
Annual General Meeting

Ottawa-Carleton Standard Condominium Corporation No. 815

Tuesday, November 25, 2025, at 7:00 P.M.

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

Board of Directors Present:

Catherine Zongora (CZ) – President
Michelle Joos (MJ) - Director
Peter Camp (PC) - Director
Luc Lapointe (LL) – Director
Regrets: Daniel Major (DM) – Treasurer

Invited Guests Present:

Nancy Houle (NH) - Chairperson/Co-Host/Legal Counsel, Davidson Houle Allen
Jacob Steege (JS) - Auditor, Welch LLP
Monica Murad (MM) - Property Manager, Condominium Management Group
Gerry Bourdeau (GB) – Consultant, Bordeau & Company
Tanya Rowen (TR) – Recording Secretary

1. Call to Order

Meeting was called to order by Nancy Houle at 7:00pm. Chair advised of technical matters and how to use zoom features such as the raise hand feature. Advised that no recording would be taken, and a minute taker was present.

2. Proof of Notice of Annual General Meeting

The Chair certified the official Preliminary & the 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 & 15 days in advance.

No copy of financial statements in Notice. No concerns were raised.

3. Confirmation of Quorum – 25% (26 units)

The Chair confirmed quorum was established with a total of 29 (twenty-nine) units represented in person and 32(thirty-two) by proxy for a total of 61 (sixty-one) units represented.

4. Introduction of Panelists (Head Table)

Nancy Houle Introduced herself the President Catherine Zongora, Peter Camp, Michelle Joos. Luc Lapointe from the board of directors. Regrets from Daniel Major.

Monica Murad, Condo Manager and Gerry Bourdeau CMG were also introduced as Tanya Rowen as minute taker.

5. Auditor's Financial Report for Year ending June 30, 2025

Gerry Bourdeau advised that most of the audit is complete but one portion that the auditor is unable to complete accrual of utilities. Handled by commercial and billed back, there was a sale for the commercial entity last year and this has complicated the accruals and invoices required for the audit to be completed.

This will be completed as quickly as possible and sent out to all owners. A further meeting can be arranged at that time if desired.

Questions:

Judith 702 inquired if the audited financials need to be approved?

Nancy Houle advised that the board of directors must approve them. Owners will have the opportunity to ask questions about the audit at the AGM and following the owners select the auditor every year at the AGM.

Gerry Bourdeau clarified the auditor is waiting for invoices from the former and current commercial entities. Hopefully they will be provided in the coming weeks.

6. 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 was pleased with the services of Welch LLP and there were no reported increased costs for services beyond inflation for the current fiscal year.

Motion to reappoint Welch LLP for the current fiscal year.

Moved by 1208 Robert

2ndby: Bob & Valerie 1402

Motion Carried

7. Approval of Minutes of the Annual General Meeting of November 27, 2024

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

Motion to dispense with the reading of the minutes to accept the minutes of the annual general meeting held November 27, 2024, as presented with no corrections.

Moved by 1802 Paul & Lou-Anne

2nd by: 1604

Motion Carried

No corrections were proposed

8. President Report – Catherine Zongora

Provided in the AGM package in advance of this meeting.

Catherine advised owners that this has been a challenging year, but the board of directors has managed to work their way through many issues. Catherine thanked all the directors on the board for their hard work as well as the condo manager Monica Murad and Gerry Bourdeau for his consulting services. Thanks, the staff Peter, Douglas & Frank. Advised owners that I-Guard have been working well and gaining experience on the property.

Thanked all owners for their participation, trust, support and suggestions.

9. Owners will vote to elect three (3) director positions:

Two (2) positions for a term of two (2) years expiring in 2027, to be voted on by all owners

One (1) position for a term of two (2) years expiring in 2027, owner occupied position

. In advance of this meeting, Catherine Zongora, Michelle Joos and Daniel Major submitted their nominations and their disclosure statements and bios were included in the notice of meeting.

A call for nominations was made; a second call was made and a third and final call was made.

Motion to close the floor to nominations

Moved by 1503 Pierre

2nd: 809 Tyler & Sarah

Motion Carried

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.

All candidates briefly addressed the floor.

Motion to acclaim Catherine Zongoro to the owner-occupied position. – Motion Carried

Motion to acclaim Michelle Joos to the board of directors - Motion Carried

Motion to acclaim Daniel Major to the board of directors – Motion Carried

10. Results of the Election

Directors were all acclaimed

11. Questions from the floor

409: Advised that they had an accident with the garage door and advised the Condo Manager, but nothing was done and no response was provided by the manager.

Monica advised that that information was provided to the commercial entity and they did investigate and no issues were found with the garage door. She apologized for not relaying this information back to the owners. Furthermore, that management advised that there was some hesitation in the vehicle moving through and the door came down. Monica advised that this was the only incident of this type and there is no evidence to suggest a defect in the operation of the door. Going forward always wait for the door to have its complete cycle.

1607 Daniella: asked about the status of EV chargers in the garage Catherine advised that the board had Envari advise and discuss options with the board. Envari advised to wait for a time when more grants became available. The board of directors recently met (3 weeks ago) with Envari again to have a comprehensive quote provided. Once this is received, the board will engage owners to determine owners' interest based on costs.

1607: Commented that other condo owners have had to upgrade electrical capacity to allow for EV chargers which is a building wide issue and then to have individual owners to connect to an EV charger being installed in their space. Is the board also discussing this type of process

Catherine confirmed that yes, that is what is being suggested. Envari has advised of required infrastructure that would be required, and this is the most expensive part. After that point each owner is responsible for infrastructure to their vehicle. Noted that the board will have agreements in place regarding this as well to discuss with owners. Catherine advised that there is also a property management report in the package for owners to review who want more information.

1501: asked what the problem is with the jacuzzi. Condo Manager is unaware but will follow up. Owner will email manager.

1505 wanted to expand on an issue but has already advised the condo manager. In the parking garage in P3 there is a section that does not have a gray membrane sealant over it. Every time the garage is pressure washed about 1cm crumbles, and this affects parking spaces and common aisle. Monica advised that as a result we have investigated this section of the parking garage and plan is to perform repairs in the next 18 months and have a membrane installed working with commercial as this is shared space.

809asked why is there a not motion sensor on the door of the garage? Monica advised that there is a motion sensor, the issue can be when a car pauses before entering. This has been investigated and no defects were found.

1106 asked if other owner had issues with water pressure. A few owner raised their hands and will email Monica following the meeting.

12. Adjournment of Meeting Motion to adjourn at 7:50pm

Moved by 1503

2nd by: 1802

Motion Carried

DRAFT