

Minutes Board of Directors Meeting for
Ottawa-Carleton Condominium Corporation No. 815
Held on January 13, 2026, at 11:30am Via Zoom~Redacted

Present:

President – Catherine Zongora

Treasurer – Daniel Major

Director – Peter Camp

Director – Luc Lapointe

Director – Michelle Joos

Condo Manager – Monica Murad (CMG)

Specialty Manager – Gerry Bourdeau (Bourdeau & Company)

Minute Taker – Tanya Rowen

1. Opening of the Meeting The meeting was called to order by Catherine at 11:35am.

2. Confirmation of Agenda The agenda was approved.

3. Approval of the Minutes The Board approved the minutes from the October 28, 2025, and November 26, 2025, Board meetings. The November 25, 2025, AGM minutes were reviewed in draft form; they will be finalized for approval at the next AGM.

4. Financials Monica reported on daily approvals and noted a deficit from the previous fiscal year, though the Corporation remains financially stable. Daniel inquired regarding Reserve Fund expenditures. Monica confirmed the \$1.7M projection for 2025-2026, noting major upcoming costs for Davit Arms.

5. Status Certificate The Board reviewed an unresolved slip and fall claim. Gerry explained that while the claim has been pending with the insurer for several years, it must remain on the status certificate until a final resolution is determined.

6. Ratification of Decisions The Board discussed the \$11,000 claim regarding Unit XXXX window blinds. It was agreed that the Corporation would offer to pay for cleaning costs only, rather than full replacement. The Board ratified all decisions approved prior to meeting.

7. Major Projects

1. **Davit Arms:** Gerry is investigating if alternative vendors exist to verify pricing against Innovative Access (IA). A modification to common elements is planned, which will save costs; owners will be notified and given 30 days to object.
 2. **EV Infrastructure:** Discussion was tabled as the quote from Katie (Enviri) is pending. Monica to follow up on the status of parking area drawings.
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8. Unit XXXX Safety and Renovations The Board addressed fire safety and noise concerns. Based on architectural recommendations, spray foam was rejected due to flammability. The Board agreed to issue a final letter to the owner of Unit XXXX stating that the cleaning of the blinds concludes the Corporation's obligations regarding the renovation unless new credible issues are brought up with sufficient supporting evidence.

9. Building Maintenance and Leaks AAR completed a walkthrough regarding leaks on shared property. Recommendations have been provided, and Monica is waiting for Huntington/Nick to provide contractor quotes. Regarding the Grand Pizzeria odours, the issue was tabled until further reports are received.

10. City of Ottawa – Forecourt Monica is awaiting more information regarding the potential conversion of the forecourt to paid parking. This matter will be coordinated through the commercial contractor.

11. Overhead Garage Door Rapid Closing Function Michelle advocated for a rapid-closing system to prevent unauthorized access. Peter raised concerns regarding pedestrian safety hazards. The Board will review a video of the system provided by Michelle and conduct an email vote on whether to proceed.

12. New Business & Approvals

1. **Backflow Preventer:** The Board approved the quote for drawings and permits at a cost of \$3,627.72.
 2. **Water Heater:** The Board approved the replacement of the upper loop water heater by McDerven at a cost of \$31,570 + HST.
 3. **Harassment Rule:** The amendment has passed. Monica to distribute to owners and Catherine to post on the website.
 4. **Concierge Services:** Catherine will request a written presentation for the Board to review the possibility of offering luxury concierge services to owners.
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13. **Next Meeting** Tuesday, March 17, 2026, at 11:30am.

14. **Close of the Meeting** Adjourned at 12:55pm.

Distribution:

President/Secretary – Catherine Zongora – 2 years ending end/2027

Treasurer – Daniel Major – 2 years ending end/2027 Director

Peter Camp - 2 years ending end/2026 Director

Luc Lapointe – 2 years ending end/2026 Director

Michelle Joos – 2 years ending end/2027