

MINUTES OF THE MEETING OF THE BOARD

Ottawa-Carleton Standard Condominium Corporation No. 947

Location : City Hall - Billings Room

Tuesday, 8 January 2019, 4:00 PM

Present :

June Jones	President
Daniel Kimmel (by phone)	Treasurer
Tom Donnelly	Director
Matt Eason	Secretary
Barbara Ravanelli	Capital Integral Property Management

Absent :

Stan Ages	Director
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1. Call to order

The meeting was called to order at 4:05 PM

2. Agenda Approval

Moved: June Jones

Second: Tom Donnelly

Carried

3. Approval of Minutes / Summary for 27 November 2019 Board Meeting

Approval of Minutes

Moved: June Jones

Second: Tom Donnelly

Carried

Approval of Summary

Moved: June Jones

Second: Tom Donnelly

Carried

4. Financials

Financials to be discussed at next meeting.

5. Property Manager's Report

5.1 Maintenance Complete

Heat Pump Maintenance - Property Manager confirms that 65 units have had their heat pumps serviced (64 by DILFO & 1 by Optimum). There remain 9 units whose status is uncertain.

Action: PM will follow up with outstanding units to obtain proof of maintenance. M. Eason will include a reminder to change HVAC filters in the next Newsletter.

Slush mats installed however some shifting and slippage in the mats has been noted.

Action: PM will have the contractor come in to assess and secure the mats that have been shifting.

5.2 Maintenance Ongoing

A contract price from Optimum HVAC was received. There was discussion around the pricing and additional services.

Action: PM to provide Board with correspondence from Optimum on this matter for discussion and decision regarding changing contractors.

Bike registration tags and spreadsheets will be carried out in 2019.

Action: M. Eason to include a note in the next Newsletter announcing the bike registration program for all bikes starting in the spring.

There have been issues with residents leaving boots and other items in the hallways.

Action : M. Eason to include a note reminding residents that this is against condo rules and presents a risk in the event of fire.

Request received to investigate the possibility of placing an accessibility button on the entrance to the waste disposal room.

Action: PM to investigate pricing to put a button on each of the two doors or the front door that would open both doors.

Received request to update front lobby door key lock to a Med-Loc or other system

Action: PM to investigate cost implications.

Mircom ordered new remotes and receivers for garage door/gate.

Action: PM to make arrangements for all owners to receive their remotes.

5.3 Management Decision/Discussions

New Board Members have received a link from the CAO website to take the Director's course.

Action : Directors (M. Eason, D. Kimmel, T. Donnelly) who have not yet taken the course are to complete with the next six months.

Electronic Vehicle Charging Station update - still underway.

Action: R. Hill has met with consultants and they are developing options to bring to the Board. T. Donnelly is

picking up this file from R. Hill and will report to the Board once options are received.

Handicap access to front door - project to be discussed in 2019.

Action: PM to investigate options to provide an accessibility button at the main entrance and/or the pedestrian entrance to the parking garage.

Visitor parking control need to have someone deputized. Discussion around PM deputization indicated that there may be after hours charges associated depending on timing. Board determined to explore whether an appropriate resident deputy could be approached.

Action: PM to reach out to Christoph to determine his interest and availability.

Outstanding request for an additional bike rack on P4 where there is currently only one rack in the space.

Action: PM to review documentation related to the racks in that spot and investigate cost implications for a similar rack.

Dates selected for remaining 2019 Board Meetings based on Directors & PM's availability.

Action: PM to confirm rooms for those meeting dates.

6. Adjournment

The next Board Meeting will be held February 11th at 4:30 PM at City Hall, room TBD.

The meeting was adjourned at 5:15 PM.