

MTCC 600 Minutes of Board Meeting of Tuesday, May 3, 2016

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In Attendance:

Board Members: Greg Geralde, Alan Gracan, Vincent Tondreau, Mark Lepine, Diane Turner

Regrets: Gordon Wegg (Superintendent);

Other Attendees: Rishi Agarwal and Daniel Langdon (3A); Marc Robitaille (3B); Andy Ng (3C); William Edwards (6D); Gus Tsantsalis (8A); Larry Konyu and Michael Tudor (12A); Howard Craven and Eufemio Maceda (12B); Stuart Hobbs (PHC)

1. Call to Order

Greg called the meeting to order at 7:02 p.m.

2. Minutes

MOVED by Mark to approve the minutes of Thursday, March 31, 2016 as amended.
SECONDED by Diane.

3. Continuing Business

- 3.1. Elevator Project Update – The elevator inspection has been completed. The air conditioning/heating unit is still to be installed in the elevator machine room on the roof.
- 3.2. Laundry Room – The venting for the dryer has been installed and washer hooked up to the water and waste lines.
- 3.3. Rogers Bulk Cable – The committee investigating options will be meeting again to move this forward. The current agreement expires July 31.

To Be Approved by the Board

- 3.4. Elevator Door Painting – This has begun, starting on the 15th floor. The door frames will also be repainted/touched up as needed.
- 3.5. Corner Guards – Installation of corner guards on each floor lobby is being investigated.
- 3.6. Generator – A consultant was engaged to help us assess our generator repair needs and options. Our current supplier, Northern Generator, has the lower quote at \$50,737 to fix the deficiencies. Our consultant has estimated a remaining serviceable life of at least five to ten years. It was noted that a new generator would cost between \$150,000 ad \$250,000.
- 3.7. Front Curb – In order to remove the bump in the curb in the middle of our driveway, we need to supply the city with properly prepared site drawings. Ryerson was consulted to see if they had a student who could do the work, but this wouldn't be possible until the end of the summer. The architect for the building was also consulted, but they do not have existing plans and the work would be costly. Until a solution is found, the curb has been painted with fluorescent paint.
- 3.8. Suite Dryer Vents – Suppliers to clean all suite dryer vents are being assessed. One quote for \$79 per unit has already been received. Site visits by potential suppliers is still needed.
- 3.9. Domestic Hot Water – The hot water boilers were working without fail for quite a while but have recently been failing. The company that installed the equipment, Aris, and the company that performs the maintenance, Honeywell, cannot agree on the cause of the recurring problem. Honeywell has suggested having an independent party look at our system. We will continue to try to solve this problem.
- 3.10. Bike Parking – It was noted that there appear to be a lot of bikes not being used taking up space. If owners of these bikes are identified, they can be asked to move them to other spaces to open up accessible space for bikes used more often.

- 3.11. Organic Waste – With the introduction of organic waste collection, each suite will get small covered bins to store the waste. These will be dumped in covered bins which will be put in each floors' garbage room. Information and instructions will be posted in the garbage rooms.
- 3.12. Guest Parking Barrier – The current machinery is unreliable and replacement options will be investigated.
- 3.13. Caulking and Water Intrusion – It is possible, or even likely, that water leakage into individual suites is from either caulking on the exterior of the building or from the aging window systems. The reserve fund study has two projects within it – replacement of the complete window system, and caulking around both the windows and the concrete slabs on the exterior of the building. Windows have a life of approximately 40 years, and there is some life left in the current windows.

In consultation with the engineer who prepares our reserve fund study, we are looking at two options – do caulking in the near future, and replace windows later; or move up the window replacement project to save money on the two combined projects. Both options will be studied before a decision is made. Regardless, the project or projects will be funded from the reserve fund.

- 3.14. Reserve Fund Study – The reserve fund study is later than required by legislation. The delay was intentional to ensure we had all the proper information and cost estimates to develop the study. Owners are now informed that the auditors will be noting that the study was not completed on time, but that it was completed by the time of their audit report. It was agreed by the auditors and the board that there is no negative aspect to this statement in their report; it is required by legislation and auditing standards.

4. Superintendent's Report

4.1. Contractors performed the following work during the period:

- April 5th – Aris installed an interpreter on the domestic hot water boilers to try to stop outages
- April 21st – Honeywell performed regular check up on HVAC system
- April 28th – Mainline Plumbing found the source of water leaking into Rabba was from 2A bathroom. Repairs are the responsibility of the owner.

4.2. The superintendent performed the following work during the period:

- April 7th – Repaired sink hole by front entrance step
- April 18th to 22nd – Installed new door handles on service room doors
- April 27th – Repaired south stairwell door handle on the 16th floor

4.3. There were no moves during the period.

5. Building Maintenance Report – Mark

Matters discussed in Section 3 above.

6. Financial Report – Alan

Audit of 2015 financial statements will commence later this month.

7. Owner Relations Report – Vincent

There have only been some minor issues related to rules which have been resolved.

8. Other Business

8.1. Garage Door Opener – There is a delay in the door opening which has led to people pulling harder on the rope. Gordon will see if this can be adjusted.

8.2. Annual General Meeting – The AGM will be held on Wednesday, June 22, 2016.

To Be Approved by the Board

9. Next Meeting

The next meeting will be held after the AGM and the date will be set by the new Board.

10. Adjournment

The meeting was adjourned at 8:50 p.m.

After adjournment, the Board met in-camera to discuss the planning for the AGM.