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Agenda

- Introductions
- Management Changes at the Landmark
- Directors Update
 - COVID-19 – Amenities Re-opening Plan
 - Vaccination Policy
 - Plan Mobilization – Next Steps
 - Risk Management Initiatives
 - Unit Inspections – Implementation Update
 - Inspection Fees
 - FanCoil Units – Leak Mitigation Strategy

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Agenda (continued)

- Resident Survey I 2021
- Seasonal Heating Changeover – Scheduling
- Security Issues – garage door and additional cameras
- Management Update
 - *Condo Control Central* Implementation - Update
 - COVID-19 Impact on Trades/Building Operations
- 2021 Reserve Fund Projects - Update
- Questions/Concerns
- Adjournment

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Introductions

Board Members

Management Team

New Residents

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Management Changes

- As you may know, Todd Kluwak (Site Manager) concluded his work with us at the Landmark at the end of August.
- Vince Bennett, Bendale's President, has returned to assume responsibility as the Property Manager.
- Melissa Altherr has joined the Landmark team in the role of Office Manager, succeeding Angela Kurc who retired earlier this year.
- An extension to our management contract with Bendale is currently being negotiated.

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Directors Update

COVID-19 – Amenities Re-Opening Plan

- **Objective:** To safely re-open and operate the Landmark's amenities for those meeting vaccination requirements, consistent with local public health guidelines
- Vaccination Policy
 - A new Landmark policy approved | Sept 22nd
 - *Proof of Vaccination* Disclosure required to access amenities
- Plan Mobilization
 - When Pool inspection completed; Exercise Room FOB installed | early October timeline

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Directors Update

Risk Management Initiatives

- Unit Inspections – Implementation Update

From the House Rules:

- The Corporation may conduct regularly scheduled inspections and maintenance visits at pre-determined intervals each year.
- The Corporation expects Management to conduct ‘special inspections’:
 - When a unit is to be sold or mortgaged and/or
 - Following any unit renovation requiring the Board’s consent, pursuant to the Act or the Declaration.
- Inspection Fee
 - The fee charged for a ‘special’ inspection (reasonably determined by the Corporation’s Manager and approved by the Board) is payable in each case to the Manager, by the owner who is selling/mortgaging a unit or has carried out a renovation requiring Board consent. (Currently **\$225.00 + HST**)

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Directors Update

Risk Management Initiatives

- FanCoil Units – Leak Mitigation Strategy

- Every residential unit in the building has *at least* one FanCoil Unit (FCU) installed, part of the building’s HVAC system.
- Periodic leaking within (and below) these units can go undetected by residents, causing unwelcome water damage in the unit affected and those below.
- To reduce this risk, the Corporation has invested in leak detectors that will be installed inside every FCU, designed to provide ‘early detection’ of a leak by sounding an alarm and sending email notifications.

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Directors Update

Residents Survey | 2021

- Annually, the Board invites constructive comment on *'Life at the Landmark'* by way of a Residents Survey.
- Conducted online (and in hard copy for the 'computer-free'), this survey produces useful feedback on what's working well, and what might be improved.
- This fall, the survey will be distributed in **early October** and a summary of the findings will be produced and presented at the Town Hall meeting scheduled later in November.

Seasonal Changeover | "Head's Up"

- The changeover from air-conditioning to heating is scheduled to occur *not earlier than* the middle of October.

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Directors Update

Security Issues

- A fob and garage door opener were stolen from an owners vehicle which prompted us to look at alternatives to garage entry.
- This new system involves strips attached to your windshield that are read as your vehicle drives up to the door. The former garage door opener will no longer be required.
- Concerns have also been expressed about intruders in the foyer and garage so we are investigating the possibility of installing additional security cameras, having them monitored by a security company.

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Management Update

- *Condo Control Central (CCC) – Implementation Update*
- COVID-19 Impact on Trades/Building Operations
- Other Items – Current Interest

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2021 Reserve Fund Projects

- **Public Address(PA) System - *Repaired***
- **Podium Railings and Surfaces - *Painted***
- **Domestic Hot Water Boiler - *Replaced***
- East Wall Exterior Brickwork Repairs - *Deferred*
- Emergency Generator Replacement and Make-up Air Work Planning – *Deferred but Underway*
- Commercial Garage Concrete and Membrane – Work Planning – *Deferred but Underway*
- Reserve Fund Study I Class 2 - *Pending*

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Questions / Concerns?

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Adjournment

*Thanks for Attending
& Participating!*

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