

MTCC 600 Minutes of Board Meeting of Thursday, December 6, 2012

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Attendance:

Board Members: Doug Gibson, Alan Gracan, Ron Horton, Diane Turner, and Claus Wall

Other Attendees: Alex Lefter (Superintendent), William Edwards (6D)

1. Call to Order

Doug Gibson called the meeting to order at 7:00 p.m.

2. Minutes

Moved to approve the minutes of Tuesday, November 6, 2012.

By Ron Horton. Seconded by Claus Wall. Unanimous.

3. Business Arising

3.1. Door Closers – Installation will begin on Friday, December 7. It is expected to take two days to complete all units.

3.2. Fire Inspection Outstanding Issues – Lonergan is coming on December 7 to replace fire extinguishers and smoke detectors as required.

3.3. Guest Parking Lot Sign – Still in progress locating a suitable sign.

3.4. Emergency Power – Garage door is powered by the generator in addition to one elevator and emergency lighting. Ron is looking at service from a different monitoring company.

4. Superintendent's Report

4.1. Contractors completed the following work during this period:

4.1.1. November 12 – Northern Generator provided semi-annual inspection for our Emergency Generator.

4.1.2. November 14 – Mainline Plumbing replaced the PRVs in the pump room.

4.1.3. November 20,21 – Merrit Co replaced the in suite filters and serviced heating units.

4.1.4. December 5 – Honeywell solved the controller problem with the heating boiler #2. This did not affect heat in the building.

4.2. The following work was done by the Superintendent:

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- 4.2.1. November 8 – Replaced the door knob in suite 9D.
- 4.2.2. December 2 – Repaired the door leading to the parking on P1 level.
- 4.3. By a 10-point scale the marks by floors are divided as following:
 - 4.3.1. Floor 6 - the mark is 7.
 - 4.3.2. Floor 4, 5, 10, 12, 14, 15 – the mark is 8.
 - 4.3.3. Floors 3, 7, 8, 16 - the mark is 9.
 - 4.3.4. Floors 2, 9 and 11 floor mark is 10.

5. **Building Maintenance Report – Ron**

- 5.1. Weeping Wall Seepage – Toronto Hydro and our plumber came and snaked out the drain line from the electrical vault. A large amount of silt was cleaned out. After the cleaning, water was poured into the electrical vault drain; the water drained from the drain pipe and there was no water seepage on the wall. A second test of trickling water for 12 hours still showed no signs of water. This will be monitored during rainstorms, but it seems the problem may be solved. In the future, Ron may be able to snake from the bottom.
- 5.2. Telephone Room Leak – There hasn't been a lot of recent rain, but it has been noticed that the leak may have moved as the telephone room was dry, but is now dripping closer to the garage entrance. Brada Construction came to look at the wall adjacent to Rabba's loading door and will provide a recommendation to correct the problem. Ron will contact them again re the report.
- 5.3. In-Suite Repairs – PHD had a leak in the bathroom. The ceiling was opened up and the leak came from a standpipe through the building roof. The leak appears to be old and the drywall was dry; it appears the leak has been fixed sometime in the past. The ceiling has been patched.

Suite 5A had a leak at the window that appears to have stopped. The ceiling was repaired.

- 5.4 Repairs to Concrete Panels – Our Engineer, Nick Tassone, put out a tender to make repairs to the concrete slabs. He reviewed the submissions and recommended awarding the job to Citrex. The cost is \$37,849.35 including a 5% contingency and HST.

Moved by Ron Horton to accept Building Sciences Inc. Consulting Engineers' recommendation and award the contract to Citrex, and have the work performed in the spring, and to appoint Building Services to oversee the work. Seconded by Doug Gibson. CARRIED.

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6. Financial Report – Alan

6.1. Reserve Fund -- The contents of the study were discussed and the following questions will be asked of Building Sciences Inc. who prepared the report.

- Change the interest rate on funds from 3% to 1% which is more realistic for the near future
- Why was refurbishing the elevators moved from 2013 in the last study to 2015 in this study? We would like to do this project in 2013.
- There is mention of following regular maintenance programs, particularly for the roof systems. What is the recommended program?
- Item 82 is for building structure repairs. What might this cover?

The amended study will be reviewed.

6.2. Form 15 – Will be filed once the final Reserve Fund report is received and approved.

6.3. Operating Budget 2013 – The Operating Budget for next year was delivered to resident owners and mailed to non-resident owners on Sunday, December 2. The increase for residential units was \$10.00 to bring the new monthly fee to \$990.00. This represents a 1% increase. Details of the budget are in the materials delivered to owners.

7. Owner Relations Report – Claus

No Report

8. Other Business

8.1. Occupancy Form -- Forms sent out to be filled in and returned to the office.

8.2. Owner and Resident Guide – Diane fixed the index. Will check on automating index updating to make future changes easier. Diane will print a copy for distribution to owners.

8.3. Lost Mail Concern – Suggestion from an owner to have a secure place to put delivery slips. No simple solution was forthcoming to keep the slips secure yet easily accessible by owners. The situation will be monitored to see if this is an ongoing issue that needs to be addressed.

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- 8.4. Meeting Minutes on the Website – Alan will send minutes to Andre to post.
- 8.5. Signage on Jarvis Without Bike Lanes – Doug will advise owner we are in agreement in principle; ask owner to gather more information on how the system is implemented, costs etc.
- 8.6. Disabled Entry – Ron will look into automated door systems for parking access doors at P1 and P2.

Alan will ask Greg to ask lawyer about whether this may be covered by Reserve Fund.

9. Next Meeting

The next meeting will be on Thursday, January 10, 2013 at 7:00 pm.

10. Adjournment

The meeting was adjourned at 9:00 p.m.

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