

**OTTAWA-CARLETON STANDARD
CONDOMINIUM CORPORATION # 769**

April 17, 2023

8:30 a.m. on Zoom

Minutes of Special Board Meeting

PRESENT: Rose-Marie Batley, President and Secretary
Carmène Levesque, Vice-President and Director of Communications
Larry Boisvert, Director at Large
Branislav Vračarić, Director of Operations

ABSENT: Scott McDermott, Treasurer

OTHER: Kim Renwick, Property Manager, CMG

Others In Attendance: None

1. President Rose-Marie Batley called the meeting to order at 8:30 a.m. with a quorum confirmed.
2. Boiler quotes:
The Board held a special meeting to discuss the four responses to the Keller Engineering tender to replace the domestic boiler system. The initial report from Keller was reviewed by the directors and property manager; a few questions were put to the engineer prior to the Board's making a final decision. The questions were addressed, and the Board was able to move forward. Each of the directors present and the property manager commented on the tender responses; Scott provided his comments by email prior to the meeting. The contract was awarded to Baxtec Mechanical Ottawa, a firm that has sound knowledge of our building and holds the maintenance contract for our boilers. Our work with Baxtec over many years has been reliable and competent. Baxtec posted the second lowest bid (\$292,500 + HST) of the four submitted; their bid was within 3% of the lowest bid and 21% lower than the highest bid. Baxtec proposed the earliest start date for the work and an estimated 12 weeks to complete the installation. The boiler project is a Reserve Fund expense. On a motion by Branislav Vračarić, seconded by Larry Boisvert, the contract for the domestic boiler replacements was approved. **CARRIED**

Date for Next Meetings:

Board Meeting – May 16, 2023 at 4:15 pm

AGM **Tentative** Date – June 27, 2023 at 7:00 pm

Adjournment: On a motion by Rose-Marie Batley, the meeting was adjourned at 8:52 a.m.

Rose-Marie Batley, Recording Secretary