

SPRING 2015

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## INSIDE

President's Message .....4

Editors' Message .....5

Elevator Regulatory Changes  
Do Not Always Mean You  
Have To Pay Extra .....6

Window Repair vs.  
Replacement for Cost &  
Energy Savings .....8

Retrofitting Your Garage  
Lighting: The Road to a  
Quick Pay Back! .....12

CCI National News .....N-1

The Status Certificate from  
a Different Point of View ....16

Understanding and  
Resolving Leaking  
Foundations .....17

Ask the Pros.....19

Bulletin Board .....20

Advertising Corner .....24



# WINDOW REPAIR VS REPLACEMENT



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## President's Message



We made it! While it often felt, over the past few months, that the cold would never end, we are now seeing hints that Spring is on its way!

The winter months, for CCI Ottawa, were busy ones. "Lawyers, Guns & Money" was a hit, in January, once again. In February, CCI Ottawa hosted a free Q&A session with local experts in the condominium industry. This evening session was a "sell out". We were thrilled to see so many members of the condo community bringing forward their key concerns, which has assisted your Board in considering new topics for upcoming sessions. [And, stay tuned for another free Q&A session!]

With the approach of the AGM season, a session was held in March to provide tips and tricks on how to run an effective AGM.

Now, with the onset of Spring, many Boards of Directors in the region will be turning their minds to the construction and landscaping season, and the many challenges that flow from the various tasks to be completed over the next several months. It can be a daunting task for even the most experienced Boards to negotiate, execute, and implement the various contracts, plans, or projects which are necessary to keep the condominium beautiful, maintained, and repaired, as needed.

If you are finding yourself in that situation, the upcoming, revamped, CCI Ottawa Directors Course may be just what you are looking for. This course is aimed at assisting Board members in having a better understanding of the workings of condominiums, the roles and obligations of each member of the team (Board members, managers, engineers, accountants, lawyers, etc), and how to get the best results from all members of your team. For more information on this course, to be held the weekend of April 18th, I invite you to visit the CCI Ottawa website at [www.CCI-Ottawa.ca](http://www.CCI-Ottawa.ca).

Following hot on the heels of the Directors Course is the third annual joint CCI/ACMO Conference, to be held at the end of May. [Again, visit the website for more details.] This event is also a hot ticket item, so be sure to register early.

Finally, to throw in a little bit of "play" with all of your "work", keep your eye out for more information on this year's Boat Cruise. The Boat Cruise is a great way to get to know the members of your community in a less formal setting, with food, drink and a little dancing if you are so inclined!

Don't forget, be sure to take time and enjoy the tulips!

Nancy Houle  
President-CCI-Ottawa

## Editor's Message



**Rod Escayola**



**Tim Kennedy**

Whew - winter is almost over and what a winter it was! As the snow begins to fade, most of us are assessing the condition of our properties. The salt in our garages, the cracks in concrete walls and ice dams have all taken a toll. This is the time of year when decisions are being made about repairs, maintenance and construction. In this issue we have tried to focus on the bricks and mortar issues surrounding condominiums.

We have assembled a wide variety of interesting articles. There is an uplifting article on elevator maintenance and another rock solid one on leaky foundations. We have also attempted to shed some light on garage lighting retrofits and provide a clear view on window repairs and replacement. There is also an article on status certificates from the perspective of the buyer, which might be of interest as unit owners ponder listing their properties for the spring market. Finally, in our Q&A section, we discuss AGMs and how to deal with questions from the floor.

Please don't forget the upcoming CCI/ACMO Ottawa Conference and Trade Show in May and take a peek at the enclosed schedule of upcoming educational courses and events. We also remind you that we are active on Twitter (@CClinOttawa) and on LinkedIn (CCI Ottawa). Follow us and join in the conversation!

Enjoy the read!

*Tim Kennedy is a partner with the law firm Vincent Dagenais Gibson LLP/s.r.l.  
Rod Escayola is a partner with the law firm Gowlings in Ottawa.*

### Contributing to CCI Condo Contact Editor's Contact Information

A benefit of CCI membership is the opportunity to share perspectives with one another by contributing and reading articles in CCI-Ottawa's quarterly newsletter *Condo Contact*. If you are a condominium director, owner or manager, and have a unique tale to tell or advice to relay to other condominium boards, let us know! If you are a professional or represent a trade company offering services or products to condominiums and have a relevant article, let us know!

The subject matter should be current, concise and helpful. Topics should relate to management and operation of condominiums and not be of a commercial nature.

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#### ARTICLES MAY BE FORWARDED TO:

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# Elevator Regulatory Changes Do Not Always Mean You Have To Pay Extra

By Andrew McGregor, P. Eng.

Many condominium corporations with elevators have entered into full “parts and labour maintenance contracts”, which provide for a range of repair and maintenance, usually at a fixed price. Yet, with numerous recent regulatory changes, some elevator maintenance contractors are seeking additional fees for additional work not previously contemplated when the maintenance contracts were entered into.

The purpose of this article is to discuss some of the recent regulatory changes and the impact they may have on the cost to maintain and inspect your elevators. The conclusion of whether any additional fees can be sought by your elevator maintenance contractor should be reached after a careful review of the terms of your maintenance agreement. My article will rather focus on what are these new changes to allow you to have an informed discussion with your service provider.

## ***Apron plates***

Apron plates are the metal sheets protecting the opening that would be created below an elevator if the doors to an off-level elevator were pried open.

In May of 2014, the Technical Standards and Safety Authority (known as TSSA) implemented its Director’s Order 260/14 which requires that owners of elevating de-



vices ensure the apron plates be at least 48 inches long. Some elevator maintenance contractors are proposing significant extra charges for this verification.

First, you must note that this Director’s Order only applies to elevators with an installation number below 33700, installed in apartment buildings, condominiums or educational institutions. This would usually involve elevators installed before 1986. More recent elevators would normally not present any issue with this.

If you own an elevating device to which this

Director’s Order applies, you should, as a first step, have the existing apron plate measured. If the plate is already 48 inches in length, all you need to ensure compliance is to apply the required compliance sticker. The stickers are supplied by TSSA at no cost. In our view, this first step should be provided by your maintenance contractor at no cost, as a courtesy, in the context of the typical full parts and labour contracts. Naturally, if the existing apron plate was found to be less than the required 48 inches, then remedial work would be required, with resulting cost.

## ***Maintenance Control Plan and the Full Load Test***

In Ontario, TSSA has dictated that a specific Maintenance Control Plan (MPC) be provided for every elevator. This new requirement should not necessarily result in an increased level of maintenance but rather requires that a specific maintenance regime designed by a professional engineer be documented.

An important change resulting from this new specific maintenance regime is the addition of the Full Load Test, which must be conducted, every five years, on traction elevators (in contrast with hydraulic elevators which are typically provided in buildings of five floors or less). This test is aimed at confirming that the elevator is capable of stopping with its full design load.

*Continued on page 6*

In response to the implementation of the required MCP, many elevator contractors have invoiced extra charges for MCP-related tasks. However, except for the full load testing noted above, it is our opinion that the new MCP rules do not require any significant additional work beyond what would normally already be in place as part of a comprehensive elevator maintenance program. Naturally, if you own a traction elevator, you should expect to have to pay additional fees for the full load test. However it would also be fair that the five-year testing that was previously required, be deducted from any extra charges. That is to say that building owners should only be paying for the extra costs associated with bringing test weights to the site and undertaking the same tests, but with full load. It is also reasonable that the elevator contractor not be responsible for any damage to the elevator system that arose as a result of this new testing.

Owners have been warned that this full load testing can be quite destructive to the elevator system and even to building elements. While anything is possible, to date we are not aware of any significant damage experienced as a result of these tests.

### ***Cab Weight Changes***

For many years in Ontario, elevator contractors have been responsible to document changes to the weight of elevator cabs. This is important to ensure that the elevator equipment is not overloaded or, in the case of traction elevators which are counterbalanced against a stack of bricks, to ensure that cab weight is not excessively reduced (in comparison to the counter weight). This is best ensured with proper documentation of any changes to the weight of elevator cabs.

**Despite protests by the elevator industry, it was acknowledged that, generally, the elevator industry was not exempt from the standards found in the *Occupational Health and Safety Act (OHSA)*.**

This obligation is not new. What has changed is that the rules for documenting weight changes have become more stringent since 2014. In some cases this means that even the addition of the 150 pounds associated with the installation of car-top railings may bring to light the fact that the original posted cab weight was incorrect. In some cases this has left building owners with a dilemma: On the one hand, the rules do not permit the addition of weight, but on the other hand the compliance date to add car-top railings has come and gone.

There is no easy solution to the issue of having the weight of an elevator cab off its original design. In some cases elements of the elevator system, such as buffers and under car safeties, must be re-engineered and even replaced. Owners are best to consult with an engineer specializing in elevators.

### ***Machine Room Guarding***

A few summers ago, the Ontario Ministry of Labour (MOL) increased its roster of field inspectors. This resulted in an in-

creased attention on elevator machine rooms. They have issued directives indicating that relying upon a locked elevator machine room or on restricted access policy is no longer considered sufficient safeguard against the hazards presented by unguarded elevator machinery.

Despite protests by the elevator industry, it was acknowledged that, generally, the elevator industry was not exempt from the standards found in the *Occupational Health and Safety Act (OHSA)*. Therefore, according to the Ministry of labour, regardless of a building's age or function, the elevator machine-room equipment requires guarding to OHSA standards. This standard exceeds the level of guarding usually provided on even new projects by the elevator industry as accepted by TSSA.

While there is no specific deadline to comply with this new heightened requirement surrounding the guarding of the machine-rooms, and while there appears to be little active enforcement of this standard, building owners should be cautioned that non-compliance represents an increased level of liability in case of injuries sustained in the elevator machine-room.

The implementation of the OHSA/MOL standards of guarding of elevator machine-rooms can cost approximately \$7,500 per elevator.

***Andrew McGregor*** is a licensed professional engineer who has been working within the elevator industry for well over two decades. He is employed by the elevator consulting firm Rooney, Irving & Associate. RIA assist building owners, architects and engineering firms with all aspects of the management of their elevator and escalator systems. ■

# Window Repair vs. Replacement for Cost & Energy Savings

*By Jim Bunting, Canam Building Envelope Specialists Inc.*

It's true. Good looking windows help prospective tenants and buyers perceive value. So if you're responsible for a building with windows that are failing to do their job – keeping weather outside where it belongs – you will not be able to avoid this question. Is the aesthetic boost of installing brand new windows vital to the building's future revenue streams?

Consider the financial choice: A new window at a thousand dollars or more, or a new lease on life, improved occupant comfort and lower energy bills for about a hundred dollars. Multiply this by several hundred windows and the choice can be very convincing.

Field reports from the author's company show cost ratios between replacement and repair ranging from 12:1 to 8:1; it simply depends on the current state of repair of the existing windows and the scope of work needed to upgrade life expectancy by twenty years or more.

These numbers are well supported by a Canada Mortgage & Housing Corporation, CMHC, Research Report that describes in detail the results of a four building window repair study. In this article, the study's findings highlight the economic and practical opportunities of window repair vs. replacement.

Although the measures taken in the study

exceed, from the author's experience, what is needed to achieve the required improvements in durability, comfort and energy efficiency, they still indicate a replacement to repair cost ratio of at least 6:1.

## **The State of Canada's Windows**

For more than 30 years, aluminum slider doors and windows have been far and away the most popular choice for Canadian housing stock. They had a low initial cost and were generally installed by carpenters working for general contractors rather than specialized trades.

Unfortunately, they are energy inefficient compared with the requirements of current standards and the 1995 edition of the National Building Code.

Much of the inefficiency results from the poor performance of sliders in terms of air leakage and deterioration of weatherstripping. Experience has shown that this leakage is one of the most common problems affecting building envelopes and their long-term durability. Faced with these problems, many owners have opted for replacement of the older units with newer, more efficient models. This systematic replacement of deficient units represents capital expenditures



that are economically unjustifiable in terms of energy savings alone. But, retrofit measures that increase performance are proving to be a highly effective means of correcting these deficiencies. The CMHC study chose four buildings – at least eight stories and built between the late 1950s and the mid 1970s. All buildings were located in the Montreal area for ease of testing, but represent units typical of stock found throughout the country. The windows that were upgraded and monitored were chosen at random. Goals of the study were to develop practical solutions to the problems associated with the typically reduced performance of existing sliding windows and doors in terms of weather tightness. The wearing of components and materials was the main cause of these problems.

The researchers accumulated performance data on existing assemblies to quantify the impact of the observed deficiencies, as well



as to determine the anticipated benefit of upgrading the air and water tightness of the window units.

### Pre-retrofit testing and repair measures

The researchers consulted manufacturers and specialized window and weatherstripping repair contractors to determine which existing products could be used in the retrofit. All windows tested were double sliders. Efforts were concentrated on the inner pair of sliders to ensure that they were more airtight than the outer pair — taking advantage of the pressure equalization principle. This enhances resistance to water penetration and reduces condensation forming on the inside of the outer pane.

The specific measures implemented were:

#### Weatherstripping:

Removed existing pile weatherstripping at the window jamb tracks and sash sill, head and meeting rails (interior side) and replaced with high-fin pile weatherstripping.

#### Pressure head:

Removed existing foam at the pressure head (on the interior side) and replaced it with new foam wrapped in a polyethylene film.

#### Other:

Applied a sealant joint around the outside perimeter of the interior tracks; installed pieces of foam tape at the top and bottom of the interior jamb tracks and dust plugs at the meeting rail locations on the interior head and sill tracks.

(In order to exceed the 6:1 replacement to repair cost ratio, the author's contracting team typically performs the weatherstripping upgrade plus minor caulking repair.)

Portable air leakage test apparatus was used to conduct air infiltration tests in accordance with ASTM E-783 test Standard Method for Field Measurement of Air Leakage Through Installed Exterior Windows and Doors. The apparatus includes an exhaust blower, a control valve, flow meters, a differential manometer and a test chamber made of polyethylene film with

retaining bars attached to the interior side of the window frame. Testing records the amount of air leakage across a specimen window at a test pressure differential of 75 Pa representing a wind speed of 40 kph (25 mph).

### Repair cuts air leakage by 69%

After testing was complete, each window was modified and repaired to try to improve performance by reducing the amount of air leakage. Then the windows were retested to determine the air leakage and compare it with pre-retrofit performance (see test results summary, Table 1).

**Table 1: Before and after air infiltration**

Test specimen location	Air infiltration before repair	Air infiltration after repair	% Reduction in air infiltration
Building # 1	0.58 cfm/linear ft.	0.27 cfm/linear ft.	54%*
Building # 2	0.73 cfm/linear ft.	0.22 cfm/linear ft.	70%
Building # 3	0.73 cfm/linear ft.	0.23 cfm/linear ft.	68%
Building # 4	0.73 cfm/linear ft.	0.12 cfm/linear ft.	83%
Building # 5	0.85 cfm/linear ft.	0.26 cfm/linear ft.	69%
Average	0.72 cfm/linear ft.	0.22 cfm/linear ft.	69%

\* Foam at the window head of this specimen had been recently replaced. This may account for the relatively lower air infiltration reading observed before repair.

In general, the results show an average reduction in air leakage in the order of 54 to 83 percent. CAN/CSA-A440 window standard for new windows requires certain performance from three categories of window (see Table 2).

**Table 2: Window Rating and Air Leakage**

Window Rating (Air Tightness)	Maximum Air Leakage Rate (cfm/ft)
A1	0.5
A2	0.3
A3	0.1

Comparing the test results with this table, the existing windows had an average air leakage rate before they were repaired of 46 to 70 percent over the lowest rating (A1). When repaired, the same windows met not only the A1 rating, but the stricter A2 as well. In terms of air leakage, the retrofitted windows are equivalent to many new units on the market today.

### Economics of repair vs. replacement

As we see in Table 3, replacement of existing weatherstripping with new high performance weatherstripping is approximately one sixth the cost of replacement with new windows. Window retrofit can deliver a relatively short payback period in energy savings, an improvement in occupant comfort and a reduction in condensation forming on the exterior sashes.

**Table 3: Economic Comparison (based on 500 windows)**

Repair	Replacement
\$75,875	\$475,000

Note: Spec for replacement windows was 7 1/2" thermally broken aluminum framed slider type with 4 single glazed sashes and fly screen between two sashes.

As windows age, there will come a time when window replacement becomes a preferred option, driven by aesthetic, functional and property value considerations.

The payback from energy savings will, however, be much longer than with repair. The researchers compiled a cost estimate for window retrofit and window replacement. The scope of work for window retrofit was defined as:

- Replace existing weatherstripping at the window jamb tracks, bottom, top and meeting rails on the interior side.
- Replace existing foam at the pressure head on the interior side with a new foam wrapped in polyethylene film.
- Install dust plugs at the head and sill tracks, foam tape at the jamb corners (both on the interior side) and a sealant joint around the outside perimeter of the interior track.
- Replace plastic gliders at the top and bottom of the interior sashes, adjust and verify operation.
- Clean, adjust and lubricate sill tracks.

For window replacement, the scope was defined as:

- Remove existing windows, wood frame and interior mouldings.
- Remove and clean existing sealant from brick.



- Install and adjust new windows.
- Install a polyurethane based sealant joint around the exterior perimeter of the windows.
- Install sprayed-in-place polyurethane insulation around the interior perimeter of the windows.

#### What do the engineers say?

Remember that window problems are about three closely related problems: air infiltration, condensation and ice build-up. Condensation and frost formation on exterior sashes results from moist air exfiltrating

through interior sashes. It condenses (or freezes during colder exterior temperatures) on the inside face of the exterior sashes before it has the opportunity to escape to the exterior. Making interior sashes more airtight will re-

duce condensation formation on the inside face of exterior sashes thanks to the net positive pressure of the inside of the building envelope compared with the outside. Stack effect makes this more likely to happen in winter at the top of the building.

#### Conclusion

The cost savings available to building managers from the retrofit option are substantial, given the large installed stock of this type of window and door nationwide. Many decisions are being made primarily on aesthetics and resale value, perhaps be-

cause many managers and owners simply do not know how retrofit can improve window performance.

Retrofitting can be carried out with relative ease and low cost. Combine this with potential energy savings and the forecast has to be for more repairs than replacements in the future.

<sup>1</sup> Section 76(2)

<sup>2</sup> Section 76(3)

**About Canam Building Envelope Specialists Inc.**  
An affiliate of Tremco Incorporated, Canam Building Envelope Specialists Inc. offers a comprehensive range of environment and energy related services in all types of buildings. These include insulation, ventilation, air leakage control, air tightness and window testing, auditing and total tune-ups. Canam also owns the Zerodraft line of weatherization materials, including polyurethane foam insulating air seal kits, sealants, weatherstripping and seals, and an air leakage detector and blower doors. ■

**Did your corporation undertake any important projects recently?**

**Do you have a success story?**

**Did you learn lessons the hard way?**

Whether you are a director or a property manager, please do share these valuable stories. Feel free to contact me and I will assist you in writing your article.

By sharing your experiences we learn from the past and improve our collective future.

Rod Escayola, co-editor  
rod.escayola@gowlings.com



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# Retrofitting Your Garage Lighting: The Road to a Quick Pay Back!



## Two local condominiums taking different roads towards substantial savings

By Serge Labonté and Rod Escayola

*Utilities represent a significant portion of the budget of any high-rise condominium corporation. With the cost of electricity being on the rise in recent years (and expected to continue to rise steadily over the next 20 years), condominium corporations must find ways of saving funds by reducing consumption. Two local condominium corporations (The Pinnacle and The Gardens) have taken the bull by the horns and have retrofitted their garage light fixtures in order to reduce their respective electrical consumption. These two corporations have taken different roads with the same objective in mind: savings in the long run. They share their story.*

### The Pinnacle (OCSCC 757)



The Pinnacle is a high-rise condominium building located in Ottawa's downtown core. It is comprised of 105 residential units and one commercial unit. It sits on a 6-level underground parking.

The construction of the Pinnacle was completed in 2007 and, although energy costs were already on the rise at the time of construction, the builder fitted the underground garage with 97 metal halide and 21 fluorescent fixtures, consuming 190,000

kWh per year. On average, for the 2011-13 period, electricity for our common elements accounted for 16% of the annual expenses at The Pinnacle. Most interestingly, 26% of our electricity cost could be attributed to the lighting of our underground parking garage.

Naturally, retrofitting the garage lighting to reduce cost and save energy became a priority.

#### ***Educating ourselves***

As a first step to educate ourselves in April 2013, our Board visited another condo that had just completed the retrofitting of their garage lighting with LED lights. We were grateful to receive their precious advice, namely:

- Seek the advice of a lighting expert to do an assessment of lighting requirements in your garage before getting quotes from contractors;
- Make sure Hydro Ottawa is behind your project and secure available hydro rebates before you begin work; and,
- Get involved in all steps of the retrofit to ensure success.

As a first step, our Board had an assessment conducted by a reputable Lighting Expert, who measured lighting requirements, using a computer model that follows the guide-

lines of the Illuminating Engineering Society of North America. We were fortunate to be able to procure the computer files from the builder's original lighting study which simplified the process. The expert recommended retrofitting the garage with 85 LED and 11 fluorescent fixtures consuming 42,000 kWh / year, which represented a 78% reduction in energy consumption.

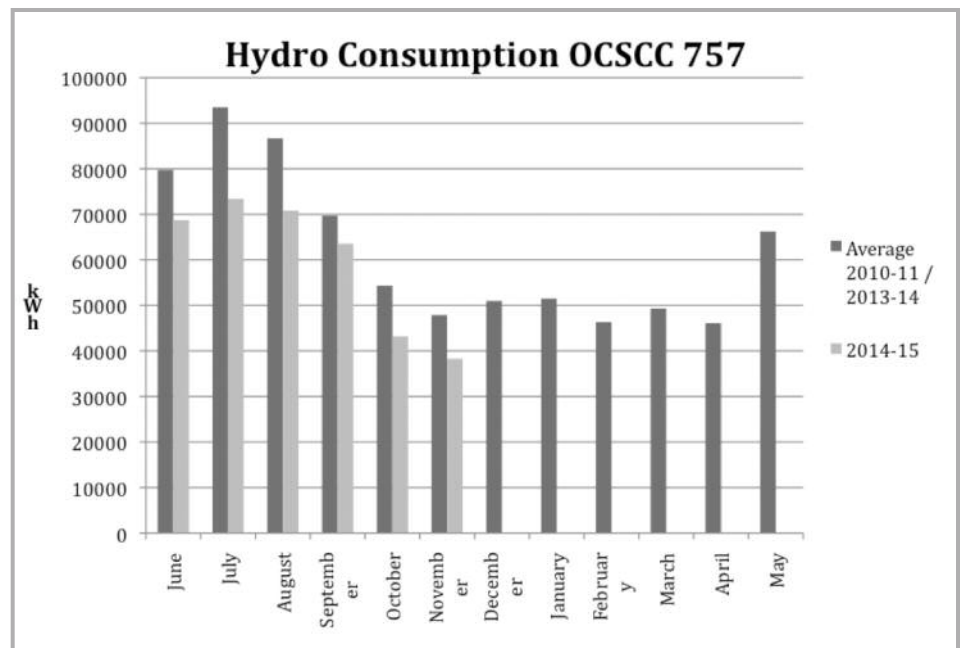
### ***The business case presented to the owners***

Before moving forward with the retrofit project, we mounted two sample LED fixtures in the parking garage for an extended period of time to both judge their performance and to show the owners what would be installed. It is very important to look at how far a given style of fixture will project light. Many LED fixtures on the market will only project light downwards, while only a few direct the light outwards, towards the sides, which allows for much greater coverage and uniformity in light level.

The fixture we ended up choosing (LECO) provided many advantages, namely:

- Low power consumption of 44 to 55 watts - 75% to 80% less per fixture compared to Metal Halide;
- Flexibility and Configurability - The light output can be changed by adding or removing LED boards (fixtures against walls, for example, can have 25% of the LEDs removed) and the angle of projection is adjustable (light can be thrown at 45 or 60 degrees);
- Very low heat generation compared to Metal Halide;
- Easy servicing and lower maintenance costs - No need to hire an electrician to replace LED boards;
- Lower replacement costs - Each LED board has a 100,000 hours life expectancy - at least 5 times more than Metal Halide;

Based on the cost of electricity at that time, we estimated that retrofitting the parking



garage lighting would generated savings on the order of \$18,000 the first year and as the cost of energy grew (at least 5% / year), savings would increase.

Given the significant savings in both cost and energy, we decided to move forward with the retrofit project, retained a contractor, submitted the project to Hydro Ottawa and secured a \$7,500 hydro rebate. The total cost of the project (after the hydro rebate) came to approximately \$55,000.

As the cost of the project came under 10% of our annual budget, our only requirement under the Condominium Act was to send out a Section-97 Notice to owners, which we did. Still, we decided to hold a lengthy information session on the retrofit project at our AGM. We showed before and after pictures of the condominium we visited in April 2013, gave addresses of city parking

garages using the same style of LED fixture, and presented the financial analysis of the project. All owners attending the AGM overwhelmingly supported the project.

### ***The actual work***

The retrofit of the garage lighting was completed in May 2014. Since June 2014, we have been able to measure a significant drop in electricity consumption at The Pinnacle. The upper portion of the attached figure shows the difference in the monthly electricity consumption before (June 2010 / May 2014) and after (June 2014 / Dec 2014) the completion of the retrofit project. The bottom portion of the figure shows the monthly saving based on cost of electricity during the June - Nov 2014 period. It is likely that savings for the first year will be on the order of \$20,000, which would exceed the savings estimated.

*Continued on page 14*

Embracing new technology, such as LED, offered us opportunities to lower the cost of operations in our condo, and translated into long-term direct benefits to condo owners.

— Serge Labonté



## The Gardens (OCSCC 696 and OCSCC 711)

The Gardens is comprised of two high-rise towers, also located in Ottawa's downtown core. Each of these towers is operated as a separate condominium corporation. We both share common grounds and shared elements, including our common, 3-level underground parking garage. The first tower of the Gardens was completed in 2004, with the second one being completed in 2005.

Like everyone else, we have faced an increase in the cost of electricity over the years. In fact approximately 20% of OCSCC 696's operating budget is allocated to the costs of electricity alone. A significant portion of our electricity is used in the summer to cool our tower but, year round, an important portion of our electricity was used to light our underground garage, day and night, around the clock.

### Original Metal Halide light fixtures

Much like The Pinnacle, our garage was equipped at construction with 154 High Intensity Metal Halide light fixtures, using 238,780 kW/hr per year.

Metal Halide light fixtures produce a high intensity white light, often used for commercial, industrial and public spaces. At the time of construction, this kind of lighting was the fastest growing segment of the lighting industry. These light fixtures have the following characteristics:

- The life of such lamps is rated between 6,000 and 15,000 hours. In our experience, our lights' life expectancy was on the lower end of that.
- They take a long time to turn on;
- If the power is interrupted, even briefly, the lamp will extinguish and will require a 5-10 minutes cool-down period before it can be restarted (which can mean that a momentary loss of power can mean the absence of light for several minutes);
- As the light bulb age, there is a fairly drastic reduction in the quantity of light emitted. By the time the bulb reaches its half way point, the intensity can be diminished by approximately 60%;
- These lights emit a fair amount of heat and the bulbs and ballast are known to overheat easily. In fact, on many occasions both the bulb and the ballast would burn out, often requiring the intervention of an electrician to replace both;

- Most of the plastic lenses on these light fixtures had yellowed or darkened over time, which resulted in less light being transmitted.

### Lighting Audit Recommendations

As a first step, the joint-boards retained the consultancy services of Energy Ottawa to complete a Building Lighting Audit and provide various options to conserve energy and improve lighting in common areas. Energy Ottawa submitted an Audit Review to the joint-boards with various options and recommendations.

With respect to our stairwells, Energy Ottawa recommended that the corporations remove one of the two fluorescent tubes from each light fixture. Our respective stairwells were, indeed, illuminated by approximately 152 linear fluorescent 4-foot, 2-lamp, T8 surface-mounted fixtures. This meant 304 fluorescent tubes, left on, 24/7 with likely very little benefit to anyone (except in case of emergency, of course).

The removal of every second T-8 fluorescent tube resulted in immediate 50% reduction of our electrical consumption for the stairwells at no cost to the corporation and without affecting the lighting and security of the stairwells. We were advised that, even with the removal of half of our fluorescent tubes, we were still well within the Ontario Building Code and the Illuminating Engineering Society of North America requirements. The OBC requires 50 lux in stairwells. We were at 381 lux at the lowest points (measured halfway between platforms).

*Continued on page 15*

Fixture description	Wattage	Capital costs install	to	kW/h savings	Costs savings (annually)	Payback time	Life of fixture
Metal Halide	185 Watts each	n/a		n/a	n/a	n/a	n/a
T-8 Fluorescent type	72 Watts each	\$65,000		233,283 kW/h	\$25,000	2.5 years	52,000 hrs
57W LED fixture	57 Watts each	\$165,000		252,159 kW/h	\$27,737	6 years	150,000 hrs



For our garage, Energy Ottawa created a computer model to evaluate the various options for light fixture replacement, considering the shape, height and configuration of our garage. Various options were presented, including various options with Fluorescent-type and LED type light fixture. I summarize below just 3 of the scenarios evaluated and discussed:

### ***Business case presented to the owners***

We presented a business case to the owners at our AGM and provided them with the chart comparing the various scenarios above. Owners wishing to review the entire report were provided with an electronic copy of it.

The joint-boards opted to replace the existing high pressure halide lamps with more energy efficient Fluorescent T-8 lighting. In comparing the pros and cons of the various scenarios, it was felt that the LEDs did not provide significantly more savings (in fact, the kW/h savings were quite comparable) but required a significantly higher initial capital investment. Payback time if we went with the T-8 fluorescents was 2.5 years as opposed to 6 years if we went with the LED. It was also felt that it would take nearly 40 years before the LED's additional saving would be worth it considering the significant difference in price and little difference in savings per year. It is true that the life expectancy of the LED fixtures is rated to be three times longer than the fluorescent tubes but fluorescent were felt to be inexpensive to replace in comparison with LEDs.

We also opted to install motion detectors on the light fixtures located above the parking stalls, which allowed for the lights over these stalls to turn off when there is no movement, providing further savings. It is expected that each of the fixtures over the parking stalls would be off 68% of the time. The lights over the driving lanes and near the entrances to the elevator lobbies were not equipped with such motion detectors, which allowed them to stay on at all times for greater security and to provide a minimum level of light. Motion detectors were also installed in the garbage room and in

the locker rooms, allowing for the lights to be turned off when no movement was detected in these rooms. The fluorescent tubes turn fully on within less than 3 seconds when movement is detected.

All that was required to change the lighting system was the removal of the old light fixtures, with replacement of a new light fixture. They also painted the ceiling area around the old light fixture to remove the black marks left behind. The wiring was not required to be changed.

We then went to tender to obtain competitive bids for the work.

### ***Legal notice required to be sent to the owners***

This project represented a change to our common elements. As the cost of the change was less than 10 per cent of our annual budgeted common expenses for the fiscal year, the change did not constitute a "substantial change". We were required, however, to provide the owners with a section 97-Notice of the proposed change. Our notice contained a statement of the estimated cost of the proposed addition and indicated the manner in which we proposed to pay the cost. We also advised the owners that they had the right to requisition a meeting of the owners within 30 days of receiving our notice and we provided them with a copy of section 46 of the Condominium Act.

Unsurprisingly, no owner requisitioned a meeting, which signaled their support and which gave us the green light to go ahead with the project.

### ***The actual work***

The contractor initially estimated that the work would take two weeks. Each level of the garage was initially required to be vacated for up to three days. This was seen as being too disruptive. So the board worked with the contractor to identify all of the parking spots which were not required to vacate the garage as their car was in no way impeding the work. In total, 62 owners were able to continue to use their parking

(or to lend it to a neighbour if they did not need it on the days during which the work was conducted on their level).

Our contractors were also very flexible and would work on as many empty stalls as possible, even on days during which they were not required to work in those specific areas. This allowed us to advise the owners of the progress of the work in "real time". Each evening we would provide a precise list of who was required to move the next day. As a result of our efforts and cooperation with the contractor, each owner was only required to move their car on a specific day (and not over the initially allocated 3 days).

In passing we note that it is very useful to have an accurate email distribution list.

The work was completed ahead of schedule and the result looks great. The garage is much brighter than it was and most lights go off when they are not required to be on. The motion detectors are quite sensitive and some of the parking stall lights go on when we drive by. We are hoping to be able to tweak their sensitivity to further reduce the electricity consumption. As a side effect of this work, the temperature of our garage has also dropped by some 8 to 10 degrees as the fluorescent generate far less heat than the prior system.

We expect to see the savings within the next 2.5 years, once we are done recovering the capital cost. We also expect that our savings will increase as the cost of electricity continues to rise.

— Rod Escayola ■



## Message from the President

BY BILL THOMPSON, BA, RCM, ACCI, FCCI  
CCI NATIONAL PRESIDENT

As I sit here pondering what I can possibly say to our Members that will be respectful of their time, their needs and their interests, I am watching another snow storm wreak havoc on Toronto. Maybe this Mayor will understand the cost savings to a City this large by calling in the Army... but I digress.

I have recently taken on a new role in the world of Condominiums. That role is the role of a Court Appointed Administrator. When Condominiums get into so much trouble that they cannot find their way out, many provinces have an allowance for "Professional" help to be assigned by the provincial court. In taking on this role, I cannot help but wonder where CCI was in helping these Directors understand their roles, and help to guide their communities successfully. Surely all of the wonderful courses offered by CCI Chapters across Canada would be prerequisite to a good Board trying to make their community great, wouldn't it?

I know that all of the people in Canada who know how to run good condominiums and stratas give their time, knowledge and expertise to design these courses, and to present them to thousands of eager Directors over the years. I also know that once a Director has taken some seminars or courses with CCI, they understand the breadth and depth of the skills needed to successfully run a condominium community. They may not have all of the answers, but they know where to go when they

don't have the answers. We educate so many directors to run their communities better, yet really, who knows that?

Why do we hide our bright light under a basket? Why don't we shout our beliefs from the top of a mountain, or maybe on top of a ladder in the Prairie Provinces, so that everyone will know what we are doing? Why aren't we telling every friend, every acquaintance and certainly every Director just how superb our courses are? Are we really so Canadian that we will do something really well, and never tell anyone about it?

In my last message, I challenged every member of CCI to tell someone about CCI and then ask them to join us. If you took on that challenge, you inevitably started to talk about the Education that CCI does across Canada, and more importantly, in your neighbourhood. If you didn't take on the challenge, then maybe I should ask, "Why Not?"

CCI needs to grow in order to keep having the resources, the manpower, and the clout to meet the ever increasing needs of the exponentially growing Condominium/Strata world. Your efforts in ensuring that Condominiums continue to be able to rely on CCI are very much appreciated. The number of volunteer hours that go into this national effort is astounding, and something that I can say I am very proud to be a part of.

Thank you for taking the time to read this message, and I look forward to seeing as many of our members as possible on June 4th and 5th in Windsor for our semi-annual Leaders Forum. Teaching each other how to be more successful leaders makes us just that much better. Further details are included in this newsletter and will follow by email.

**Volunteers Rock!**  
**Be sure to thank**  
**our CCI volunteers**



# Condo Cases Across Canada

BY JAMES DAVIDSON, LL.B., ACCI, FCCI  
NELLIGAN O'BRIEN PAYNE, OTTAWA



*It is my pleasure to provide these brief summaries of recent condominium Court decisions across Canada. I don't provide summaries of every decision rendered. I select a handful of decisions that I hope readers will find interesting. I hope readers enjoy this regular column of the CCI Review.*

*Note to readers: In B.C., condominium corporations are "strata corporations" and in Quebec, condominium corporations are "syndicates".*

*Note: This publication contains only a handful of this quarter's summaries. CCI members who would like to see the rest of this quarter's summaries can find them at the Condo Cases Across Canada website: [www.condocases.ca](http://www.condocases.ca) The current pass-word is "condocases".*

*James Davidson LLB, ACCI, FCCI, Nelligan O'Brien Payne, Ottawa*

## THE HOT TOPIC – Status Certificates

**We now have the decision of the Ontario Court of Appeal in the Orr / Rainville matter; and it has some important things to say about status certificates. Here's my summary of the Court of Appeal's decision:**

Orr/Rainville v. Metropolitan Toronto Condominium Corp. No. 1056 (Ontario Court of Appeal) December 2, 2014

**Common element attic improperly converted to living space by original owner. Subsequent owner (purchaser) acquired unit without knowledge of "illegal" third floor. Purchaser's lawyer liable for damages flowing from failure to discover illegal conversion of attic. Condominium corporation also liable based upon wording of estoppel certificate**

MTCC 1056 is a 39-unit townhouse condominium and is one of 3 sister corporations which share certain facilities. Richard Weldon ("Weldon") was one of the principals of the original developer of the project. Weldon had acquired one of the units and had "expanded the unit" into the common elements (namely, the third floor attic) without Board approval. This work had started before, and was completed shortly after, the condominium was declared. No related amendments were made to the declaration or description. The registered description (in particular, the survey plans) showed the townhouse as a two-storey unit with a common element attic space above.

Weldon was on the Board of Directors (along with another representative of the developer) for the first few years after the declaration of the condominium – until he sold the unit. Weldon agreed to sell the unit in 1997, and the sale closed in early 1998. The purchaser (Ms. Rainville) believed that she was buying a three-storey townhome.

Prior to the sale, the "illegal third floor" was not brought to the attention of the other Board members or the property manager and was discovered by them only after the unit was sold. The estoppel certificate issued to the purchaser (in 1997) did not include mention of the "illegal third floor". However, the estoppel certificate stated that "there are no continuing violations of the declaration, by-laws and/or rules of the corporation".

The trial decision, rendered in August of 2011, essentially placed responsibility on the lawyers who acted for Ms Rainville on the purchase. The trial judge dismissed the key claims against the condominium corporation and its manager. [See Condo Cases Across Canada, Part 36, December 2011.]

The decision was appealed, and the Court of Appeal held that the condominium corporation was also liable to Ms Rainville; and the condominium manager was liable to the condominium corporation. Some of the key reasons for the Court of Appeal's decisions were as follows:

1. *As noted above, the estoppel certificate said that "there are no continuing violations".*
2. *The manager had noticed a window on the third floor, which should have led him to further investigate the possibility of an illegal third floor.*
3. *The Court said that "there was an obligation on MTCC 1056 to take reasonable steps to ensure the information in the estoppel certificate was correct, even if the information was not statutorily mandated. This obligation flows from the common law and not from the statute."*
4. *The Court of Appeal held that the manager's failure to make virtually any inquiries into the veracity of the representation that the townhouse complied with the declaration was "not reasonable or prudent in the circumstances, and could not meet any reasonable standard of care".*
5. *The Court of Appeal said: "It follows from this conclusion and the incorrect statement in the estoppel certificate that MTCC 1056 is estopped from demanding that Ms. Rainville close up the third floor and restore the unit to its two storey configuration at her own expense and that she pay occupancy rent for the third floor."*

The Court of Appeal held that the manager, as agent for the condominium corporation, was not directly liable to Ms. Rainville. However, the manager was liable to the condominium corporation.

*continued...*



## Condo Cases Across Canada Cont'd.

In addressing the manager's liability to the condominium corporation, the Court of Appeal also addressed the corporation's knowledge of the problem. The manager had argued that the condominium corporation had a duty (under the terms of the management agreement) to share its knowledge with the manager – including the knowledge of any of the Directors (such as Mr. Weldon). The Court of Appeal was not prepared to impute such knowledge to the corporation in this case. The Court of Appeal said:

*I am reluctant to impute the knowledge of a condominium director to its board as a general matter. Doing so would have the potential to vastly increase the liability of condominium corporations and would certainly make risk management on their part all but impossible.*

[So, the corporation's liability in this case was not based upon its knowledge, but rather upon its failure to confirm the statement added to the estoppel certificate.]

The Court of Appeal agreed with the lower court that an amendment to the condominium's declaration and/or description could not be ordered, because there was no error or inconsistency. However, the Court of Appeal went on to state as follows:

*That said, the interests of the parties now array somewhat differently. Perhaps the way for the parties to sort out their respective liabilities at the least cost would be for the third floor to be legalized. MTCC 1056 may now wish to consider whether the appropriate course of action is to legalize the third floor (of Ms. Rainville's townhouse).*

In summary, the Court of Appeal said that MTCC 1056 and Ms. Rainville's lawyers were jointly and severally liable to Ms. Rainville for the difference between the value of her townhouse as a two-storey unit and its value as a three-storey unit; but this damage could of course be significantly moderated if the parties decided to legalize the third storey.

### BC Case – The Owners, Strata Plan VIS114 v. John Doe (British Columbia Supreme Court) January 7, 2015

#### Court allows strata corporation to proceed with special levy and required work after special (75%) resolution failed to pass

The strata building suffered water ingress issues. In 2008 and 2013, the strata corporation carried out major remediation on the building's south and east walls. Major work had not been carried out on the north and west walls, despite engineering recommendation to complete that further work.

At its most recent annual general meeting, the strata council had failed to obtain a 75% vote (required under the *Strata Property Act*) in order to impose the nec-

essary levy and proceed with the repairs to the north and west walls. [In accordance with section 108(2)(a) of the *Strata Property Act*, the strata council could impose a special levy only if approved by a resolution passed by a  $\frac{3}{4}$  (75%) vote at an annual or special general meeting.] In late 2013, the *Strata Property Act* was amended (section 173(2)) to give the Court some oversight where strata owners failed to approve a special levy for the repair and maintenance of common property in certain circumstances.

The strata corporation applied, under section 173 (2), for the necessary order allowing the corporation to proceed with the special levy and major repairs.

The Court granted the requested order, approving the failed owner's resolution (as if the resolution had been passed under section 108(2)(a)). The Court said:

*Of critical importance on this application is the requirement that the maintenance or repair be "necessary to ensure safety or to prevent significant loss or damage, whether physical or otherwise."*

...

*I have found above that, without the remediation to the north and west walls of (the building), there is a risk to an owner's safety and also a risk of significant loss or damage to the owners, whether that be physical or otherwise. The evidence establishes that many owners on the north and west walls have experienced and continue to experience substantial issues that affect or damage their property and negatively impact their health and the enjoyment of their strata units generally.*

...

*A substantial majority of the owners (63%) voted in favour of the remediation. As such, the strata council was 12% short of obtaining the special majority that it needed to proceed in accordance with the Act.*

...

*I agree that the court should not lightly interfere with strata corporation matters. The Act addresses the governance of a strata corporation and its operations and intervention by the court will be the exception rather than the rule. Disputes or disagreements amongst owners are not uncommon and the Act provides for the resolution of those disagreements and disputes, usually by the voting process at meetings.*

*Section 173(2) is a new tool available to strata corporations to seek court intervention in appropriate circumstances. I would not, however, expect that court intervention would be appropriate simply because there is a dispute. Clearly, the test under s. 173(2) must be met before the court's discretion can be exercised. Importantly, there must be issues of safety or in the event of loss or damage, that loss or damage must be "significant". Further, the court's discretion is only to be exercised in appropriate circumstances and in accordance with the overall objectives in the Act.*

...

*The remedy under section s. 173(2) of the Act was designed to address the very situation that is currently faced by the owners of (the strata units). A solid majority of the owners support the efforts of the strata corporation to comply*

*continued...*

## Condo Cases Across Canada Cont'd.

*with its statutory duty to repair. This duty remains despite the opposition of the anti-remediation forces.*

...

*To allow a small minority of owners to thwart (the efforts of the strata corporation) in these circumstances would be unfair to all owners, but, in particular, to those on the north and west walls of (the building) who are continuing to suffer while others do not.*

### Alberta Case – The Owners: Condominium Plan No. 802 2845 v. Haymour (Alberta Court of Queen's Bench) December 10, 2014

#### Former owner granted opportunity to prove interest in the unit claimed under caveat

The condominium corporation arranged for sale of a unit, for recovery of amounts owed to the condominium corporation under court orders.

After the sale, the former owner filed a caveat against the unit, claiming to be the beneficial owner, by virtue of, amongst other things, a constructive trust.

The purchaser challenged the former owner's claim under the caveat.

A Master held that there was a triable issue regarding the former owner's claimed interest in the land, and therefore refused to discharge the caveat on a summary basis (ie. without a trial).

The purchaser appealed the Master's order to the Court of Queen's Bench. The Court of Queen's Bench dismissed the appeal (and therefore confirmed that the former owner had the opportunity to prove his claimed interest in the unit).

However, given the former owner's prior conduct in the court proceeding, the Court of Queen's Bench imposed strict conditions (respecting the process going forward).

The Court's decision included the following:

*(The purchaser) argues that someone who is aggrieved by a sale of land by a Civil Enforcement Agency may have a claim in damages against the civil enforcement agency or the judgment creditor, but has no further interest in land. That would be the case if the purchaser were a bona fide purchaser for value. . . There is in my view a triable issue in that regard due to the apparently close relationship between (the purchaser) and (one of the condominium's directors, who had also acted as the purchaser's agent on the transaction).*

[Editorial Notes:

1. It seems to me that one of the morals of this case is as follows: When a strata corporation or a condominium corporation sells a unit, the corporation's directors should ideally not have any involvement whatsoever in the sale. The sale should be left in the hands of independent agents. Otherwise, the former owner might be afforded an opportunity to challenge the sale as "not at arm's length".
2. The Court also had this to say about the condominium corporation's costs: "The enforcement processes pursued by the Corporation led to it incurring \$61,803.54 in legal costs to recover less than \$6,000 in outstanding condominium fees. I question whether these are reasonable costs." The question of the reasonableness of the costs was still to be determined. But I wonder: What is a condominium corporation to do? It has a duty to take collection steps, and costs may well be significant – particularly in the case of an extremely uncooperative owner.]

*continued...*

2015



LEADERS' FORUM

JUNE 4-5, 2015  
WINDSOR, ONTARIO  
Caesars Windsor  
377 Riverside Drive E., Windsor, ON



your condo connection

BY CHAPTERS FOR CHAPTERS

Invitation to all CCI Chapter Board Members & Chapter Volunteers:

For more information, the complete program details may be found on the CCI National Website, [www.cci.ca](http://www.cci.ca)

TWO DAYS OF

- ▶ Education Sessions on Best Practices for Your Chapter
- ▶ Networking and Group Round Table Discussions Sharing Information Amongst 16 CCI Chapters from Coast to Coast
- ▶ Formal Business Meetings
- ▶ ... and much more!

## Condo Cases Across Canada Cont'd.

### Other Ontario Case — 90 George Street Ltd. v. Ottawa-Carleton Standard Condominium Corporation No. 815 (Ontario Superior Court) January 16, 2015

#### Condominium corporation awarded first-year budget shortfall

At arbitration, the declarant was ordered to pay the budget shortfall experienced in the first year of the condominium. [See Condo Cases Across Canada, Part 44, November 2013.] The declarant appealed. The appeal was dismissed. The Appeal Court said:

- On an appeal from an arbitration award in the condominium setting, the standard of review is correctness.
- *"It is my finding that a declarant is fully liable to the condominium corporation for any budget shortfall in the first-year of operation; however, a declarant's liability is not absolute. Through the mandated alternative dispute resolution process a declarant may argue, and an arbitrator may consider, the propriety and reasonableness of any elements contained in the shortfall."*
- However, the arbitrator had in fact considered the reasonableness of the expenses incurred by the condominium corporation in this case; and had concluded that the expenses were reasonable.
- The declarant was also obligated to pay interest on the first-year shortfall at the rate applicable to arrears of common expenses, set out in the by-laws of the condominium corporation.
- Finally, the arbitrator's award of costs on a substantial indemnity basis — including the costs of the mediation — was not overturned. The arbitrator's rationale for the award of costs on a substantial indemnity basis was incorrect because the declarant had the right to challenge the propriety and reasonableness of the corporation's first-year expenses. Even so, an award of costs on a substantial indemnity basis was acceptable in this case, given offers to settle that had been made by the condominium corporation.

### Quebec Case — Nader v. Miller, Abraham, Pellegrin & Fortin (Quebec Superior Court) November 20, 2014

#### Plaintiff successful in defamation claim against three directors

The Plaintiff, Pierre Nader, commenced an action against four members of the Syndicat's Board of Directors, for damages stemming from alleged defamation. The alleged defamatory act was the issuance of an annual report, to all co-owners in the Syndicat, which Nader believed to be false, misleading, and called his integrity and honesty into question. Evidence was presented by the Plaintiff that, before the annual report was issued, the Plaintiff's legal counsel had provided the Board of Directors with sufficient information to demonstrate that the contents of the annual report were false or misleading.

The Court agreed with the Plaintiff that the contents of the annual report were defamatory. The Plaintiff was awarded damages against three members of the Board of Directors.

The fourth defendant, a representative of the management company, was not liable to the Plaintiff because he was not a voting member of the Board of Directors. 🍁

## EXECUTIVE PROFILE



### Stephen Cassady, CCI (Hon's) CCI National Executive, Member-at-Large

Stephen lives, and has lived in a condominium for the last 17 years. During those years he has been a condo tenant, owner and landlord. For Stephen, condominium provides him the perfect housing environment for his needs and expectations.

Always one to give back to his community, he's been the president of a 107 unit condo and a board member of a 205 unit condo. Seven years ago he joined the board of the South Alberta Chapter, and has served 4 years as their chapter president.

Stephen's CCI commitment is not limited to South Alberta. He has also served 2 years on the South Saskatchewan Chapter, and for the last four years on the CCI National Executive. In 2013 he was awarded the CCI Distinguished Service Award.

His professional endeavours don't drift far from condominium either. With a background in software and database management for clients including the federal government, an Alberta municipality, a medical diagnostic company and commercial businesses, Stephen launched his own condominium consulting company — 247Condo — in 2006. The primary software product, CondoPapers, is used by a significant number of management companies in western Canada.

Outside of software, Stephen has worked with Service Alberta on the rewrite of the Condominium Act, and provided research papers on condominium loans, and district energy opportunities within condominiums. For the past few years he has also been a court appointed administrator for troubled condominiums.

Stephen has presented nationally in several provinces seminars and workshops on condominium governance, performance and best practices.

For fun, Stephen does three things. First, he co-authored the local chapter's director education course and has taught it for the last four years. Second, he professionally chairs condominium AGMs where there is an expectation of violence, disorder, or police intervention. Finally, he has recently written his first book — "Melee, Magic & Puke" — a lighthearted sword and sorcery novel which you can find at SRCassady.com. 🍁



## CHAPTER CHATTER



**Ottawa Chapter** – As we hopefully say good-bye to Ole’ Jack Frost and embrace the warmer weather, the CCI-Ottawa Board has been working hard to ensure that the 2015 year will be a very exciting one!

Be sure to check out our revitalized revamped website to view an educational video, engage in advertising opportunities and keep updated on our upcoming monthly seminars.

Speaking of seminars, January’s seminar was a hit on “Lawyers, Guns & Money” which was followed by a sold out complimentary seminar on “Everything Condo – Meet the Experts & Condo Act Update”. Next on the horizon is our two-day Spring Directors course in April with a new addition to content as well as an opportunity for sponsorship. CCI-Ottawa will introduce sponsorship opportunities to its members starting with the Directors courses. This is a great way for suppliers to reach their target audience at these ever so popular always sold out courses. Details coming soon!

In June the Ottawa chapter invites you to take a load off and join us on our boat cruise. A great way to engage in new friendships, opportunities or simply catch up with old friends and colleagues all while enjoying the exquisite view of the Ottawa River.

For those conference lovers don’t forget to attend CCI-Ottawa/ACMO conferences in Ottawa or Kingston as we team up to promise you a conference to remember.

With all this chapter chatter, Ottawa is happy to announce chatter of our own. Join CCI-Ottawa on Twit-

ter & LinkedIn for free to participate in the conversations, and gain education, information awareness and access to expertise by and for our members. Visit our website [cci-ottawa.ca](http://cci-ottawa.ca) to gain access.

Last but certainly not least, Ottawa is excited to announce that we have given a face-lift to our newsletter to give it a fresh new look. To go along with the new look CCI-Ottawa has decided to go GREEN. Starting in 2015 all members will receive a copy of the quarterly newsletter electronically. Be sure not to miss out on the buzz by ensuring CCI-Ottawa can reach you. Contact the chapter either via e-mail [cciottawa@cci.ca](mailto:cciottawa@cci.ca) or by phone 1-866-491-6216 to ensure you’re kept in the loop. We look forward to hearing from you!

*Laura Fairley, Administrator,  
CCI Ottawa Chapter*



**Toronto & Area Chapter** – Spring is a welcome sight as we emerge from a long and very cold winter! The Toronto Chapter has been busy though and we look forward to launching some new initiatives in the coming months.

The Education Committee has now committed to developing another series of education videos on a variety of topics which will be accessible for free on the chapter website and also on YouTube. The committee will also be promoting the CCI courses, free videos and other education resources in a new advertising campaign through the City’s very busy subway system.

The Social Media Sub-Committee recently folded into the Communications Committee to better align print and electronic initiatives. Since then,

the committee has been working with Apple to establish the free electronic distribution of our Condo Voice magazine through iTunes News Stand and, has recently launched digital bonus feature podcasts to preview issues and complement articles. These podcasts can be accessed through iTunes, SoundCloud or at [www.condopodcasts.ca](http://www.condopodcasts.ca).

Planning has begun for the 2015 conference. A good response was received from the December 2014 Call for Speakers and the committee is now going through the submissions to develop the program for the fall. Mark your calendars now for November 13th and 14th, 2015. The conference will still take place at the Toronto Congress Centre but we will move to the north building to take advantage of larger space as this premiere event continues to grow!

Our chapter is looking forward to the spring CCI-N meetings and hope to see many of you in Windsor in June!

*Lynn Morrovat, Operations Manager  
CCI Toronto & Area Chapter*



**Vancouver Chapter** – Construction cranes continue to pop up all over the Lower Mainland as condominium development continues to forge ahead. Mixed use developments are on the rise while at the same time more and more strata councils in charge of 40 + year old strata corporations are starting to look at redevelopment options. CCI Vancouver, as a stakeholder in the condominium industry, is a participant with other stakeholders looking at legislative amend-  
*continued...*

## Chapter Chatter Cont'd.

ments that could make redevelopment and winding up of strata corporations less cumbersome. CCI Vancouver is also eagerly awaiting the implementation of the Civil Resolution Tribunal after having been given an opportunity to participate in the development of the online self-help model for strata matters. We are hopeful that the tribunal, which will be voluntary for the first year or so will be up and running as of this fall.

Since our last chapter chatter CCI Vancouver has been quite busy. Our educational seminars continue to be well attended. Topics, including depreciation reports, major projects, residential strata composting, legal case law updates and insurance, continue to attract much attention from strata council members and strata managers alike. We had well over 100 registrants at our second last seminar and recently more than 50 enthusiastic guests at our most recent seminar held on February 7th.

CCI Vancouver has revamped its website and is actively using social media to reach out to our current members and to promote CCI to more strata managers and council members. Membership has increased by over 20% with several months left to go in this fiscal year. We are hopeful that by this time next year we will have more than 100 members!

Our board is made up of many hard-working and dedicated individuals. Our committees are diligently working to meet their mandates and increase exposure to the CCI brand. We greatly appreciate the hard work of our administrator and the help from the National executive who have just announced that the spring meeting for 2016 will be in Vancouver! While more than 15 months away we will soon start to have our organizing committee begin working with CCI National to put the conference framework together. Stay tuned for more updates in upcoming newsletters!

*Jamie Bleay, President  
CCI Vancouver Chapter*



**New Brunswick Chapter** – Greetings from the dead of winter! Hopefully by the time the Newsletter reaches you, we will be looking at the start of spring. As you will see from all the information here, the Chapter is facing a busy year. We are going to bring as much education as possible and it should be very relevant, as it will be based on member's requests.

The Chapter has been fielding many questions from members on a number of subjects and we are glad that we are there help you out or point you in the right direction. Please continue to use us as a resource. Also do make use of the National website which is a treasure trove of information with new information added on a regular basis. The New Brunswick site also carries all our ongoing activities and a directory of professionals who service condominiums.

If you have news about your Condominium you would like to share with our members, awards won, efficiencies gained or any other item please send it to us and we can put it on our website and add it to the newsletter. Should you feel you have some time to help us with any of our activities please let us know as we can always use another pair of hands.

We look forward to seeing many of you at our Presidents' Forums and Seminars through the year. Those of our members who are in Fredericton if you have the time to volunteer for an hour on our booth at the Fredericton Home Show we would appreciate it or please drop by and say "hello".

Chapter News: we look forward to the New Year with many events that we hope will make your

condominium lifestyle safer, happier, better educated and Yes, perhaps, mend the fences with your neighbours and community!

The New Brunswick Chapter for the Canadian Condominium Institute is hiring an administrator to handle the administrative and financial aspects for the chapter. This position is part-time to start, but has the potential to grow into a larger role, depending on the initiative of the person who accepts the job. For complete details and the job description, please visit our website – [www.cci.ca/NewBrunswick](http://www.cci.ca/NewBrunswick)

Presidents' Forums and Seminars have proven to be popular and a source of informal discussions, valuable education and networking opportunities for our condo dwellers.

The forums are for CCI-NB members only and no fees will apply. The Seminars are open and fees apply to cover the costs. The topics for the forums will be decided from the results of a monkey survey that has been sent to all members.

- Our first forum was held in Moncton on Jan 12th at 80 Mount Pleasant Road.
- Fredericton forum on January 27 hosted by Regency Landing at 6:30 pm.
- We are planning 2 seminars - 1 in Fredericton and 1 in Moncton in February and March.

Topics for possible upcoming seminars:

- What to expect from the Director of Condominiums?
- Why change your by-laws & declaration?
- What's included with estoppels certificate?
- Format to follow for non compliance of owners such as warning letters, etc.
- CCI NB will have a booth at the Fredericton Home Show scheduled for March 27-29.
- Fredericton will host the CM100 Condo Management Course in April.
- May plans include an event in Saint John in late May on a Saturday. It will be "Ask The Experts" format and will be open to members and non-members.

*continued...*

## Chapter Chatter Cont'd.

Please visit our website for updates and event details [www.cci.ca/NewBrunswick](http://www.cci.ca/NewBrunswick)

The CCI fall Leaders' Forum in Toronto was an educational treasure on November 5–6, 2014. Judy Orr represented the NB Chapter. Judy presented an in depth report to the chapter upon her return. The National Body supports the chapters. Members are encouraged to attend these National Conferences, the next National conference will be June 2 - 3, 2015, if you cannot attend, please visit the website [www.cci.ca](http://www.cci.ca) the information is invaluable.

Membership is strong this year. Thank you to those who have renewed. Any questions or issues you would like addressed at our seminars or forums, please contact Phil Williams at 506.454.3499 or [philwilliams@bellaliant.net](mailto:philwilliams@bellaliant.net) or [ccinewbrunswick@cci.ca](mailto:ccinewbrunswick@cci.ca)

We are here to educate and value your input and support.

CCI encourages our community professionals to come forward to present your ideas for future seminar education. If you would like to give a presentation, please contact us and we can work out the details.

Please send your Condo picture to me and you can be our next focus both provincially and nationally. Happy Spring if it ever gets thru the snow drifts!

*Beth McDermott, Administrator  
New Brunswick Chapter*

### CCI South Saskatchewan President, Gerry Cairn's license plate:



*Leading the way for CCI in Southern Saskatchewan!*

## UPCOMING EVENTS

### Golden Horseshoe Chapter:

March 28, 2015 - Level 300 - Board of Directors & Owners' Meetings (Milton)  
April 25th, 2015 - Level 100 - Directors Course (St. Catharines)

### Huron Chapter:

April 11-12, 2015 - Condominium Directors Course

### London & Area Chapter:

March 24, 2015 – Seminar - Maintaining the Building Envelope – the corporation's raincoat  
April 8, 2015 – Lunch and Learn – A Legal Review  
May 26, 2015 – Seminar – There Are No Stupid Questions

### Manitoba Chapter:

March 19, 2015 – Luncheon – Board Meetings: Moderating/Board Turnover/Succession Planning  
April 23, 2015 – Luncheon – Teamwork: Boards and Property Managers  
May 2, 2015 – Saturday Open Session – The New Condominium Act Education  
May 21, 2015 – Luncheon – Money Matters

### North Alberta Chapter:

March 12, 2015 - Luncheon  
March 18, 2015 - Seminar  
March 19, 2015 – Condo 101  
March 21-22, 2015 – Condominium Management 100  
March 28-29, 2015 – Condominium Management 200  
April 9, 2015 - Luncheon  
May 2-3, 2015 - Condominium Management 200  
May 23 & 24, 2015 - Condominium Management 300  
May 29th & 30th, 2015 - Conference

### Northwestern Ontario Chapter:

April 11, 2015 – Level 101 – The Condominium Course

### Ottawa & Area Chapter:

March 24, 2015 – Seminar - How to Run an Effective AGM  
April 18 & 19, 2015 - Spring 2015 Directors' Course  
May 29th, 2015 – CCI-O/ACMO Conference/Trade Show  
June 2015 – Boat Cruise

### South Alberta Chapter:

March 24, 2015 – Luncheon  
March 26, 2015 – Condominium Management 101  
April 16, 23 & 30, 2015 – Condominium Management 300  
April 28, 2015 – Luncheon  
May 26, 2015 – Luncheon  
June 18, 2015 – Condo Management 101  
June 23, 2015 – Luncheon

### Toronto & Area Chapter:

March 3rd, 2015 – Twitter Chat - Important Considerations for Condo Purchasers  
April 16th, 2015 - Networking Dinner & Seminar - The Utility Jolt... Shocked Again!  
April 18th & 25th, 2015 - Level 200 Condo Course  
May 6th, 13th, 20th and 27th, 2015 - Level 300 Condo Course

### Vancouver Chapter:

March 10, 2015 – Seminar - Volunteers in Your Strata  
April 14, 2015 – Seminar - Legal Update  
May 9, 2015 – Seminar - AGMs and Bylaw Enforcement revisited





# The Status Certificate from a Different Point of View

*By Tim Kennedy*

I am frequently asked to review status certificates, sometimes at the request of a condominium corporation seeking advice with respect to compliance, but it is usually on behalf of a potential purchaser of a unit. The status certificate is one of the most important “documents” generated by a corporation. It is a “snap-shot in time” of the Corporation. Section 76 of the Condominium Act, (1998) sets out what information is to be provided in a status certificate.

In this article, I will explain how a status certificate is used from the perspective of a purchaser. It all begins with an offer to purchase, frequently prepared by a realtor. An offer to purchase will be made conditional on the satisfactory review of a status certificate. The purchaser’s lawyer makes a written request to the Corporation (through the property manager) for a status certificate and will pay the \$100.00 prescribed fee charged by the Corporation for the status certificate. The Corporation has 10 days to provide a status certificate to the purchaser or their lawyer.

Living in a condo can be an expensive lifestyle. Common expenses are not something an individual unit owner has much control over, so this is often the first thing a purchaser is seeking confirmation of. They want to know what the monthly amount is and if it is going to increase. Paragraph 12 contains what I call the magic words - whether the Corporation has any knowledge of anything that may result in an increase in the common expense of the Corporation.

This should disclose if the Corporation is aware of something that might increase com-

mon expense payments or worse a potential special assessment. Sometimes a Corporation may disclose that a new budget is currently being prepared or the reserve fund study is being updated. It may also disclose if the Corporation involved in serious legal proceedings that could also result in a jump in condo fees. Depending on what is disclosed, I am often required to follow up with the property managers or engineers to determine what the possible impact of an upcoming budget or new reserve fund study might be. Buyers want to make educated decisions and need to know what they are buying into. In the words of a purchaser - “If I would have known condo fees were going up I would have lowered my offer or maybe not purchased the unit at all.”

The courts have been quite clear that if a Condominium is negligent in preparing a status certificate and the buyer suffers a loss as a result, the Corporation is going to be on the hook. That is why it is critical for the Corporation to review status certificates to ensure they are accurate and up to date.

Think of it as the due diligence a business person would do before they buy a company. When someone buys a company the agreement contains what are called representations and warranties that confirms what the seller has told them about the company is true and accurate. If there is an issue following the closing, the buyer can rely on the agreement and reps and warranties. When you buy a unit all you have is status certificate.

The accuracy of the status certificate should be of concern to all unit owners. Inaccurate, incomplete or outdated status certificates can

have a negative impact on the selling price. Ideally, a seller would like to avoid a buyer demanding a reduction in the purchase price or declining to purchase a unit because of something in the status certificate. Sellers do not want their transactions to be messed up because the Corporation has not provided accurate documents or information. It is a good practice to obtain and review your condo’s current status certificate before listing your property. If you can avoid a surprise or be able to anticipate a buyer’s response, it might be a wise use of \$100.00. However, be aware that status certificate is provided for person requesting it and it is a time sensitive document. The certificate says this is the state of affairs on the date it is issued and things can change.

Another important issue timing. Realtors often will make the offer to purchase conditional for 10 days upon satisfactory review of the status certificate. It can be frustrating and cause unnecessary stress for buyers and sellers because sometimes the Corporation provides the status certificate on the 10th day and the buyer’s lawyer must scramble to review and consult with the buyer as to the contents of the status certificate. In a perfect world corporations and managers would be able to get accurate, up to date status certificates in the hands of those requesting them before 10 days, but that just my gripe!

The philosophy behind the status certificate is to allow purchasers to make informed decisions.

*Tim Kennedy practices condominium and real estate law at Vincent Dagenais Gibson LLP in Ottawa. ■*



# Understanding and Resolving Leaking Foundations

*By Matt Michaluk, P.Eng., President of Keller Engineering*

Spring is here, but not all condominium owners or managers are excited to see the snow melt: Melting snow combined with potential rainy spring weather means increased water surface runoff and elevated ground water table levels. This can mean significant and expensive problems when suffering from a leaking foundation.

Foundation leaks occur for many reasons; the most common being cracks in foundation walls and blocked or damaged weeping tile systems. Other reasons may include:

- inadequate or incorrectly sloped building perimeter grading
- poorly positioned downspouts with missing downspout projections
- unsealed penetrations through foundation walls
- flooding of nearby waterway or broken municipal services

Modern foundation wall construction typically consists of either concrete block or poured concrete. Concrete is naturally porous; this means that water seepage directly through foundation walls can occur when the soil around the perimeter is saturated or when ground water tables are elevated. Concrete block foundation walls are generally more susceptible to moisture seepage due to the presence of the mortar joints. The elevated moisture levels in the surrounding soil will exert pressure against foundation walls. This phenomenon is referred to as hydrostatic pressure. During the spring, when water tables are highest,

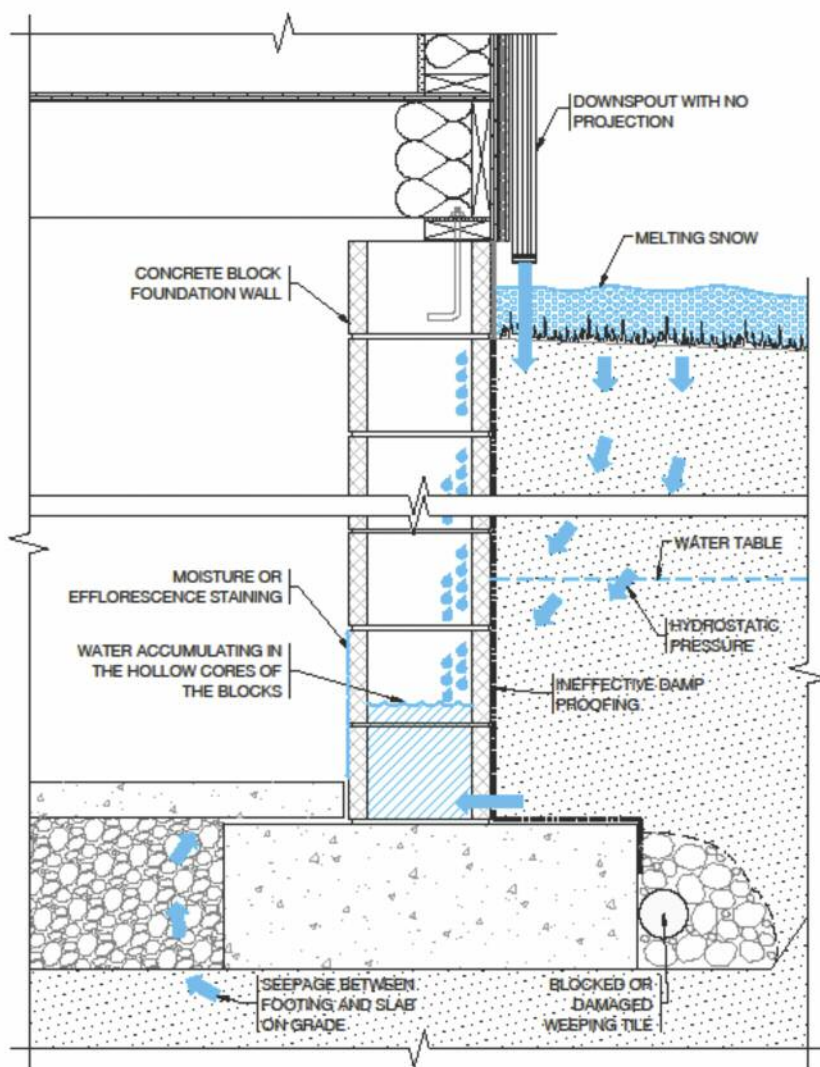
foundations are most susceptible to hydrostatic pressures.

The Ottawa-Carleton region is well known for its silty-clay soil otherwise known as

Leda Clay. Clay soils retain moisture and impede drainage unlike sandy soils.

Weeping tile systems play a crucial role in preventing moisture penetration through

*Continued on page 18*



foundation walls. It is important to ensure that these systems are functioning properly. Weeping tile systems installed adjacent to the concrete footings collect moisture and direct it away from the base of the foundation walls or are connected to municipal storm water management systems. Weeping tile systems may be damaged as a result of backfilling or differential settlement or can become blocked by root systems of nearby trees.

## Dampproofing

Dampproofing is typically a bitumen based coating applied to the exterior of foundation wall by sprayer, roller, brush, or trowel to a thickness of approximately 10 mils (0.25mm). In the case of concrete block foundations, the walls are to be covered with parging prior to the application of the dampproofing. Dampproofing is applied on the positive, or wet side of foundation walls and is intended to control vapour diffusion, however, dampproofing cannot withstand hydrostatic pressures. Dampproofing of foundation walls is a mandatory requirement under the Ontario Building Code except when hydrostatic pressures are present; in which case, a waterproofing membrane system is required.

At the time of the original construction, dampproofing may have been sufficient to prevent moisture seepage through the foundation walls, however, surrounding developments could have affected surface drainage and ground water table levels, rendering the dampproof coating ineffective. Since dampproofing is unable to seal or bridge cracks which can develop in foundation walls, crack repairs and/or the installation of a waterproofing system may be required at a later date in the life of the structure.

## Waterproofing

Waterproofing membranes come in many forms and can be applied on either the positive side (wet side) or negative side (dry side) of foundation walls. Typically waterproofing membranes are applied on the positive side of foundation walls either at the time of construction or as part of a

foundation repair. Negative side waterproofing applications are typically applied as part of a foundation repair where exterior waterproofing is either too expensive or impeded by surrounding buildings.

There are three main systems of waterproofing membranes:

1. *Fluid-Applied Systems:* These systems include urethanes, plastics, rubbers, and modified asphalts. Fluid-applied membranes are applied in liquid form and cure as a monolithic membrane. These membranes should be applied on the positive side of the foundation wall, and, in all cases, they require protection from the surrounding soil.
2. *Sheet-Membrane Systems:* These systems include thermoplastics, vulcanized rubbers, and rubberized asphalts. Sheet-membrane systems are either self-adhered, heat-welded, or mechanically fastened to the foundation walls and may or may not require protection from soils. All sheet-membrane systems can be applied on the positive side of foundation walls and certain membranes can be applied on the negative side.
3. *Cementitious Systems:* These systems typically contain portland cement, sand, and a waterproofing agent which may include a crystalline or chemical additive. Cementitious systems can be applied on both the positive and negative side of foundation walls, however, require specific detailing if to be used as a primary waterproofing system.

All waterproofing systems must be designed to prevent the transmission of water vapour, resist hydrostatic pressures, and be able to span or self-seal cracks which may develop in the foundation wall.

## Repairs

Foundation repairs can be costly and condominium corporations could be wasting money if the appropriate repair is not undertaken. It is therefore paramount, prior to performing any repairs to your foundation walls, to first properly identify the

source of the water infiltration.

To aid in the identification of the source of moisture, a qualified consultant should be engaged to perform a detailed investigation. Part of this investigation may include water testing, exterior excavations, and camera inspection of the weeping tile system to assess their condition.

Inexpensive and effective repairs may include modifications to the eavestroughing and downspouts and regrading of the earth surrounding the foundation walls. All downspouts should be equipped with a minimum 4 foot downspout extension and the exterior grade should slope away from the foundation walls a minimum of 1.5%. These modifications will direct surface water run-off away from the foundation preventing saturation of the soil directly adjacent to the walls.

Other repairs may include:

- **Foundation crack injection:** Crack injections are relatively inexpensive and are performed on the interior surface of the foundation wall, i.e. no exterior excavations are required. Crack injection repairs can be successful, however, they are typically more of a band aid solution and may not address the root cause of the infiltration. These repairs can only be performed on cast-in-place concrete foundation wall.
- **Exterior or interior waterproofing (partial or complete):** These repairs typically consist of the installation of a waterproofing membrane on the interior or exterior surface of a foundation wall. These repairs could be partial such as at a foundation crack location, or may cover the entire surface of the foundation. An interior application will require the installation on an interior drainage system which is typically connected to a sump pump to remove the moisture from the basement.
- **Repair or replacement of the weeping tile system:** Repairs to weeping tile systems will require exterior excavations as well as the removal and replacement



of the damaged portion of the tile. These repairs are typically carried out in conjunction with the installation of a waterproofing system.

### Conclusion

If your condominium is experiencing leaking foundations I recommend first retaining the services of a qualified consultant to properly identify the source of the infiltration. Once the source has been identified, have the consultant prepare the design for the repair.

As a Property Manager, Board Member, or Owner you should always be mindful of improperly sloped grading and downspouts with missing leaders. These simple and inexpensive repairs should be carried out as they are discovered as they can be the first step to preventing a leaking foundation.

**Matt Michaluk** is a certified professional Engineer. He is the president of Keller Engineering, a well known engineering firm in Ottawa. Over the past 30 some years, Keller Engineering has worked on a wide range of condominiums across Canada, performing reserve fund studies, performance audits, building investigations and recapitalization projects. ■

## Ask the Pros

# Ask the Pros



**Q:** Can Motions be presented and seconded from the floor of an owners' meeting? Is the Board obliged to accept it?

**A:** Subsection 47(10) of the Condominium Act, 1998 (the "Act") confirms that no vote may be taken at a meeting of owners on any matter (other than routine procedural matters) unless the matter was clearly disclosed in the notice of meeting. Accordingly, generally speaking, motions may not be presented by owners from the floor of a meeting of owners, unless it is procedural in nature.

Owners are, however, permitted to raise for discussion any issue that is relevant to the condominium corporation as a whole – whether or not the matter is specifically disclosed in the notice of meeting. It is also permissible for the chair of a meeting to take a "straw" vote (i.e. a vote for information purposes only) on any matter raised from the floor. Whether or not a "straw" vote is taken on a matter would be entirely within the discretion of the chair.

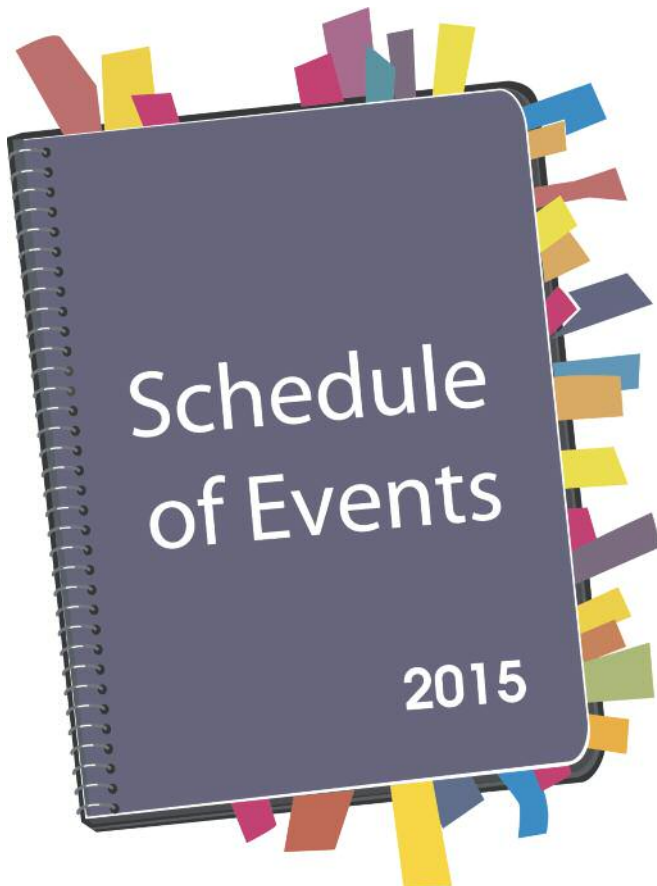
The Board is responsible for determining which matters will be raised at a meeting of owners for a vote of the owners and accordingly included in the notice of meeting. If an owner wishes to raise a matter for a vote of owners at a meeting of owners, the owner may ask the Board to add the matter to the

agenda for the AGM (prior to the distribution of the notice of meeting and the meeting package). The Board is not, however, under any obligation to do so. Accordingly, if the Board fails or refuses to add the matter to the notice of meeting, the owner is entitled to requisition a meeting to deal with the matter in accordance with section 46 of the Act. [A requisition under this section requires that at least 15% of the owners sign the requisition.] Once received, the Board may (if the requisitionists so request or consent to) add the matter to the agenda for the next AGM (time permitting), or may call and hold a special meeting of owners to specifically deal with the matter.

This being said, owners are not entitled to vote on anything and everything. The Act is specific about the types of decisions that may be made by owners, and any matter raised for a vote of the owners must be in accordance with the Act, as well as the condominium corporation's own declaration and bylaws.

Christy Allen  
Nelligan O'Brien Payne

CCI Ottawa would like to present our upcoming educational seminars/events for the upcoming year.  
Please visit our website for details and registration information at [www.cci.ca/ottawa](http://www.cci.ca/ottawa)



## Have something to say?

Join CCI-Ottawa on **Twitter** & **LinkedIn** for free to participate in the conversations, and gain education, information awareness and access to expertise by and for our members.

Visit our website [CCI-Ottawa.ca](http://CCI-Ottawa.ca) to gain access



Canadian Condominium Institute - Ottawa and Area Chapter



@CClinOttawa

### APRIL 2015

#### ***"Spring 2015 Directors' Course"***

Saturday April 18th & Sunday April 19th, 2015  
9:00 a.m. - 4:00 p.m.  
Hellenic Centre

### MAY 2015

#### ***CCI/ACMO Conference/Trade Show - Ottawa***

Friday, May 29, 2015  
Ottawa Conference and Event Centre  
200 Coventry Road, Ottawa, Ontario

### JUNE 2015

#### ***"Boat Cruise"***

### SEPTEMBER 2015

#### ***CCI/ACMO Conference/Tradeshow - Kingston*** ***"Meet the Expert Panel"***

### OCTOBER 2015

#### ***"Annual General Meeting & Seminar"***

October 15th, 2015  
Hellenic Centre

### NOVEMBER 2015

#### ***"Fall 2015 Directors' Course"***

November 28 & 29, 2015  
Hellenic Centre

## The CCI Ottawa Chapter

# Spring 2015 Condominium Directors' Course



**Saturday April 18th & Sunday April 19th, 2015 • 9:00 am - 4:00 pm**

**Hellenic Community Centre, Hellenic Meeting and Reception Centre**

1315 Prince of Wales Drive, Ottawa, Ontario

**NEW! - Content added & Sponsorship opportunities!**

## RESERVATIONS A MUST!

**Avoid Disappointment - Register Today!**

- The course is very comprehensive and reflects key requirements of Ontario's Condominium Act.
- A must for all condominium directors, professionals and condominium owners who are potential directors or simply want a better understanding of the way condominiums function.
- The course is delivered by professionals who specialize in the condominium sector - lawyers, engineers, property managers and accountants.
- A practical, hands-on course developed to reduce the risks of condominium ownership by equipping condominium corporation directors with the specialized management skills they need.

### Session Topics:

- 1) What is a condo/overview of the Condominium Act
- 2) Status Certificates/Changes to Common Elements/Insurance
- 3) Reserve Fund Planning
- 4) Property Management *\*NEW\**
- 5) Finance 101 *\*NEW\**
- 6) Audit Process *\*NEW\**
- 7) Effective Directors
- 8) Experts Panel - Question Forum

### REGISTRATION FORM SPRING 2015 DIRECTORS' COURSE

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
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Manager's Email: \_\_\_\_\_  
Registrant's Email: \_\_\_\_\_

#### Course Registration Fee

CCI Member - First Registrant .....	\$285.00
CCI Member - Additional Registrant .....	\$240.00
Non Member .....	\$570.00

HST/GST #R9966 7364 RT0006 13% HST \_\_\_\_\_

**TOTAL \$** \_\_\_\_\_

Please complete a registration form for each person registering.

**Registration includes all sessions, coffee breaks, two light lunches, and a complete binder of handout materials.**

Please note any Dietary Restrictions: \_\_\_\_\_

Cheque Enclosed \$ \_\_\_\_\_ Charge my ☐  ☐ 

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P.O. Box 32001, 1386 Richmond Road, Ottawa, ON K2B 1A1  
Email: [cciottawa@cci.ca](mailto:cciottawa@cci.ca)  
Phone: 1-866-491-6216 Fax: 1-866-502-1670

**For more detailed information on sponsorship opportunities please contact the office directly at 1-866-491-6216.  
To view upcoming seminars, please visit the Chapter website at: [www.cci-ottawa.ca/news-events/upcoming-events](http://www.cci-ottawa.ca/news-events/upcoming-events)**



# boat cruise social event

## An Evening on the Ottawa River

**This year marks the return of CCI-Ottawa's popular Boat Cruise!**

Join the members of CCI-Ottawa and their guests for a beautiful boat cruise along the Ottawa River. Whether you're planning on catching up with old friends and colleagues, or just looking to dance the night away this event is sure to be unforgettable.

**Date:** Thursday, June 25, 2015

**Time:** Boarding: 6:00 p.m. Sailing: 6:30 p.m. Returning: 9:30 p.m.

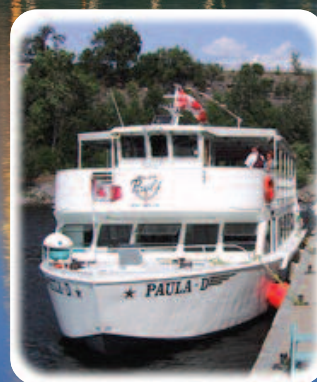
**Where:** Hull Marina



*Located on the Quebec side of the River in Jacques Cartier Park adjacent to the Canadian Museum of History and Interprovincial Bridge. Parking is available (at a cost).*

**Cost:** \$30.00 + HST (per person)

**Cruise includes:** Food Stations, Buffet Dinner & DJ

**Limited to 120 Fun Seekers • Casual Attire • Cash Bar**



Name of Contact Person: _____		
Company: _____		
Address: _____		
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4. _____	5. _____	6. _____
Method of Payment: <input type="radio"/> Cheque Enclosed \$ _____ or Charge to: <input type="radio"/>   HST/GST #89966 7364 RT0006		
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**CCI** Please make cheques payable to:  
**Canadian Condominium Institute – Ottawa and Area Chapter**  
P.O. Box 32001, 1386 Richmond Road, Ottawa, ON K2B 1A1  
Phone: 1-866-491-6216 or Fax: 1-866-502-1670

**Deadline to register: June 12<sup>th</sup>, 2015 • Limited Space, Reserve Early !!!**



# NEW MEMBERS

## WELCOME TO THE FOLLOWING NEW CCI OTTAWA CHAPTER MEMBERS

### BUSINESS PARTNER

Spot Cleaning & Restoration Services Ltd.  
Groupe Fenestra  
Benson Pools, A. Bruce Benson 1991 Limited  
Leapfrog Lighting

### CORPORATE MEMBERS

Ottawa Carleton Standard Condo Corp 0926  
Ottawa Carleton Standard Condo Corp 0947  
Carleton Condo Corp 0007  
Carleton Condo Corp 0282

### PROFESSIONAL MEMBERS

Shawn Wessel, Complete Contracting Solutions  
Eric Pelot, Elia Associates PC

### INDIVIDUAL MEMBERS

Sheila Balatti  
Barry Warner

## CONDO CONTACT

CANADIAN CONDOMINIUM INSTITUTE  
OTTAWA & AREA CHAPTER



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Nelligan O'Brien Payne LLP

Vice President/Education Chair  
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– National Office

The more fans...the more condominium information that we'll get out there.

**BECOME A FAN TODAY!!**



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## ATTENTION

**Condo Directors, Managers,  
Professionals, Contractors,  
Suppliers & Service Providers**

**Interested  
in writing an article  
for Condo Contact?**

The topic must relate to condominiums, be informative in nature, and must not be commercial in nature.

Articles should be between 500 and 2,000 words.

CCI - Ottawa reserves the exclusive right whether to publish submitted articles.

**For further information  
please contact the Editor at [cciottawa@cci.ca](mailto:cciottawa@cci.ca)**

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*"My goal in achieving the professional ACCI designation is to remain strategically competitive, current with respect to developments affecting the condominium industry and to benefit from the support of a strong and pro-active group of professionals working together to improve the matters of interest to condominium owners. My ACCI designation will allow me to continue to deliver a diversity of quality services to the clients in my condominium portfolio."*

**name:** Josée Deslongchamps, RCM, ACCI  
**profession:** Senior Property Manager, DES Services Inc.  
**location:** Ottawa, ON  
**chapter:** CCI Ottawa Chapter

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your condo connection  
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