

MTCC 600 Minutes of Board Meeting of Monday August 24, 2009

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Warren Holder called the meeting to order at 7:00 p.m.

Attendance:

Board Members: Malcolm Broadbent, Greg Geralde, Warren Holder and Diane Turner in person.

Regrets: André Grenier.

Other Attendees: William Edwards – Suite 6D, Fred Harman – Suite 9A, Wayne Terreberry – Suite 11A , Alex Lefter - Superintendent

1. Minutes

1.1. Moved to approve the minutes of Monday June 8, 2009. By Diane Turner.
Seconded by Greg Geralde. Unanimous. Carried.

2. Superintendent's Report

2.1. Contractors completed the following work during this period:

- 2.1.1. July 3 – Honeywell repaired A/C unit in the Suite 12A.
- 2.1.2. July 22 – Mainline Plumbing replaced broken pipe on P2 level.
- 2.1.3. July 22 – Lonergan Alarm replaced the rusty pipe between P1 and P2 levels.
- 2.1.4. July 29 – Dufferin Iron installed new cover for mechanical roof on 2nd floor and the fence for the high roof.
- 2.1.5. July 29 – Lonergan resolved the problem with Fire panel.
- 2.1.6. August 6 – Intercon replaced the guest parking camera which wasn't working
- 2.1.7. August 10 – Intercon resolved the problem with main entrance.
- 2.1.8. August 12 – Honeywell replaced thermostat for A/C in Suite 12 A.
- 2.1.9. August 16 - Honeywell replaced motor in A/C unit for Suite 5A

2.2. The following work was done by the Superintendent:

- 2.2.1. August 12 – Replaced the door knob in Suite 5C.
- 2.2.2. August 24 – Repaired the A/C unit in Suite 9C.

2.3. By a 10-point scale the Recycling scores by floors are as follows:

- 2.3.1. Floors 4, 5 and 14 the mark is 5
- 2.3.2. Floor 12 the mark is 7
- 2.3.3. Floors 3, 6, 7, 8, 10, and 16 the mark is 8
- 2.3.4. Floors 2, 9 and 11 the mark is 9

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Reason for low scores – As noted in previous minutes, the following Non-recyclable items are still being improperly placed in the bins. The following items are garbage and not recyclable: clear plastic egg cartons and food containers.

2.4. Moves in and out of the Building:

2.4.1. August 11 – 10C moved in.

2.4.2. August 21 – 3A tenants moved in. Owner to move in at end of August.

3. Building Maintenance – Malcolm Broadbent

3.1. Update on Underground Garage Painting - This project began on July 20th, and has today entered its final phase for major power washing, painting of walls and ceiling. It is expected all vehicles will be able to return to their appropriate stalls by Friday, August 28th. Still to be done will be touch up of various areas, line stripping and stall numbering, exit signage as well as all fire and other doors. During the pipe sanding it was discovered that 3 of the drainage pipe system had to be replaced due to cracks. A final walk through with the Contractor will take place to ensure any unresolved issues are addressed.

3.2. Annual Fire Inspection and Related Deficiencies - Phase 2 - Effective July 22nd, 2009, all issues pertaining to our November 2008 Fire Inspection have been completed.

3.3. Dufferin Iron and Railings - Securing Access to 3rd Floor and High Roof - Both securing cage and panel have been installed effective July 29th, 2009.

3.4. Lonergan Fire Safety - Replacing existing fire control panel and 2 remote annunciators - Tracing of wiring was undertaken July 29th, 2009. The order for same has been placed and we await an installation date.

3.5. Reserve Fund Study for 2009 - This is being undertaken by Building Sciences and discussions are ongoing. Based on most recent discussion of August 6th, we expect to have the preliminary discussion paper shortly, but do not have a definite date.

3.6. Breezeway Insurance Reimbursement - Nothing to report since our July 20th Board meeting. It is possible that we may have to absorb the deductible of \$1,000.00. We shall follow up the first week of September.

3.7. Securing Outer Lobby Door - Followed up with Intercon and was expecting a reply by Friday, August 21st, but this did not occur. In question is the detail of the work involved on our outer lobby door prior to the installation of a new card reader. Will continue to follow up.

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- 3.8. Proposed Gating for Front Entrance - We have asked Dufferin Iron and Railings to develop gating solutions for our front pedestrian entrance into the building that will both attractive to the eye and provide our owners with a sense of security. This may or may not entail an attached canopy as part of the solution. We are awaiting their proposals.
- 3.9. Honeywell Building Solutions - Replacing Fan Coil Insulation - After much follow up, it was discovered that the individual responsible for this at Honeywell has left the Company. Our Honeywell technician has assured us that Honeywell will be in touch with us for clarification on this and one other project. Still no communication from them. We will continue to follow up.
- 3.10. Lobby Odours originating from Rabba – No progress to report on this, though do have the name of a Company that specializes in this area, CanAm Building Specialists. Our own Engineers have asked us to be patient due to heavy workloads.
- 3.11. Gas Recovery from Rabba - Followed up as recently as yesterday with Ed Hakim, our Rabba contact, regarding progress by their Management Committee on this but still have no reply. They continue to remit their \$100 monthly for gas usage. We may have to look at other alternatives, such as raising their percentage of maintenance fees by way of a By-Law amendment.
- 3.12. Update on Gas Pricing through The Buying Group - We have entered into a new 3 year contract at a price of 25.9 cents per cubic meter, a reduction of 8.6 cents from our maturing contract of 35.9 cents which expires August 31st, 2009. This represents a 24% reduction in our gas charges before delivery and administration fees, which should also go down as a result of the lower cost of gas per cubic foot. A verification of gas contracts at noon today showed a three-year contract costing 28.8 cents a cubic meter as at August 31st, 2009, underscoring the excellent price we were able to achieve.

4. Financial, Legal and Insurance – Greg Geralde

- 4.1. Greg advised the Board the newly opened account at ING is now operational. The rate we are earning there is more than three times the comparable rate offered to us by RBC. We moved \$450,000 from RBC to ING on July 28th.
- 4.2. In addition to the advantage we get by way of our new rate, using our ING account allows us more flexibility to put temporarily idle cash to better use, something that was not available to us when we were investing in GIC's. As an example, just today we were able to move an additional \$100,000 of cash to our ING account where it is earning interest for us.

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4.3. Greg presented the June 2009 Financial Statements which are being posted on the website as is our normal practice. As we have not yet received the final utility bills relating to July, our July statements could not be released.

4.4. Status Certificates were recently issued for Suites 3A, 10D and PHB.

5. Owner, Resident and Board Relations – André Grenier

5.1. André to talk to the offending suite regarding inappropriate use of guest parking lot and to confirm same by letter to suite owner.

5.2. André to write to one suite owner regarding late night disturbances to resolve complaints from neighbouring suites.

5.3. Warren to follow up with André concerning both matters.

6. Other Business

6.1. Recycling Committee:

6.1.1. On behalf of the Recycling Committee, Fred Harman presented recommended changes to the website and a proposal regarding alternate disposal means for spent CFLs, batteries and fluorescent tubing. Both are under consideration by the Board.

6.1.2. The Board reminded owners it is and has been our practice for some time, to unlock the dumpster each Wednesday at 4 p.m. and leave it open until 6 a.m. Thursday mornings, and that is the time for owners to place items in the bin. It is suitable for disposing of small items like toasters, irons, small radios, TV sets, old toilet seats, all of which are items that should not be put down the garbage chute, as possible damage can occur to the chute and compactor.

6.1.3. Miller Waste Management – In order to dispose of soft goods, like furniture, beds or hard goods such as refrigerators, stoves, dishwashers, owners must call Alex who will then call Miller to confirm the next available date for pick-up. Alex will then call the owner, who must make their own arrangements to bring such items to the curb directly opposite the north shrub garden on Jarvis street by 6:00 a.m. on the pick up date. If assistance is needed in moving these items to the curb, owners may make arrangements directly with My Home Renovations, who will bill owners for this service. We would however encourage all owners to only purchase from sellers who agree to take away the item being replaced, thereby making these arrangements unnecessary.

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- 6.2. Recreation Committee – Greg Geralde will be announcing next steps for this committee shortly.
- 6.3. Updating Rules and Regulations – The Board agreed on the manner by which it will assemble new rules for updating. Once a draft of the new Rules is established, the required process will be followed to adopt the new rules.
- 6.4. Building Security – An unauthorized person entered the building last week. He gained access as an owner left the building and opened the door too wide, allowing the unauthorized person to easily gain entry. Residents are reminded security is more important than being polite. When entering or exiting, do not let anyone else come in. If someone has a FOB, they can use it. Although, we have not updated our Owner Information form, it is equally important that if you have a roommate or house-sitter for an extended absence, that you advise the Office of the name of this person and their card access number so we know who is in the suite or building in case of an emergency. New owner information forms will be distributed shortly for completion.

7. Next Meeting

- 7.1. Date for the next regularly scheduled Board meeting is set for Monday September 28, 2009 at 7 p.m.

8. Adjournment

- 8.1. The Open portion of the meeting was adjourned at 8:30 p.m.
- 8.2. The Board remained to deal with a confidential situation in-camera situation, until 9:05 p.m.

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