

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION NO. 725
Minutes of the 2016 Annual General Meeting
Held September 20, 2016

The Annual General Meeting of Ottawa-Carleton Standard Condominium Corporation No. 725 was held on September 20, 2016 at 205 Bolton Street Ottawa, Ontario. The following Board Members and Guests were in attendance:

François Leblanc	President
Robie Loomer	Vice-President
Ian Carpenter	Treasurer
Margaret VanDongen	Director
Karen Frederick	Director
John Andrews	Property Manager, Apollo Property Management
Sean Cornish	Director of Condominium Management, Apollo Property Management
Michelle Claude	Recording Secretary, Apollo Property Management
Peter Berry	Auditor, Welch LLP
Christa Casey	Auditor, Welch LLP

The meeting was called to order at 7:14 p.m. with Sean Cornish chairing. He introduced the Board of Directors and Guests.

1. REPORT ON ATTENDANCE

A quorum was achieved as follows:	Present in Person	34
	Represented by Proxy	36
	TOTAL	70

A minimum 25% of the total units, or 31 units, was required for quorum and was achieved.

2. PROOF OF NOTICE OF MEETING

John Andrews confirmed that the Notice of Meeting was sent by regular mail to all owners on or before August 22, 2016 at their registered address. Notice having been served in accordance with the Ontario Condominium Act, and a quorum being present, the meeting of the owners of OCSCC No. 725 was duly constituted to conduct business.

3. APPROVAL OF THE MINUTES OF THE 2015 ANNUAL GENERAL MEETING

P. Sabourin (310) – Correction: “all services” (page 15, paragraph 6) should be clarified or removed.

Motion: to amend the minutes by removing the second sentence of page 15, paragraph 6 and accept the minutes of the 2015 AGM amended.

Moved by: P. Sabourin (310)

Seconded by: H. Filion (107)

4. PRESENTATION OF THE 2015-2016 AUDITED FINANCIAL STATEMENTS

Peter Berry of Welch LLP announced that Welch Firm has decided to resign as auditor for OCSCC 725 following their presentation this evening of the 2015-2016 financial statements. Christa Casey of Welch LLP explained the decision taken primarily because:

- * Welch LLP received a very long letter from an owner which included serious accusations questioning the integrity of their work. This showed a lack of confidence from the Owners.
- * Welch LLP feels that it is in the best interest of the Corporation and Welch LLP to terminate the relationship at this time.

Peter Berry then presented the audited financial statements as at March 31, 2016 and welcomed questions from Owners.

- * K. Gibson (305) – Were criticism made towards your firm justified?
- * C. Casey (Auditor) – Comments brought to our attention were incorrect.
- * J. Johnston (302) – Why would one owner's comments bring your firm to the point where you would resign?
- * C. Casey (Auditor) – The letter contained allegations of serious breaches of their codes of ethics which, even though unfounded, jeopardised the company's reputation and this would likely have continued if the relationship continued.
- * B. Packer (216) – On page 33 and 39, "Staffing" and "Property Management" seems to be part of the "General Administrative" costs but shouldn't "Staffing" be part of the Property Management costs?
- * P. Berry (Auditor) – Staffing is a separate cost from Apollo costs.

Motion: To adopt the Audited Financial Statements as at March 31, 2016 as presented.

Moved by: K. Jones (230)

Seconded by: H. Fillion (107)

Motion Carried.

5. APPOINTMENT OF AUDITOR

Due to the sudden resignation of Welch LLP, the Board of Directors requested that the owners authorize the Board to appoint new auditors following a thorough search.

6. REPORT FROM THE BOARD MEMBERS

François Leblanc talked about the many years of service of this Board of Directors and mentioned that the last six months were very distressing but went on saying that during these last five years the Owners have been served by five very dedicated board members and thanked them all.

Robie Loomer mentioned that the past three years brought major issues; floods, legal issues, roof anchor replacement, changes to the Condominium Act among other issues. Throughout this period, constant guidance from François and Margaret, whose terms are expiring tonight, were greatly needed. Margaret is best suited to keep the Board members in line and François has expertise that has already saved the owners a significant amount of money. The Owners should recognize that François and Margaret have been key members of this board and I would suggest keeping them here.

7. NOMINATION AND ELECTION OF TWO DIRECTORS

S. Cornish advised owners that at the time of the meeting there were two Director positions available on the Board due to the expiry of the terms of François Leblanc and Margaret VanDongen. Both individuals have indicated an interest in having their names stand for re-election.

Nominations were also received from Nicole Deschênes and Tranna Homenick bringing the number of candidates to four for two positions.

There were no further nominations from the floor.

Each nominee introduced themselves and explained what value they could bring to the Board. Some owners asked questions of the nominees.

Motion: To appoint P. Valois (304) and G. Davidson (104) as scrutineers

Moved by: T. Homenick (121)

Seconded by: M. Henderson (425)

Motion Carried.

Owners were invited to complete their ballots to elect two Directors.

8. ANNOUNCEMENT OF NEWLY ELECTED DIRECTORS

Following a review of the ballots by the scrutineers, S. Cornish announced that Nicole Deschênes and Tranna Homenick were elected to the Board of Directors.

Motion: To destroy the ballots from the election of the Board of Directors.

Moved by: R. Landry (407)

Seconded by: D. Zahab (116)

Motion Carried.

9. QUESTIONS AND ANSWERS FROM THE FLOOR

Owner – Is there any existing plan to replace the smoke detectors?

John Andrews – Some smoke detectors are replaced every year in accordance with the expiry dates on the smoke detectors.

Owner – Shouldn't all units also have carbon monoxide detectors?

John Andrews – Only units with combustion appliances or that are adjacent to common areas with combustion appliances require carbon monoxide detectors. Specifically, those units with walls shared with the garage and the 4th floor units due to the make up air unit and boilers on the roof. John added that if anyone is experiencing any problems with their smoke detectors or carbon monoxide detectors to call the service department at Apollo Property Management or to mention it to Roger and it will be taken care of.

Owner – What is the status on the window replacement project?

John Andrews – The project is ongoing as windows are being replaced on an as needed basis.

Owner – You have nice notices on the lobby table about the major projects and tentative timing for them the timelines are unrealistic. Now we do not even pay attention to the notices because

we know they are not realistic. In the future, you could show better project management and give us a more realistic time.

John Andrews – When we have a plan, we post it with the planned schedule to ensure owners have the information as soon as possible. We will consider more carefully the validity of the information in the notices but if you have any questions, please reach out to Roger or myself.

Owner – When you plan on turning the A/C on, could you please post it?

John Andrews – Yes, we will do so.

10. OTHER BUSINESS

No other business

11. TERMINATION OF MEETING

There being no further official business, S. Cornish asked for a motion to adjourn the meeting.

Moved by: J. Davidson (104)

Seconded by: G. Davidson (104)

Motion Carried.

The meeting was adjourned at 8:51 p.m.