

MTCC No. 600 Minutes of Board Meeting of Tuesday September 21, 2004

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Diane Turner called the meeting to order at 7:15 p.m.

Present:

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

Other Attendees: William Edwards – Suite 6C, Lionel Collier – Suite 8B, Alex Lefter – Superintendent

1. Minutes

- 1.1. Moved to approve Minutes of Tuesday August 17, 2004. By Greg Geralde. Seconded by Claus Wall. Carried.

2. Superintendent's Report

- 2.1. Contractors during this period completed the following work:
- 2.1.1. August 17 – Smart Drain Solution Group provided routine maintenance.
 - 2.1.2. August 18 – Schindler Elevator replaced the drive unit in the north elevator. The speed for both elevators now is approximately 200 feet per minute.
 - 2.1.3. September 7 – The plumbing company replaced the broken pipes in the garage (P2 level) .
 - 2.1.4. September 8 – Renovation on the roof commenced.
 - 2.1.5. September 14 - Lonergan Alarms commenced installation of the in-suite fire horns.
 - 2.1.6. September 17 – Intercon Security replaced the opt isolator and transmitter in the main computer to improve the efficiency of suite to lobby door opening and elevator activation.
- 2.2. The following was done by superintendent:
- 2.2.1. September 10 – Monthly testing of emergency generator.
- 2.3. The following are the moves which occurred in and out of the building:
- 2.3.1. Suite 7A, September 1, 2004, moved out
 - 2.3.2. Suite 10B, September 2, 2004, moved in
 - 2.3.3. Suite 7A, September 3, 2004, moved in

Approved – Wednesday October 20, 2004

3. Building Maintenance

- 3.1. Main Roof Repair is progressing well. Most of the pavers have been removed. Membrane has yet to be removed. Colour of pavers will be selected in tonight's meeting. They will take 3 weeks for delivery.
- 3.2. Garage Restoration Project – BSG has confirmed there is no risk to our facilities if we delay commencement of this project to March or April 2005. The added benefit will be that we will save the approximate \$8K associated with splitting the project into two phases (as reported in last month's minutes).
- 3.3. Audibility Horns – Project is progressing well. Horns in hallways will be installed after all the in-suite work has been accomplished. Projected completion date is Monday September 27th.
- 3.4. Insurance Valuation – Supplier was in our building on Monday. We will take this opportunity to have them prepare Standard Unit Definition. Projected completion date is end of month.
- 3.5. Security camera update. – Installation scheduled for September 27th.
- 3.6. Recreation Room Improvements – Completed on budget with exception of \$1,500 overrun related to concealed damage. Exercise room will be repainted next month.
- 3.7. Reserve Fund Study – The next study is an update study which is scheduled for 2006. This will be followed by a full study scheduled for 2008.
- 3.8. Railing between 250 and 256 Jarvis. Malcolm discussed the improper use of the small space between the two buildings and the installation of a barrier which would prevent entry but permitted reading of gas meters located in that area. He had also requested the cost be shared with 250 Jarvis but encountered an initial discouraging response from them. Accordingly he was requesting the Board agree to absorb the entire cost, if our neighbour building would not cooperate. Given the kind of current misuse and the amount of money involved, the Board agreed. Total cost is estimated at \$450. Action plan is for Malcolm to investigate further with 250 Jarvis, ensure there is no legal impediment to the installation, ensure there is no issue with reading of gas meter, and proceed accordingly.
- 3.9. 2nd Floor Access - Upon receipt of Intercon's estimate of \$8,300 to install card readers on the 2nd floor patio doors (a cost which was determined unjustifiably high), Malcolm investigated the cost of a climb proof fence for the area leading

to the 2nd floor roof, from the Rabba air conditioning units. The cost of this second alternative is \$3,700. Agreed to defer this item indefinitely because of the amount of money involved and the fact we have never had a problem which would justify the cost.

- 3.10. FOB's – We have received the estimate of \$8,700 for conversion to fob's. Agreed to defer this matter indefinitely as a result of the cost. A significant portion of the estimate is to replace the almost 600 security cards in use.

4. Accounting, Legal and Insurance

- 4.1. Jim Duncan presented revised June 2004 Financial Statements with corrected numbers for Investments, as well as statements for July 2004.

Moved to approve financial statements for June and July 2004. By Greg Geralde. Seconded by Claus Wall. Carried.

- 4.2. Jim to confirm current renter of outdoor parking spot is no longer interested in the spot.

5. Owner, Tenant and Board Relations:

- 5.1. Claus confirmed the procedure so that he may be informed about the names of new owners / residents.

6. Other Business

- 6.1. Stationery Bike – Replacement is \$2,000. Agreed to put this item on hold until the Recreation plans were more firm.

- 6.2. Hot Tub Survey – Summary of the Hot Tub Survey was circulated. 34 responses were received. The results were:

	<u>Yes</u>	<u>No</u>
Do you want to keep the Hot Tub	4	23
Spend \$10K now?	2	27
Wait for Rec Centre plans?	26	6

- 6.3. Recreation Design Committee – Agreed this will require a committee of owners. Agreed to circulate a note asking for interested parties. Objective will be to identify 5 such owners.

- 6.4. Grocery Carts – Agreed to remove markings for carts in our possession. We will subsequently decide if they should be branded as 256 Jarvis in any way.

- 6.5. Emergency Kit – Diane Turner reported on and demonstrated the flashlights which have been purchased. They are activated by shaking them, illuminated by LED and require no batteries. We have also purchased a set of walkie-talkie units for emergency purposes.
- 6.6. Malcolm reported on changes to lobby ceiling requested by Honeywell which would require rerouting of ductwork and fan, the estimated cost of which is \$3,565. Malcolm recommended we defer it to (at least) next year. All were in favour.
- 6.7. We have received our quote for Metro Snowplowing. They will hold their price to the same level as last year, that being \$1,200. The response time is 2 hours provided there are 2 inches or more of snow. Agreed to engage Metro Wide Trucking and Snowplowing for the 2004 / 2005 winter season.
- 6.8. Malcolm discussed possibility of acquiring 6 foot stainless steel prep table available tomorrow at JJ. Muggs' auction. Agreed this would be a good opportunity to acquire such a table very economically and as such agreed to establish a \$300 ceiling for such an item.
- 6.9. Fire Code – Diane has bought a copy of the Ontario Fire Code which is available in the condo office.
- 6.10. Diane Turner confirmed Fire Safety Packages will be distributed to owners and residents during October which is Fire Safety month. Among other things, the Package includes brochures and the Residents' Information Sheet (the form owners are required to complete if in their assessment they might need assistance in an emergency).

7. Next Meeting

Next meeting Tuesday October 19, 2004.

8. Adjournment

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