

Minutes of Board of Directors Meeting

Thursday, May 28, 2020

Held virtually on Microsoft Meetings (because of COVID-19 pandemic)

In Attendance: Greg Geralde, Dan Langdon, Alan Gracan, Howard Craven

Guests: Alex Lefter (Superintendent)

The Meeting was Called to Order by Greg Geralde at 7:27 p.m. (The meeting was delayed due to technical issues relating to holding the meeting online.)

1. Approval of Minutes

MOVED by Dan, SECONDED by HOWARD to approve the Minutes of April 30, 2020. CARRIED

2. Directors' Reports

a. Building Manager's Report -- Alex

- Pest control company baited for rats on P1 and P2 on May 19
- TSSA performed the annual elevator inspection. Some minor deficiencies will be corrected by Schindler prior to the August deadline.
- Garbage chute cleaned on May 2
- Some fan coil units in the B stack required flushing.
- Riser project almost completed; shutoffs need to be labelled for easy identification in the future.

b. Treasurer's Report -- Alan

Nothing to report.

c. Owner Relations Report – Howard

- Several residents asked about when common facilities will be reopened; they were informed that emergency orders continue to prevent opening them
 - Several residents asked for an update on the window replacement and caulking project; they were informed that timing is uncertain because of material supply issues
 - A resident complained about construction noise but investigation did not locate any noise
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3. Current Projects and Business

a. Effects of Covid-19

General maintenance is allowed to continue. Fan coil maintenance and garage cleaning will be deferred; carpet cleaning, marble polishing, and window washing will be scheduled

Common elements will not be re-opened at this time due to legislated restrictions.

Virtual meetings (board, owners, annual general and others) are usually only allowed with a by-law in place. However, this restriction has been temporarily lifted so that we can hold virtual meetings. We will prepare a by-law to allow them in the future

b. Annual General Meeting

The AGM will be deferred to allow time to investigate methods of holding it and to prepare for the meeting. A notice will be sent to owners

c. Riser Replacement

A few units are experiencing blockage between the risers and plumbing fixtures. These will be repaired.

d. Boiler Repiping

We are waiting for a quote from Honeywell (who has our maintenance contract) for comparison to the quote from CDC.

e. Window Replacement and Caulking

It is likely the project will not be completed in 2020. Dan to request our engineering consultant contact the contractor for more information.

f. Drain in Guest Parking

Dan will contact CDC to find out when they can begin the project.

g. Hydro Vault

Alan to send payment to Toronto Hydro so work can be performed.

h. Entry Phone System

There are intermittent issues with being able to hear callers. The handset needs replacement but there is a problem locating the part.

4. Quotes for Approval

None

5. Other Business

None

6. Adjournment

The meeting was adjourned at 9:05 p.m.
