

## OCSCC 829 – February 26, 2019

### 1. Items still outstanding

- 1.1. **April 18, 2017:** CC to go to Davidson, Houle, Allen to get opinion on how new Condo Act affects the following bi-laws: Insurance Deductible, Standard Unit Description, Board Size Increase to 5 and No Smoking. **June 6, 2017:** Board to set meeting to review in order to have a discussion next meeting. **Aug 9, 2017:** Max and Kayla to work on the base building standard. Other items progressing and Tony reviewing bi-laws against new legislation. **Oct 3, 2017:** Urban Capital sent in a document of finishes for sales, it will be mandatory to have a Standard Unit in place with the new Act. Board has decided that finishes will be: basic cabinetry (ie: laminate) including island if it existed in the floor plan, no flooring, primed drywall. **Nov 8, 2017:** No update. **Jan 9, 2018:** Tony still reviewing bi-laws. **Feb 12, 2018:** Tony has reviewed and provided comments, board/CI to review. Need to add administrative fee rule if it does not already exist. **March 27, 2018:** Board to review standard unit, section 98 (common element modifications) and board size bi-laws before the AGM. **April 30, 2018:** Board needs to complete before next week for AGM package. **Jun 11, 2018:** Standard Unit By-law still has not been completed and Board Size and Section 98 (common element modifications) were distributed at AGM. CI will send reminders to owners to vote throughout upcoming year. **Jul 31, 2018:** CI to send email to owners regarding voting also outlining that a meeting will be held on September 18, 2018 to explain by-laws and discuss rules. **September 27, 2018:** previous note did not occur, board still reviewing rules. **Nov 7, 2018:** No change. **Jan 9, 2019:** No change, will deal with this for the next meeting.
- 1.2. **Jun 6, 2017:** Street level columns – Dan looking into logistics of sealing these. Likely will be done in 2018. **Aug 9, 2017:** Need quote for October 2017 to put in budget. **Oct 3, 2017:** No update. **Nov 8, 2017:** Alti will be providing 2 options for sealing the columns. **Jan 9, 2018:** Kayla following up with Alti. **Feb 12, 2018:** Alti and another company coming back with quotes. **March 27, 2018:** CI to check with Capacity Engineering if this sealant is appropriate. **April 30, 2018:** awaiting response from Maurice. If product is appropriate, CI to proceed with Maddison Construction. **June 11, 2018:** CI to call Maurice Quinn (Capacity Engineering) when he returns from holidays in order to confirm product. **Jul 31, 2018:** Maurice has been hard to get a hold of. Will try and get him in over the next few weeks. **September 27, 2018:** Speak to Maurice about this as part of the RFS. **Nov 7, 2018:** meeting with Maurice is for tomorrow. **Jan 8, 2019:** Received spec from Maurice, implement in the spring. **Feb 26, 2019:** These are owned by Ambassador, remove next month.
- 1.3. **Nov 8, 2017:** Bell Fibe now wants to dig up sidewalk in order to bring line to building. Board has declined unless they can provide a proper plan. **Jan 8, 2018:** Leaving this on until this is resolved, however action is on Bell. **Nov 7, 2018:** Bell agreed to pay for our consultant fees to spec out the sidewalk concrete. **Jan 8, 2019:** Kayla to follow up with Maurice on this item. **Feb 26, 2019:** Kayla to get quotes from a new firm.
- 1.4. **Nov 8, 2017:** CI/Board to start looking at replacements for EnerCare as contract comes up in 2019. **Jan 9, 2018:** no update. Will need to look for potential solutions. **Feb 12, 2018:** EnerCare contract expires Jan 2020. **Mar 27, 2018:** CI to come back with a list of options by end of June. **Jul 31, 2018:** Hydro Ottawa may do it for free, CI setting up meeting to discuss further. **September 27, 2018:** Board and CI met with Hydro Ottawa and Hydro Ottawa will provide us with an estimate of the cost savings. At the same time, CI will reach out to Enercare and determine the termination/meter removal cost, if any. **Nov 7, 2018:** Getting

## OCSCC 829 – February 26, 2019

- buyout information and more details. **Jan 8, 2019:** Ottawa Hydro coming in to give us a proposal. **Feb 26, 2019:** Visit being set up with Hydro again.
- 1.5. **Jan 9, 2018:** Signs to be changed in the gym advising residents to notify PM in case of damage instead of concierge. **Feb 12, 2018:** Signs being ordered. **Mar 27, 2018:** waiting on construction to be completed.
  - 1.6. **Feb 12, 2018:** 2214 found damage from a previous water escape, CI to proceed with getting quotes for repairs. **Mar 27, 2018:** Owner to review if this is due to tenant issue or water escape issue. **April 30, 2018:** awaiting on owner.
  - 1.7. **Feb 12, 2018:** CI to send Max email of the shared facilities members in order to launch a Shared Facilities program of work and annual budget. **Mar 27, 2018:** no update. **April 30, 2018:** email sent last week to restart share facilities committee. **June 11, 2018:** Awaiting Capacity Engineering representative to return to meet with Ambassador Realty. **Jul 31, 2018:** meeting was held today and new meeting will be held with Arthur Loeb and BOD. **September 27, 2018:** booking meeting with Yawar for multi-year budget, where this will be discussed. **Nov 7, 2018:** Yawar met with board for multi-year budget. Will be developed over the next year. CI to set up meeting with Ambassador regarding 2019 shared facilities budget. **Jan 8, 2019:** Need to get land titles information in order to meet with Ambassador.
  - 1.8. **April 30, 2018:** Telecom agreements from April 2017 moved to a new topic of discussion. Not urgent, can be dealt with in 2019. **June 11, 2018:** Rogers agreement provided; Bell harder to get a hold of; Fibrestream will provide by end of month. **Jul 31, 2018:** Rogers found signed agreement. Fibrestream couldn't find a copy so they've sent over a draft TLA to sign; BOD to review. **Jan 8, 2019:** CI to double check if BOD signed it, if so, remove next month.
  - 1.9. **Jul 31, 2018:** HVAC company to meet with our mechanical engineer to go over options to upgrade HVAC to add additional cooling. **September 27, 2018:** This will form part of the RFS discussion. **Feb 26, 2019:** Text needs to be merged somewhere else next month.
  - 1.10. **September 27, 2018:** Need to determine what our backup generator is attached to. Asking our generator company, otherwise we'll need to get an electrical engineer in to take a look. **Nov 7, 2018:** Kayla to get more details from generator company on exactly what they are proposing.
  - 1.11. **September 27, 2018:** Review of emergency generator to ensure it complies with TSSA standards. **Nov 7, 2018:** Awaiting TSSA quote for new part. **Feb 26, 2019:** Ongoing issue, update with all details next month.
  - 1.12. **Nov 7, 2018:** Asked CI to see if Jason can determine our laptop and desktop needs. **Jan 8, 2019:** Boxing sales thwarted our attempts to purchase computers thus far. Attempting again. **Feb 26, 2019:** Laptop arriving Thursday. Remove next month.
  - 1.13. **Nov 7, 2018:** CI to check with Jason if he wants training for career or personal development. **Jan 8, 2019:** This will be completed as part of performance evaluation.
  - 1.14. **Jan 8, 2019:** CI to get plans from Land Titles Office. **Feb 26, 2019:** plans received and reviewed. Removed next month.
  - 1.15. **Jan 8, 2019:** CI to get quote for garbage room membrane and potentially the area leading from the garbage room to the loading dock. **Feb 26, 2019:** Quote provided and approved.
  - 1.16. **Jan 8, 2019:** CI to provide options for front entrance door handle replacement. Tony to provide commercial catalogue if possible. **Feb 26, 2019:** Tony is getting new door handle books from Lessard as we have custom doors.

## OCSCC 829 – February 26, 2019

- 1.17. **Jan 8, 2019:** CI to identify how the current chargeback for loading dock heating is done. CI to verify if there is a sub-meter on the gas for loading dock. CI to have sub-meter verified or installed if not present. **Feb 26, 2019:** CI has provided amounts, however, we will now need to test the meters.
  - 1.18. **Jan 8, 2019:** TSSA inspector came on site and discovered issues with both the emergency generator in the mechanical penthouse and in the subgrade generator room. CI to get quotes for the TSSA deficiencies with a due date of March 4, 2019. **Feb 26, 2019:** Gentech applied for extension which has been granted and quotes are going out for the balance of the work required.
- 
2. New Business
    - 2.1.
- 
3. Action items
    - 3.1.