

## **MTCC 600 Minutes of Board Meeting of Tuesday March 10, 2009**

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

### **Attendance:**

Board Members: Greg Geralde, Warren Holder and Diane Turner in person.  
André Grenier by teleconference.

Regrets: Malcolm Broadbent

Other Attendees: Alan Gracan – Suite 6C, William Edwards – Suite 6D, Larry Konyu and Michael Tudor – Suite 12A, Claus Wall – Suite 14A and Alex Lefter – Superintendent

### **1. Minutes**

- 1.1. Moved to approve the minutes of Tuesday January 13, 2009. By Warren Holder.  
Seconded by Diane Turner. Unanimous. Carried.

### **2. Superintendent's Report**

- 2.1. Contractors completed the following work during this period:
- 2.1.1. January 14 – Honeywell solved the problem with heating boilers.
  - 2.1.2. January 14 – Sears fixed second Treadmill.
  - 2.1.3. January 15 – Dufferin Iron and Railing adjusted the height of the fence to make it even.
  - 2.1.4. January 22 – Honeywell repaired heating unit in suite 16D.
  - 2.1.5. January 25 – Honeywell replaced broken seal for the pump in boiler room.
  - 2.1.6. January 27 – New card/fob readers were installed in the building.
  - 2.1.7. January 28 -30 – Breezeway ceiling repaired.
  - 2.1.8. January 29 – Installation of Artwork for Elevator Lobbies completed.
  - 2.1.9. February 3 – Thermographic test has been completed. No action required on our part.
  - 2.1.10. February – Schindler resolved problem with North elevator.
- 2.2. The following work was done by the Superintendent:
- 2.2.1. January 21 – Replaced broken protection cover on Treadmill.
  - 2.2.2. January 30 - Repaired broken closure on front door.
- 2.3. By a 10-point scale the Recycling marks by floor are divided as following:
- 2.3.1. Floor 10 and 14 - the mark is 7
  - 2.3.2. All Other Floors – the mark is 9

Care must be taken to ensure non-recyclable items such as juice boxes, cans, and bottles are rinsed, emptied, and crushed.

**Approved – Wednesday April 29, 2009**

3. **Building Maintenance – Malcolm Broadbent**

- 3.1. Annual Fire Inspection and Related Deficiencies - Phase 2 - Although commenced on December 30, 2008, we are still awaiting completion of the work on our sprinkler piping. The material is on site and we have been advised by Lonergan, our Fire Safety company, work will be completed once milder weather arrives but no date has been established. As stated in the January 13, 2009 Board meeting minutes, the incompleteness does not pose a fire hazard to the building.
- 3.2. Breezeway Damage from October 10, 2009 - The damaged portion of the breezeway ceiling was replaced on January 28, 2009 and the lighting fixtures repaired on January 30. The invoice was submitted to our insurer's adjuster on February 27, 2009 for payment.
- 3.3. Art Work for Elevator Lobbies - The art work for the remaining floors was installed on January 29, 2009. This project is now completed.
- 3.4. Conversion to New Security Access Cards or Fobs - Installation of the 7 new card/fob readers and delivery to all suite owners of their new access cards or fobs were both completed by January 27, 2009.
- 3.5. Water Ponding - The installation of new drains in November of 2008 has eased this breakdown around certain parking stalls though it is noted that when snow melts slowly from a car, it takes time for the resulting water to find its way down to the drain in one particular stall. A review by Décor Restoration in January of 2009 indicated that any further shaving of the mastic would not produce the desired results of speeding up the water flow. A daily check by Alex Lefter after heavy snow falls to clear any melted snow will ensure we clear any stagnant water towards the drain. The same will be done for heavy rainfalls.
- 3.6. Detailed Specifications related to RFP for Recreation Center Roof and East facing balconies – Malcolm to finalize his review of the RFP (Request for Proposal) by Friday, March 13. Bids will then be solicited from qualified contractors later this month.
- 3.7. Thermographic Report by Construction Control - The annual thermographic inspection of our main electrical panel was completed by Construction Control on January 30, 2009 and their report received on February 5. Our main electrical control panels received a satisfactory rating and no work is required at this time.
- 3.8. Fencing of Guest Parking - The fencing was installed on January 9, 2009 though over the month, a few tweaks were required. We are now awaiting the installation of the recreation centre ladder barrier as well as one for our main roof

stairway to prevent unauthorized access to these areas which house various mechanical equipment such as our make up air units/chiller/elevator room and gas piping.

- 3.9. Heat Levels of Recreation Centre – A question was raised as to why the Recreation Centre is so hot, even though the temperature is set so low and the heat controls are set in the off position. Alex to discuss with Malcolm and if necessary Honeywell to determine whether a resolution can be found.

4. Financial, Legal and Insurance – Greg Geralde

- 4.1. Greg Geralde reported he had met with the External Auditor for the annual site audit, which is now complete, significantly ahead of schedule. The draft audited statements are expected to be sent to the Treasurer in the next week. Greg further reported that the external confirmations, which include banks and our legal counsel, have also been completed. With next week's audited statements and letter, we will have all the financial documentation we need for the AGM.

5. Owner, Resident and Board Relations – André Grenier

Request from one owner for renovations was denied because of lack of compliance with rule that renovations may only be done on Monday – Friday, 9:00 a.m. – 5:00 p.m.

6. Other Business

- 6.1. Moving of Lobby Phone to Building Exterior – Much discussion took place concerning the related advantages and disadvantages of several different access scenarios. Several considerations including greater security of our outer lobby (where the Lobby phone is currently positioned), locking our outer lobby door, owner convenience and Police and EMS access were discussed. Warren Holder to talk to Police to understand what arrangement would be best from Police and EMS perspective, how are other buildings set up to handle this kind of issue, and what learning could we glean from them.

6.2. Police and Emergency Access

- 6.2.1. For emergency only assistance, Alex added himself and 4 of the 5 Directors as the first listings on the Lobby Intercon Directory.
- 6.2.2. Apart from the foregoing, this matter was tabled pending the result of Warren's review – see point 6.1 above.

- 6.3. Earth Day – One owner asked if we were observing Earth Day which asks (among other things) that lights be turned off on March 28<sup>th</sup> between the hours of 8:30 to 9:30 p.m. Greg Geralde agreed to send out a Notice to owners advising

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them and encouraging their voluntary cooperation. Lights for common areas (hallways, elevators, garage, etc.) will not be affected.

6.4. One PH owner asked about cost and inconvenience issues associated with the riser replacement project.

6.4.1. Greg explained that the riser replacement project has intentionally been put on hold as we have not had many plumbing related issues linked to risers.

6.4.2. As indicated in the June 4, 2008 AGM, it is possible if not likely that other projects (for instance energy efficient boilers) will be scheduled before riser replacement.

6.4.3. To deal specifically with the question:

- When the replacement is completed there will be more repair work for PH suites because the piping is in their ceiling. However, provided owners have not done any repair that inhibits access to those pipes or to the shut off valves, the cost will be borne by the reserve fund, not the owners.
- There will be no requirement for residents to vacate during the project.

6.4.4. There will be a detailed Notice and communication to all owners (not just PH) when we come close to the time this project is scheduled. Bear in mind it could conceivably be 2 years from now.

### 7. Next Meeting

7.1. Date for the next regularly scheduled Board meeting is set for Wednesday April 29, 2009 at 7 p.m.

7.2. Date of the AGM has been set for Tuesday May 26, 2009. Registration at 7 p.m., Commencement at 7:30 p.m. sharp!

### 8. Adjournment

The meeting was adjourned at 7:59 p.m.

**Approved – Wednesday April 29, 2009**