

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

January 26, 2023

11:00 a.m.

Minutes of Meeting (Zoom)

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

ABSENT: None

OTHER: Kim Renwick, Property Manager, CMG

Others In Attendance: None

1. President Rose-Marie Batley called the meeting to order at 11:00 a.m. with a quorum confirmed. This was a special meeting called to address 5 topics: garage membrane; booster boilers; T&M report; roof boilers; and the CMG contract. The goal was to advance progress on these projects. The next Board meeting is February 8 when the agenda will be posted in advance.
2. On a motion by Rose-Marie Batley, seconded by Larry Boisvert, the Agenda as amended was approved. **CARRIED**
3. New Business:
 - 3.1 Garage Membrane: The Board has received quotes from for replacing the Vulkem (this surface has not held satisfactorily in past repairs), Puma (this product is new and has not been tested over time), and Ital-Crete Epoxy Flooring (quotes for two levels of epoxy flooring possible), a source suggested by Larry. Branislav is researching a fourth firm located in BC. Kim is waiting for a quote from Focus Flooring in Georgetown and they want to visit the site. Kim will get the square footage coverage required to Branislav to obtain a quote. The Board has set a date of February 15 to make a decision based on the quotes available. The decision will be based on efficacy of product, warranty, half-life, length of time for garage closure, and cost. The best time to apply an epoxy covering is May/June when weather is better, and the humidity is low.
 - 3.2 Booster Boilers: There are booster boilers on the building's west side on the 7th and 13th floors. These boilers boost the temperature of the hot water so that lower floors receive hot water in a timely manner. The 7th floor booster boiler has failed leaving a longer period for hot water to reach the units for some residents. Baxtec has quoted ~\$10,000 to replace the 7th floor booster boiler. There is some concern that the booster boilers as installed are not meant to meet the purpose for which they are being used. On the other hand, although the boilers have been repaired periodically, they are the original booster boilers and have functioned relatively well. The Board has asked RJC engineering for a report on whether the booster boilers are adequate for the intended purpose, or whether the system should be replaced should something exist in the market that will perform the required function. The report is expected soon. In the interests of those affected, the Board decided to replace the 7th floor booster boiler. On receipt of the RJC report regarding how to improve the system, the Board will discuss future repairs, replacements, or an alternative system, which could take some time to implement.
Moved by Larry Boisvert, seconded by Scott McDermott, the 7th floor booster boiler will be replaced at a cost not to exceed \$10,000 + HST. **CARRIED**

3.3 T&M Report on the Generator Load Study: Following a visit by T&M to the building and review of the building capacity, the Board recently received a report from T&M Electrical Limited responding to the questions submitted by owners, the Emergency Preparedness Committee, and the Board. T&M was asked to respond to these questions and provide solutions with costs where possible. The Board felt the report was thorough and well presented. The report has been sent to the EP Committee for feedback, following which the Board will review and make decisions as to what can proceed.

Moved by Branislav Vračarić, seconded by Scott McDermott, the T&M report will be forwarded to the EP Committee for feedback. **CARRIED**

3.4 Roof Boilers: The Board received a preliminary design report from Keller Engineering on January 12, 2023 regarding VFD integration and installation to determine the feasibility of retrofitting VFD drives on the existing hydronic system pumps to increase system efficiency. Keller recommended VFDs for pumps 3 and 4. The Board asked for some clarification on payback period to install the two VFDs. The question remains as to the cost vs. benefits of having the VFDs installed and whether the pumps would also require replacement. The Board's goal is to make a decision and have the boilers installed before the winter of 2024. Sufficient information is essential in this case as the cost is significant and the Board wants to make an informed decision.

Moved by Larry Boisvert, seconded by Branislav Vračarić, the Board will request a quote to replace two furnaces and include a separate quote to install two VFD units, which would be an option for consideration should the cost vs. benefits be appropriate. Kim will seek an estimate from Keller for the additional engineering work required before the request for the optional component is actioned.

CARRIED

3.5 CMG Contract: The Board received a draft contract from CMG in the late fall, which had a different format from the 2018 signed contract. The revision in format was a result of changes in the Condominium Act. However, additional changes are now required, and CMG is drafting a revised version for the Board's review. The revised format will be completed in the next few weeks for both RG2 and SF contracts. The fee for our contract for 2023 will be as in our approved budget.

Date for Next Meetings:

Board Meeting – February 8, 4:15 p.m. (Zoom or in person, to be determined)

EV Committee presentation – tbd

Microsoft 365 Board Meeting – May 2023 tbd

Adjournment: On a motion by Rose-Marie Batley, the meeting was adjourned at 12:15 p.m.

Rose-Marie Batley, Recording Secretary