



November 10, 2025

Dear Owners,

The Board has determined that a virtual AGM is the best way to meet requirements per the Condominium Act, given the convenience of this platform that has led to increased ownership participation.

The Annual General Meeting of owners will be held **VIRTUALLY via GET QUORUM** on November 25, 2025, using Zoom, a secure virtual online platform. **Registration will commence at 6:45 p.m. The meeting will be called to order at 7:00 p.m.**

Get Quorum will oversee the virtual registration and proxy voting. We ask that you please respond and follow the instructions provided as soon as possible. This will allow the Board and Management to ensure a timely AGM is held with sufficient participation from Owners.

You will need to join the meeting via the Zoom app to be able to fully participate in motions, Q&A, voting etc.

If you call into the meeting (through your phone and NOT via the Zoom app), you will not have access to Zoom features and any live ballots. Please ensure that you submit a proxy in advance if you plan to dial in.

Please find enclosed a complete package for the meeting. Please read this material prior to the meeting to make our discussion more productive.

The Annual General Meeting is an extremely important opportunity for owners to fulfill their responsibilities under the Condominium Act and to discuss matters of general interest relating to the operation of the condominium corporation.

As the meeting is to elect three directors, the notice must request those individuals interested in being candidates to notify the board in writing of their names, addresses and intention to be candidates. The positions in question are as follows:

1 position for the owner-occupied vote – 2-year term expiring 2025 - currently occupied by Catherine Zongora

1 position – 2-year term expiring 2025 - currently occupied by Daniel Major

1 position – 2-year term expiring 2025 - currently occupied by Michelle Joos

We wish to thank Catherine, Daniel and Michelle for their important work over the last 2 years. We are pleased to advise that they have all graciously agreed to re-submit their names for candidacy.

Quorum for attendance requires 25% of units (26) represented by owners present in person or by proxy.

Should you have any questions, please do not hesitate to contact me at 613-237- 9519 ext. 321 or via email: mmurad@condogroup.ca.

Sincerely,
Monica Murad OLCM-G, RCM
Property Manager
Condominium Management Group
Encls/

Ottawa Carleton Standard Condominium Corporation No. 815
2025 Annual General Meeting of Owners
(The 'Corporation')

Notice of Annual General Meeting of Owners

The Corporation's Annual General Meeting of the Owners will be held as follows:

Date: November 25, 2025

Time: Registration 6:45 p.m. Meeting to commence at 7:00 p.m.

Place: **VIRTUALLY HOSTED VIA GET QUORUM**

The business to be transacted at the meeting is set out in the attached agenda for the meeting.

Attached are the following documents:

1. Prescribed Notice of Meeting
2. Disclosure by Candidate for Election Form
3. Qualification/ Disclosure Obligations Information
4. Audited Financial Statements for the year ended June 30, 2025 (currently in draft format and will be sent to owners separately)
5. Minutes of November 27, 2024, Annual General Meeting
6. President's Report
7. Operations Report
8. Notes respecting any known candidates for election & completion of proxy
9. Insurance Certificate
10. Proxy **(Must complete and return)**

BY ORDER OF THE BOARD OF DIRECTORS

Ottawa-Carleton Standard Condominium Corporation No. 815

Annual General Meeting

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

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

VIRTUALLY

AGENDA

1. Call to Order
2. Proof of Notice of Annual General Meeting
3. Confirmation of Quorum
4. Introduction of Panelists (Head Table)
5. Auditor's Financial Report for Year ending June 30, 2025
6. Appointment of Auditor
7. Approval of Minutes of the Annual General Meeting of November 27, 2024
8. President Report
9. Owners will vote to elect three (3) director positions:
One (1) position for a term of two (2) years expiring in 2027, to be voted on by resident-owners only.
Two (2) positions for a term of two (2) years expiring in 2027, to be voted on by all owners.
10. Results of the Election
11. Questions from the floor
12. Adjournment of Meeting

Notice of Meeting of OwnersInformation about an upcoming
meeting of owners**Instruction**

This PDF form can be filled out electronically and then saved or printed. When filled out electronically, the form is dynamic – for example, text boxes will expand as you enter information, and checking certain boxes may cause items to appear or disappear as necessary. The blank form can also be printed in full, and then filled out in hard copy. If you are filling out the form in hard copy and you need more space, you may enclose additional sheets of paper with the form.

General Meeting Information

Condominium corporation's name

[Ottawa-Carleton Standard Condominium Corporation No. 815](#)**Section 1.** Date and Time of the Meeting[November 25, 2025 starting at 7:00 p.m.](#)**Section 2.** Place of the meeting[Virtual Platform - Zoom](#)**Section 3.** The nature of the business to be presented at the meeting is (a meeting agenda may be included with this form)[Annual General Meeting](#)**Section 4.** Please describe below the quorum needed for any part of this meeting:[25% or 26 units for attendance](#)

The reference to "units" here does not include units that are intended for parking, storage purposes, or for the purpose of providing space for services or facilities or mechanical installations, unless all of the units in the corporation are those kinds of units. Only owners that are entitled to vote at the meeting and are either present at the meeting or represented by proxy can count towards quorum. If this is a pre-turnover meeting under s. 42(6) of the *Condominium Act, 1998*, please see s. 42(10) of the Act to determine who counts towards the quorum.

Section 5. A by-law of the corporation authorizes methods of being present at the meeting, in addition to attending in person or by proxy (e.g., by phone or online):☒ Yes ☐ No

The methods of being present are ▼

[Electronic attendance, electronic voting, in person, by proxy](#)**Section 6.** A by-law of the corporation authorizes voting methods, in addition to voting by a show of hands, by ballot, by proxy (e.g., by phone or online):☐ Yes ☐ No**Section 7.** If you wish to be present at the meeting by proxy (for purposes of quorum) or to vote on any matters by proxy, you must use the mandatory proxy form. The form is available on the Government of Ontario website. It may also be available from your corporation.**Section 8.** Please check any of the following that apply to the upcoming meeting:

Section 8.A

☒ This is an annual general meeting.

A copy of the corporation's financial statements and the auditor's report (if any) are included with this notice.

Section 8.B

- ☒ This is a meeting to elect one or more directors (including a meeting requisitioned under s. 46 of the *Condominium Act, 1998* that may include the election of one or more directors).
- The number of positions on the board that are or could be the subject of an election at the meeting, and the term or remaining term of each position, are ▼
- Owners will vote to elect three (3) director positions:
- Two (2) positions for a term of two (2) years expiring in 2027
- One (1) position for the owner-occupied vote for a term of two (2) years expiring 2027

Instruction for person filling out this form: If this is a meeting to elect one or more directors under s. 46 of the *Condominium Act, 1998* (either to fill a vacancy on the board, or following the removal of any directors), please enter the maximum number of positions on the board that could be the subject of an election at the meeting.

The number of positions that are or could be the subject of an election at the meeting and that are reserved for voting by owners of owner-occupied units is ▼

one

Total number of positions on the board is ▼

five

Candidates

These are the names and addresses of each individual who has notified the board in writing of their intention to be a candidate by the specified deadline:

Name of Candidate	Address of Candidate	Position (select one or both if applicable)	
Michelle Joos	806-90 George Street, Ottawa, ON K1N 0A8	☒ Candidate for position for which all owners may vote	☒ Candidate for position reserved for voting by owners of owner-occupied units
Daniel Major	1302-90 George Street, Ottawa, ON K1N 0A8	☒ Candidate for position for which all owners may vote	☒ Candidate for position reserved for voting by owners of owner-occupied units
Catherine Zongora	1502-90 George Street, Ottawa, ON K1N 0A8	☒ Candidate for position for which all owners may vote	☒ Candidate for position reserved for voting by owners of owner-occupied units

A copy of any disclosure statements and information provided by the candidates is included with this notice.

Note: For information about disclosure obligations and qualifications, see s. 29(1) of the *Condominium Act, 1998* and s. 11.6 of Ontario Regulation 48/01 under the *Condominium Act, 1998*, copies of which are included with this notice.

Section 8.C

- ☒ This is a meeting to remove or appoint an auditor.
- The name of the auditor proposed to be removed and the reasons for removal:
- | Name of Auditor(s) | Reasons for removal |
|--------------------|---------------------|
| | |

Name of Auditor(s)	Reasons for removal

A copy of any written representations made by the auditor who is proposed to be removed are included with this notice.

The candidates for auditor whose information was provided before the specified deadline are:

Name of Auditor(s)	Address (Street Address, Postal Code, Telephone Number)
Welch LLP	123 Slater Street, 3rd floor Ottawa ON K1P 5H2 (613) 236-9191

Section 8.D

☐ This meeting was requisitioned by owners under s. 46 of the *Condominium Act, 1998*.

Section 8.E

☐ This is a meeting for the purpose of considering an addition, alteration, improvement to the common elements, a change in the assets of the corporation, or a change in the service of the corporation, or for the purpose of considering the installation of an electric vehicle charging system to be carried out in accordance with s. 24.3 (5) of Ontario Regulation 48/01 made under the *Condominium Act, 1998*.

Section 8.F

☐ This is a meeting to discuss proposed changes to the declaration, description, by-laws, rules or any agreements.

Section 8.G

☐ This is a meeting relating to amalgamation under s. 120 of the *Condominium Act, 1998*.

Section 9.

☐ Additional material (including any record of the corporation) in a submission from owners, made by the deadline specified in the preliminary notice, is being included with this notice.

Section 10.

☐ A by-law of the corporation requires that additional material be included with this notice.

Note for common elements condominium corporations: If your corporation is a common elements condominium corporation, all references in this form to “unit(s)” should be read as references to “common interest(s) in the corporation,” and all references to “unit owner(s)” should be read as references to “the owner(s) of a common interest in the corporation”.

Section 11.

Optional: Additional material that is not required by a by-law of the corporation is included with this notice.

Dated this 10 day of November, 2025.
day of month month year

Disclosure by Candidate for Election or Appointment to the Board
(Pursuant to Section 29 of *Condominium Act, 1998* and Section 11.6 of Regulation 48/01)

To: Ottawa-Carleton Standard Condominium Corporation No. 815

From: Michelle Joos (Please print candidate's name).

Please check any box that applies to you, and attach details (where indicated):

<u>INVOLVEMENT IN CERTAIN LEGAL ACTIONS:</u> The candidate, or certain members of the candidate's family, is/are involved in a legal action also involving the condominium corporation.	YES ☐ If yes, please attach details.	NO ☒
An occupant of the unit is involved in a legal action also involving the condominium corporation (if the unit is owned by the candidate or by the candidate's spouse, or if the unit is also occupied by the candidate).	YES ☐ If yes, please attach details.	NO ☒
<u>CONVICTED OF AN OFFENCE:</u> The candidate has been convicted of an offence under the Condominium Act or Regulations in the previous 10 years.	YES ☐ If yes, please attach details.	NO ☒
<u>INTEREST IN CERTAIN CONTRACTS OR TRANSACTIONS:</u> The candidate has a material interest in a contract or transaction to which the condominium corporation is a party.	YES ☐ If yes, please attach details.	NO ☒
The candidate has a material interest in a contract or transaction to which the declarant or declarant affiliate is a party.	YES ☐ If yes, please attach details.	NO ☒
<u>OWNER 60 DAYS IN ARREARS:</u> The candidate is an owner and is 60 days (or more) in arrears in payment of common expenses.	YES ☐	NO ☒
<u>OWNER:</u> The candidate is an owner of a unit in the condominium.	YES ☒	NO ☐
<u>OCCUPANT:</u> The candidate is an occupier of a unit in the condominium.	YES ☒	NO ☐

I certify that I have provided the above information in fulfillment of my disclosure obligations in Section 29 of the *Condominium Act, 1998* and/or Section 11.6 of Regulation 48/01.

Signature of Candidate: X 

DIRECTORS' CODE OF ETHICS

RE: OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION NO. 815

I have consented to act as a Director of the Corporation and I agree to comply with the following Directors' Code of Ethics throughout my terms as a Director:

Honesty and Good Faith – I will act honestly and in good faith. I will do nothing to violate the trust of the unit owners I serve.

Care, Diligence and Skill – I will exercise the degree of care, diligence and skill of a reasonably prudent person in comparable circumstances. I will make a concerted effort to attend all Board and owners' meetings. I will act responsibly and with due diligence to become familiar with the affairs of the Corporation and to uphold its Declaration, Description Plans, By-Laws, Rules, Resolutions, Policies, Agreements and Requirements of the Condominium Act and other legislation.

Conflict of Interest – I am not currently aware of any actual or potential conflict of interest with respect to any contract, transaction, building deficiency claim, warranty claim, legal action, proceedings or any matter detrimental to the Corporation. If I become aware of any conflict, I will immediately disclose it to the Board. I will not promote my own interests or those of any owner, resident, family member, friend or contractor to the detriment of the Corporation. I will not seek any special benefits or privileges as a Director or Officer or accept any compensation either personally or on behalf of any other person except as permitted by a By-Law. I will act only in the best interests of the Condominium Corporation as a whole and I will not favour the interests of any individual or group of owners or residents.

Confidentiality – I will not disclose to any person (including my spouse) information decided by the Board to be confidential or privileged or which reasonably ought to be deemed confidential. When in doubt, I will request determination by a resolution of the Board.

Good Conduct – At all times, I will conduct myself in a professional and businesslike manner at meetings of Directors or Owners. I will approach all Board issues with an open mind, preparing to make the best decisions on behalf of the Corporation. I will act ethically with integrity and in accordance with legal criteria. I will comply with rules of good conduct and will deal with others in a respectful manner. I will comply with principles of good governance and procedural rules of order.

Support – I will abide by decisions of the majority of the Directors even though I may disagree, but I reserve the right to express my own views to owners upon non-confidential issues.

Defamation – I will not make erroneous or defamatory statements about the Corporation or any owner, resident, director, officer, manager, staff or contractor of the Corporation.

Minimize Conflict – I will attempt to prevent or minimize conflict and disruption and will promote good relations amongst persons involved in our Condominium Community. I will promote a first class image for our Corporation, its units, owners and residents.

Education – recognizing that governance of a Condominium Corporation involves complex and changing requirements, I will continue to educate myself in this regard.

Agreement – I hereby agree to comply with the provisions set out in this Directors' Code of Ethics.

Dated at this 6 day of November, 2018 2025

WITNESS:




SIGNATURE of DIRECTOR

Michelle Joos 806
PRINT NAME OF DIRECTOR and UNIT NO.

Nomination to 90 George Board of Directors

Michelle Joos

Dear fellow owners of 90 George,

My name is Michelle Joos and I have put my name in for nomination for re-election onto the 90 George board of directors. I'm an original purchaser at 90 George, and lived here and was on the board from 2010-2012. I moved to Westboro but returned again in 2020 in order to help care for my elderly Mom who has lived here since 2009 and is turning 94 this January, maybe you've seen us out for walks in the lovely Byward Market!

I most recently served on the board from 2021- 2025 where I enjoyed working with fellow board members and the property manager, and as well spent time working on security related matters including reviewing various security companies and participating in the Crime Prevention Through Environmental Design (CPTED) building security audit. I continue to look into ways in order to make sure our home is safe and secure.

And here is a bit about myself....I graduated with an Honours degree in Sociology and a Concentration in Criminology and Criminal Justice. While at university I worked part time as a Behavioural Counsellor at a home for adults with autism, and as a Reservist in the 28 Military Police Platoon. I have also volunteered for various organizations such as the Elizabeth Fry Society doing prison visiting and advocacy with female inmates and young offenders; Victim Services of Ottawa Carleton where I provided assistance and support where needed; and Ottawa Police Services where I conducted Home Security Inspections which addressed issues in and around the home that were vulnerable to intruders and provided customized solutions to assist in making homes more secure for families in the Ottawa area. Currently I'm employed by Parliamentary Protective Service.

I love living at 90 George, it's truly an exceptional address and I am very proud to call it my home, I also understand and accept the time and dedication it takes to be an effective board member, I have done so in the past and commit do so again as a member of the 90 George Board of Directors.

Thank you for your time in considering me for a position on the Condo Board of Directors, I look forward to helping you in the future,

Michelle

Disclosure by Candidate for Election or Appointment to the Board
(Pursuant to Section 29 of *Condominium Act, 1998* and Section 11.6 of Regulation 48/01)

To: Ottawa-Carleton Standard Condominium Corporation No. 815

From: Daniel Major (Please print candidate's name).

Please check any box that applies to you, and attach details (where indicated):

<u>INVOLVEMENT IN CERTAIN LEGAL ACTIONS:</u> The candidate, or certain members of the candidate's family, is/are involved in a legal action also involving the condominium corporation.	YES ☐ If yes, please attach details.	NO ☒
An occupant of the unit is involved in a legal action also involving the condominium corporation (if the unit is owned by the candidate or by the candidate's spouse, or if the unit is also occupied by the candidate).	YES ☐ If yes, please attach details.	NO ☒
<u>CONVICTED OF AN OFFENCE:</u> The candidate has been convicted of an offence under the Condominium Act or Regulations in the previous 10 years.	YES ☐ If yes, please attach details.	NO ☒
<u>INTEREST IN CERTAIN CONTRACTS OR TRANSACTIONS:</u> The candidate has a material interest in a contract or transaction to which the condominium corporation is a party.	YES ☐ If yes, please attach details.	NO ☒
The candidate has a material interest in a contract or transaction to which the declarant or declarant affiliate is a party.	YES ☐ If yes, please attach details.	NO ☒
<u>OWNER 60 DAYS IN ARREARS:</u> The candidate is an owner and is 60 days (or more) in arrears in payment of common expenses.	YES ☐	NO ☒
<u>OWNER:</u> The candidate is an owner of a unit in the condominium.	YES ☒	NO ☐
<u>OCCUPANT:</u> The candidate is an occupier of a unit in the condominium.	YES ☒	NO ☐

I certify that I have provided the above information in fulfillment of my disclosure obligations in Section 29 of the *Condominium Act, 1998* and/or Section 11.6 of Regulation 48/01.

Signature of Candidate: X 

DIRECTORS' CODE OF ETHICS

RE: OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION NO. 815

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Honesty and Good Faith – I will act honestly and in good faith. I will do nothing to violate the trust of the unit owners I serve.

Care, Diligence and Skill – I will exercise the degree of care, diligence and skill of a reasonably prudent person in comparable circumstances. I will make a concerted effort to attend all Board and owners' meetings. I will act responsibly and with due diligence to become familiar with the affairs of the Corporation and to uphold its Declaration, Description Plans, By-Laws, Rules, Resolutions, Policies, Agreements and Requirements of the Condominium Act and other legislation.

Conflict of Interest – I am not currently aware of any actual or potential conflict of interest with respect to any contract, transaction, building deficiency claim, warranty claim, legal action, proceedings or any matter detrimental to the Corporation. If I become aware of any conflict, I will immediately disclose it to the Board. I will not promote my own interests or those of any owner, resident, family member, friend or contractor to the detriment of the Corporation. I will not seek any special benefits or privileges as a Director or Officer or accept any compensation either personally or on behalf of any other person except as permitted by a By-Law. I will act only in the best interests of the Condominium Corporation as a whole and I will not favour the interests of any individual or group of owners or residents.

Confidentiality – I will not disclose to any person (including my spouse) information decided by the Board to be confidential or privileged or which reasonably ought to be deemed confidential. When in doubt, I will request determination by a resolution of the Board.

Good Conduct – At all times, I will conduct myself in a professional and businesslike manner at meetings of Directors or Owners. I will approach all Board issues with an open mind, preparing to make the best decisions on behalf of the Corporation. I will act ethically with integrity and in accordance with legal criteria. I will comply with rules of good conduct and will deal with others in a respectful manner. I will comply with principles of good governance and procedural rules of order.

Support – I will abide by decisions of the majority of the Directors even though I may disagree, but I reserve the right to express my own views to owners upon non-confidential issues.

Defamation – I will not make erroneous or defamatory statements about the Corporation or any owner, resident, director, officer, manager, staff or contractor of the Corporation.

Minimize Conflict – I will attempt to prevent or minimize conflict and disruption and will promote good relations amongst persons involved in our Condominium Community. I will promote a first class image for our Corporation, its units, owners and residents.

Education – recognizing that governance of a Condominium Corporation involves complex and changing requirements, I will continue to educate myself in this regard.

Agreement – I hereby agree to comply with the provisions set out in this Directors' Code of Ethics.
Dated at this 4 day of November, ~~2018~~ 2025

WITNESS:


SIGNATURE of DIRECTOR

Daniel Major, 1302
PRINT NAME OF DIRECTOR and UNIT NO.

Dear Fellow Owners,

I am asking for your support for re-election to the Board of Directors.

For the past four years, I have worked to represent your interests on the board, serving for three of those years as your Treasurer.

As an owner of two units, I am personally and financially invested in making 90 George a fantastic place to live while protecting the value of our shared investment.

Professionally, I am a Distinguished Security Architect at NVIDIA, where I provide global cybersecurity and risk management advice. I have brought this same focus on fiscal responsibility and risk management to my role on your board.



During my time on the board, I have worked with my fellow directors and property management to:

- **Achieve a zero condo fee increase** for the first time in recent memory, providing financial stability to all owners.
- **Ensure our Reserve Fund is adequately funded** by overseeing regular reserve fund study updates, protecting us from future surprise assessments.
- **Champion critical security improvements**, including the successful renewal and modernization of our building's camera systems.
- **Spearhead the exploration of cost-effective EV charging** options, allowing owners to opt-in to this value-adding feature for their units.
- **Advocate for low-cost, high-impact amenity improvements** and increased access to the 4th-floor amenities (gym, pool, terrace) to improve our quality of life.

With your support, I will continue to apply expertise to represent your interests.

Respectfully,

Daniel Major

Disclosure by Candidate for Election or Appointment to the Board
(Pursuant to Section 29 of *Condominium Act, 1998* and Section 11.6 of Regulation 48/01)

To: Ottawa-Carleton Standard Condominium Corporation No. 815

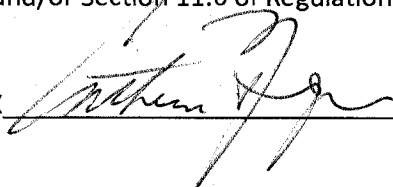
From: CATHERINE ZONGORA (Please print candidate's name).

Please check any box that applies to you, and attach details (where indicated):

<u>INVOLVEMENT IN CERTAIN LEGAL ACTIONS:</u> The candidate, or certain members of the candidate's family, is/are involved in a legal action also involving the condominium corporation.	YES ☐ If yes, please attach details.	NO ☒
An occupant of the unit is involved in a legal action also involving the condominium corporation (if the unit is owned by the candidate or by the candidate's spouse, or if the unit is also occupied by the candidate).	YES ☐ If yes, please attach details.	NO ☒
<u>CONVICTED OF AN OFFENCE:</u> The candidate has been convicted of an offence under the Condominium Act or Regulations in the previous 10 years.	YES ☐ If yes, please attach details.	NO ☒
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<u>OWNER:</u> The candidate is an owner of a unit in the condominium.	YES ☒	NO ☐
<u>OCCUPANT:</u> The candidate is an occupier of a unit in the condominium.	YES ☒	NO ☐

I certify that I have provided the above information in fulfillment of my disclosure obligations in Section 29 of the *Condominium Act, 1998* and/or Section 11.6 of Regulation 48/01.

Signature of Candidate: X



DIRECTORS' CODE OF ETHICS

RE: OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION NO. 815

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Confidentiality – I will not disclose to any person (including my spouse) information decided by the Board to be confidential or privileged or which reasonably ought to be deemed confidential. When in doubt, I will request determination by a resolution of the Board.

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Support – I will abide by decisions of the majority of the Directors even though I may disagree, but I reserve the right to express my own views to owners upon non-confidential issues.

Defamation – I will not make erroneous or defamatory statements about the Corporation or any owner, resident, director, officer, manager, staff or contractor of the Corporation.

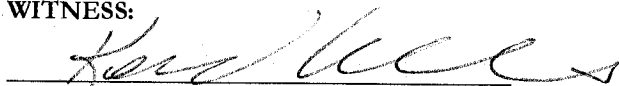
Minimize Conflict – I will attempt to prevent or minimize conflict and disruption and will promote good relations amongst persons involved in our Condominium Community. I will promote a first class image for our Corporation, its units, owners and residents.

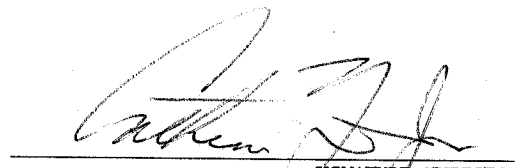
Education – recognizing that governance of a Condominium Corporation involves complex and changing requirements, I will continue to educate myself in this regard.

Agreement – I hereby agree to comply with the provisions set out in this Directors' Code of Ethics.

Dated at this 10 day of NOVEMBER, 2018: 2025.

WITNESS:




SIGNATURE of DIRECTOR
CATHERINE ZONGORA UNIT 1502
PRINT NAME OF DIRECTOR and UNIT NO.

Nomination to 90 George Board of Directors

Catherine Zongora – Re-Election 2025

Dear 90 George Owners:

As a Board member since the incorporation of OCSCC 815 in September 2009, I have collected much knowledge and experience, which is essential to providing continuity, keeping the records which document our progress, managing efficiently as well as effectively, and moving towards a constantly improving and changing future. I have been a constant and dedicated member of the excellent team that makes up the Board of Directors. I am extremely familiar with and involved in the day-to-day operations of the building, and passionate about making sure our residents and staff have the best possible resources and environment possible. I am proud to live at 90 George, to walk around and meet other residents, to collect information about the many issues that need to be addressed, and to actively help resolve those issues.

Along with the dedicated and trustworthy Directors on our Board, I am happy to continue to oversee the management of the Corporation. There are so many things to handle very day, and we are proud to do it. We are always for “residents first”.

Our Board has much to accomplish in the coming year, moving forward with the many ambitious items on our action items list. I am committed, with your involvement and continuing support, to continue our work and complete our ongoing projects, with the aim of ensuring a safe, secure and comfortable home for us all.

My professional background as a long-term Director in the Government of Canada has prepared me well for this Board position. My areas of expertise included Leadership, Information Management, Human Resources Management, Financial Management, Communications and Training.

I am available and prepared to respond to the issues we all face. I am confident that I have made, and will continue to make, a significant and trustworthy contribution to this lovely home we proudly call 90 George. I therefore declare my willingness and consent to stand for re-election to the 90 George Board of Directors.

Thank you for your support and trust.

Catherine

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.)

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

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 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.

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.

4. Introduction of Panelists (Head Table)

Introduced the President Catherine, 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.

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

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

2ndby: 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

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

2nd by: Daniel Major

Motion Carried (100%in

favour)

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.

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

2nd: 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.

10. Results of the Election

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

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 1st, 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. 20th 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 units not your particular unit. It was impossible to know which units, so we made the decision to replace every tap, and we have had no more cross over since. As I said it was impossible to determine which unit was causing the unit.

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. Now that we have had our 5th AGM by zoom is the board considering face to face AGMs again.

CZ: We did find that many more people attended by zoom than in person. Three times the amount of people versus in person. We will discuss this 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.

12. Adjournment of Meeting

Motion to adjourn at 8:42pm

Moved by 1201

2nd by: 1604

Motion Carried

President's Message – AGM 2025

This year has been an eventful and exciting one. We have benefitted greatly from our competent and efficient Management team, which includes Property Management and your Board of Directors. Our Property Manager, Monica Murad, and our special projects expert, Gerry Bourdeau, have been invaluable to the Board in its day-to-day functioning. The Board is dedicated to seeking and following the advice of our trusted, certified and insured professionals.

I am especially proud that all of our Board Directors have agreed to run again for election this year, providing stability, trust and dependability for the management of our lovely home. This team will ensure a smooth transition and ongoing solid work into the next year. We've learned how to deal with the Audit process, the Reserve Fund process, the maintenance contracts, the dealings with Commercial, not to mention the many, many administrative details and the thousands of emails. Our decisions are always based on what is best for everybody, and because the team consists of resident owners from different backgrounds, we are well aware that every decision affects us in the same way that it affects everyone. This team works so well together, and is a true democracy.

Our operational accomplishments this past year encompass repairs and improvements in many areas, most notably, closing the file on our water crossover issues. We have succeeded in strengthening and regularly updating our regulatory framework, ensuring regular and preventative maintenance, and upgrading our Security infrastructure. As well, much effort has gone into working more cohesively with the new Commercial owner, Huntington Properties, who are proving to be a cooperative and caring partner for managing shared spaces and resolving major issues.

Next year, our work plan includes moving forward with the many ambitious items on our action items list, such as, among other things: assessing and repairing balconies, completing the acquisition and installation of missing Davit arms leading to repairs on the building's exterior; and accommodating Electric Vehicle (EV) charging for our residents, as well as dealing with the inevitable unpredictable events.

As you will see in the Audit, our finances are in good condition. For this, as well as the efficient management and oversight of the business of the Corporation, I thank the Property Manager, the Treasurer Daniel Major, and Board members for their thoroughness, attention to detail, dedication, diligent planning and trustworthy decision making.

Rising costs and supply issues, as well as contractor availability, have been major challenges. Thanks to Monica, Gerry, and each and every Board member, we have managed our way through these issues with patience and much discussion. For this I thank all members of our Management team, our Commercial partner, all of our competent and hard working staff, namely, Frank, Peter and Douglas, and our reliable and competent security guards from iGuard. We also have a good set of competent contractors and trusted maintenance providers who ensure the building is properly maintained and in excellent working order. Together, we are

dedicated to the comfort and safety of all residents, staff and visitors, and the general betterment of life at 90 George.

Last but not least, I thank residents and owners for their cooperation, support, participation, comments and suggestions over the past year, and encourage ongoing feedback. Resident comfort and safety is paramount; nothing is more important to the Board and Property Management.

Looking forward to the upcoming year, working with the Management team and Commercial owner to maintain the building, our home, to the best performance, and to meeting the challenges yet to come.

Sincerely,

Catherine Zongora
President OCSCC 815

(Report from Management)

Operations Report – Fall 2025

This serves to keep you apprised of what has been happening with 90 George operations. In the last AGM operations report, it was mentioned that the commercial portion was sold to Huntington Properties. Huntington Properties has worked closely with the Corporation to address ongoing issues.

One of the most important issues is security. Almost immediately Huntington locked the exterior doors located on the 135 Rideau Street side. Later, the exterior doors on the 90 George Street side were locked from 9:00PM to 6:00AM.

The overall security system was improved with the installation of high-resolution cameras and the upgrading of the security system software.

The Year in Review and Daily Operations

As always, first and foremost, the Board and Management wish to thank Frank Orleck, Peter Dansereau, and Douglas Assumaning for their tireless efforts to keep the building running smoothly and efficiently. They continuously perform above and beyond the call of duty. 90 George is a dynamic workplace, and they show great flexibility and forethought in performing their duties.

Management wishes to also thank the Board of Directors for its tireless dedication to the Corporation and all its residents. Condominium directors assume stressful responsibilities with no pay and often no thanks. It is a pleasure to work with this group of professionals, whose skillset brings much to the table, and who continue to support the management team.

Some of the highlights of the past year include:

1. **Plumbing Crossover – Plumbing Water Crossover:** As a reminder, water crossover occurs when the valve stops fail within the thermostatic “Rubinet” shower faucet, causing hot water to come out of the tap (also affecting other units down the line) even when cold water is selected. While the physical problem was corrected in 2024, litigation on this file persists. Perley-Robertson, Hill & McDougall LLP (Perley Law), then the condo’s lawyer, commenced the litigation after the expiry of the applicable 2-year limitation period, and the action is accordingly statute-barred. The file has been transferred to Davidson, Houle, Allen LLP (DHA). As the Water Crossover Claim cannot be pursued, the Corporation has contemplated commencing a legal negligence claim against Perley-Robertson in order to recover the amounts alleged in the Water Crossover Claim. The

Corporation is currently in the process of compiling evidence and ascertaining the amount of damages incurred in advance of commencing the action against Perley-Robertson. The Water Crossover Claim against the various defendants is in the process of being discontinued.

2. **Building envelope deficiencies** –The Corporation continues its efforts in the ongoing litigation case to recover costs from the developer, builder and trades involved. Examinations for discovery have been mostly completed, and the condominium has answered its undertakings, while the other parties have not. In fact, the developer has failed to return to complete examinations for discovery, and the condominium is searching for his whereabouts. The building envelope file was transferred from Perley Law to DHA.
3. **Management of a major water leak from a mechanical room on the 20th floor into the common element space below** – The repairs to the water/mold-affected unit are now complete and sealants have been applied in the mechanical room. The condominium's claim against the commercial entity and the former mechanical company responsible for maintaining the equipment in the mechanical room remains active.
4. **Roofing Davit Arm Bases** – As noted in prior years, the condominium's davit arms underwent some kind of early chemical oxidation, leading to a structural engineer condemning them. The condominium was originally informed that it had no choice but to undergo an invasive and costly project to completely replace the davit arms system (including the bases installed on some exclusive-use balconies). Recently, the condominium's engineer has identified a perfectly compliant and less expensive option to replace the davit arm systems. The option under consideration is to remove the davit arm bases and, instead, rely on portable davit arms. A claim has been filed against the builder, the davit arm manufacturer, and the designer. This litigation also started with Perley Law and has been transferred to DHA.
5. **Security Personnel** –The Management Team continues to work with iGuard to ensure every agent provides the standard of service to which 90 George is accustomed. Frank Orleck continues to work directly with iGuard to train and supervise their guards.

iGuard also is able to ticket vehicles who are illegally parked in the Forecourt.

6. **Review of Parking Assignment and Common Fee Allocation** – It was determined that there are some discrepancies in the parking allocation of common fees, due to the ambiguous assignment of parking spots in the Declaration. The Corporation believes only a select few units are affected and undertook to

determine how long the fees have been incorrect and determine a solution to rectify the matter. In the coming year management expects to complete the audit of each parking spot. Once the registration of each outstanding unit is obtained, a final accounting will be available for legal counsel to prescribe a solution.

7. **Supplementary Management Services** – As noted in prior years, upon turnover of management, there are several major projects, and issues that are outside the regular scope of management duties. Items such as legal claims having to with some of the above noted projects. Gerry Bourdeau continues to lead these major projects with Bourdeau & Company.
8. **3rd Floor Electrical Room Fire** – The May 31, 2025, fire left many without power for 19 days; and although the repairs have been completed with the power restored, the Corporation's insurer is still involved. Huntington Properties, from the beginning, initiated steps to investigate any source of water ingress into this electrical room. As soon as this file is released from investigation by its insurer, Huntington Properties and Residential will undertake improvements to the common element to prevent any future water intrusion.
9. **Reserve Fund Study** – The Reserve Fund study with site review was completed with the Notice of Future Funding being sent out to all owners on June 9, 2025.
10. **Lien Procedures and Power of sale** - The Corporation, as a going concern, issues liens and collection letters to ensure its rights over any common expense arrears. At this time, there are no unsecured arrears.
11. **Insurance Appraisal** – Pursuant to the Corporation's Declaration, performed an appraisal to ensure the correct Replacement Value is assigned to the building.

2024: This was completed June 3, 2024. The value at that time was estimated at \$97,674,400. With the most recent insurance renewal the value has increased to \$102,808,120.
12. **Periodic Information Certificate Updates** – As mandated by the Condominium Act 1998, these were Issued at the end of the 1st and 3rd quarter.
13. **Security enhancement** – As stated above, Huntington Properties has installed an intercom system and fobbed doors at the Rideau entrance and also at the George Street access.

Further, at the stairwell located to the right of the main entrance, Huntington has now secured the area to prevent access by unauthorized individuals.

14. **Financial/Budget** – Maintained ongoing daily management of the budget and finances.

15. **Communications** – Managed communications with owners and owner/resident requests and needs.

16. **Population and implementation of the Condo Communities Portal** - Provided by iGuard) for use by Concierge and Security Personnel to provide enhanced security and concierge services.

17. **Terrace Garden Maintenance** – Peter Dansereau continues to maintain all aspects of the 4th floor gardening, including pressure cleaning of the terrace deck, increasing the amount of pollinator friendly plants on terrace, raising the soil level of garden and adding new mulch.

In closing, we continue to work to keep the building operating smoothly and to maintain a safe and comfortable living environment for our residents.

Your Board of Directors and Property Management Team

CERTIFICATE OF INSURANCE

This is to certify that the policies of Insurance as herein described have been issued to the following Named Insured and are in full force and effect as of the date of this Certificate.

Named Insured: **Ottawa-Carleton Standard Condominium Corporation 815**, All Registered Unit Owners, and All Registered Mortgagees as Their Interest May Appear from Time to Time
135 Rideau Street Property LP – Owner of the Property

Location Address: 90 George Street, Ottawa, Ontario K1N 0A8

Policy Period: June 3, 2025 to June 3, 2026
12:01 am standard time at the postal address of the Named Insured

Additional Insured: CMG Condominium Management Group
(only with respect to liability arising out of the operations of the Named Insured)

Bourdeau & Company, 1900 City Park Drive, Suite 300, Ottawa, ON, K1J 1A3 – Management service provider
(only with respect to liability arising out of the operations of the Named Insured)

Huntington Property Group Inc., 1306 Wellington Street West, Suite 200, Ottawa, ON, K1Y 3B2
(only with respect to liability arising out of the operations of the Named Insured)

Loss Payee: 135 Rideau Street Property LP, 1306 Wellington Street West, Suite 200, Ottawa, ON, K1Y 3B2 - **Owner of Property**
As Their Interest May Appear(A.T.I.M.A.)

COVERAGE	LIMIT	POLICY NUMBER & INSURER
Property	\$102,808,120	CISP00990 Starr Technical Risks Canada Inc. / Echelon Insurance / Zurich Canada / Fortress Insurance Company / The Insurance Company of Prince Edward Island / Wawanesa Insurance
DEDUCTIBLES	\$50,000 \$50,000 \$50,000 \$50,000 10% / min \$250,000	STANDARD WATER DAMAGE SEWER BACKUP OVERLAND FLOOD EARTHQUAKE
Boiler & Machinery	\$102,808,120	76441415 - 0080EBI Chubb Insurance
Crime	\$100,000	82461339 - 788 Chubb Insurance
Cyber Liability & Privacy Breach	\$100,000	8622770-561 Zurich Canada
Commercial General Liability	\$10,000,000	CISGL00990-G Gore Mutual
Directors & Officers Liability	\$5,000,000	DNE00190 Lloyd's Underwriters Under Contract B0507DO2500433 as arranged by Tripoint Insurance Underwriting Inc.
1st Excess Directors & Officers	\$5,000,000	BC09032-129 Berkley Canada (a Berkley Company)
Legal Expense Coverage	\$200,000	7030995 HDI Global Specialty SE
Terrorism & Sabotage	\$2,500,000	B0507PT2400600-589 Lloyd's Underwriters Under Contract B0507PT2400600 as arranged by TriPoint Insurance Underwriting Inc.

This insurance afforded is subject to the terms, conditions, and exclusions of the applicable policy.

This Certificate is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer.

CONDOMINIUM INSURANCE SOLUTIONS
Powered By Jones DesLauriers Insurance Management Inc.



Authorized Representative
Date: June 3, 2025
E. & O. E.

THIS POLICY CONTAINS A CLAUSE(S) THAT MAY LIMIT THE AMOUNT PAYABLE

Instruction

This form can be filled out electronically and then saved or printed. The blank form can also be printed in full and then filled out in hard copy. Please note that to print the form, the form must be saved, opened, and printed from your local device. The form is formatted so that when it is printed, identifying information about the proxy giver (name, address, and signatures) can be torn off and separated from the voting information in the rest of the form. To do this, the form must be printed in one-sided format.

Proxy Identification Number (optional):

Proxy Identification Number
(optional):

To (condominium corporation's name):

Ottawa-Carleton Standard Condominium Corporation No. 815

I am (we are)

- ☐ the registered owner(s)
- ☐ authorized to act on behalf of the registered owner(s)
- ☐ the mortgagee(s)
- ☐ authorized to act on behalf of the mortgagee(s)

Name of proxy giver (the person
entitled to vote at the meeting,
for example, the registered
owner or mortgagee):

Instruction for person filling out the form: In the case of a corporation, affix the corporate seal or attach a statement that the persons signing have the authority to bind the corporation. If you are authorized to act on behalf of the registered owner(s) or mortgagee(s), attach a copy of the document that gives you this authorization.

Proxy giver's unit number and
municipal address or other
description of the unit:

Note: if your corporation is a
common elements condominium
corporation, please identify the
relevant parcel of tied land in the
above space.

Dated this _____ day of _____, _____, at _____ ☐ am ☐ pm
day of month month year time of day

Signature

Proxy Identification Number (optional):	Proxy Identification Number (optional):
---	---

I (we) appoint the proxy named in row A below, or, failing him or her, the proxy named in row B below, to attend and vote on my (our) behalf at the meeting of owners to be held on 2025/11/25 and at any adjournment of the meeting:

Date (yyyy/mm/dd)

Name of Proxy	Signature or initials
A.	
B.	

I (we) revoke all proxies previously given.

Please check only one of the three boxes below:

☐ The proxy is not authorized to vote on my (our) behalf with respect to any matter at the meeting, including matters of routine procedure.
Instruction for person filling out this form: Check this box if you are appointing the proxy only to count towards quorum. If this box is checked, then the rest of the form should not be filled out.

☐ The proxy may vote on my (our) behalf only with respect to matters of routine procedure at the meeting, and no other matters, as I (we) could do if personally present at the meeting.
Instruction for person filling out this form: If this box is checked, then the rest of the form should not be filled out.

☐ The proxy may nominate candidates or may vote on my (our) behalf with respect to all matters that may come before the meeting, subject to any instructions set out below, as I (we) could do if personally present at the meeting.
Instruction for person filling out this form: If this box is checked and you do not provide instructions with respect to any part of the rest of this form, you are giving your proxy the authority to nominate any candidates or vote in any manner with respect to that part of the form, as you could do if you were personally present at the meeting.

Signature or initials

Signature or initials

Signature or initials

☒ **Section 1.** Voting to elect candidates to vacant positions on the board that all owners may vote for:

I/we instruct the proxy to nominate, if necessary, and to vote for the candidates named below and in the order set out below.

Order of vote (enter 1, 2, 3, etc.)	Candidates for the Position(s) on the Board	Signature or initials
	Michelle Joos	
	Daniel Major	
	Catherine Zongora	

Proxy Identification Number (optional):

Proxy Identification Number
(optional):

Instruction to person filling out the form: If you set out any names above, your proxy may only vote for the named individuals and only if, at the time of the vote, they are candidates. If you list more names than positions available on the board of directors, your proxy will vote in the order set out above up to the number of positions that are available. The numbers in the left hand column indicate the order in which you want the proxy to vote. These numbers indicate your priority.

☒ **Section 2.** Voting to elect candidates to any vacant position on the board that only owners of owner-occupied units may vote for:

I (we) instruct the proxy to nominate, if necessary, and to vote for the candidates named below and in the order set out below for the position on the board for which only owners of owner-occupied units may vote under s. 51(6) of the *Condominium Act, 1998*.

Order of vote (enter 1, 2, 3, etc.)	Candidates for the Position(s) on the Board	Signature or initials
	Michelle Joos	
	Daniel Major	
	Catherine Zongora	

Instruction to person filling out the form: Your proxy may only vote for individuals whose names are set out above and who, at the time of the vote, are candidates. If you list more names than positions available on the board of directors, your proxy will vote in the order set out above up to the number of positions that are available.

☐ **Section 3.** Voting for specific matters:

☐ **Section 4.** Voting for removal of directors and election of substitutes: