

MTCC 600 Minutes of Board Meeting of Thursday, January 9, 2014

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In Attendance:

Board Members: Doug Gibson, Alan Gracan, Vincent Tondreau, Diane Turner, and Ron Horton

Other Attendees: Alex Lefter (Superintendent), William Edwards (6D), Howard Craven (12B)

1. Call to Order

Doug Gibson called the meeting to order at 7:02 p.m.

2. Minutes

MOVED by Vincent Tondreau to approve the minutes of Thursday, November 21, 2013. SECONDED by Doug Gibson. CARRIED.

3. Business Arising

3.1. Elevators – Because of the recent mechanical issues with the elevators, it has been proposed to move the upgrade from 2016 as planned in the Reserve Fund Study to the current year and perform the cosmetic upgrade that was planned for 2013 at the same time. The combined reserve for both projects is \$210,300. A detailed written quote from Schindler, our current supplier, was approximately \$270,000. A quote from Direct Elevators was not detailed but was approximately the same amount.

The work outlined by Schindler would include replacing mechanical relays with a solid state controller, which should be more reliable. The current Direct Current (DC) motor would also be replaced with an Alternating Current (AC) motor.

The process of choosing a supplier was discussed. It was agreed that the Board does not have the knowledge to properly assess the proposals and that a consulting firm would be used to define the required work and assess proposals. Schindler and Direct Elevators will be requested to provide consultants they have worked with in the past as a starting list.

Approved by the Board Thursday, February 20, 2014

- 3.2. Dan Blair – No response was received from Dan Blair regarding our request to return the deposit given on new planters. However, he did communicate through an owner that there are two invoices from him that haven't been paid, of which the Condo Corporation had not previously received.

It was agreed to attempt a resolution to the issue rather than proceed with Small Claims Court.

- 3.3. Occupancy Forms – Approximately 50% of the forms have been returned. Doug will follow up with an additional memo requesting the remainder be returned. Also, the memo will request that a list of any residents requiring assistance in an emergency be sent for use by the Fire Department or other emergency personnel.
- 3.4. In Suite Electrical Panels – Some panels have not been replaced, though the number is not known. Alex will follow up with the electrician.
- 3.5. Building Maintenance – Doug will perform occasional rounds of the building during Ron's absence until the end of March.

4. Superintendent's Report

- 4.1. Contractors completed the following work during this period:
- December 13, 14 – Canada Wide Cleaning washed our windows.
 - December 19 – Tyco replaced control board for P2 card reader.
 - December 30 – Shindler elevator solved the problem with North elevator.
- 4.2. The following work was done by the Superintendent:
- November 30 – Repaired broken parking gate.
- 4.3. The following moves were made during this period:
- There were no moves during the period

5. Building Maintenance Report – Ron

There is nothing further to report.

6. Financial Report – Alan

- 6.1. Year End Audit – Alan will be contacting the auditors to plan for the audit of the 2013 financial statements to be presented to owners at the Annual General Meeting.

7. Owner Relations Report – Vincent

- 7.1. Renovations – There is no significant activity regarding renovations by owners.
- 7.2. Garage Entrance Grate – Vincent has confirmation from Avis that they have assumed responsibility for the cost of repairs to the grate at the garage entrance. Vincent will obtain two quotes for the work.

8. Other Business

- 8.1. Window Washing – The windows were cleaned for the third time this year.
- 8.2. Use of Resident Parking – The issue of access to the underground parking area by non-residents, either by people renting a space from an owner or use by visitors of an owner's spot, was discussed. The concern is the security of the building and control of access. It was noted that access cards/fobs cannot be programmed to allow access only to the garage.
- 8.3. Electricity for Electric Cars – The electricity connection that was recently installed for an owner's electric vehicle (at the owner's expense) is not separately metered and billed. Therefore the Condo Corporation will bill the owner at a rate of \$30 per month initially, and assess the cost based on the installed usage meter.

9. Next Meeting

The next meeting will be Thursday, February 20, 2014 at 7:00 p.m.

10. Adjournment

The meeting was adjourned at 8:38 p.m.

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