

MTCC No. 600 Minutes of Board Meeting of Wednesday October 20, 2004

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Diane Turner called the meeting to order at 7:40 p.m.

Present:

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

Other Attendees: Alex Lefter – Superintendent

1. Minutes

- 1.1. Moved to approve the Minutes of Tuesday September 21, 2004. By Claus Wall. Seconded by Malcolm Broadbent. Carried.

2. Superintendent's Report

- 2.1. Contractors completed the following work during this period:
 - 2.1.1. September 23 – Honeywell replaced the air filters in the building.
 - 2.1.2. September 24 – MTB Plumbing replaced the main water pipe in the pump room.
 - 2.1.3. September 24 – Honeywell replaced 2 motors in Suite 3D.
 - 2.1.4. September 27 – October 5 - Intercom installed and set up additional surveillance cameras.
 - 2.1.5. September 30 - Lonergan Alarms arranged for CW Protection System to perform testing of fire horns installed by Lonergan.
 - 2.1.6. October 8 – Honeywell switched from air conditioning to heating.
 - 2.1.7. October 14 - Atlas Overhead Doors replaced the emergency exit door on the north stairwell.
- 2.2. The following was done by Superintendent:
 - 2.2.1. October 1 – Waxed the floor in the lobby and foyer
 - 2.2.2. October 6 – Fixed the shutters in the lobby
 - 2.2.3. October 18 – Replaced the broken parking gate
- 2.3. The following are the moves which occurred in and out of the building:
 - 2.3.1. Suite 2A, September 22, 2004, moved out

3. Building Maintenance

- 3.1. In Suite Fire Horns – This project is now complete. White trellis covers have been installed to cover the wall area where a second fire bell was removed on each floor. Original cost was estimated at \$25,076, but the final bill was \$22,539 which includes additional cost such as an Emergency Fire Kit to be kept in the office, and 16 extra horns placed throughout the building in common areas and

To Be Approved – Next Board Meeting

other locations. These locations had been missed by our Fire Consulting Company.

3.2. Security Cameras - Installation of additional security cameras by Intercon Security System is now complete, increasing the number of cameras from 4 to 7. Cost was \$22,244, less a \$300 credit which has been negotiated. An existing camera was relocated to the breezeway and a rotating one was installed to cover the entire guest parking area.

3.3. Continue to wait for Suncor regarding Building Valuation.

3.4. Rooftop Restoration Project – Project is 50% finished. Insulation coming Friday October 22nd. Pavers scheduled to arrive Friday October 29th and be installed the following week. Roof anchors and flashing are yet to be installed. The project is taking longer than expected but hopefully will be completed by the end of November.

3.5. Fuel Tank – Has been ordered and is scheduled to be installed on November 11th.

3.6. Fencing between 250 and 256 Jarvis in the front of the buildings requires Ryerson agreement as a gas meter belonging to them is also housed in that area. MTCC 874 (250 Jarvis) will consider paying a portion once Ryerson gives their approval and expresses a willingness to share costs.

3.7. Malcolm to check our contract with The Buying Group regarding our gas costs.

3.8. Moved to have Building Sciences Inc. replace BSG Engineering as Project Manager for our above ground parking restoration project. By Malcolm Broadbent. Seconded by Diane Turner. Opposed by None. Carried.

4. Accounting, Legal and Insurance

4.1. Jim Duncan presented the August 2004 Financial Statements.

Moved to approve financial statements for August 2004. By Greg Geralde. Seconded by Claus Wall. Opposed by None. Carried.

4.2. Jim Duncan to leave a small supply of cheques for use by the 2 other approved signing officers, for urgent cheque writing capability when the Treasurer is out of town.

5. Owner, Tenant and Board Relations:

5.1. The outdoor parking spot will not be rented by the Corporation at this time.

5.2. All other items under discussion in this category were moved to In Camera meeting.

6. Other Business

6.1. Clarification was given that officially Rabba has the first 2 parking spots in the south-west corner of the guest parking lot. These spots are marked with appropriate signage. During the period of the roof repair, Rabba has been granted access to a third spot adjacent to the first two. When the roof repairs are completed, this third spot reverts to guest parking for the condominium.

7. Next Meeting

Next meeting Tuesday November 16th, which was subsequently changed to Tuesday November 30, 2004.

8. Adjournment

The public portion of the meeting was adjourned at 8:40 p.m. The Board remained for the In Camera section.