



Owner Information Meeting Summary

January 17th, 2019

Please find below a summary of the items discussed at the recent Owners Information Meeting for Ottawa Carleton Standard Condominium Corporation 809 (OCSCC809).

Access Control System

The access control/fob system and accessibility features were successfully installed and the project is now complete.

Electric Door Operators at main entrances now allow for easier accessibility access to the buildings.

Overall 31 fob readers were installed and about 500 transmitters/fobs were distributed to owners and tenants.

The access control system has a battery backup that will last for about two hours. In case that the outage is longer the Manager and Superintendent have a manual override to be able to open and unlock the doors.

The Board is currently considering at 2 additional items related to the access control system:

1. Connecting the access control system to the emergency backup generator; and
2. Installing intercom panels on the visitor parking elevator lobby doors.

These items will be prioritized when we review next year's budget.

Upcoming Projects

The recently approved Reserve Fund Study for OCSCC809 will take into account several required repair projects at OCSCC809 over the next year; below is a summary of those projects.

- Spring 2019 will see many projects taking place, including the replacement of the **retaining wall** at the rear of the property that separates the second floor terrace from The Everett Condominium to avoid the leaning wall from falling over. During the removal of the current retaining wall we will also be able to access the garage wall behind it and make much needed repairs to cracking in the foundation walls.
- **All the exterior caulking** on the buildings will be replaced over a two year period starting in 2019. The requirement for replacement is not uncommon at this time given the current age of the buildings and all the old caulking will be removed and new caulking applied. This will include around all windows and doors, along flashing and at brick expansion joints.
- An immediate need arose to replace the **balcony doors** in all the units on the top floors of both 235 &



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245 Kent Street due to water infiltration and interior water damages. How did this need arise and why is it specific to only the top floors? Simply explained, the builder installed in-swing doors on the exterior of the door frame to swing outwards which has compromised the water barrier. So those top floor units without an 'overhang' above their balconies are seeing water directed to the doors and more easily entering around the door. While not all units have seen visible water damage inside the units, full replacement of all top floor balcony doors is taking place to prevent any possible water infiltration.

- Many home owners have reported that their **balcony doors** are hard to open or close and that the door may be sagging. As such, the Condominium's engineer has reviewed the construction and installation of the original doors and has provided an opinion on how to fix. The doors appear not to have sufficient support behind the hinges, in the frame; and in reviewing the most cost efficient method to fix this issue without having to undertake a full and expensive replacement we will be making repairs by adding additional support behind the door frame and hinges. This work is expected to take place in February-March 2019.

On the entire list of items above; we will notify you in a future letter on the dates that work is to begin.

Electric Car Charge Stations

Issue - providing the ability for owners to charge their Electric Vehicles.

Board Responsibility - Ontario Ministry has put in place a rule that requires the Condo Corporation to allow owners to charge their EVs with certain restrictions. Essentially if installation would cause a safety concern or there would have to be infrastructure upgrades. The Board will have no discretion.

AGM - this was mentioned at the AGM but no one had asked for authorization at that time.

Since - there have been a couple of informal but serious inquiries. The Board is waiting for official/formal requests.

Process - there is a specific process to make a request, the information required and the time the Board has to respond (60 days). If accepted then 90 days to come to an agreement with the owner. People that have made inquiries have been provided with this information.

Given the number of units at HP, the availability of space, potential demand in the upcoming years, etc., the Board is not considering the common use option at this time and investigating how installation in owner parking stalls can be accommodated.

What has the Board/Project Manager done to-date?

- reviewed the process that must be followed to make a request and to respond to that request.
- met with the Electric Vehicle Council of Ottawa to understand more about trends/demand



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- initial assessment of the electrical infrastructure of HP with the HP electrician
- hired Envari (a Hydro Ottawa company) to provide a formal assessment of the current HP electrical infrastructure capacity and a recommendation of how HP could support EV charge stations for owners.
- the Board is currently reviewing their report and recommendation

Considerations

- current overall electrical capacity of the buildings and what is being used by HP
- how the electrical infrastructure is laid out - number of electrical panels, location, capacity, etc.
- who pays for what - installation, electricity usage, etc.
- demand in the future

Reserve Fund Study

As you know, the Board is required by Ontario condo law and Regulations to fund a reserve account, which is intended to provide for maintenance or replacement of the Corporation's capital assets – land, buildings, machinery – as needed. Consulting engineers (in our case, Buchan Lawton Parent) produce and sign off on a Reserve Fund Study which forecasts costs and contribution requirements over a 30 year time horizon. Once all the costs are estimated, contributions are determined such that there are no negative balance years, the requirements are fully met through to the end of the 30 year period, and the annual funding is steady, predictable and reliable.

We are required to fully update the Study every 3 years – there were Studies in 2012, 2015, [in fact we do an informal update every year to be sure we are on track for annual budgeting purposes], and we are just completing the 2018 study. The Study is obviously only a best estimate – albeit a certified engineering based best estimate – and there are always changes- sometimes favourable, sometimes adverse - with respect to the cost and timing of major items.

The Fund is currently in good shape, Fund balance is \$1.4 million, of which \$400k is in cash at RBC, the balance is at Richardsons, mostly invested in GICs.

However, the result of the new Study is that our funding requirements are up. There are 2 general reasons for this.

First, a number of near term projects require funding which either were not foreseen in the previous study, have been moved up in time, and / or are more costly than previously estimated. These projects are worthy and necessary, by and large the items we have been discussing in our session today, including:

- the fobs;
- wall leaks and repairs;
- retaining wall (not foreseen);
- roof and balcony doors (not foreseen);
- exterior caulking; and





which in total involve added or advancing expenditures of about \$700k through this year and next.

Secondly, there are several big ticket requirements which had previously been outside of the 30 year scope of the forecast, but are now, because of the passage of time, within the study range, notably, several million dollars' worth of window replacement in years 26 through 30.

As a result, next year's Reserve Fund contribution will have to go up somewhat. In the current fiscal year (March 2018 to March 2019), the RF contribution is just over \$250k, within the overall fees- paid-by-owners amount of about \$1.2 million. This will go up to \$310k in 2019/20, about a 23% increase in Reserve Fund contribution, or just under 5% on the overall fees (the increase translates on average to about \$250 per unit owner per year). There is a similar story in the following year, same magnitude, and then things level out.

We are into our full 2019/20 budget process now – we hope to have a budget to you by the end of March - and there are a number of other things which may affect the overall owners contribution next year one way or the other, for example, right now our expenses are on track to meet or beat our budget, which will help. But to minimize surprizes we did want to bring you up to date on what was going on with the Reserve Fund.

Rule Review

The Board of Directors is reviewing the current Rules for OCSCC809 to ensure that the rules are aligned with the Condo Act and reflective of our current environment at Hudson Park. They have begun review and have determined that only minor/housekeeping changes are needed.

A new version will be drafted shortly and approved by the Board and then sent to the owners for their consideration with an explanatory note on process by which new rules are adopted.

Communications Committee

WEBSITE – *hudsonparkottawa.com* is run by Volunteers, always looking for more

- includes maintenance tips submitted by residents
- contact page - notification goes to one of the committee volunteers
- current Condo Rules on the site but will be replaced with the new version once available
- history of newsletters
- secure access in the future is being considered but issues with managing passwords

NEWSLETTER - run by Volunteers

- about 3 times a year
- information/tips
- social forum to learn more about HP and its residents and groups
- topics, pictures, etc. are welcome



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