

Notes from the TH3 Meeting

With the in-person and Zoom platforms, there was good participation at this session; more than 40 people attended in total. Thanks to those who came, interacted, and provided input and feedback to the Board. This makes a difference.

This document provides the topics submitted before the meeting, the Board's response, and any "follow-up" and/or new questions with responses where available. It is not meant to be exhaustive but a summary of the discussion on the topic. The questions/comments are not recorded as script.

Carmène chaired the meeting, and all Directors were present, either in person or on Zoom.

Question Format: Question/Topic in **black**; Board/Management response in **blue**; follow-up clarification, responses to new questions at the meeting or post-meeting in **red**.

Rose-Marie opened the meeting with a good news story about the work done by the Emergency Preparedness Committee to develop an initial plan to address future power outages. There is now a plan along with an implementation process. T&M Electrical was awarded the contract to retrofit the Party Room allowing for more outlets available to owners in an emergency. T&M will begin the work as soon as all the necessary parts have been received. Although we have not had an outage during subsequent storms, we are prepared for future events.

An owner questioned whether T&M has sufficient information regarding the emergency power available to ensure that potential overuse of the Party Room supply during an emergency does not cause failure of required equipment such as baseboard heaters in units.

T&M confirmed with our generator contractor that there is sufficient capacity to accommodate our current load and the changes to the Party Room. T&M has started the infrastructure work required to complete the changes in the Party Room. This will take some time.

Questions Submitted Prior to the Meeting:

1. Financial: What is the current situation with our operating equity?

At the end of December 2021, the operating equity was ~\$47k. In November 2022 the forecast for 2022 was for an excess of revenue over expenses of ~\$5k. Any excess of revenue over expenses increases our operating equity while any deficit for the year decreases our operating equity. The 2022 audit will be completed soon, and the final 2022 results will be available. The most recent forecast for 2022 ranges from a deficit of \$5k to a surplus of \$20k which will then be added to our December 2021.

2. Boilers: What is the update re the Boilers?

Keller Engineering tendered the project to four companies, all of which responded. The quotes ranged from a low of \$284,783 to a high of \$369,909, plus HST. The Board awarded the contract to Baxtec Mechanical Ottawa at a cost of \$292,500 + HST. Baxtec holds the maintenance contract for our mechanical equipment, knows our building, and had the earliest start date. The estimated time for the project is 12 weeks. Replacement of the boilers is a Reserve Fund expense.

3. Garage Membrane: What is the update on the repair of the garage membrane?

Focus Flooring has been awarded the contract to repair the garage membrane (entrance, upper ½ of the ramp, and the car wash bay). This company is currently located in Toronto and Kingston. Their quote was reasonable compared to other quotes received; they are interested in expanding their business to the Ottawa area. The product that will be used appears to be more robust than

that used in the previous repairs. Approximately 1 week will be needed to complete the work (unless there is damage to the concrete). There will be NO entering or exiting the garage during the installation. Any vehicle needed during the work period must be removed. Perhaps owners with more than one vehicle could remove only one so that there is more space in the parking lot for those who need vehicles. The work will take place in late May/early June. An official notice will be sent to owners in a few days and final notification will be sent prior to the actual start date.

4. Balcony Railings: Is there a plan to have the balcony railings repainted? The chipping has increased over the last couple of years.

A list of units requesting painting of the balcony railings is being kept. If you wish to add your unit to the list or confirm your unit is on the list, inform Pierre or Kim. Yves will be checking each of the units on the list prior to any work being done. Only chipped areas will be restored. Faded railings will not be painted at this time. The process will include preparing the areas and painting. Some individual unit owners have had the work done and the result has been satisfactory.

5. Fitness Room: Would the Board consider adding a Smith machine, a Jones Machine, or a Max Rack to the exercise gym? The owner submitting this request provided a contact for this equipment.

This item will be added to the Board agenda for consideration. Among other variables, the Board will consider space required, cost, and whether the equipment offers exercise opportunities that are not currently available.

6. Swimming Pool:

- a. Could the Board provide an update on the pool schedule? Many owners use the pool early in the morning. Is there a way to get the pool open for them? Could the testing be done using technology rather than manually?

The Shared Facilities Committee is doing everything possible to maximise the hours when the pool can be open. The City requires the pool be checked manually every four hours or be closed and locked. An automatic dispenser for the pH was installed in 2017 but this does not satisfy the City requirements. **However, the automated system does allow for checks to be every 4 hours rather than every 2 hours if there were no automated system. Each check takes about 15 – 20 minutes. The last check is at 8 p.m. done by the building superintendent on call.** If the pool is closed for a period of hours, it cannot be used until ½ hour after the next check.

- b. Could we get a copy of the by-law? If it is a new by-law, could we benefit from a grandfather exemption similar to garbage chutes?

The City Regulation 565 that classifies pools can be found at <https://www.canlii.org/en/on/laws/regu/rro-1990-reg-565/latest/rro-1990-reg-565.html>. On first glance, it appears our pool is not included. However, in section 2, any apartment with more than six units having a pool is Class B. The regulation's date is 1990 so the pool would not be grandfathered. A legal opinion has confirmed the pool here is Class B and subject to the City rules that apply to Class B pools.

- c. Could we train owners to check the pool?

There are liability issues if owners were involved in completing the inspections and this is not recommended.

- d. Given that we have known about this for some time, please explain the delay in moving forward to get this resolved.

RG2 and RG1 were only made aware of the requirement to check the pool manually every four hours in March 2023. The SFC sought legal counsel to determine if there were options. Pool companies were contacted to see if there are after-hours staff available to check the pool. This is not available. The SFC continues to look for options; however, the City inspects the pool regularly, not by appointment, and many requirements are covered in the inspections including equipment and hours of use.

An owner suggested the pool situation be addressed at the Speakers Corner where our Councillor, Riley Brockington, will be the speaker. Some owners have informed Mr. Brockington already so that he can be prepared for the question.

7. Canoe & Kayak Storage: Please ask the owners who use the canoe/kayak storage to clean their equipment.

Kim will contact the owners and remind them to clean their area.

An owner noted a respectful message was previously sent; he apologised as he wasn't aware that the equipment was so dirty and did clean his canoe.

8. Speeding in Parking Lot Entrance/Exit Driveway: The speed limit is 10km/h and this is not being respected by those drivers entering or exiting the property from RG1 or the parking lot. What can be done about this?

This message has been passed on to the property manager at RG1 (more than once) and he was to inform his owners. Owners should inform their guests. If you see contractors speeding, please let Kim or Moctar know. There is another speeding issue in the P-level of RG2 garage as well and this is dangerous as people do walk there as well as exit their cars or the building. Please slow down.

9. Landscaping & Gardening:

- a. There has been reference in the past to a landscaping plan. Does one exist? If so, could it be distributed to owners, and will there be an opportunity for input? Will annuals be planted this year?

There is no established plan at this point. The SFC still has to address damage from the major storm; these costs were not predicted in the 2022 budget and will need to be addressed from their 2023 budget. There will be a spring walk around with the horticulturist to determine what can be done this year. There are several stumps to be removed or shaved on the property. The goal is to restore the damaged areas with plants that are more robust during storms. The SFC will discuss annuals for 2023 at the spring meeting when reps and the horticulturist are available.

- b. Is there a plan to replace/restore the damaged areas, those from the storm and the dead grass adjacent to the sidewalks?

The SFC is working with the landscaper to test areas next year by applying the salt to some but not all areas near the sidewalks. That will determine if the salt is killing the grass. It is possible that the grass roots are plowed too short and do not withstand the winter weather. River rock was considered – it is extremely costly.

10. Shut-off Valves: What is the schedule for the inspection of the main shut-off valves?

Yves will check the main shut-off valves (which are the responsibility of the corporation) when he changes the heat pump filters, checks the smoke detectors, water alarms, and balcony railings (in those units on the list to be considered). This visit from Yves will require up to 45+ minutes. The secondary shut-off valves for sinks and toilets are the responsibility of the owner and should be checked by a plumber. These valves should not be forced.

11. Window Etching: Some windows are noticeably etched. Are the windows facing west more likely to be etched? What can be done about this?

The cause of the etching has been the subject of investigation over some years. Acid washing has been tried and one window was replaced. Neither action removed nor prevented the etching. An engineer was engaged; he suggested the wind-driven rains are drenching the mortar that subsequently leaks particles on the windows. This investigation was stopped during the winter and will continue in the spring to determine if there is a solution.

12. Electric Vehicle Charging:

- a. Is it time for the Board to develop a building-wide plan that ensures all owners are able to charge at their individual parking spots?

The Board recognises this is a priority and thanks the EV Committee for the research and reporting as well as their continued review of the status of EV charging requirements. The situation is changing rapidly as progress is made in this industry. An EV consulting company completed an inspection of our building's current electrical infrastructure on April 17 and will be providing a report to the EV Committee and the Board. The Board will be meeting with the EV Committee to discuss current recommendations in this evolving area. The current Condominium Act currently requires the Board to allow an owner to install an outlet at her/his parking spot, subject to engaging a qualified contractor and providing detailed documentation and drawings that meet Board approval.

- b. Will the government provide subsidies for installation of an EV charger?

The EV committee indicated that 20+ charger requests are needed to qualify. The level 1 charger (120 volts) will take too long to charge a vehicle. Level 2 chargers (240 volts) are similar to those used for stoves. Level 3 chargers (480 volts) will charge a vehicle in 30 minutes.

13. Corridor Lockers:

The lights are on in the hallway corridors all the time as well as in other common areas. Could motion sensors be installed to reduce power usage?

Generally, only emergency lighting is on in the hallway corridors unless someone turns on the lights and does not turn them off. Thanks for the suggestion, which will be added to the agenda for a Board meeting.

14. Green Bins:

What are the plans for the green bin installation and how will we participate?

The City inspector was to be on site April 17, 2023; however, he was unable to come and is to attend the week of April 24 – 28. The corporation will be provided with city information (location and requirements). A plan must be developed that meets these requirements.

Questions From the Floor or via Zoom:

1. **Violence & Harassment Policy:** The minutes of the last Board meeting referenced a Violence & Harassment Policy. An owner suggested if there is violence, 911 should be called; he felt there is no need for a Violence Policy. A Harassment Policy is required.

This will be discussed at the Board meeting. This policy is required by the Condominium Authority of Ontario; several policies have been developed and are in place at other condominium buildings in Ottawa. The Director of Communications is reviewing these and will suggest a direction for the Board to consider. Another owner noted that abusive language toward staff (or anyone) should not be tolerated.

2. **Thanks for the Minutes:** An owner thanked the Board and noted the recent Board minutes were clear and concise.

The draft minutes are reviewed by the directors and corrections/additions are made as required prior to distribution to the owners. Attempts are made to get these to owners as soon as possible. Given that some directors are working, and all are volunteers, the time between the meeting and distribution can vary.

3. **End Unit Stack Cleanouts:** The minutes of one meeting indicated Candor said the stacks were not up to code and the next was that Candor was investigating whether the end units required cleaning. What is the situation?

Candor has not reported yet in writing. The latest information the Board received was that the pipes in the end units have a larger diameter and likely do not need flushing. This is to be confirmed in writing. The minutes reflect the information available at the time.

4. More Good News – Guest Suite Update:

The Guest Suite has been upgraded with a new headboard (still to be attached to the wall), ruffles, hangers, etc., making it more comfortable for the renters.

5. Town Hall Assessment Process: When will the assessment of the Town Hall meetings be done? Will owners have an opportunity for feedback? Could the report be distributed prior to the AGM?

The Town Hall assessment will include both qualitative and quantitative data. The owners will be able to provide feedback and can indeed provide any feedback at any time. The Board will be preparing the report and the distribution date will be determined. The distribution will depend on the time required for preparation, feedback, and finalization. Any decision on the format of meetings will be made by the Board elected at the AGM.

6. Bicycle Room: Could owners who have bikes in this room clean them? Could bikes be removed if the owner no longer lives here?

The list of registered owners will be reviewed and those owners no longer residing here who are storing bikes can be contacted. A reminder to owners to clean bikes after the winter storage will be sent. This item will be added to a future Board meeting.

7. Bench in Front Entrance: Will the Board revisit this bench and get a bench more in keeping with the décor; it will not be expensive, perhaps \$200?

This will be on the Board agenda. A bench of sufficient strength and quality is unlikely to be obtained for \$200. The current bench is solid pine, was refinished, and a cushion added. The cushion can be removed.

8. Vacant Condo Units: A condo in the building has been vacant for ~5 years. The balcony is a breeding ground for pigeons. Are there insurance liabilities for the corporation if there is damage?

There is no liability for the corporation. The owner would be informed as to access required under the Condominium Act and would be liable for any damage.

9. Even More Good News: During the ice storm a few weeks ago, Yves was on the roof during the night to keep the ice forming on the boiler gas tubes cleared in order to keep the boilers working.

We are fortunate to have a building superintendent who shows this concern for the building and the occupants. (Yves regards this as good preventive maintenance; he received a round of applause from those at the meeting. He has been told that owners appreciate his work.)

10. Snow on Garage Flower Bed: Do we know if there was damage to the plants in this bed caused by the snow piled there this winter?

There is no visible damage at this time. The plants are starting to grow and will be monitored for possible damage.

11. Elevator Doors: When will the elevator doors be buffed? We have waited a long time.

ThyssenKrupp will not guarantee that the doors will not scrape as the parts inside the door loosen. The Board has asked Solucor (the company that completes the annual elevator assessment report each year) to comment. It has been too long; however, it is an expensive repair and the best information re controlling the scraping needs to be considered prior to repair.

12. **Quality of Zoom Sound:** The sound for Zoom participants was poor and some left the meeting early because of this.

Several Zoom participants mentioned the poor sound quality. Some suggested a microphone for the owners asking questions and the responders. The Board will investigate a solution given that it is popular with owners that there be both in person and virtual attendance.

Questions Received Following the Town Hall Meeting:

1. **Property Manager Attendance at the Town Halls:** It would be good to have the Property Manager at the Town Hall meetings to hear owner concerns and provide input where appropriate.

In the contract with CMG, a certain number of meetings are specified; these are used for Board Meetings, the Budget Meeting, and the AGM. We are in the process of renewing the CMG contract and additional meetings can be considered at an additional cost. The Board will discuss this with the Property Manager.

The meeting concluded at 8:30 p.m.