

MTCC No. 600 Minutes of Board Meeting of Thursday July 14, 2005

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Diane Turner called the In Camera Section of the meeting to order at 6:50 p.m.

Diane Turner called the Public Section of the meeting to order at 7:10 p.m.

Present:

Board Members: Malcolm Broadbent, James Dubro, Greg Geralde, Warren Holder and Diane Turner

Other Attendees:

William Edwards – Suite 6D, Alex Lefter - Superintendent

1. Directors Roles

1.1. Moved to have Greg Geralde assume the positions of Secretary and Treasurer. By James Dubro. Seconded by Malcolm Broadbent. Unanimous. Carried.

1.2. Moved to have Diane Turner assume the position of President. By James Dubro. Seconded by Greg Geralde. Unanimous. Carried.

1.3. Moved to have Malcolm Broadbent assume the position of Building Maintenance. By Warren Holder. Seconded by James Dubro. Unanimous. Carried.

1.4. Moved to have Warren Holder assume the position of Owner and Tenant Relations. By Diane Turner. Seconded by Greg Geralde. Unanimous. Carried.

2. Minutes

2.1.1. Moved to approve Minutes of Tuesday May 17, 2005. By Greg Geralde. Seconded by Diane Turner. Unanimous. Carried.

3. Superintendent's Report

3.1. Contractors completed the following work during this period:

3.1.1. May 19 - Waste Solution Group washed the garbage chute.

3.1.2. June 16 - Waste Solution Group fixed the compactor.

3.1.3. June 16 - MTB plumbing solved the flooding problem in the compactor room.

3.1.4. June 17 - MTB plumbing snaked the plug in common area drainpipe which required access from Suite 2B.

3.1.5. June 20 - Schindler Elevators replaced the noisy fan in the North elevator.

3.1.6. July 4 & 5 - Windows cleaning was completed by Canadian Wide Windows Cleaning.

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- 3.1.7. July 5 - Northern Generator replaced the battery for the emergency generator.
- 3.1.8. July 13 & 14 - Metropolitan Glass replaced the weather stripping and rollers in the suites on the 3rd and 15th floors.
- 3.2. The following are the moves which occurred in and out of the building:
 - 3.2.1. July 12 – Suite 4C moved in.
- 4. **Building Maintenance – Malcolm Broadbent**
 - 4.1. Windows – Replacement of weather stripping and rollers is moving ahead with two floors scheduled annually until completion. Scheduling covers the highest and lowest floors, i.e., the 2nd and 16th, then 3rd and 15th
 - 4.2. Black out occurred on Tuesday July 12th. Backup generator performed without incident.
 - 4.3. The raccoon problem on the 2nd floor patio has been resolved as a result of Malcolm's contacting the Property Manager at MTCC-874 (250 Jarvis Street) who had the trees adjacent to our property trimmed.
 - 4.4. Rabba Heating Costs and Separate Metering – a review of our Declaration with our Corporation lawyer showed that Under Schedule E, Common Expenses b) it states "shall include gas, oil, electricity and coal, unless separately METERED FOR EACH UNIT", the key word being "EACH" – therefore we are trying to see if a separate gas meter can be placed outside the commercial unit to determine gas usage. If possible, monitoring will begin at that time so as to determine the commercial vs. residential consumption levels, after taking into account the common elements square footage (i.e. Recreation Centre, garage, hallways, and lobby.)
 - 4.5. Repairs to the pergola are needed. Work on this is tentatively scheduled to start next week by Mr. Fix-it.
- 5. **Accounting, Legal and Insurance**
 - 5.1. Greg Geralde reported the Financial Statements are now completed through June 30th and since he just officially assumed Treasurer duties at this meeting, will present the June and July statements at the next meeting.
 - 5.2. There are two A/R issues but resolution on both is considered imminent.

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6. Owner, Tenant and Board Relations:

- 6.1. Warren Holder requested confirmation on process for reporting back to owners. It was clarified that unless otherwise agreed upon by the Board, the Director responsible for Owner/Tenant Relations would respond to questions/concerns of owners. A copy of the response is sent to each Board member for information purposes, and a copy placed in the unit's file in the office.
- 6.2. Garage Door Opener – In response to an inquiry from an owner the following information was offered. Owners may purchase remote door openers from our garage door supplier Atlas Overhead Doors Inc. telephone # 416-663-1574. Ask for model number 3089 13 9820. Payment is direct to the supplier and the approximate cost is \$35 plus taxes. The code to open our door at 256 Jarvis may be obtained from Greg Geralde, Diane Turner or Alex Lefter. The supplier will not and is not authorized to code it. Owners who prefer to do so may also purchase an opener commercially from a vendor of your choosing, but must take care to buy the 10 pin remotes, not the 12 pin remote openers. The Board does not warrant the product or become involved with the purchase.
- 6.3. It was determined at the Board meeting of June 7th, 2004 that screens are the responsibility of owners. Alex Lefter reported that one owner was pleased with the repairs and their cost that he had done at a local hardware store.
- 6.4. According to our Reserve Fund Study, windows are scheduled to be replaced in the year 2020 at an estimate of 280K.

7. Other Business:

- 7.1. Parking Garage Repairs –
 - 7.1.1. Total projected cost is 386,000. We currently have \$258,000 in the Reserve Fund earmarked for Garage Restoration and as such we are short \$128,000.
 - 7.1.2. Décor, which was the lowest bid, once indicated that they would be flexible with our payment schedule, billing us in accordance with our plans to raise additional funds from our owners. Malcolm to determine if this offer still holds.
 - 7.1.3. If we were to do the project in phases, Décor prefers to do the above ground work first, so as to avoid damage that could be potentially be sustained to the area below. This should eliminate the water intrusion coming currently through the walls.

- 7.1.4. Mastic asphalt scheduled to replace current asphalt on P1 level, does not sweat like we see downstairs now – which will eliminate the mess that happens now.
- 7.1.5. Parking – Malcolm reported he had investigated both Ryerson and the Ramada Inn. Neither is willing to rent us spaces. Next steps are 177 Mutual, Merchandise Building and Sears. Owners will be advised once the Work schedule is provided to us by the Contracting Company.
- 7.1.6. Moved to approve Special Assessment as follows. Residential Units - commencing on September 1, 2005 at rate of \$200 per month for 12 months or lump sum payment of \$2,400, at the option of the owner. Commercial Unit governed by the Declaration which works out to \$2,645.00. By Malcolm Broadbent. Seconded by Warren Holder. Unanimous. Carried.
- 7.1.7. Owners need to be informed and understand the above Special Assessment is only sufficient to address the currently known costs related to the Garage Restoration project. Should costs be materially greater, this will be addressed as a separate issue and the appropriate action will then be taken.
- 7.1.8. Pending response from Décor, the Board agreed to do Garage Restoration all in one phase so as to achieve 2 objectives, minimize disruption to owners and avoid surcharge which at this time, is slightly more than \$7K. Although we are looking for a start date of early Spring 2006, this could change if the Construction Company is unable to commit to their 2005 pricing tender.
- 7.1.9. Alex Lefter requested that the Board consider a new gating structure for the back entrance as well as the possibility of a fence along the walk way from our property line to Jarvis Street. Although not in the bid document, the Board will look at this separately. At the moment, Malcolm Broadbent has made a request to the City to have the sidewalk repaired prior to commencing above ground garage restoration.
- 7.1.10. Hydro Vault – The Hydro Vault located at the entrance of the breezeway was thought to be a possible cause of water intrusion into the P2 level however at Malcolm's request, Hydro came to inspect and the vault was high and dry. We were advised by Hydro that this vault is our building's responsibility for repair should repairs be needed.
- 7.2. Owner and Resident List to be distributed on July 22, 2005
- 7.3. Recreating Room Committee – Deferred until next meeting pending availability of Sheryl Hoshizaki.

- 7.4. Security Deposit for Damage during Renovations. Greg to prepare the Notice to owners.
- 7.5. Jarvis Street Streetscape Improvement Plan and Allan Gardens Revitalization Programme - Malcolm Broadbent is on both Neighbourhood Advisory Committees and will report to the Board on any significant projects that will add value to MTCC600 and its surrounding neighbourhood.
- 7.6. King Koating Collection Notice issue: \$3,037.73 – MTCC600 received a collection notice from The Collection Group in June of 2005 for an outstanding invoice from King Koating dated December 2003 related to our secondary roof over Recreation Centre. This roof was replaced in 2002 and a 2 year water intrusion warranty was provided. In the fall of 2003 there was water leakage into Recreation Centre entering through the secondary roof. King Koating claimed that the leak was not related to roof warranty, but supposedly was the result of small animals chewing away at mechanical insulation. This was challenged at the time with our Project Manager, BSG Engineering (who was present with our Superintendent, Alex Lefter when the repair was made). BSG verbally assured us, that they would take this matter up with King Koating and advised us to ignore the invoice. The Board has advised the Collection Group that a delay of some 17 months from the original invoice date, without any contact with MTCC-600 was somewhat out of the ordinary, and that we intend to pursue this by way of a complaint to the Ontario Industrial Roofing Contractors Association. We will also determine whether a delayed claim could be made against King Koating's Insurance Broker - Stevenson and Hunt. Should redress not be available through our representation to these entities, payment would be made for the collection notice presented.

8. Next Meeting

Next meeting Tuesday August 23, 2005.

9. Adjournment

The meeting was adjourned at 8:50 p.m.