

Friday, November 23, 2018, 2 p.m. to approx. 3:15 p.m.

TTA Executive Meeting with Shiplake

Present: Kurt Low, Elizabeth Ball, Anne Hayes, Roma Del Bel, Kathleen Armstrong

1. **Bake Sale and advertising, December 9**

Elizabeth will post notices in the elevators if she has room.

Shiplake can provide 4 tables and some folding chairs to use in lobby.

2. **Balconies: status and schedule for the guards**

Winter weather now makes a firm schedule too unpredictable.

Current aim is to finish guard installation on Lillian side by December 10 and on Dunfield side balconies by December 31 of this year.

South end of building: Staging will be done in early spring 2019, aiming to finish for early summer.

Shiplake has not made general announcement about the noise-minimizing headphones as there have not been enough for every unit. We are in the process of ordering them and will have more for the south end balcony construction.

The Quiet Room is for respite from the Lillian Park construction, not from the balcony work.

3. **Fire route being blocked and WheelTrans having no access to front circle**

Shiplake pleased that TTA has had vehicles parking in front ticketed several times, by Fire Dept and police; there should be room for delivery vans that park briefly on business.

Shiplake is considering putting their own violation notices on the windshields of tenants' cars that park there too long as warning before ticketing. Notices are at the concierge desk and the team is starting to use them.

4. **Egress at back of building**

Problems because of the geothermal drilling with tenants sometimes unable to use the back door on weekdays.

The mud and water spilling onto back entrance drive are now freezing, making walking treacherous.

Shiplake has sent a stiff letter to the contractors reminding them to shore up the muddy overflow and to put down salt.

5. **Geothermal work: noise assessment; work on the Dunfield side**

Kurt says a noise assessment is unnecessary as Shiplake does not feel that the decibel level is high enough to justify an assessment.

The Lillian-side work is to be finished by end of February 2019. However, drilling on Dunfield side will begin in the spring. This will be on the current grassy area, probably where diagonal walkway runs. Dunfield-side work aims to be completed by end of June 2019. The mature trees will be preserved.

6. Heat in apartments poorly calibrated

Craig has had no complaints about too much or too little heat in 3 or 4 weeks now. Shiplake aims to keep temperatures between 21°C and 23°C.

7. Capital Plan/RentSafeTO

Anne requested Shiplake's Capital Plan again as promised by Ali in an earlier meeting. It was to be available to the TTA Executive after Shiplake's Board meeting in July.

Kurt says there are just 2 outstanding future projects currently: improvement of the perimeter grounds (landscaping after the construction projects) and possible work on replacing the roof membrane. Also the elevators are being assessed for possible replacement.

8. Green bins: Why is the organic no longer being collected?

The contractor has been coming twice a week. However, the crews have been mixing the regular garbage with the compostable waste so now the green bins are unavailable until Shiplake can resolve this, perhaps with another contractor. Kurt notes that sometimes only a bag or 2 of waste is collected in the green bin. They are mixing the regular garbage with the green garbage. Thankfully, the recycling is being handled properly.

9. Clothing box: Tenants are wondering where the box is

About a month ago, the Fire Dept had to put out a fire in the box. The Diabetes Association had to remove the destroyed box and will bring another one when available. No idea how the fire started. The new box is now available.

10. Security doors to level B2 garage easily opened without a fob

The ongoing problem is one of air pressure that creates a vacuum preventing the door from closing properly. It is always worse in the winter. Problem might be worsened by recent construction of a plywood wall blocking off the giant fans at SB garage's south end.

Craig has CCTVs in his apartment so can monitor comings and goings on the parking levels. The 10 to 12 cars still parking at the Madison are of Shiplake staff, not tenants.

11. Stairwells schedule

Work is to begin on the south side next week. It will entail removing current railings and replacing with new ones – so drilling and dust during work hours. Progress will be floor

by floor during the weekdays. Anne asked for schedule. The stairwell doors will remain closed so noise and dust is limited. The south stairwell could be finished as early as Friday, Nov. 30. Elizabeth is working on a schedule for the north stairwell.

12. **Shiplake Newsletter:** Anne said that it would be useful for communication of what is happening, such as green bin problem, availability of headphones, balcony schedule, clothing bin, etc. It would reduce tenants' queries at concierge desk and confusion.

13. **Miscellaneous:**

- Future TTA and Shiplake meetings: Kurt suggests we schedule a regular meeting every 2 months or so. Anne will confer with TTA Executive and get back to Elizabeth.
- Garbage: 77 Dunfield's garbage is pulled out the night before for pickup. Given the problem of strange vehicles into the shed at night and early morning, Shiplake will consider a barrier/bar at back driveway entrance to restrict access when all the construction work is done.
- B-level (Locker rooms 1 to 5): To create needed office space for Shiplake staff.
- Garage: Zipcars will be coming back once new garages for Lillian Park are completed, also visitor parking underground for all 3 buildings.
As size of the joined garages will be much greater, Anne requested panic buttons. security cameras would not protect individual tenants or visitors walking there alone, esp. women at night. Kurt will investigate.
- "Collaborative Workspace" (business centre): Because this facility will be constructed right against this building, its ground level will be half a floor lower, so as not to impede view of lowest-level units. Like We Work, the centre will offer work space for tenants without an office space. Will be equipped with vending machines, WiFi.
- Media Room: Has been renovated – new wallpaper, ceiling panels, potlights, painting; new furniture is coming. Will include tables and 16 chairs.
- B and SB level corridors: Are nearly finished.
- Intruder on 28th floor in August: Shiplake found nothing on video so he must have used the stairs.
- Elevators: The closers were fixed relatively quickly and smoothly. Work is finished but more might be needed as occasionally the elevators still behave erratically.
- Trench at the back of building by driveway, under balconies: This is temporary parking for contractors' vehicles; eventually to be rebuilt with interlock once most of the individual projects are completed, probably in mid 2019.

- December 6 lobby party: Concern about overcrowding lobby so fire pit and seats, heaters, blankets, cushions, marshmallows, and mulled cider will be added outdoors on grassy area.
- Art program in Media Room, Tues., Dec. 4: Outside instructor offered the program at Balliol Park (Yonge & Davisville) so trying it here as well: 2 to 2½ hours of art, 7:30 p.m. to 9:30 p.m. Fee goes directly to instructor and covers supplies; tenants BYOB if desired. Trial run; there will be more if successful.
- Other programs: Kurt open to new ideas to build community in the building. Perhaps a *Game of Thrones* viewing party in April, bridge night, etc.