

Minutes of Board of Directors Meeting

Thursday, March 18, 2021

Held via Zoom

In Attendance: Greg Geralde, Alan Gracan, Howard Craven, Richard Mortimer, Mark LePine

Guests: Alex Lefter (Building Manager), Dan Langdon (Owner – window project committee)

The Meeting was Called to Order by Greg Geralde at 7:03 p.m.

1. Approval of Minutes

MOVED by Richard Mortimer to approve the minutes of the February 18, 2021 board meeting. SECONDED by Mark LePine. CARRIED.

2. Directors' Reports

a. Building Manager's Report – Alex

- February 23-24th - Schindler completed the CAT test required by TSSA once in 5 years.
- February 24th – Grasp Safety Inc. completed all necessary repairs on our anchors and now we are ready for the windows project.
- March 3rd - Schindler technician was on site and ordered load equipment to adjust settings after CAT test.
- March 8th - Mainline provided semi-annual Back Flow preventer test.
- March 10th - Domestic hot water boilers failed due to the problem with ignition. Problem was solved the same day.
- March 11th - Fire inspector checked all the deficiencies from his report and cleared everything except Emergency Generator.
- March 12 - Someone broke the arm to the parking gate. It was repaired the same day.

b. Treasurer's Report – Alan

No report. Preparation of 2020 financial statements in process

c. Owner Relations Report – Howard

Dealt with the following issues:

- Owners reported several instances of outsiders on the property, including:
 - i. someone smoking marijuana at the bottom of the garage ramp; he was escorted off the property but returned; confirmed by video he did not enter the building
 - ii. a woman sitting and eating in the foyer; she left
 - iii. a woman using drugs in the foyer; left after she was told 'building security' would be arriving

The increase in activity by non-residents and visitors was discussed later in the meeting.

- After a question from an owner about access to the roof patio, it was opened on March 11
- An owner asked about timing of window and duct cleaning; discussed later in the meeting
- Met with an owner regarding suite renovation plans
- Met with interested buyers of a suite for sale and showed them the building
- An owner asked about updating information on the website; discussed later in the meeting
- An owner asked to make a presentation to the board regarding third party metering of utilities to save owners money.

3. Current Projects and Business

a. Window/Caulking Project

No further updates at this time

b. Other Projects

- i. Hydro Vault – Nicholas is contracting contractors on the Toronto Hydro list who can access the vault.
 - ii. Entry Phone – At the last meeting the replacement of the system was approved. We are in the queue for installation. After the order was placed, an estimate of the cost to move the system to the exterior of the building was requested; this estimate is \$10,000 to \$12,000.
 - iii. Emergency Generator – TSSA requires some technical drawings that we do not have. It will cost approximately \$2,200 to produce these for us.
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c. Maintenance Items

Normally at this time of year, several maintenance items are performed, including Garage power wash, windows, fan coil maintenance, lobby floor, and garbage chute cleaning; also, dryer duct cleaning is done occasionally. Decision on timing of these maintenance items will be held until April, until more information of the window project timing is expected.

d. Condo Website

The condo website (256jarvis.com) was maintained by a former owner in the building. It will require someone with adequate website knowledge to update and possibly replace to an easier website to update. A call will go out to owners for a volunteer to do so.

e. Front Door Security / Vagrants

There have been an increasing number of non-residents and non-visitors on the property – loitering at the front of the building or in visitor parking. More often than we would like, people are sleeping in the outer lobby; sometimes they get access to the inner lobby.

The Board has grappled with this and tried to find solutions but are hampered by: increasingly belligerent people who refuse to leave; an increasing unwillingness for the police to attend to trespassing calls; a lack of physical presence at the front door (e.g. security); residents, visitors, and delivery people who let in people; and access to emergency personnel.

Since the entry phone system is currently being upgraded, the Board identified two alternatives to the status quo that might alleviate some of these problems:

- i. Move the entry phone outside the building and install a card reader/lock on the outer door, as is the case on the current inner door;
- ii. Install a card reader/lock on the outer door, but leave the entry phone in its current location; the outer door would be locked for a portion of the overnight period.

It was agreed to send a survey to owners with the three alternatives along with the pros and cons of each that have been identified. A decision will be made once feedback is received.

4. Quotes for Approval

None

5. **Other Business**

None

6. **Adjournment**

The meeting was adjourned at 7:54 p.m.
