

MTCC No. 600 Minutes of Board Meeting of Tuesday January 18, 2005

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Diane Turner called the meeting to order at 7:05 p.m.

Present:

Board Members: Jim Duncan, Greg Geralde, Diane Turner and Claus Wall

Other Attendees: Alex Lefter – Superintendent, Brad Gibson and Raashid Naik – Suite 4C, William Edwards – Suite 6D

Regrets:

Malcolm Broadbent

1. Minutes

1.1. Deferred approval of Minutes of Tuesday November 30, 2004 until next meeting.

2. Superintendent's Report

2.1. Contractors completed the following work during this period:

2.1.1. December 6 – Carpet cleaning in the hallways

2.1.2. December 9 – Honeywell fixed the heating unit in the apartment 15D

2.1.3. January 10, 2005 - Honeywell replaced the thermostat in the apartment 10D

2.1.4. January 18, 2005 - Décor Building Restoration completed their work on the roof renovation.

2.2. The following was done by the Superintendent:

2.2.1. December 15, 21 and 22 - Touch up painting of the elevator frames, the walls and railings on the PH floor, and stairwell on the PH and 7th floors

2.2.2. January 5, 2005 – Fixed the card reader in the south elevator.

3. Building Maintenance

3.1. Nothing to Report

4. Accounting, Legal and Insurance

4.1. Jim Duncan advised he has drafted a letter which Greg Geralde reviewed, that will be sent to Suite 4C in the next few days.

4.2. Financial Statements for November and December are yet to be finalized.

4.3. Software upgrade - Jim was having difficulty contracting Simply Accounting because of their wait times, but will be ordering the upgrade.

Approved – Tuesday February 15, 2005

5. Owner, Tenant and Board Relations:

5.1. Nothing to Report other than those items in Other Business.

6. Other Business

6.1. Chain – Garbage pick up people for Rabba cut the bolt on the chain leading to the Guest Parking. Clearly this is unacceptable. Diane suggested we look at the Rabba agreement. The system we had in the past where Alex locked the chain at the end of his shift and Rabba personnel opened it in the morning was working in the past. We need to get back to this type of arrangement.

6.2. Procedure for Renovations – moved to subsequent meeting

6.3. Fire Safety - Diane reviewed the deficiency list.

6.3.1. The Board agreed in principle to proceed with all items relating to the sprinkler system, valves, flow switches, etc, which total \$3,157.

6.3.2. Smoke Detectors - There are 32 insuite AC smoke detectors located in 16 suites (two per suite) that require replacing at a cost of \$107.00 per suite, including tax. This is an owner responsibility. To control cost and safety, Lonergan should be the only supplier to replace the smoke detectors since Lonergan must verify to the Fire Department the work has been done. (Note that the Fire Department is in frequent contact with Lonergan regarding the status of our compliance.) The suites involved are: 2A, 4C, 5C, 5D, 6B, 6C, 6D, 7B, 7D, 10A, 10B, 11C, 14B, 14D, 15B, PH-B.

6.3.3. The pull stations on 7 & 8 need replacing and this will be authorized as a priority.

6.3.4. The EVAC and Fire Alarm are on the same circuit and should be rewired so they are on independent circuits.

6.3.5. Two hose cabinets in parking garage.

6.3.6. There were certain other items which the Board felt should be reviewed to determine if the work could not be done ourselves at reduced costs. Jim Duncan wanted to look at the budget before proceeding on some of the minor items. Agreed the consult Lonergan so that we could have a very clear understanding of cost and compliance issues.

6.4. Flyers in Mail Boxes – The postman committed to Claus Wall that he would not put flyers in the mailboxes of those suites where the mail boxes were so indicated. Greg Geralde agreed to poll all owners to determine if they wanted to have No Flyers signs placed on their mailboxes.

6.5. Preauthorized Deposit – Greg Geralde reported on his investigation with RBC, and now has all the necessary information and agreements to proceed if we elect to do so. The costs of using the service were included in the detailed quote Greg

received from RBC and circulated to the Board. Although they vary depending upon usage, broadly speaking the costs are \$300 one time set up fee and \$50 each month. There was a concern expressed by one Board member that if we adopt the program, we would have to move to having only one signature for cheque signing. Greg said he doubted this but agreed to check further to determine if it has any validity.

6.6. Follow up to Communication Meeting of Dec. 27

6.6.1. Rabba paying for own heating – Alex called MTB plumbing who will need to provide estimate, etc. MTB has not been responding promptly. Malcolm Broadbent will contact them.

6.6.2. Less expensive audit – Jim Duncan is handling this matter.

6.7. Brad Gibson and Raashid Naik – Suite 4C requested the cost of the repair which was required as a result of Raashid Naik disconnecting the in-suite fire alarm, be absorbed by the Condo. The Board advised this was not possible. We would however agree to be flexible regarding repayment such that the \$441.38 be paid at a rate of \$100 per month commencing February 1, 2005. They agreed to this arrangement.

6.8. 2005 AGM Date – Date to be determined.

7. Next Meeting

Date of the next meeting is set for Tuesday February 15, 2005.

8. Adjournment

The meeting was adjourned at 9:30 p.m.