

MTCC 600 Minutes of Board Meeting of Wednesday, October 19, 2016

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In Attendance:

Board Members: Greg Geralde, Alan Gracan, Vincent Tondreau, Mark Lepine, Marc Robitaille

Superintendent: Gordon Wegg

Other Attendees: Diane Turner (2B); Andy Ng (3C); Dave Reynolds (5C); William Edwards (6D); Howard Craven (12B); Claus Wall (14A)

1. Call to Order

Greg called the meeting to order at 7:00 p.m.

2. Minutes

MOVED by Alan to approve the minutes of Tuesday, May 3, 2016. SECONDED by Mark.

3. Continuing Business

- 3.1. Elevator Issues – Rollers making noise on some floors. They have been replaced.

The battery to the Emergency Telephone has been fixed; was wired incorrectly.

There is rippling of the panels on the inside doors. These will be replaced.

- 3.2. Rogers Bulk Cable – We will be asking for owner input again given the new and revised information on cost, service provided, and the installation of Bell Fiber lines to the building.

To Be Approved by the Board

- 3.3. Guest Parking Barrier – A new barrier has been purchased because of the age, unreliability, and difficulty to repair existing barrier. It will be installed in the next two weeks. The cost is coming from the Reserve Fund.

4. Superintendent's Report

4.1. Contractors performed the following work during the period:

- May 16th- Hartwell performed seasonal maintenance on rooftop irrigation system
- May 18th- Honeywell started up AC units
- May 26th- MacEachern cleaned hallway carpets
- May 26th- Aircon installed AC unit for elevator machine room.
- June 7th- Honeywell performed seasonal cleaning and maintenance on cooling system
- June 8th- Merrit fixed thermostats in rec centre.
- June 13th- Merrit changed filters in suites and cleaned HVAC units
- June 21st- Toronto Power Sweeping cleaned underground parking
- June 24th- Hartwell fixed hoses on roof irrigation system.
- July 6th- Merrit performed routine dryer vent maintenance in suites.
- Aug. 4th- Tyco replaced broken camera in guest parking.
- Aug. 25th- Lonergan replaced leaking sprinkler pipe.
- Aug. 29th- Mainline replaced float in sump pump.
- Sept. 28th- Gabor fixed broken lights in lobby.

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

- May 6th- Re-installed pull cord for garage door
- May 9th- Once again and installed pull cord in a tighter fashion
- May 24th- Repaired parking arm -- re-inserted missing pin
- June 10th- Assisted Mark in installing new window stoppers for 10D
- Sept. 20th- Finished painting of elevator doors.
- Oct. 5th- Touched up spots on elevator doors with paint.

4.3. Moves during the period:

- Aug. 26th- Owners of 9D moved out.
- Sept. 8th- New owners of 9D moved in.

To Be Approved by the Board

5. Building Maintenance Report – Mark

- 5.1. Generator – The timelines for repairs to come from our consultant.
- 5.2. Curb – No change in status regarding the curb in the middle of our driveway.
- 5.3. Domestic Hot Water – There have been some failures, but not at the same levels as we have been experiencing. We are continuing to monitor and discuss with our service providers.

The Modem to the external monitoring company that controls and optimizes our systems was not working, but has been fixed. They did not seem to be aware of the problem.

6. Financial Report – Alan

- 6.1. Forecast for Year -- Next meeting should have preliminary forecast for the year.
- 6.2. 2017 Budget – Planning will be discussed In-Camera after the open portion of the meeting.

7. Owner Relations Report – Vincent

There have not been many issues. Some noise complaints, which have been dealt with.

8. Other Business

- 8.1. Makeup Air System – The makeup air system was not working as it should have been. It is thought that is the primary cause of wallpaper issues and pilasters coming loose. Will be investigating repair options.

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8.2. P2 Door Handle – There was a comment that the door handle leading to the P2 parking is not working correctly. Gordon will investigate.

8.3. Water Leaks – Looking at caulking and window replacement options for building overall. Will investigate individual leaks reported.

9. Next Meeting

The next meeting will be held Tuesday, November 15, 2016. [NOTE: This meeting was subsequently deferred to a later date to be determined.]

10. Adjournment

The meeting was adjourned at 9:15 p.m.

After adjournment, the Board met in-camera to discuss the planning for the 2017 Budget.

2017 Budget – By end of month, please provide any requests for changes or additions, especially repairs. In November will have preliminary budget for review. Plan for sending to owners by December 1.

To Be Approved by the Board