

PROPERTY REPORT 2024 FOR VESTRY MEETING FEBRUARY 23, 2025

Sexton: Our appreciation and gratitude are extended to Dave Webb on his retirement as Sexton. His sterling work in preventive maintenance and general upkeep and his positive contribution to the St. Olave's community were greatly appreciated.

Welcome is extended to our new Sexton, Romario Maharaj, who will work in conjunction with the Rector, Wardens and the Property Management in the general upkeep of the church properties.

Maintenance Schedules: Schedules were in place for routine maintenance of the furnace by Ferguson and the chemicals by Brea Water Technologie Service.

Fire extinguishers: Replacements of expired extinguishers continue to be done on a regular basis and all new and expiry dates are noted in the log kept by the Sexton. The next mandatory inspection is scheduled for June 20, 2025

Fire Alarm System: The annual mandatory inspection and testing of the system was done by Exclusive Alarms on January 6, 2024 and January 21, 2025.

Alarm Monitoring System: The communication link to the Monitoring Company, which now operates on the 3G Rogers platform via the GSM cellular communicator installed in 2024, will be updated to accommodate 5G the industry standard required by May 2025.

Security Surveillance System: The old surveillance monitor in the church office has been malfunctioning and is being replaced. A work order has been received and approved. The equipment is owned by the church and maintained by Exclusive Alarms.

Electrical Work: Some urgent and necessary electrical work to improve efficiency and safety was undertaken by Earls court Electrical. Work included rewiring in the church hall and north basement corridor, installation of a new panel near the kitchen, addition of new breakers in the upper level and replacement of outdoor flood lights with more energy efficient model.

Stair lift: Precision Elevators Ltd repaired and reactivated the stair lift which is now in good working order and provides welcome accessibility to all levels. A quarterly service maintenance contract has been put in place with the company and the last inspection service date was February 6, 2025. The ACW has contributed funds for the reactivation and maintenance of the stair lift.

Carpets: A much needed steam cleaning of all the carpeting including the Ethel Brown Room (EBR) was done by Toronto Steam'Clean on November 4, 2024.

Plumbing : Permit 24 249768 PSA PS from TORONTO Building has been received for repair and renovation of the west washroom near the kitchen. In order to determine the scope of the work

and repairs to be done, the preliminary exploratory inspection of the subfloor will be done in March. The remainder of the work will be undertaken in March and/or April.

Windows: The order of 12 windows, for the 2nd Phase of the replacement of the basement windows, has been placed with Dundas Speciality Windows & Doors. Installation is expected in March 2025.

Lawn Sprinkler: Installation of the automated irrigation system by Thunder Irrigation was fully functional and operational in the summer 2024 and has made a noticeable difference to the condition of the lawn.

Landscaping: Beaver Gardening & Landscaping Company was responsible for lawn mowing, manicuring of the beds, hedge trimming and planting of the 6 urns at the entrances.

Snow Clearance: Monster Snow Removal is contracted to clear the parking lot. The walkways are the responsibility of the Sexton.

Electronic LED Digital display Sign Board: Greentak Signs successfully converted the existing outdoor signboard to accommodate a LED digitized display. The sign has been fully functional since July 2024 and is programmed electronically. The convenience and ability to change messages and to feature more than one message at a time have been most welcome. Our thanks to Janice Douglas who has undertaken the responsibility of the programming of the sign.

Future projects include further update of the electrical system and painting.

Respectfully submitted by Sheila Tait, Property Chair