

Ottawa-Carleton Condominium Corporation No. 815
Board of Directors Meeting-Redacted Minutes
Held on March 18, 2025, at 7:00pm
Via Zoom

Present:

Catherine Zongora - President
Daniel Major – Treasurer
Michelle Joos - Director
Gerry Bourdeau - Management Consultant
Monica Murad – Condominium Manager
Tanya Rowen – Minute Taker

Regrets:

Luc Lapointe – Director
Peter Camp - Director

1. Opening of the Meeting

The meeting was called to order at 7:00pm by Catherine. Quorum was met with three directors present.

2. Confirmation of Agenda

The agenda confirmed no additions.

3. Approval of the Minutes – January 14, 2025

Daniel did not have an opportunity to review the minutes. Will be approved by email.

4. Financials: December & January Financials with January Investment Statement

The deficit in the operating is reducing each month as planned. No further comments.
Discussion of utilities to date. General repairs are over budget by 60k over budget, security and additional management fees, common area fees.

57K invoice from Novatek. This may be a reserve fund item and should be moved from the operating fund budget to the reserve fund. This would bring down the GL for general repairs and the budget would be on track within \$2000 of the forecasted expenses for the year.

Shared facility common area cleaning appears to be 30k over budget. Did we pay the remainder of the year in advance or was it more expensive to clean this year? The budget amount appears to be insufficient.

Monica will confirm and advise the board accordingly.

Motion to accept December 2024 and January 2025 financial

Motion carried.

5. Status Certificate

A status certificate has not been issued since January 10, 2025. However, the list of changes to be made under sections 12 & 19 of the next certificate to be issued are included. This is for Board review and discussion as necessary.

The board advised to remove items that could be removed and investigate items that cannot be. Next status certificate should reflect these changes. No status certificates have been issued since.

6. Ratification of Decisions

- Expert reporting regarding unit XXXX
- MyEnergyRate has been finalized and is in place
- Unit XXXX: \$15k work of unit repairs.

Motion to ratify the above noted decisions and add to the corporations' records.

Motion carried.

7. Gerry Bourdeau Presentation

Gerry advised the board that he is no longer working for CMG and has opened his own legal consulting firm. CMG and Bourdeau have agreed to continue to work together at no additional cost to the corporation.

Gerry invited the board to ask any questions they may have regarding the proposal he provided. The board confirmed that they were agreeable, and it was essentially business as usual for them. Discussion continued, the proposal includes an estimate of 5 hours per week. He clarified this was a variable amount but will advise when it should go over the 5 hours.

The proposal lists 9 projects that GB is currently working on for the Corporation. Any new projects will be billed at the same rate, which is in line with CMG's rates.

The board will sign the contract and return to Gerry Bourdeau.

Gerry advised that if every corporation becomes engaged in a lawsuit with CMG, he cannot provide representation due to a conflict of interest.

8. Major Projects – Billable - Gerry Bourdeau provided an update on various projects.

- a Unit XXXX – unable to provide update at this time. Will update at the next meeting or by email. May be related to a leak and cladding issues. May be resolved.
- b Water Crossover – spoke to DHA, Dominique provided an update and file from Perley Law is missing information. Gerry needs to provide this information to DHA as soon as possible.
- c Davit Arms – Expert reporting required to pursue a claim. The Reserve Fund is to now include

- a dollar amount to repair/replace the Davit Arm system.
- d Unit XXXX – repairs were completed February 20, 2025. Occupancy permits were granted a month ago. A cheque requisition was made for \$200 approximately, which is the remaining amount the corporation owes. Common fees will now be collected. DHA will advise if we should wait to collect common fees or wait. March 1st condo fees should have been collected.
Application regarding contempt is pending. David Visser has been retained on the corporation's behalf and will provide an opinion as to if any delay was caused due to inaction.
- e Mold: Common area cleaning has been completed. GB has spoken to Kevin Stuart of Novatech regarding historical leaks. This information has been forwarded on to Kanellos (consultant). GB will contact Kanellos for an update.
- f There was a discussion on Perley Law's failure to file a claim within the legal time limitation. The corporation can pursue a claim against Perley.

Major Reserve Projects Reports: For discussion.

Balcony Investigation – Chantal Wegner of EXP has been asked about the 2- phase balcony repair. The first phase will have to be those balconies in the worst condition. It has been explained that access onto those balconies will need to be through the units. Phase 2 will proceed, from the exterior, once the Davit Arms are repaired.

Updated Reserve Fund Study – Meeting with EXP was originally scheduled for Thursday, March 20, 2025, between 2-3pm to discuss changes needed to the first draft presented. Monica and Gerry will reschedule so they can both be present.

Daniel requested updates before the next meeting of EXP regarding the reserve fund study.

9. Information Only

- Electrical CSA Z462 and CSA Z463, this has to do with the new electrical safety/maintenance requirements. Included are the following proposals. These have been forwarded on to Huntington Property Management: *Update from Commercial needed*
- Incorrect allocation of parking common fees and calculation of common fee correction/ reimbursement to owners – on-going
- 135 Rideau: Security System Update. Fob reader has now been successfully installed. Camera & system upgrade have are next.

10. For Board Information: Various—Correspondence included for Board to review

- Air quality: Resident reported his concerns with air quality in his unit. Superintendent to purchase a portable air quality monitor.
- Clarified concern was air quality in the unit not the common areas. Update will be provided as more information becomes available
- Corridor wood panels: At some units the wood panels are separating from the walls. Carpenter from Centaur will, as a sample, complete the repairs at a unit. This will set the

specifications/steps needed to proceed at other units throughout the building.

- Pump repairs needed to be undertaken after the building-wide water shutdown. Repairs will be shared with Commercial.
- Tri sorter: Ongoing issues on the 14th & 16th floors. A replacement face plate is needed and has been ordered.
- Unit XXXX: Owner reached out to Gerry Bourdeau regarding elevated hydro charges.

11. Next Meeting - May 13, 2025 – 11AM

12. Close of the Meeting

Meeting adjourned at 7:51pm