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**Annual General Meeting**  
**Ottawa-Carleton Standard Condominium Corporation No. 815**  
**Wednesday, November 27, 2024, at 7:00 P.M.**  
(Registration as of 6:45 P.M.)

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**Board of Directors Present:**

Catherine Zongora (CZ) - President

Daniel Major (DM) - Treasurer

Michelle Joos (MJ) - Director

Peter Camp (PC) - Director

**Regrets:** Luc Lapointe (LL) - Director

**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) - Property Manager, Condominium Management Group

Tanya Rowen (TR) – Recording Secretary

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**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.

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**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.

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### 3. Confirmation of Quorum

The Chair confirmed quorum was established with a total of twenty-seven (27) units represented in person and twenty-nine (29) by proxy for a total of fifty-six 56 units represented.

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### 4. Introduction of Panelists (Head Table)

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

Monica Murad, Condo Manager and Gerry Bourdeau CMG were also introduced as well as Jacob Steege the auditor and Tanya Rowen as minute taker.

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### 5. Auditor's Financial Report for Year ending June 30, 2024

Jacob Steege

#### (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, 2024, were presented by Jacob Steege. The Independent Auditor's Report provided a clean audit opinion.

Advised delay was due to review of legal matters that would impact the audit.

JS advised owners are welcome to send questions to the condo manager (Monica Murad) who will forward to the auditor.

With no questions from owners, the Auditor was thanked for his presentation and excused from the meeting at 7:29pm

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### 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 were 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: Unit 1201

2<sup>nd</sup>by: Unit 1604

**Motion Carried**

*(96% in favour 1 abstention)*

1306: (Natalie) When it was mentioned they were hands raised we do not see them. How do we know how many raised hands they are

NH: I can share my screen and show the raised hands going forward

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## **7. Approval of Minutes of the Annual General Meeting of Nov. 28, 2023**

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 min to accept the minutes of the annual general meeting held November 28, 2023, as presented with no corrections.**

Moved by 1201

2<sup>nd</sup> by: Daniel Major

**Motion Carried (100%in**

*favour)*

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## **8. President Report – Catherine Zongora**

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

Monica Murad also briefly addressed the owners.

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## **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.

Peter Camp, Gilles Lanteigne and Luc Lapointe nominated themselves and submitted their disclosure documents that were provided in the meeting package.

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:1604

2<sup>nd</sup>: 407

**Motion Carried**

**(100% in favour)**

Candidates all briefly addressed the floor

Peter Camp confirmed there were no changes to his disclosure statement and briefly addressed the floor.

Gilles was not present. The chair confirmed that no one was present who had been asked to speak on his behalf.

Luc was not present but asked Catherine Zongora on his behalf. Catherine briefly addressed the floor.

### 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.

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## 10. Results of the Election

Peter Camp and Luc Lapointe were elected to the board of directors for a two-year term

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## II. Questions from the floor

- Natalie: 1306: When will the extra fee be eliminated from our condo fees?

*CZ: The special assessment was one year from July 1<sup>st</sup>, 2024. Gerry has worked hard with the board on this as well.*

*GB: SA ends July 2025.*

- 407: Brendon: When will we be in a position to update the status certificate so its possible to sell a unit

*CZ: We are aware and are working to resolve this issue.*

*GB: Some things will be removed soon that will help. The water crossover project is almost completed. A good portion of the status certificate has to do with finances. A special assessment was designed to get you to the point where you won't have any more special assessments.*

*Things that will take longer paragraph 19 where the legal files and these will take time to resolve.*

- 1201: I saw on expenses the most is hydro. After visiting Europe I was wondering if we can install motion-based lighting and not have it on 24 hours a day. 12am and 6am there are very few people in the corridors and stairs. Has this been considered?

CZ: Yes, we have brought this up during energy audits and it was deemed more expensive than the return. However, we can investigate again. Thank you for bringing this matter to us.

- 1306: Back in July got a letter from Michael Matlock, can the board comment on this?

GB: I do not think this is an appropriate forum for this. I am happy to communicate directly with owners on this. If there was a specific question because of the letter I could try to answer that.

1306: We are here now, and it seems non transparent. Why can't I see who is here? I feel we are being shut out. It feels like a very serious letter. It feels like July will not be the end of additional fees. That is my concern.

NH: Clarified that all members are allowed to take their camera off if they want to. Everyone is allowed to speak. The way a condo corporation works by law is that the board of directors must act in the best interests of the corporation whereas owners are allowed to act in their own interests.

*NH: Section 55 (subsection 4) applies and that a board of directors is not allowed to discuss this type of matter in an open forum.*

GB: The condo is not suing a unit to clarify. The financial position of the corporation, I can say that we have no knowledge that your special assessment would not be adequate. The reserve fund study when it is in place it will obviate some of my need to speculate about what the reserve fund will need.

I have no information that it would continue after July 2024.

Daniel Major: I appreciate all the questions that have been raised tonight. Regarding the special assessment. Why did we need one? Main reason is the reserve fund (30-year plan for capital projects i.e.: replacement of windows). Sometimes there are unanticipated expenses. Water cross over event. 20<sup>th</sup> floor leak issue. Davit Arms issue and all those things required the board to recapitalize the fund. Last payment of SA will be June 2025. I hope that provides clarity.

- 1106: (Anita): In the email sent about the special assessment we were told we may be done in July 2025. How did this happen?

NH: This has been spoken to, but this is something that happens and is not uncommon.

GB: Unfortunately, the nature of special assessment is it is an unanticipated expense. The reserve fund study is done by an engineer but occasionally things happen. We cannot always predict what will happen. At present we have no reason to believe the special assessment will continue past June 2025.

- 1306: If we win anything from any legal lawsuits is that repaid to the homeowners?

NH: Corp cannot give back money to owners, but it can be put it into operating fund. Sometimes a condo fee holiday can happen

- 1306: We had no cross over issues and we were forced to have our taps changed. Why was cost incurred for nothing?

*CZ: The issue is that the water cross over affected many unit, perhaps not your particular unit. It was impossible to know which units, were causing the crossover in the other units, so we made the decision to replace every affected faucet, and we have had no more cross over since.*

*GB: The issue with the taps was the mixing valve in the wall was not appropriate hence the lawsuit. We had an engineering opinion that said even if it wasn't failing in your unit, it would fail eventually.*

- 1607: As an original owner I enjoyed that the AGM used to be held in person. Now that we have had our 5<sup>th</sup> AGM by zoom is the board considering face to face AGMs again.

*CZ: We found that many more people were able to attend by zoom than in person. We will discuss as a board.*

*1607: Whether we are currently paying for leasing land from city of Ottawa that we use?*

*CZ: No there is no cost to the residence. No changes.*

- Anita: Is this the same legal matter since 2019?

*GB: Matlock issue is not since 2019. I think you are thinking about the building cladding defect.*

- Natalie 1306: We were told there was mold in various units, is there a problem we should be concerned about our health?

*GB: It is true that several units have had issues with mold for different reasons. It is not most or even a quarter, but it is a few. The condo has a consultant that it uses for things of this nature. We are having them investigate the health of building overall. But we do not have the results of that investigation but in the next few weeks.*

- 1306: Will our unit be tested?

*GB: No not every unit, they are trying to check the building, some random units but I have not been asked for access by the consultant. The costs for this are not significant investigation and would not cause a special assessment.*

*NH: Advised owner if there is any concern of mold to contact manager*

- 1306: Parking. Additional parking out front, with the cones. They are being taken by the people next door.

*CZ: Staff that you hire to work in your unit are not eligible for visitor parking. Frank takes really good care of the parking. Other security guards should be enforcing parking. If you see any infractions, please let Frank know.*

*Catherine extended invitation to all owners after the meeting if they would like to discuss anything.*

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12. Adjournment of Meeting

Motion to adjourn at 8:42pm

Moved by 1201

2<sup>nd</sup> by: 1604

**Motion Carried**

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