

**Minutes of the Board meeting of the
Ottawa-Carleton Standard Condominium Corporation (OCSCC) No. 982
120 Prestige Circle, Orleans ON, K4A 1B4**

**12 February 2026 - Camelot
Approved 12 March 2026 by e-vote**

Present: David Marshall (President); Brian Glenn (Secretary), Judy Darling, Rachel Lamothe (non-voting members); Miranda Lauzon (CMG);

Regrets: Sean Ross (non-voting member), Gilles Dupont (Treasurer)

Balcony Project: Stephen MacKechnie (CMG), Matthew Cogliati and Sebastian Coort (BLP); Ron Jonas & Paul Kelly (Jonas Restoration)

Item Description

1. Call to Order: 10:04AM

2. Agenda approved

3. **Balcony Update:**

Drop 11: Scheduled to be finished Feb 18 . The tarp will be removed but the scaffolding will remain in-place until needed for the last Drop 14. The Board requested that the patio doors be kept locked until the scaffolding is removed for residents' safety.

Drop 12: An order for additional LVL beams has caused a delay;

Drop 13: New scaffolding will be used to advance the schedule rather than wait for scaffolding from Drop 11,

Drop 14: New scheduled start date is Feb 23.

4. **Governance**

a) The Board needs to sign the Notice of Future Funding on page 25 of the Reserve Fund Study.

b) The AGM will be scheduled for May 7 at St. Helen's Anglican church, pending availability.

- i. BLP & DHA will be invited to provide updates on the progress/completion of the balcony project and the status of the claim against Brigil.

5. **Ratification of electronic votes**

a) n/a

6. **Minutes of meeting**

a) Minutes of December 11, 2025, approved.

7. **Financial Report**

a) At budget time, we estimated an Operating Net Worth of \$69,742 and budgeted a deficit of \$67,000; the Actual Operating Net Worth unaudited is \$67,265 so our budget is still achievable although it will require constant supervision on our part.

8. Status Certificate Review

- a) Update to Paragraph 13 regarding the amount of the Reserve Fund.

9. Management Report:

Section 1. Board consideration

- a) Gas meter cage lock: Enbridge has given the Board the OK to install a lock on the cage. The Board agreed to have Everest Locksmith provide an Abloy-type combination lock. The combination will be provided to Enbridge as requested.

Section 2 - Ongoing Items

- a) Elevator Load Test: The Board agreed to have Otis proceed with the full load test and deal with the costs later (elevator consultant, RIA, has indicated to us that the full load test required by Otis is included in the current contract).
- b) Summer contract: With the current contract now expired, the Board will review the scope of work and consider putting the contract out for bids, ensuring that any proponents understand the full scope of work.
- c) Claim against Brigil: The amended statement of claim (new sub-contractors) has been approved. DHA is gathering all the relevant invoices.
- d) Unit XXX Jet Tube: BLP has OK'd the load weight due to the tub's specific location in relation to the building structure. BLP has referred to *State of the Art Acoustik Inc.*, for an assessment of the acoustic issues that may arise from the tub's operation. A request to the firm will be made to provide their assessment as soon as possible. The Board will absorb any cost.
- e) Survey: Judy will circulate a revised survey questionnaire. The Board approved her request to purchase a 3-month subscription, at \$36/month, to SurveyMonkey to distribute and analyze the returns. It was agreed to develop two surveys, one for owners and one for tenants.

Section 3: New Items

- a) Window and Garage cleaning: These have been scheduled for the week of May 11 and May 20 respectively. Judy will create the notices for the lobby.
- b) Newsletter: The "Ottawa Condo News", is an online publication that explores issues of interest and concern to condo homeowners and renters. The February 2026 issue will be circulated to all residents for their information.

Meeting adjourned: 12:00PM

Next meeting: March 12, 2026, 10:00AM Camelot, tbc and April 23, 2026, 10:00AM Camelot, tbc

Secretary: B. Glenn