
Minutes--Redacted

Board of Directors Meeting for

Ottawa-Carleton Condominium Corporation No. 815

Held on October 28th, 2025, at 11:30am

Via Zoom

Present:

President – Catherine Zongora
Treasurer – Daniel Major
Director – Peter Camp
Director – Luc Lapointe
Director - Michelle Joos
Condo Manager – Monica Murad
Minute Taker – Tanya Rowen

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1. **Opening of the Meeting**

Meeting was called to order by Catherine at 11:35am

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2. **Confirmation of Agenda**

The agenda was approved by all board members present. No additions.

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3. **Approval of the Minutes – September 9, 2025**

Minutes approved with one change to the members who were present.

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4. Financials: August & September 2025 Financials with August & September Investment

Statements will be provided once they are available

Financials are not available currently. August and September are being adjusted regarding charges from Bourdeau & Company. Monica provided investment contact to Daniel. Amount of RSF available for investment has yet to be determined. Monica will advise of amount.

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

No update on slip and fall claim.

Board inquired if paragraph 19 has been updated. Monica advised that the next status certificate will be updated accordingly for October.

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6. **Ratification of Decisions:**

1. **Unit XXXX--Various:**

● In response to the letter sent to owners and some staff, the Board approved a response letter be sent out to all owners and staff.

● The Board approved DHA to send a letter to the owner of XXXX in response to the defamatory letter sent to some owners and staff.

● AAR proposal for sound metering in unit XXXX--$4,950 + HST

● Blind & sound system--$8,098.72 + HST

2. **Computer system including monitors for security camera system**--$1,322.45 + HST

3. **AAR Proposal Davit Arms**--$3,000 + HST

4. **Holiday Season Poinsettias & Lighting**--$1,380 + HST

5. **Unit XXXX vs. OCSCC No. 815:** The claim was settled at $12,500.

All board members approved and ratified decisions as noted above.

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

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8. Major Projects

1. **Davit Arms:** Sarah Nolan from AAR provides an update.

Board inquired if engineering company has been engaged to provide oversite and Monica confirmed that yes AAR is.

2. **EV Infrastructure:** Envari CoRe + TechSpecs, Flo App spec sheets are included. Katie Miller from Envari will provide a couple of dates for an onsite meeting with the Envari contractor and engineering team.

Monica waiting to schedule date for on site review with Envari. Monica will provide dates and times.

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9. Grand Pizzeria and Bar Smell: Huntington Properties engaged Ainsworth to provide possible solutions to improve the air quality. Information has been included for Board review.

Discussion regarding unit owner on 8th floor concerns that odors are coming into their unit and 8th floor hallway.

Monica will speak to Huntington and ask what next steps are and if monitoring of the air will be done and update the board.

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10. Leaks on Shared Property: Initial onsite meeting with Justin Vienneau from AAR on Tuesday,

October 22. Included is the summary of that meeting and the next steps to be taken. There are 2.

2 areas reviewed; the first is in front of Peking Duck and the second is on P3 water is.

making its way from P4 into storage locker belonging to unit XXXX.

Exploring options to divert water away and the RFS has an allocation of funds for this of approximately 20K.

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11. City of Ottawa--Forecourt:

The city has started to charge for the lease of the forecourt. As this came about in between

meetings. Further investigation is needed into what it would mean to change the current Forecourt agreement with the City. No update currently. Discussion over value of 3 parking spaces which at present totals $40K per year which works out to $1200 per space per month. Holding pattern at present.

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12. 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. This is ongoing, Bourdeau & Company is taking the lead on this. Deductible of $50k under

current insurance. Uncertain at this time what amounts insurance will cover.

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13. Thermography Inspection & Arc Flash Analysis/Installed Frame Single Line Diagram/H*ard 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.

Huntington Properties to provide an update regarding Ainsworth's quote and scope of work.

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14. For Board Information:

Correspondence various.

The board discussed the concerns brought forward by an owner regarding degradation of concrete their parking space after pressure washing. Noted that there is no membrane on this part of the parking garage as it is on grade. Upon reviewing the other areas of the garage, they are in great shape at present and should last for several years.

Board inquired if the RFS included resurfacing for the entire garage or would this be considered a new initiative. Monica advised that no, it is an expansion of the original area. Approximately 20 parking spaces, near car wash.

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15. Other Business

AGM – Monica advised that after November 11th she will send an email to all owners as notice.

Chair has been scheduled, Get Quorum and recording secretary. November 25th, 2025, tentative (issues with audit) AGM date at 7pm

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16. Next Meeting

Tuesday January 13, 2025 -11:30am

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17. Close of the Meeting

Meeting adjourned at 12:30pm

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.