

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

August 11, 2022

5:00 p.m.

**Minutes**

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

ABSENT: None

OTHER: Kim Renwick (Property Manager, CMG)

In Attendance: None \_\_\_\_\_

1. The meeting of the Board of Directors was called to order at 5:09 p.m. with a quorum confirmed. The Directors' roles/responsibilities for the new Board are listed above.
2. On a motion by Rose-Marie Batley, seconded by Larry Boisvert, the Agenda as amended was approved. **CARRIED**
3. Approval of Minutes:
  - 3.1. On a motion by Larry Boisvert, seconded by Rose-Marie Batley, the minutes of June 28, 2022 were approved. **CARRIED**
  - 3.2. Decisions Taken Between Meetings: On a motion by Larry Boisvert, seconded by Scott McDermott, the following decisions taken between meetings were officially approved:
    - To approve the AGM package;
    - To hold the AGM by Zoom;
    - To approve the Audit;
    - To approve the engineering services to prepare specifications and oversee the project with respect to the booster boiler system;
    - To approve the Baxtec quote for the Elevator Heat Pump. **CARRIED**
4. Treasurer's Report: The financial highlights as at the end of July will be distributed within a week; a full report will be provided next meeting.
5. Director of Operations/Property Manager's Report:
  - 5.1 Action List:

Item 1473: Communication re Steve's leaving – Kim's letter and Steve's were reviewed and supported by the Board for distribution to all owners.

Item 1471: Spare Heat Pumps – The Corporation keeps 4 spare heat pumps on site for expeditious replacements when needed. On a motion by Scott McDermott, seconded by Branislav Vračarić, the Board approved purchase of 2 right and 2 left heat pumps at a cost of \$22,016 plus applicable taxes. **CARRIED**

Items Completed Since the Last Meeting: 1365, 1434, 1449, 1451, 1452, 1461, 1463, 1465, 1466, 1467, 1468, 1469, 1472.

6. Shared Facility Report: None
7. Director of Communications Report: None
8. New Business:
  - 8.1. Website – Many of the items requested at the AGM are currently posted on our website. Some minutes were late in posting this spring; the Board apologises for the delay. Carmène will meet with Robert Boisvert to discuss the requests and with Kim regarding options for obtaining records as mandated by the CAO. Carmène will bring a proposal to the Board regarding possible changes to the website.
  - 8.2. Swing Stage – The swing stage had to be removed; it will return to complete the repairs at 3580.
  - 8.3. Kim will arrange a meeting with the garage membrane contractors for any Board members to attend. Kim will obtain information and costing for the Puma product to compare with the surface currently being considered. Puma requires a considerably shorter curing time than the other surface.

Date for Next Board Meeting: TBD for mid-September

Adjournment: On a motion by Rose-Marie Batley the meeting was adjourned at 5:36 p.m.

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Rose-Marie Batley, President, Secretary