Public Minutes of a Meeting with the Board of Directors of
MIMICO CO-OPERATIVE HOMES INCORPORATED

Tuesday, July 28, 2026, at 6:30 PM

Directors Present:	Zada Jaffe, Jeff Glover, Suzanne Marples, Karolina Kaczor, Heidi Brett, Jennifer Hawkins
CFDI :	Christiane de Poppe, Olga Zelenenka
Recording Secretary:	Olga Zelenenka

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1. <u>Call to Order</u>

The meeting was called to order at 6:39 pm.

2. <u>Appointment of Chair</u>

Zada Jaffe was appointed as Chair of the meeting.

Moved By: Jennifer Hawkins Seconded By: Heidi Brett Carried

3. <u>Approval of the Agenda</u>

The Board approved the proposed agenda.

Moved By: Suzanne Marples Seconded By: Jennifer Hawkins Carried

4. <u>Conflict of Interest Declarations</u>

There was no conflict of interests declared

5. <u>Approval of the Minutes from open meeting held on June 09, 2026</u>

The Board approved the Meeting Minutes of June 9, 2026, subject to a correction to 1 bed unit type for Unit 704.

Moved By: Jennifer Hawkins Seconded By: Jeff Glover Carried

6. <u>Business Arising</u>

a. The Board approved the Gardening Committee's request for a budget of **$1,472** for the reimbursement of gardening supplies for the 2026 gardening season.

b. The Board President has arranged a working meeting with Mel Cameron to review and work on the No Smoking Bylaw. The meeting is scheduled for **Tuesday, August 18, 2026, at 6:30 p.m.** in the Boardroom.

7. <u>Management Report</u>

Action Items – for Decision

a. Townhouses Water Heater Replacement

The Board approved exploring financing options, if eligible, for the installation of eight new water heaters and a second boiler. AM Mechanical's quote of $47,720 plus HST for the installation of new water heaters in eight townhouses was approved by the Board via email on July 6, 2026.

Moved By: Jennifer Hawkins Seconded By: Jeff Glover Carried

b. Garage Power Washing, Line Painting & Garbage Chute Cleaning

Management presented three quotations to the Board for the indoor garage power washing, garage line painting, and garbage chute cleaning. A comparison report and Management's recommendation to proceed with All Ontario Striping were also presented for the Board's consideration.

Motion: To approve the quotation from **All Ontario Striping** for indoor garage power washing and garage line painting in the amount of **$6,775 plus HST**, and garbage chute cleaning in the amount of **$1,500 plus HST**.

Moved By: Jennifer Hawkins Seconded By: Suzanne Marples Carried

RGI/Market Targets

RGI: Current – 89, Target – 95, Variance: - 6
Market: Current – 84, Target – 78, Variance: + 6

Vacancies

i. Unit 1205 (2 bedroom) – Vacant for 30 days

Board was informed that the unit was vacated on May 1, 2026 and filled on June 1, 2026

ii. Unit 704 (1 bedroom) – Vacant for 90 days

Board was informed that the unit was vacated on April 1, 2026 and filled August 1, 2026 by a Bellwood client

iii. Unit 1301 (2 bedroom) – Vacant for 47 days

Board was informed that the unit was vacated on June 1, 2026 and is on the waitlist to be rented by an RGI applicant

Administration

- **Rogers Antenna Agreement Renewal**

The Board acknowledged the second extension of existing antenna lease agreement.
Motion to approved of additional equipment installation.

Moved By: Jennifer Hawkins Seconded By: Heidi Brett Carried

- **Garage Door Receiver Installation and Remote Controller.** This item was acknowledged by the Board.

- **IT Services Contract Termination – BM Network.** Since the Board has approved City Logic to be the IT provider, staff has sent a letter to BM Networks advising them at the cancelation of the contract effective September 1, 2026.
- **Parking Audit and Enforcement Update**

Acknowledged by the Board

- **End of Mortgage**

The City will contact the Co-op to schedule a meeting once the City is ready to proceed. Recommended to set aside time to prepare for negotiation with the City.

- **Fire Safety Inspection – Notice of Violation**

Following the recent Toronto Fire Services inspection, a Notice of Violation was issued identifying several deficiencies requiring corrective action. Management is coordinating the remaining repairs and documentation and will arrange for a reinspection upon completion of all outstanding items.

- **ESA Inspection**

The Electrical Safety Authority (ESA) inspector attended the site and completed the required inspection. The electrical contractor is currently working with the ESA inspector to address and rectify the identified deficiencies.

Personnel

The Board was informed that CFDI continues to work on the recruitment and hiring process for a Superintendent to support the maintenance needs of the Co-op

Finance

- Cash and investments increased compared to the previous month, with total balances of $3.56 million.
- The Co-op recorded a monthly surplus of $65,096, bringing the year-to-date surplus to $434,381. Acknowledged by the Board

Approved items via email

I. **Emergency water heater replacement – TH20**

Emergency replacement of the water heater at TH 20 was approved by the Board via email on June 15. AM Mechanical completed the replacement work on June 16.

II. **Window Cleaning**

Window cleaning services were approved by the Board via email on June 27. SkyView completed the work on July 3.

III. HVAC preventative maintenance contract renewal

Following the review of quotes, AM Mechanical was approved by the Board, on June 21, and a new contract will commence on August 1.

Motion to acknowledge the approved items via email

Moved By: Heidi Brett   Seconded By: Suzanne Marples   Carried

1. Maintenance and Preventative Maintenance

- Water heater replacement at Townhouse 20 completed June 15, 2026.
- Annual generator maintenance completed July 7, 2026; deficiencies addressed.
- Window cleaning approved by email and completed July 3, 2026.
- Fire drill and monthly fire safety inspection completed; logbook received from Brampton Fire.
- Annual emergency lighting inspection completed.
- Energy and water audit completed; report provided to the Board.
- Annual anchor inspection completed July 16, 2026; no deficiencies identified.
- Annual hydrant inspection completed; required repairs completed.
- Garage drainage system cleaning is ongoing.

2. Capital Work

The Board was informed that management is currently obtaining quotations for the hot water boiler replacement and for paving the outdoor parking areas of the Co-op.

10. Other Business

- Townhall and Community BBQ is scheduled for August 11, 2026. The budget of $5,000 for BBQ catering was approved.
- The Board decided to schedule the September GGM for September 22, 2026, at 7:00 p.m
- In September 2025 GMM, a spending limit of **$7,700 was approved** for expenditures that do not require obtaining three quotations, in accordance with the applicable by-law. Christiane recommended reducing the spending limit from **$7,700 to $5,000**.

Motion approved the revised spending limit of $5,000 to be approved by GMM.

Moved By: Suzanne Marples   Seconded By: Karolina Kaczor   Carried

3. Next Meeting

The next meeting is scheduled for August 25, 2026

4. Adjournment

The Public meeting ended at 8:56 pm

Secretary: ______________________________