

MTCC 600 Minutes of Board Meeting of Tuesday, November 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, September 25, 2012, as amended.
By Diane Turner. Seconded by Claus Wall. Unanimous.

3. Business Arising

3.1. Door Closers – Plan to replace the door closers before the end of 2012. Ron will review the replacement closer to ensure it meets current fire regulations. There was an allowance made for the replacement in the 2012 budget.

3.2. Water Leaks – Covered in Maintenance Report below.

3.3. Fire Inspection – The Annual Fire Inspection was undertaken by Lonergan on October 4. Doug reported that we passed the inspection with a couple minor items: Some extinguishers are coming due for replacement and there is a minor leak in a water pipe. Items to be followed up.

4. Superintendent's Report

4.1. Contractors completed the following work during this period:

- 4.1.1. October 2 and 3 – Lonergan Alarms completed Annual inspection.
- 4.1.2. October 5 – IGS glass replaced 2 windows in 6D and 15B.
- 4.1.3. October 9 – Rogers upgraded software for our cable service.
- 4.1.4. October 12 – Hartwell irrigation prepared our irrigation system on the high roof for the winter.
- 4.1.5. October 23 – Shindler repaired the North elevator.
- 4.1.6. October 25, 26 – Canada Wide Cleaning washed our windows.

Approved by the Board December 6, 2012

- 4.1.7. October 30 – Honeywell solved the problem with the leak in the boiler room.
- 4.2. The following work was done by the Superintendent:
 - 4.2.1. October 24 – Replaced the doorknob in suite 6B.
 - 4.2.2. October 26 – Roof's furniture has been stored for winter.
 - 4.2.3. November 6 – Replaced the bulbs in the lobby area according to Hydro recommendations.
- 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.
- 4.4. Moving companies:
 - 4.4.1. September 25 – 8A moved in.
- 5. **Building Maintenance Report – Ron**
 - 5.1. Side Door – Pawel repaired the transition piece at the side door off the breezeway. Transition is now smooth.
 - 5.2. Repairs to Exterior Concrete Panels – Our Engineer at Building Services Inc. called for quotes to repair the concrete panels. Three quotes were received. Ron recommended that the lowest quote be accepted. The Board will review the quotes and choose the winning quote for work to be performed late winter/early spring. The work will take approximately three weeks. It has been budgeted within the draft Reserve Fund and will not affect the operating budget.
 - 5.3. Weeping Wall P2 – Ron performed a test of covering the area over the electrical vault in the breezeway during a period of rain to determine if it would affect the water reaching the wall on level P2. He found that no water leaked and it appears that the vault area is where the seepage begins. Toronto Hydro was in today and took photos, and will return on November 12 to conduct another test by putting a hose into the drain hole for about an hour to see what happens.
 - 5.4. Elevator Repair – There was a problem with the elevators so that neither worked. It was found that in fact only one elevator would not open its doors, but that the second elevator, believing the first was to be working properly, would not respond to the call. The problem has been fixed.

- 5.5. Water Leak on P1 – The water leak appearing near the mechanical room on P1 was traced back to a water pipe leak within the walls of Rabba. Rabba's plumber repaired the problem. . This pipe and others needing repair will be replaced at some point when all the water to the building is turned off. This will be included in the operating budget for 2013.
- 5.6. Boiler Room Leak – A leak was repaired by changing a metal part to a plastic part.
- 5.7. Telephone Room Leak – Water leaking into the Telephone Room has been traced to water entering along the north side of the building, including Rabba's delivery door adjacent to the parking lot. Rabba installed weatherstripping to the door, and this has made some difference to the amount of water entering the building. A waterproofing company has been called to give recommendations on solving the problem.
- 5.8. In Suite Repairs – Internal repairs to 4B and 11C for damage caused by water entering around windows (since repaired) have been completed, and repair work is being done to a ceiling in PHD..
- 5.9. During the recent storm, there was damage to the lattice atop the arbour on the roof. This will be removed for safety reasons and replaced in the spring.

6. Financial Report – Alan

- 6.1. Preliminary analysis shows that expenses are in line to be under budget for 2012.
- 6.2. The Operating Budget for 2013 is being worked on and will be discussed at the next meeting.

7. Owner Relations Report – Claus

- 7.1 Oil Leaks – Oil leaks in a parking stall have been cleaned.
- 7.2 Parking Spot Used for Storage – An email has been sent to have items removed, as storage is not allowed under our By-Laws.
- 7.3 Parking Lot Sign – Claus sourced both a pre-made and a made-to-order sign for the guest parking spot adjacent to the meter. Our preferred wording was

“Small Car”, but the pre-made sign uses “Compact Car”. Claus will look further.

- 7.4 Recycling – Claus noted that Home Depot and other stores no longer take fluorescent tubes for recycling. It appears the only way to dispose of them is through the city’s hazardous waste depots. Claus also noted that the city now accepts clear plastic clamshell containers in the regular recycling bins.

The Recycle Committee will send a notice to owners/residents re appropriate items for all recycle categories.

8. Other Business

- 8.1. Emergency Power -- Because of the potential power interruption from the recent storm “Sandy”, the emergency power coverage was reviewed. It was noted that depending on power usage, our emergency generator will provide power for 24-72 hours. This ensures that emergency lighting in the halls and stairs and one elevator remain in operation. Alex will confirm with the company re all services that remain functioning in a power outage.

- 8.2. The bicycle inventory and removal is on-going.

9. Next Meeting

The next meeting will be In Camera to discuss the budget on Thursday, November 22 at 7:00 pm.

10. Adjournment

The meeting was adjourned at 8:58 p.m.