

Minutes of Board of Directors Meeting

Wednesday, October 23, 2024

Held via Zoom

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

Guests: Gordon Wegg

The Meeting was Called to Order by Greg Geralde at 6:33 p.m.

1. Approval of Minutes

Minutes of the Meeting of May 23 and September 26, 2024 were presented for approval.
Moved to approve minutes. By Richard. Seconded by Greg. Carried.

2. Directors' Reports

a. Building Supervisor's Report

Work Completed by Contractors

- Sept 27 - Northern Generator completed annual inspection
- Oct 1 - Fire Inspector completed final check of our building and cleared us of all violations
- Oct 2 - Mainline completed annual backflow test
- Oct 15 - Honeywell turned on boilers for in-suite heating
- Oct. 18 – Nicholas' electrician replaced guest parking light and light in front of elevators on P2
- Oct. 18 - Canada Wide started window cleaning
- Oct 20 - Dodds Doors responded on Sunday regarding the underground garage door stuck in the closed position. Unable to fix it that day. They left it open for us
- Oct 22 - Nicholas replaced light fixture on P1 in the stairwell

Work Completed by Building Supervisor

- Oct 2 - Patched hole in concrete in garbage room
 - Oct 11 - Painted the 3 remaining bollards in guest parking
 - Oct 18 - Disassembled and oiled sticking door handle to Rec Centre (may need replacement)
 - Oct 22 - Replaced faulty fan switch in the gym
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b. Treasurer's Report

- Alan prepared and presented a written analysis of a possible unexplained increase in water usage so far in 2024.
- Alan mentioned news reports that identified issues with inaccurate metering and that some customers who believed they had been subject to inaccurate meter readings had appealed to the city for review.
- It was agreed that Gordon would contact the city to determine what our next steps would be in initiating an appeal.

c. Owner Relations Report – Howard

- October 7 - Completed updates of resident unit and parking information
- October 17 - Posted signage that delivery parcels should be placed on the large marble table in the Lobby, not on the floor below the mailboxes.
- October 20 - Sent notification and posted signage that the garage door was broken, stuck in the closed position, and that a service technician had been contacted.

3. Current Projects and Business**a. Ongoing Projects**

- i. It was agreed the following projects were in the same status as reported in the September 26, 2024 minutes and would be discussed again only when the status changed. Those projects were:
 - a. Elevator cab panels
 - b. New cameras for front of building
 - c. Paint suite thresholds
 - d. Flammable materials container
- ii. Make-up Air System - this is a complicated and expensive project with many moving parts involving permits, street closure and a crane. It is expected to be finished in early December 2024.

4. New Projects and Business

Gordon will investigate whether there are any affordable technology fixes. It was noted that enhanced Wi-Fi would allow for more security cameras which would, at least partially, address a perceived need for enhanced security.

5. Adjournment

The meeting was adjourned at 7:12 p.m.
