

Minutes of Board of Directors Meeting

Thursday, April 15, 2021

Held via Zoom

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

Guests: Alex Lefter (Building Manager), Dan Langdon (3A – Window Steering Committee), Stuart Hobbs (PHC – Window Steering Committee)

The Meeting was Called to Order by Greg Geralde at 7:02
p.m.

1. Approval of Minutes

**MOVED by Howard Craven to approve the minutes of the Mach 18, 2021 board meeting.
SECONDED by Richard Mortimer. CARRIED.**

2. Directors' Reports

a. Building Manager's Report – Alex

- March 23 and April 12 - DHW boilers failed to ignite and required servicing. The issue was solved hot water was restored.
- April 7th - Schindler solved the problem with North elevator glitch and now it's back to operational mode.
- April 12 - PMS checked the quality of our water in the heating loop and confirmed that everything is within the limits.

b. Treasurer's Report – Alan

No report. Preparation of 2020 financial statements in process. Quarter 1 2021 statements next meeting

c. Owner Relations Report – Howard

Dealt with the following issues:

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- There continues to be instances of non-residents entering and sleeping in the outer lobby. People are removed as soon as they are reported.
 - The Director of Owner Relations dealt with several renovation issues including:
 - i. A project going well past the advised completion date and that continued noise was disruptive; The owner was advised to complete the project as soon as possible.
 - ii. A contractor vehicle blocking most of the visitor parking spaces; the vehicle was moved.
 - iii. A contractor working past the 4:00 window; work stopped after discussion with the contractor
 - An owner asked if the barbecues on the roof were available for use; he was initially advised they were not, but subsequently they were made available to owners.
 - Two owners reported being advised by Amazon that packages were delivered, but they were not in the lobby. The Building Manager could find no evidence of them being delivered or taken.
 - A water leak in the ceiling of a unit was reported; upon investigation, the owner above was advised and would rectify the situation.
 - An owner asked that a resident be reminded that a mask is to be worn in common areas; the resident was advised.

3. Current Projects and Business

a. Window/Caulking Project

Bid documents were sent to six contractors (including Brada, which has been doing the work so far). The parties have made site visits. Bids are due May 5.

Some of the contractors commented that the kitchen will likely pose the most issues in any work performed because of difficulty in moving and replacing cabinets and countertops.

Either a PH unit or 3A will be used for a mock-up, depending on whether the curtain wall system is kept, or if a window wall system is used to replace it.

b. Other Projects

- i. Hydro Vault – Alex will follow up with a company identified to move the high power line so that concrete repairs can be completed.
 - ii. Entry Phone – A owner survey identified the desired solution is to place the new panel in the current location and install a card reader/keypad on the outer door
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which will allow it to be locked during designated times. The cost of the keypad will be in the \$5,000 to \$6,000 range.

- iii. Emergency Generator – The work is progressing and it is hoped to be completed in about three weeks, subject to TSSA timing and approval.

c. Maintenance Items

The decision on timing of maintenance items such as garage power wash, windows, fan coil maintenance, lobby floor, and garbage chute cleaning will be deferred to the next meeting.

d. Condo Website

An owner's relative has offered to update the website at no cost to the corporation. Work will start in about six weeks.

e. Unsolicited Proposal to Install a Sub-Metering System for Electricity (Wyse)

The board reviewed and discussed the proposal and felt that the board should not be dictating to owners a change in providers. In particular the board was not comfortable with the long term of the proposed contract.

4. Quotes for Approval

None

5. Other Business

None

6. Adjournment

The meeting was adjourned at 7:58 p.m.
