

Minutes of Board of Directors Meeting

Thursday, August 19, 2021

Held via Zoom

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

Absent: Oliver Bogard-Borovic

Guests: Alex Lefter (Building Manager), Dan Langdon

The Meeting was Called to Order by Greg Geralde at 7:01 p.m.

1. Approval of Minutes

**MOVED by Greg Geralde to approve the minutes of the July 15, 2021 board meeting.
SECONDED by Howard Craven. CARRIED.**

2. Directors' Reports

a. Building Manager's Report – Alex

Performed by service companies:

- July 21st - Tyco solved the problem with card reader to Rec Centre
- July 21st - GenWorx replaced the starter and battery for the Emergency Generator
- August 8th - Carpets were cleaned in the hallways
- August 12ve - Nextex cleaned, sealed and installed cement pad and tiled the broken sauna bench. Some grout needs to be done to complete the project.
- August 5th - Replaced the lock to the compactor room which was broken by street people
- August 11th - graffiti marks were painted over on Rabba's sign

Moving companies:

- July 30th - new residents moved into unit 11A.
 - August 10th - new resident moved into unit 15D.
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b. Treasurer's Report – Alan

Financial statements for the six-month period ending June 2021, were presented. Overall, we are below the budget for the period.

In the first quarter, the utility costs (electricity, gas, water and sewer, and garbage) were identified as potentially being over budget for the year. The situation has improved, but this will continue to be monitored.

c. Owner Relations Report – Howard

Dealt with the following issues:

- A resident complained about late night noise from a suite. The residents of the suite were spoken to about rules about noise.
- There were comments from some residents about rules around Covid. One resident was reminded to wear a mask in all public areas and a notice was sent to all residents reminding them of elevator etiquette.
- A resident complained that someone had used their shoe to activate the automatic doors in the garage; an email was sent to all residents.
- There was a meeting with new residents to go over the condo rules and responsibilities.
- An email outlining the process for renovations in response to a request for some renovations to a suite.

3. Current Projects and Business

a. Window/Caulking Project

Some details of the project are being worked out, including the specifications of brackets and the paint for the building exterior.

The repairs to the suites affected by the exploratory work are being completed.

b. Other Projects

- i. Hydro Vault – Need to have the generator operating before repairs can be undertaken.
 - ii. Generator – The exhaust system has been finished. Final electrical work and testing is outstanding.
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- iii. Entry Phone – The new entry phone system is now working. Bluetooth access sensors are being set up, then information will be sent to owners for instructions to access the system.
The timeout length after access to visitors is granted is being looked at. If possible, the time limit will be extended.
 - iv. New Card Reader – A new card reader will be installed on the stairwell door that exits at the south end of the lobby. This will allow access to the stairs if the elevator is slow.
 - v. Howard reported that the website renewal is progressing.

c. Electricity Sub-Metering

A letter will be sent to the owners representing Wyse Power that we will not be proceeding with their proposal to replace Toronto Hydro as the billing agent for individual suite electricity.

d. Maintenance Items

Garage cleaning, duct cleaning, and window washing will be scheduled. [Note, subsequent to the meeting, the painting of the exterior of the building was scheduled, thereby delaying window washing.]

Light fixtures in the stairwells will be replaced as they fail, rather than replacing all fixtures at one time.

4. Quotes for Approval

Two quotes were received for annual generator maintenance. The President and Treasurer will review the financial components. We have used both suppliers for various parts of the generator project and it was agreed we would be satisfied with either supplier.

5. Other Business

None

6. Adjournment

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