
Minutes--Redacted
Board of Directors Meeting for
Ottawa-Carleton Standard Condominium Corporation No. 815
Held on September 9, 2025, at 11:30am
Via Zoom

Present:

Catherine Zongora - President
Daniel Major – Treasurer
Michelle Joos Director
Peter Camp – Director
Luc Lapointe Director
Monica Murad – Condominium Manager

1. Opening of the Meeting

Catherine called the meeting to order at 11:30am

2. Confirmation of Agenda

All board members approved of agenda. Katie Miller from Envari is scheduled to join the meeting 12 noon.

3. Approval of the Minutes – May 13, 2025

All board members approved of minutes upon review.

4. Financials: May to July 2025 Financials with May to July Investment Statements

Monica advised that some items on the GL are being moved from the operating fund to the reserve fund before turning over files to the auditor.

Items outstanding remaining from commercial since October 2024, moving forward they will be invoicing on a month basis. July invoices have been received with August invoices expected shortly.

Daniel advised that he would need management assistant with investment advice for the reserve fund. We may have an opportunity to get a better return on our reserve fund savings through GIC's etc. that are permitted under the Condo Act. Daniel will work with management.

Monica clarified that board approval is required before making any investments.

5. Status Certificate: The most recent status certificate was issued in June.

No changes to date. There was a status certificate sent September 8th, 2025. Monica will provide Daniel with a copy of the most recent certificate. Board will review by email once received from Monica.

6. Ratification of Decisions:

6.1. Aingers Scope of Work-90 George Street Exterior Door: \$7,610 + HST = \$8,559.30

- Supply & install cabling for one (1) new access control door (George Street Exterior Double Doors).
- Supply, install, commission & test one (1) new access control door.
- Supply one (1) integration relay between the existing barrier free operator and the new access control door.
- Program one (1) existing door unlock switch at the front desk to open both front double doors.

6.2. Jones DesLauriers Management Inc.—Corporation Insurance 2025-2026: \$66,768 + 5,341.44 = \$72,109.44

6.3. Unit XXXX Stantec report mold findings are within normal levels.

6.4. Notice of Discontinuance Water Crossover Claim: With a demand letter to Perley Roberson

6.5. Unit XXXX-Unit Access: This is in regards to owner's demands to have his preferred contractor accompany Corporation's contractors to inspect alleged deficiencies, with the Corporation paying that contractor for his time. The Board did not agree to these terms.

6.6. Party Room—Common Stove from Gas to Electric

6.7. Staff Raises: The Board approved a 3.2% for all three staff members beginning July 1, 2025.

6.8. Budget 2025-2026 & Notice of Future Funding

6.9. Small Claims Court--XXXX vs. OCSCC815: Board agreed that Gerry Bourdeau was to represent the Corporation's interests.

6.10. Ainger Entry Call Quote: The Board has approved the exterior intercom system as Ainger has quoted below, and as recommended by Commercial for this point in time, at 6,715 + HST.

All board members ratified the above.

7. Major Projects – Billable: Gerry Bourdeau will be providing a written report to update on those items which have progressed since the May Board meeting.

No comments at this time from the board.

8. Major Projects

1. **Davit Arms:** Upon review of the files having to do with Davit Arms, it is clear that David Visser had completed a thorough investigation on the condition of the Davit Arms providing the supporting documents to the Corporation. David has been asked to provide a proposal to move forward with this project. Once the proposal has been received and specifications work can go out to tender. Expected to be replaced.

2. **EV Infrastructure:** Guest Katie Miller from Envari attended meeting to speak to board of directors regarding EV Infrastructure. Catherine advised board of previous experience of nearby condos with EV infrastructure and options for cost sharing between owners and the corporation.

Board discussed importance of surveying owners interested in EV charging and approximate costs to unit owners. Discussion of benefits of hiring a consultant.

At present the board is unaware of how many owners are interested in EV charging. Discussion of how many owners need to be interested before beginning installation of EV charging infrastructure.

Katie advised that in May 2022 an EV readiness assessment (EVRA) by Envari and unless any major changes have occurred the report will still be accurate. Envari can bring in their electrician and engineers to consult and provide the scope of work necessary at no cost to the corporation.

There 153 parking spaces in total. Envari would not expect this many spaces but a number that reflects condo's needs and interest of owners.

Katie advised that there are no grants available at this time or forecasted for 2026.

Currently the consensus is the condo must respond within 60 days and unless there is infrastructure in place the owner is responsible for all costs, and it is metered so they are paying for their electric consumption.

Most buildings are using a smart network system. For example, Flo can put in a communication box and uses gateways to provide a smart solution for power distribution to the vehicles. Those systems are billed directly to the user. There would be a meter installed to measure the buildings hydro and Flo pays back the amounts used for EV charging. This is the most popular solution.

The condo must decide what smart charger product and brand they will move forward with if they elect for smart network.

There is also the option of a “dumb charger” which is a level to home charger. This does not have any metering. Some condos elect to have owners pay an estimated EV parking charge to cover costs.

We recommend that you perform a survey to determine how many owners have interest in EV charging and we have a list of questions to present to owners.

The Board would like to have an estimate of costs before surveying owners. Envari can do a rough scope of work based on current infrastructure to provide a ballpark figure.

The board inquired regarding the future of lithium batteries and this method of charging. Katie was unable to comment as this is part of manufacturing and out of the scope of her expertise.

Katie advised that the larger portion of the cost the main electrical panel. If there are any upgrades required, and feeds required. The lower costs are the individual connection per user.

Overall infrastructure is often paid for by the condo corporation and owners are responsible for their feed from the main panel to the parking space.

Level 2 charger is much cheaper than a smart charger as the level 2 charger is not metering the electricity and the required energy to each space is much lower. There is no way to determine the consumption usage per parking space.

The smart charging system is set to have users pay for electricity at the time of use. Katie will send document that explains carefully how Flo charging works and how costs are billed.

Concerns regarding safety of level 2 chargers. The board could require approval for level 2 chargers. Envari does have a list of providers that they can provide that they are in partnership and are in keeping with industry standards.

Board inquired that there are discounts advertised on the Envari site. Katie advised that needs to be updated and unfortunately there is no government funding available. Envari is alerted at the same time as the public but does endeavour to advise their clients.

Katie was thanked for her time and left the meeting. She will provide Monica a list of brands Enviri is in partnership with as well as provide literature explaining Flo charging and contact information if the board would like a site visit/assessment to provide rough scope of work and costs with options.

Board requested Monica contact Enviri and arrange for site assessment.

9. City of Ottawa--Forecourt

The City has started to charge for the lease of the forecourt. As this came about in between meetings. Board would like Monica to investigate if they do not lease the foreground how the city would use it and the condo corporation access or options available to them, would the parking spaces be metered, can a meeting be arranged? Would the property value decrease? Cost is 44K per year.

Discussion of concern where contractors would park their vehicles.

10. Quote—Performance Window Cleaning

Performance proposes a 5-year agreement with 0% increase. The per cleaning including spider spray and annual roof anchor inspection at \$6,875.95 + HST = \$7,769.82. This is for the first cleaning. The second cleaning would cost \$6,757.34 as it would not include the spider spray or the roof anchor inspection. The window cleaning only (spring 2025) cost \$7,318.95. The roof anchors were inspected separately, by Lampkin, at \$508.50. A savings of \$57.63. Does the Board want to arrange to have the windows cleaned twice a year?

The board expressed concern that quality of workmanship may not be the same every year vs benefit of price locked in for 5 years. Historically owners have been satisfied with service. Catherine advised that there have been years where spider spray was not done. The Board needs to have contractor ensure this is done as part of the window cleaning with buildings spider problems.

Monica will speak to PW regarding this and update the board.

II. Electrical Fire—May 31, 2025

Included is the correspondence on the preventative maintenance completed to date. Any areas where water could make its way into the electrical room has been addressed by Commercial. Gerry continues to work with Sedgewick (the insurer's adjustor) to obtain their report on the findings and to find out the insurer's decision on whether they will reimburse the Corporation on fees paid. Right now, we have not been given a straight answer.

It is because of the above, the owners have yet to be provided with an update. Monica will update following discussion with Gerry Bourdeau.

12. Thermography Inspection & Arc Flash Analysis/Installed Frame Single Line Diagram/*Hard Copy of Latest CSA Z462 Standard.*

Ainsworth: Thermography--\$3,950 + HST

Ainsworth: Arc Flash Analysis/Installed Frame Single Line Diagram/Hard Copy of Latest CSA Z462 Standard--\$24,000 + 1,250 + 250 = \$25,500 + HST.

Kroon: Thermography/Infrared/Ultrasonic Inspections--\$10,800 + HST

Kroon: Arc Flash Analysis/Installed Frame Single Line Diagram/Hard Copy of Latest CSA Z462 Standard--\$24,000 + 1,250 + 250 = \$24,500 + HST. Kroon. Kroon offers an Option B, the cost. \$19,000 + HST if completed at the same time as the energized maintenance.

Included are the proposals for Board review, ahead of discussing. Monica is waiting clarification on bids from contractors.

13. Smoke from the Grand

This is for Board information. This information was passed on to Commercial to address. The HVAC is separate, and we will continue to investigate to determine how odors are permeating.

14. For Board Information

Correspondence to XXXX regarding the testing for mold. The air quality was found to be within normal range

15. Other Business

Tuesday November 25th, 2025 – 7pm AGM will be scheduled.

16. Next Meeting

The board will meet again Tuesday - October 28, 2025 – 11:30am

17. Close of the Meeting

Monica advised she will be out of the country next month but has arranged for coverage with Gerry Bourdeau. Meeting adjourned at 12:46pm.

Distribution:

President – Catherine Zongora – 2 years ending end/2025 (owner occupied vote)

Treasurer – Daniel Major – 2 years ending end/2025.

Director – Peter Camp – 2 years ending end/2026.

Director – Luc Lapointe – 2 years ending end/2026.

Director – Michelle Joos – 2 years ending end/2025.