor of Medicine
University of Ottawa - 2005

Masters of Education
University of Toronto - 2001

Bachelor of Education
York University - 2000

Bachelor of Science
McMaster University - 1998

OTTAWA CARLETON STANDARD CONDOMINIUM CORPORATION NO. 815
MINUTES OF THE ANNUAL GENERAL MEETING
NOVEMBER 28, 2023 STARTING AT 7:00 P.M.
VIRTUAL MEETING - ZOOM

PRESENT:	Catherine Zongora	President
	Daniel Major	Treasurer
	Michelle Joos	Director
	Peter Camp	Director
	Luc Lapointe	Director
	Nancy Houle	Chairperson/Co-Host/Legal Counsel, Davidson Houle Allen
	Cheryll Wood	Host/Legal Counsel, Davidson Houle Allen
	Peter Berry	Auditor, Welch LLP
	Melody Brown	Property Manager, Condominium Management Group
	Gerry Bourdeau	Property Manager, Condominium Management Group
	Leslie Mitchell	Recording Secretary

1) CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Nancy Houle, who would serve as Chairperson of the proceedings.

The Chair disclosed the meeting would be recorded to facilitate the recording secretary with the preparation of the minutes. The recording would not form part of the records of the Corporation.

The Chair reviewed the technical aspects for the virtual meeting that were shown on screen during the registration of owners.

2) PROOF OF NOTICE OF ANNUAL GENERAL MEETING

The Chair certified the official Notice of the Annual General Meeting was sent to all owners at the address of service in accordance with requirements of the *Condominium Act* 1998. Preliminary Notice was provided 35 days in advance. The signed copy of the Audited Financial Statements followed the distribution of the meeting package.

3) CONFIRMATION OF QUORUM

The Chair confirmed quorum was established with a total of seventy-two (72) units represented in person and by proxy.

4) INTRODUCTION OF PANELISTS (HEAD TABLE)

The Chair introduced the Board of Directors, the Auditor, the Property Managers, the Host from DHA/Get Quorum and the Recording Secretary.

The Chair proposed that agenda items 11 and 12 be moved ahead of agenda item 9 to ensure ample time was provided to owners for the discussion and a vote on the two proposed bylaws. There were no objections received from the floor to the changed order.

5) APPROVAL OF MINUTES OF THE ANNUAL GENERAL MEETING OF NOVEMBER 28, 2022

Minutes of the previous Annual General Meeting were distributed with the Notice of Meeting. No corrections were considered by the attending owners.

It was **Moved** by D. Major (1302) and **Seconded** by L. Lapointe (1708) to dispense with the reading of the minutes of the Annual General Meeting held on November 28, 2022 and to accept the minutes as presented. **Motion Carried**

6) AUDITOR'S FINANCIAL REPORT FOR YEAR ENDING JUNE 30, 2023

(a) Presentation of Financial Statements

The Audited Financial Statements (Statement of Financial Position, Statement of Operating Fund, Statement of Reserve Fund, Statement of Cash Flows, and Notes to Financial Statements) were distributed separately from and subsequent to the Notice of Meeting.

The Audited Financial Statements (for OCSCC 815) prepared in detail by Welch LLP for the fiscal year ended June 30, 2023 were presented by Peter Berry. The Independent Auditor's Report provided a clean audit opinion.

(b) Questions arising from the Auditor's report

In response to a question from the unit owners (1201), G. Bourdeau reported 'LRT damages', in the amount \$650 expensed through reserve, was payment for the engineer to examine a crack in the building, which could be related to the LRT construction. The matter was previously forwarded to the City of Ottawa for their follow-up; The City has not provided a response to date.

With no further questions from owners, the Auditor was thanked for his presentation and excused from the meeting at 7:28 p.m.

7) APPOINTMENT OF AUDITOR

The Condominium Act requires that owners appoint an auditor at each Annual General Meeting. The Board proposed that owners re-appoint the firm Welch LLP, as set out in the Notice of Meeting. No alternative proposals were received from the floor or included with the Notice of Meeting. The Chair confirmed the Board were pleased with the services of Welch LLP and there were no reported increased costs for services beyond inflation for the current fiscal year.

It was **Moved** by L. Lapointe (1708) and **Seconded** by P. Bruce/B. Soyka (1403) that owners re-appoint the firm Welch LLP to serve as Auditors for the fiscal year ending June 30, 2024.

Motion Carried

8) PRESIDENT'S REPORT

A copy of the President's Message was distributed with the Notice of Meeting.

In addition to the written report, C. Zongora expressed her appreciation to the Board and management for their cohesive efforts and cooperation to move forward with the operations of the building and to provide for the comfort and safety of its residents. Appreciation was expressed to owners for their continued trust and support of the Board's efforts.

The Chairperson reminded owners that discussion arising from the report could be held over to general discussion at the end of the evening (agenda item 13).

9) OWNERS WILL VOTE TO ELECT THREE (3) DIRECTOR POSITIONS – TWO (2) POSITIONS FOR A TERM OF TWO (2) YEARS EXPIRING IN 2025 & ONE (1) POSITION FOR THE OWNER-OCCUPIED VOTE FOR A TERM OF TWO (2) YEARS

The Chairperson reported that if at least 15-percent of the units of the Corporation were owner-occupied units, an election would be held to elect a candidate for position reserved for voting by owners of owner-occupied units. An election would follow to elect two candidates to fill two director positions, each for a term of two years, a position for which all owners could vote. Catherine Zongora, Daniel Major and Michelle Joos's terms had expired. The outgoing directors were thanked for their service on the Board.

Candidates (AGM Notice)

Catherine Zongora (1502), Daniel Major (1302), Michelle Joos (806) and Adam Kiesman (405) had each notified the Corporation of his/her intent to stand as a candidate for election prior to filing Notice of Meeting.

Nominations from Floor

The Chairperson called for nominations from the floor. No further nominations were received.

It was **Moved** by L. Lapointe (1708) and **Seconded** by M. Shields (509) that the nominations be closed. **Motion Carried**

Each candidate was invited to introduce themselves.

Disclosure from Candidates

Pursuant to Section 29 of the Condominium Act, candidates were required to complete and sign the disclosure obligations circulated with the Notice of Meeting. All candidates confirmed no change to the disclosure statements distributed with the Notice of Meeting.

10) RESULTS OF THE ELECTION

Catherine Zongora was elected the as the resident-elected director for a two-year term. Daniel Major and Michelle Joos were elected as directors, each for two-year terms.

The Chair thanked all candidates for letting their names stand as candidates for the election.

11) INTRODUCTION & VOTE – PROPOSED BYLAW NO. 7 (STANDARD UNIT BY-LAW)

A copy of proposed Bylaw No. 7 and an explanation note that pertained to standard unit definitions bylaw, as prepared by Davidson Houle Allen LLP, were included with the Notice of Meeting.

The Chair provided an overall summary of insurance for condominiums and explained the importance of proposed By-Law No. 7 regarding the standard unit definition.

The proposed bylaw standard unit description contains no features. Fifty-three owners would be required to vote in favour of the bylaw in order for it to pass, and the new bylaw would replace any previous standard unit description(s). The Chair explained to owners the live voting process.

Board member, D. Major, was provided an opportunity to provide an account of his personal experience, as a unit owner, related to an insurable event, the remediation and repair process, and the assignment of costs to the Corporation or homeowner's insurance. It was noted the proposed bylaws would reduce pressure on condominiums fees and assist the corporation with maintaining its coverage. Homeowners would also benefit as the repair process could proceed faster and owners would maintain control of all repairs within the unit with one representative insurance broker and adjuster.

Board member, M. Joos, reported that she provided the two proposed bylaws to her homeowner insurance broker for comment. It was noted she owns two units at 90 George, a rental unit and a primary residence. The owner confirmed there would be no change to the premium carried for both properties.

The Chair opened the floor to answer questions from owners.

In response to a question from unit 402, the Chair explained that owners are responsible for insurance coverage within the unit. In the event, the corporation had caused the damages, the homeowner's insurance would subrogate the claim to request reimbursement from the at-fault party for the value of repairs or the deductible. Owners were directed to make their first point of contact the Property Manager to confirm whether the corporation's insurer should be involved to determine responsibility for the repairs and costs, and to identify negligence.

It was noted the proposed bylaws would not be retroactive.

The Chair provided a definition of ‘accident’ and provided examples that would constitute ‘negligence’ that would be required in order to charge back the corporation’s deductible, such as use of a third-party testimony. The Chair reminded owners that she could not provide legal opinion for unit specific issues.

The Chair confirmed that the standard unit definition would not change the definition of the standard boundaries contained in the Declaration, only who would be held responsible for insurance coverage within the unit.

The Chair confirmed she would review and correct, if necessary, By-law No. 7, Article II General, to ensure that unit 1208 is included in the description of units, class description for residential units.

In response to a question from unit 1404, the Chair explained that in the event there was negligence by an individual unit that caused damages to common elements, which would trigger a claim by the corporation, the unit would be held responsible for the full amount of the deductible to common elements, even if multiple units have damages. The bare bones standard unit definition bylaw describes what portions of the unit are ‘standard’ to a unit which would be covered by the corporation’s insurance policy. Items contained in the unit, which are not listed in the standard unit bylaw, would be considered an ‘improvement’ to the unit and be the responsibility of the unit owner to insure. The bylaw does not change the boundaries of the unit, as outlined in the corporation’s Declaration, it simply clarifies who is responsible for insuring what portion of the unit. In the event the cause is accidental, the corporation’s deductible would be shared between the unit owners, but would be rare due to the ‘bare bone’s standard unit definition.

In response to a question from unit 1208, the Chair explained that in the event a unit owner was found negligent and was without insurance coverage, the Corporation would be required to start a court claim against the owner, the process could be lengthy. The Chair reported the proposed bylaws state that owner(s) ‘shall’ have insurance, but noted the wording had not been challenged in a court of law. It was strongly recommended that all owners carry insurance.

The Chair advised that owner would not likely see the Corporation’s premiums decrease in the immediate future if the bylaw were passed. The Chair noted the purpose of the bylaw would be to reduce the claims made by the Corporation so its premiums would not increase and to prevent the Corporation from losing its coverage that could require the corporation to self insure. The Chair confirmed the certificate of insurance provides for commercial property and is appropriate coverage for the residential and commercial condominium corporation.

With no further discussion, owners were asked to vote on proposed Bylaw No. 7.

Vote Result: Bylaw No. 7 was passed with sixty-two units (62) received in favour to pass the bylaw.

12) **INTRODUCTION & VOTE – PROPOSED BYLAW NO. 8 (INSURANCE DEDUCTIBLES BYLAW)**

A copy of proposed Bylaw No. 8 and an explanation note that pertained to insurance deductibles bylaw, as prepared by Davidson Houle Allen LLP, were included with the Notice of Meeting. The Chair provided introductory remarks and explained the purpose of By-Law No. 8 regarding insurance deductibles.

The Chair provided an overall summary of insurance deductibles. In the event of an insurance claim, the insurance deductibles bylaw would set the parameters under which owners would be held responsible for the paying the condominium corporation’s deductible.

The Chair reported on the crisis in condominium insurance, which has resulted in higher premiums and deductibles for condominiums across the country, particularly for water escape.

The Chair encouraged owners to review their home owner insurance policy with their brokers to ensure adequate coverage of deductibles in case it is charged back to the unit owner.

With no further discussion, owners were asked to vote on proposed Bylaw No. 8.

Vote Result: Bylaw No. 8 was passed with fifty-four units (54) received in favour to pass the bylaw.

13) QUESTIONS FROM THE FLOOR

Owners were provided with an opportunity to raise topics relative to general matters of the Corporation. Owner with unit specific issues/questions were directed to contact the Property Manager following the meeting.

G. Bourdeau addressed concerns raised by unit 402 in relation to the proposed bylaws and the report of the LRT related crack, and the on-going litigation to recover costs from the developer, builder and trades for building envelope deficiencies. The manager reported there is no litigation related to the LRT crack. It was noted the investigation remained in its preliminary stage and may not be related to the LRT construction. The crack was found in the lower portion of the building and there is no evidence the cracking has spread up to the units. The manager reported on litigation and confirmed the Board are aware of deficiencies in the cladding in so far as the discover of moisture behind the unit. The Chair advised there would be no insurance coverage for the long-term issue related to repair of defects, and no impact to owners relating to the Standard unit bylaw. In the event there was a deficiency in the common elements that resulted in damages to the units, it would not be covered by insurance, but could be particular to each specific case.

G. Bourdeau provided an update on the 'plumbing crossover – plumbing water crossover' project, as was described in the 'Operations Report – Fall 2023', included with the Notice of Meeting. The project has started, parts are on order, and planning is underway to address destructive work inside the units.

M. Brown confirmed the corporation's employees (superintendent, concierge and cleaner) are paid above a minimum living wage (of over \$21.95/hour).

M. Brown recognized the Board and staff for their tireless efforts in their duties to the corporation and their continued support to the management team.

With no further discussion, owners were asked to adjourn the meeting.

14) ADJOURNMENT OF MEETING

It was **Moved** by B. Insley (406) and **Seconded** by R. Hahn (1208) to adjourn the meeting at 8:47 p.m.

Motion Carried

President's Message – AGM November 27, 2024

It's that time of year again! And what a year it has been. As always, I'd like to thank our expert Management team, including Property Management, staff, and your Board of Directors. Our dedicated Property Manager of the past year, Melody Brown, recently passed the mantle to Monica Murad, an experienced and practical member of the CMG team. Melody, Monica and our special projects expert, Gerry Bourdeau, have been an invaluable help to the Board in its day-to-day functioning. As I am sure you are aware, the building has many challenges, which have taken much work, patience and discussion. Board members Peter Camp, Michelle Joos, Luc Lapointe, and Daniel Major have been extraordinary volunteers with countless (often difficult) decisions and discussions accomplished. And of course, I thank all of our competent and hard working staff, namely, Frank, Peter and Douglas. Together, we are dedicated to the comfort and safety of all residents, staff and visitors, and the general betterment of life at 90 George.

Our operational accomplishments this past year encompass repairs and improvements in many areas. These include progress in ongoing administration, security, repairs and maintenance (including an extensive regular proactive maintenance schedule). The major project this year has been the water crossover project. This project is now complete, and water crossover issues have ceased. As well, the LED retrofit is now complete.

As you will have heard, the Commercial Unit has been sold to Huntington Properties of Ottawa. Initial meetings with Huntington, who will also perform the Commercial Property Management, have been promising. Already, Huntington has worked with the Board to accomplish several Security measures that have been pending for some time. More cooperative work will be coming.

Next year, our work plan includes moving forward with the many ambitious items on our action items list, such as, among other things: completing the acquisition and installation of missing Davit arms; reviewing balcony findings and recommendations; and making decisions with respect to Electric Vehicle (EV) charging for our residents.

Last but not least, I thank residents and owners for their cooperation, participation, comments and suggestions over the past year, and I encourage ongoing feedback. Resident comfort and safety is paramount; nothing is more important to the Board and Property Management.

We are looking forward to the upcoming year, with all of its challenges and accomplishments yet to come.

Sincerely,

Catherine Zongora
President OCSCC 815

(Report from Management)

Operations Report – Fall 2024

This serves to keep you apprised of what has been happening with 90George operations since the major update given in the budget package. In the last AGM operations report, it was mentioned that operations – while running decently – are sometimes hindered by the lack of involvement by the commercial entity sharing 90 George. Recently, the commercial portion was sold to another party. **Huntington Properties are now the owners and also manage 90George.** So far, OCSCC 815 is enjoying better relations with the new commercial owner. In particular, the staff find it easier and more productive working with Huntington:

The Year in Review and Daily Operations

As with every year, first and foremost, the Board and Management wish to thank Frank Orleck, Peter Dansereau, and Douglas Assumaning for their tireless efforts to keep the building running smoothly and efficiently. They continuously perform above and beyond the call of duty. 90 George is a dynamic workplace, and they show great flexibility and forethought in performing their duties.

Additionally, Douglas Assumaning the cleaner, is now the assistant-superintendent, providing on-call every other weekend and is of great help to the superintendent and building. He continues to keep the building cleaner than other residential buildings.

Once again, Management wishes to thank the Board of Directors for its own tireless efforts. Its work can often be thankless, and it has been a pleasure to work with this group of professionals, whose skillset brings much to the table, and who continue to support the management team.

Some of the highlights of the past year include:

1. **Plumbing Crossover – Plumbing Water Crossover:** Water crossover occurs when the valve stops fail within the thermostatic “Rubinet” shower faucet, causing hot water to come out of the tap (also affecting other units down the line) even when cold water is selected. The project to correct the preceding condition is mostly completed with only closeout and some small details left to handle. Should you experience water crossover issues, please inform management right away.
2. **Building envelope deficiencies** –The Corporation continues its efforts in the ongoing litigation case to recover costs from the developer, builder and trades involved. Examinations for discovery have been completed and the condominium has answered its undertakings while some of the other parties have not. Nonetheless, this file is to be set down for trial after the pretrial process which will happen in 2025.

3. **Management of a major water leak from a mechanical room on the 20th floor into the common element space below** – The repairs to the water/mold-affected unit are expected to be completed in December of 2024 and have been underway. Concerns about the mechanical room floor (owners will recall that litigation was started over possible defects to the mechanical room floor that allowed water to drip into the ceiling cavity of the unit below) are resolving after testing and expert reporting and the preceding is not expected to result in any major costs or repairs.
4. **Roofing Davit Arm Bases** – As noted in prior years, during an attempt to replace a section of the building envelope, it was discovered that the building does not have As-Built Drawings and is missing some of its Davit Arm Bases. These are essential to perform necessary repairs to the building envelope and management continues to work with the building's engineering consultant on replacing its failed davit-arm system as affordably as possible. Unfortunately, the number of vendors who provide such systems are limited and it does seem the condominium will need to replace the entire system as the original manufacturer has not responded to several requests sent by the condominium and legal counsel. A claim has begun against the builder and the davit arm manufacturer and designer.
5. **Security Personnel** –The Management Team continues to work with iGuard to ensure every agent provides the standard of service to which 90 George is accustomed. Once again, thank you to Frank Orleck, who continues to work directly with iGuard to train the guards. iGuard is now able to ticket vehicles who are illegally parked in the Forecourt.

The iGuard Supervisor for the area which includes 90 George Street meets with Frank almost on a daily basis.

6. **Review of Parking Assignment and Common Fee Allocation** – As owners are aware, during the course of transition from one management firm to another, it was determined that there are some discrepancies in the parking allocation of common fees, due to the ambiguous assignment of parking spots in the Declaration. The Corporation believes only a select few units are affected and undertook to determine how long the fees have been incorrect and determine a solution to rectify the matter. In an effort to save the Corporation a great deal of legal expenses, management has undertaken an audit of each parking spot. This has proven to be a labour-intensive task and several units have failed to provide the required documentation to support their claim of ownership for their respective parking spots. Management is launching final efforts to garner this information; after which, any outstanding information will need to be obtained

via legal counsel. Once the registration of each outstanding unit is obtained, a final accounting will be available for legal counsel to prescribe a solution. Management continues to work on this file. At this time Management had hoped to be further along on this matter

7. **Supplementary Management Services** – As noted in prior years, upon turnover of management, a number of major projects, and issues that are outside the regular scope of management duties, came to light. I.e. Many of the above noted items such as legal claims, major leaks, defects noted with Davit Arms/ roof anchors, lack of “As-built” Drawings, the water crossover plumbing issue, discrepancies with previously collected common fees etc. It became clear that addressing these important urgent issues, was leading to delays in the daily operational matters. In an effort to address these time-consuming issues, a senior property manager with CMG, Gerry Bourdeau, was assigned to these major projects. As these are outside the normal scope of duties, Gerry continues to track his time and reports to the Board of Directors.
8. **Mechanical Equipment** – In attempting to address the leak into the penthouse units, detailed evaluation of the drainage of this equipment was executed. In an effort to prevent similar pipe erosion in the future, the corporation added neutralizers to the domestic water boilers. The corporation also upgraded the neutralizers on the make-up-air boilers which heat hallway air. Six new flue sensors were also added to the `boilers (for in-unit heating), along with inspection to confirm they were sealed properly.
9. **Major Repairs and Review of the Mechanical Maintenance Contract for the Corporation Boilers/ Mechanical System** – As a follow-up to the tender process for the HVAC Maintenance contract and a number of needed repairs, the Board of Directors with the experienced assistance from Melody Brown, carefully reviewed all submissions and selected McDerven Mechanical Limited.

Wyatt Irven from McDerven has been well received. The Superintendent, Peter Dansereau enjoys working with Wyatt and the McDerven team as positive and desired results are being achieved in a timely manner.
10. **LED Retrofit** - The Board and Management, endeavoured to find ways to minimize energy consumption this year. As such, the Board reviewed proposals for the final phase of LED retrofits. Lightenco was awarded this contract and we are pleased to advise that with their assistance, the Corporation was able to secure an estimated \$17,370 in rebates from the Save on Energy Retrofit Program.

As a follow-up, in 2024 led-lighting retrofit was successfully completed. Melody

Brown ensured that the original vision of lighting was maintained, along with the savings and environmental benefits.

11. **Balcony Inspections** – The balconies were inspected, and we are currently waiting for a findings and recommendations report.
12. **Reserve Fund Study** – The Reserve Fund study with site review was conducted and we are awaiting the engineer's report.
13. **Lien Procedures and Power of sale** - The Corporation, as a going concern, issues liens and collection letters to ensure its rights over any common expense arrears. At this time, there are no unsecured arrears.
14. **Modification Requests** - Review of all unit requests for modifications and implementation of a tracking system of same. A detailed modification rule was drafted by the Corporation's legal counsel to ensure all owners are protected and will soon be circulated to all owners.

2024: This rule is now in place.

15. **Standard Unit Bylaw** - The Board reviewed the benefits of a "Bare Bones" standard unit definition, in order to shift unit-related insurance obligations from the Corporation to the owners; thereby, making it more effective for the Corporation to maintain insurance and provide better control of premiums.

2024: Both the Standard Unit & Insurance Deductible bylaws were registered with the City December 6, 2023.

16. **Creation of the Chart of Responsibilities outlining Corporation vs. Unit Responsibilities** – In navigating multiple issues, the Board of Directors experienced conflicting opinions on this matter, specifically as it related to the repair of common elements and units after damage. As such, it chose to research the matter with legal counsel to ensure the correct information was communicated to owners. For ease of reference, a chart was created to outline the condominium corporation's and the owners' responsibilities with respect to insurance, as well as repair and maintenance.

17. **Insurance Appraisal** – Pursuant to the Corporation's Declaration, performed an appraisal to ensure the correct Replacement Value is assigned to the building.

2024: This was completed June 3, 2024. The value at that time was estimated at \$97,674,400.

18. **Periodic Information Certificate Updates** – As mandated by the Condominium Act 1998, these were Issued at the end of the 1st and 3rd quarter.
19. **Security enhancement** – To improve security Avison Young put guards on Rideau entrance, making the building safer, cleaner, and better.

Huntington Properties, the new owner and property manager, did present to OCSCC815 quotations to install an intercom system and fobbed doors at the Rideau entrance. The intercom would mean controlled access for commercial clients requiring access and phase out the security guard at the Rideau Street doors.

Further, at the stairwell located to the right of the main entrance, there is a common area which leads up to Fiorella and the roof top patio. Huntington is looking into options to secure the area, this in order to prevent access by unauthorized individuals.

20. **Financial/Budget** – Maintained ongoing daily management of the budget and finances.

Communications – Managed communications with owners and owner/resident requests and needs.

21. **Population and implementation of the Condo Communities Portal** - Provided by iGuard) for use by Concierge and Security Personnel to provide enhanced security and concierge services.

22. **Ongoing population of the Annual Maintenance and Action List.**

23. **Terrace Garden Maintenance** – Peter Dansereau continues to maintain all aspects of the 4th floor gardening, including pressure cleaning of the terrace deck, increasing the amount of pollinator friendly plants on terrace, raising the soil level of garden and adding new mulch.

As a follow-up, Horticulture Landscaping will now be working with Peter and the Corporation to provide expert opinion to elevate the overall esthetic.

In closing, we continue to work to keep the building operating smoothly and to maintain a safe and comfortable living environment for our residents.

Your Board of Directors and Property Management Team

CERTIFICATE OF INSURANCE

This is to certify that the policies of Insurance as herein described have been issued to the following Named Insured and are in full force and effect as of the date of this Certificate.

Named Insured: Ottawa-Carleton Standard Condominium Corporation 815 & All Registered Unit Owners and All Registered Mortgagees As Their Interest May Appear from time to time

Location Address: 90 George Street, Ottawa, Ontario K1N 0A8

Policy Period: June 3, 2024 to June 3, 2025
12:01 am standard time at the postal address of the Named Insured

Additional Insured: LaSalle Investment Management
(only with respect to liability arising out of the operations of the Named Insured)

Coverage:

Commercial Property: Starr Technical Risks Canada Inc. / Echelon Insurance / Chubb Insurance / Zurich Canada / Fortress Insurance Company / The Insurance Company of Prince Edward Island (ICPEI) **Policy # CISP00990**
Limit of Insurance: \$ 97,674,400 Residential - High Rise & Commercial Condominium
Deductibles: \$ 50,000 Standard
\$ 50,000 Water Damage
\$ 50,000 Sewer Backup
\$ 50,000 Overland Flooding
10% / min \$250,000 Earthquake

Boiler and Machinery: Chubb Insurance **Policy # 76441415 - 0080EBI**
Property Damage Limit: \$ 97,674,400
Deductibles: \$ 10,000 All HVAC (Heating, Ventilation, Air Conditioning) Equipment
\$ 10,000 All Other Objects

Crime: Chubb Insurance **Policy # 82461339 - 788**
Employee Dishonesty: \$ 100,000
Deductible: \$ 1,000
Social Engineering Fraud: \$ 25,000

Commercial General Liability: Gore Mutual **Policy # CISGL00990-G**
Limit of Liability: \$ 10,000,000
Deductibles: \$ 5,000 Bodily Injury / Property Damage

Directors and Officers Liability: Tripoint Insurance **Policy # BINDEER 20240603**
(Not Applicable to Unit Owners) Underwriting Inc.
Limit of Liability: \$ 5,000,000
Human Rights Defence Costs: Included

1st Excess Directors & Officers Liability: Berkley Canada (a Berkley Company) **Policy # BC09032-129**
Per Occurrence Limit: \$ 5,000,000 Per Occurrence / Aggregate Limit

Legal Expense Coverage: HDI Global Specialty SE **Policy # 7030995**
Limit of Insurance: \$ 200,000
Aggregate Limit: \$ 1,000,000

This insurance afforded is subject to the terms, conditions, and exclusions of the applicable policy. This Certificate is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer.

Condominium Insurance Solutions
Powered By Jones DesLauriers Insurance Management Inc.



Authorized Representative
Date: June 3, 2024
E. & O. E.

THIS POLICY CONTAINS A CLAUSE(S) THAT MAY LIMIT THE AMOUNT PAYABLE

Instruction

This form can be filled out electronically and then saved or printed. The blank form can also be printed in full and then filled out in hard copy. Please note that to print the form, the form must be saved, opened, and printed from your local device. The form is formatted so that when it is printed, identifying information about the proxy giver (name, address, and signatures) can be torn off and separated from the voting information in the rest of the form. To do this, the form must be printed in one-sided format.

Proxy Identification Number (optional):

Proxy Identification Number
(optional):

To (condominium corporation's name):
[Ottawa-Carleton Standard Condominium Corporation No. 815](#)

I am (we are)

- the registered owner(s)
- authorized to act on behalf of the registered owner(s)
- the mortgagee(s)
- authorized to act on behalf of the mortgagee(s)

Name of proxy giver (the person
entitled to vote at the meeting,
for example, the registered
owner or mortgagee):

Instruction for person filling out the form: In the case of a corporation, affix the corporate seal or attach a statement that the persons signing have the authority to bind the corporation. If you are authorized to act on behalf of the registered owner(s) or mortgagee(s), attach a copy of the document that gives you this authorization.

Proxy giver's unit number and
municipal address or other
description of the unit:

Note: if your corporation is a
common elements condominium
corporation, please identify the
relevant parcel of tied land in the
above space.

Dated this _____ day of _____, _____, at _____ am pm
day of month month year time of day

Signature

Proxy Identification Number (optional):

Proxy Identification Number (optional):

I (we) appoint the proxy named in row A below, or, failing him or her, the proxy named in row B below, to attend and vote on my (our) behalf at the meeting of owners to be held on 2024/11/27 and at any adjournment of the meeting:
Date (yyyy/mm/dd)

Name of Proxy

Signature or initials

A.

B.

I (we) revoke all proxies previously given.

Please check only one of the three boxes below:

The proxy is not authorized to vote on my (our) behalf with respect to any matter at the meeting, including matters of routine procedure.
Instruction for person filling out this form: Check this box if you are appointing the proxy only to count towards quorum. If this box is checked, then the rest of the form should not be filled out.

Signature or initials

The proxy may vote on my (our) behalf only with respect to matters of routine procedure at the meeting, and no other matters, as I (we) could do if personally present at the meeting.
Instruction for person filling out this form: If this box is checked, then the rest of the form should not be filled out.

Signature or initials

The proxy may nominate candidates or may vote on my (our) behalf with respect to all matters that may come before the meeting, subject to any instructions set out below, as I (we) could do if personally present at the meeting.
Instruction for person filling out this form: If this box is checked and you do not provide instructions with respect to any part of the rest of this form, you are giving your proxy the authority to nominate any candidates or vote in any manner with respect to that part of the form, as you could do if you were personally present at the meeting.

Signature or initials

Section 1. Voting to elect candidates to vacant positions on the board that all owners may vote for:

I/we instruct the proxy to nominate, if necessary, and to vote for the candidates named below and in the order set out below.

Order of vote (enter 1, 2, 3, etc.)

Candidates for the Position(s) on the Board

Signature or initials

Peter Camp

Gilles Lanteigne

Luc Lapointe

Proxy Identification Number (optional):

Proxy Identification Number
(optional):

Instruction to person filling out the form: If you set out any names above, your proxy may only vote for the named individuals and only if, at the time of the vote, they are candidates. If you list more names than positions available on the board of directors, your proxy will vote in the order set out above up to the number of positions that are available. The numbers in the left hand column indicate the order in which you want the proxy to vote. These numbers indicate your priority.

Section 2. Voting to elect candidates to any vacant position on the board that only owners of owner-occupied units may vote for:

Section 3. Voting for specific matters:

Section 4. Voting for removal of directors and election of substitutes: