
METROPOLITAN TORONTO CONDOMINIUM CORPORATION NO. 600

MINUTES OF THE ANNUAL GENERAL MEETING

TUESDAY, MAY 29, 2007

PRESENT: Warren Holder - President and Owner/Resident Relations
 Greg Geralde - Treasurer and Secretary
 Malcolm Broadbent - Director and Building Maintenance
 Diane Turner - Director and Superintendent Liaison
 James Dubro - Director

GUESTS: Dave Sanderson - Partner,
 McGovern, Hurley, Cunningham, LLP
 Larry Konyu - Recording Secretary

1. CALL TO ORDER

There being a quorum, Warren Holder, the President, called the meeting to order at 7:28 p.m.

2. INTRODUCTIONS

Warren Holder welcomed and thanked the group for attending. Warren asked for additional proxies; none were given, and the meeting began. He introduced the head table and noted that James Dubro is leaving his position this year.

3. QUORUM

It was reported that there were thirty seven (37) owners present in person, representing 28 suites (suites 2B, 3B, 3C, 4A, 4C, 5A, 5B, 5C, 5D, 6C, 6D, 7C, 7D, 8D, 9C, 11A, 11B, 11D, 12A, 12B, 12C, 14A, 14B, 14C, 14D, 15B, 15C, 16C), and eight (8) owners were represented through 5 proxies (suites 3D, 6B, 8B, 10C and 16A), for a total of thirty-two (33) suites represented in person or by proxy, and thus the quorum requirement of 25% of suites (14) had been established for the meeting.

While all five proxies were valid for voting on General Matters, only two (3D and 16A) were valid for voting for the election of Directors because the owners of suites 6B, 8B, and 10C had neglected to write in the name of the person they wished to have nominated and for whom they wished to vote.

4. APPROVAL OF MINUTES

Warren invited any comments or questions related to the minutes of last year's Annual General Meeting of May 30, 2006. There were none.

Moved to accept the minutes of the Annual General Meeting of May 30, 2006, as distributed. By James Dubro, Suite 5C. Seconded by Alberto Sarthou, Suite 11D. None opposed. Carried.

5. PRESIDENT'S REPORT

Warren Holder began his remarks by thanking everyone for their attendance and welcomed three new owners into the community, Fred Harman 9A, Thaddeus Hwong and Patricia Yap 10B, and Lydia Wong 15B. (Thaddeus was unable to attend the meeting)

Warren touched on the following:

- Thank you to Andre Grenier and Terry Whittleton for their work on the 256jarvis.com website. Warren suggested that owners visit the site periodically for the latest information up-dates.
- Thank you to the Gardening Committee – Jan Oddie and Dwight Smith as well as Gary Aikenhead, David Jung, and Wesley Gordon who do a great job in keeping the building looking wonderful.
- Thank you to Jeffery Van Slyke and Andrew Leask for the beautiful decorations in the lobby over the Christmas / Hanukkah season.
- Thank you to Alex who does a great job in keeping our building running smoothly and looking good.

6. BUILDING MAINTENANCE REPORT – Malcolm Broadbent

Garage Restoration Project:

We received our 97% Completion Certificate on December 14th, 2006, though owners were able to get back into their parking stalls in September. A simple mastic and ramp replacement turned into much concrete and rebar repair necessitating a second special assessment of \$248,000. This was in addition to the September 2005 assessment which raised \$132,245. Yet to be completed:

- a) Lifting of the condensing units at the rear of the building in order to complete the outside asphalt and waterproofing, as well as waterproofing at the front of the store. Ongoing discussions with the commercial unit are taking place, and we hope to have this issue resolved shortly.
- b) Selection of rear gates at the back entry to the guest parking to replace the temporary blue gating. The Board of Directors will be reviewing the options that have been received.
- c) Planting of the rear garden should take place within the next 10 days.

Plumbing:

- a) The major cold water intake pipe was replaced.
- b) The hot water supply from the outlet of the hot water storage tank to the PH ceiling, and the horizontal distribution main on the PH floor up to and including the riser valves were replaced.

In between there were minor repairs and patches to risers. The risers are scheduled for replacement next year.

Building Security:

The first break and enter in over a decade occurred. Two suites on the same floor were affected, and although our camera system recorded the intruder, no arrests were made.

As a result, changes were made to the front lobby door lock. A full length astragal (latch guard) plate was added to the side lobby door by the bulletin board, and a new light adjusting camera was added to cover the front entrance.

Unfortunately an intruder managed to get through these additions to our building security and into a suite in April of this year.

Additional Security Measures

- A) A new latch guard was installed on the front door.
- B) A maglock will be installed on the lobby entrance door which will keep the door locked electrically. A push button from the inside will be needed to release the electric strike. (This was subsequently deemed not necessary)
- C) The lock on the side lobby door was removed and a false cylinder installed to prevent intruders from using a key or device to overcome the lock.
- D) The Board is considering installing film on the inside vestibule to lessen the lighting which impacts our cameras.
- E) The Board has reviewed several options, such as the new Safe Door system, in-suite burglar alarms, medico dead bolt locks and their non-duplicated keys as well as in-suite steel access doors but has decided to await a Safety Audit of our building by 51 Division. Once this is completed, the Board will reassess the options.

Owners were reminded that any security system is only effective as the people who use it, and that all owners should keep an eye out for suspicious activity on the property and allow no one in the building whom they do not know.

Additional Improvements/Changes

- a) Two wrought aluminum dining tables and chairs were purchased for our main roof top.
- b) Some urn planters which were damaged over last winter were replaced (they were under warranty), however, it would appear 2 of the replacements have failed coming through this winter.
- c) A 40" LCD television was installed in our gymnasium.
- d) The north lobby emergency exit door/moving door was changed to an accessible door which is operated by a key.
- e) The damaged breezeway overhang at the rear of the building was repaired.

Behind all this was the yeoman effort of our Alex Lefter, keeping our building maintenance in top shape, dealing with all the unexpected breakdowns that occurred as a result of construction and other mishaps which occur in a physical plant of this size.

Question: Claus Wall, Suite 14A, asked for security information in relation to the accessible door.

Answer: The new door allows access for people with limited mobility. There will be a push button from inside the door that will keep the door open for 60 seconds and key access from outside the door. Keys are sold to owners the same way as access cards.

Question: Stanley Solomon, Suite PH C, asked about wall damage when the risers are replaced.

Answer: Access will be made under kitchen cupboards and through the existing hatches in the bathrooms.

When this work will have been completed, the only other major job that we are aware of would be the boilers and water pumps, making up our heating and hot water systems.

Question: Sheryl Hoshizaki, Suite 14B, expressed concern that people who do not live in the building have been found sleeping on the roof and in our saunas. She wanted to know if an owner is letting them in and they, in turn, are letting their friends in. One person has been known to push his way in past an owner.

Answer: Malcolm will speak to one of the people identified as having been involved in this type of incident.

In addition, the Board noted that these incidents should be reported as they happen, as it would be easier to find the people involved and resolve the situation.

It was also mentioned that owners should report such situations to the police. The police do not dispatch from 51 Division (the number for which is 416-808-

5100). Instead, for non emergency matters, owners should use the non emergency number from which the police dispatch, which is 416-808-2222.

It is difficult to control access to the building with so many cards issued and it is up to each owner to be vigilant by watching who is entering the building. The Board may have to consider limiting the maximum number of cards/keys allowed per unit.

The Board has considered locking the outer doors, perhaps from 11:30 p.m. to 5:30 a.m., but recognizes the inherent difficulties in such an arrangement.

Malcolm has received 3 quotes on gating the property and will present this information to the Board at its next meeting. The Board plans to hold a discussion meeting with owners to present options.

Question: Sue Gibson, Suite 4C, stated we cannot restrict access to our building but in her workplace a sign-in procedure has alleviated some of their problems.

Answer: It would cost approximately \$144,000/year to have a full-time concierge, and this cost would be reflected in increased monthly maintenance fees.

Owners were reminded that the Board should be made aware of any trades people entering the building, people moving in and out, and guests using owners' suites while the owners are away. Frequently this information is not given to the Board and this creates problems for everyone.

Question: Both Claus Wall, Suite 14A and Jon Lidolt, Suite 5C, feel that our security cameras are situated in the wrong locations and that the images on the screen are too small.

Answer: We had Intercon check the position of cameras and picture quality. Malcolm will arrange a meeting with Intercon to discuss repositioning camera for better image, and will invite both Claus and Jon to attend that meeting.

William Edwards, Suite 6D, noted that the break-ins happened during the day when most people are at work. Malcolm noted that every effort is being made to "stop them at the front door".

Question: Claus Wall, Suite 14A, asked about replacing access cards with FOBs.

Answer: The Board investigated this last year. It would cost \$20,000, and thus considered too costly.

Question: Claus Wall, Suite 14A, asked for information on the police report.

Answer: In discussion with the police, Malcolm was informed there has been a 40% increase in break-ins throughout the city, and that most of them occur during the

day when people are at work. The offenders are usually looking for quick cash and jewelry, and are in and out very quickly.

Concluding Statements:

- Daniel Marz, Suite 4A, wondered about the possibility of security in the lobby during the day with a sign-in sheet, perhaps short shifts of 3 hours per day.
- Alberto Sarthou, Suite 11D, commented that break-ins happen no matter what level of security is in place or how well-gated a building is, and that we all must be careful.
- Stanley Solomon, Suite PHC agreed that guards won't help, they not worth the cost, and that it is up to all of us to be careful.
- 51 Division has a community liaison committee and Claus Wall volunteered to serve on it.

7. TREASURER'S REPORT

Over 70% of the building is on our Automatic Debit Program for Monthly Fees. Up from 60% last year.

A remarkable 49 Suites are on Email program

Recognizing there is often confusion around the Reserve Fund balance, Greg Geralde offered the following summary for owners.

We paid out almost a half million dollars in 2006 related to the garage, with another \$76K to come in 2007. Despite that, we ended up with a Reserve fund balance of \$200K at the end of 2006. And before we pay out for the chiller, which we will talk about tonight, we would end 2007 with slightly over \$400K.

Continuity Of Reserve Fund

	(Outflows)	Inflows
Confirmed Balance at Dec. 31/05		401,434
2006 Activity		
Regular Contributions	129,000	
Special Assessment **	156,000	
Interest Income	8,237	
Total Inflows for Year	293,237	293,237
Garage Repair Paid in 2006	(493,783)	(493,783)
Net Position at Year End - 2006		200,888

Expected in 2007

Regular Contributions	153,000	
Special Assessment	142,000	
Interest Income	-	
Total Inflows for Year	295,000	295,000

Outflows

Holdback paid in January 2007	(54,514)	
Remainder for Garage	(14,000)	
Remainder for Garage	(8,000)	
Total Outflows BEFORE Chiller	(76,514)	(76,514)

Net Position Expected Dec 2007 before Chiller 419,374

** Note 2006 Special Assessment was combination of 2 separate assessments

First - Started Sept. 2005	62,000
Second - Started Sept. 2006	94,000
Total impact in 2006 from Both Assessments	156,000

Hopefully, that helps some of you who do not work with those numbers regularly, relate to the Reserve Fund balance.

We ended 2006 with cash of 288K in interest bearing GIC's. As a result of our ongoing cash management project, we earned \$8,237 in interest last year. That is like one month of condo payments.

Recently, Greg prepared an analysis of the Special Assessment for the Board and shared that analysis with the owners. 2007 and 2008 numbers represent projections of when those funds will be received, based on existing payment plans.

<u>Full Recap Of Special Assessments 2005 - 2007</u>					
- <u>Logical Recap of Assessments</u>					
First Assessment - 54 suites at \$2,400 + Rabba at \$2,645					132,245
Second Assessment - 54 suites at \$4,500 + Rabba at \$5,000					248,000
Total Cash Generated form Special Assessments - for 2005 - 2007 Period					380,245
- <u>Allocation by Year</u>					
	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>Total</u>
First Assessment - Started Sept. 2005	70,245	62,000			132,245
Second Assessment – Started Sept. 2006		94,000	142,000	12,000	248,000
Total - Both Assessments	70,245	156,000	142,000	12,000	380,245

Bottom Line: No need for a special assessment to finance replacing the chiller.

Question: Albert Sarthou, Suite 11D stated that he was not happy with the level of the reserve fund. He emphasized that he had no confidence in the auditor (or auditors in general). He would like to see the amount in the reserve fund higher, and asked if we would consider adding an additional \$10.00 (ten) per month to the maintenance fee.

Answer: Greg reiterated what engineers have told us. They try to account for the cost of new and developing technology as well as inflation, however their results are based on assumptions. Informed assumptions, but still assumptions. He said there are really two philosophical approaches – have a larger reserve fund that will conceivably pay for everything or have a smaller reserve fund with smaller monthly maintenance fees (attractive to potential new owners) and pay for “fixes” as they come up with special assessments. Having said that, it is important to realize we are required by law to follow the required reserve fund contributions as

detailed in our Reserve Fund Study. Malcolm added that there are a great many unknowns and that it is very difficult to estimate – it is not an exact science.

Statement: Mark Lepine, Suite 15C stated that he liked the way, in our above ground parking garage project, we were given a worst case scenario. He also stated that no expert can predict everything. There are just too many unknowns. Last year's parking garage project taught us that we have been able to cope.

Statement: Claus Wall, Suite 14A stated that to his knowledge we are not getting good advice about the increasing cost of new risers. He went on to say that copper prices cannot be predicted. He concluded his remarks with the advice that we need to build in a buffer.

Statement: Jon Lidolt, Suite 5C gave the example that several years ago we were advised to get the exterior of our building painted to protect against aging, etc. As it turned out, this work was completely unnecessary (in his opinion). He advocated that we get more advice and more opinions.

Response: Greg reminded everyone that there was much debate/discussion over this issue, and that at least one special meeting had been called to explain and discuss the issue. Diane reiterated that owners are always invited to attend the Board meeting to voice their opinions. Unlike many other condominiums, the Board meetings in this building are open to all owners.

8. AUDITOR'S REPORT

Mr. Dave Sanderson of the firm McGovern, Hurley, Cunningham, presented the Auditor's Report and Financial Statements. Dave thanked the group for accommodating his agenda order change. Dave stated that his firm has issued the Condo's audited financial statements without reservation. The financial condition of the Condo as of December 31, 2006 is the best it has ever been. He stated the projected reserve fund balance based on the 2003 reserve study called for the December 31, 2005 to be \$118K. The actual balance is in excess \$400K. This was obtained through good management, a special assessment, interest on investments, and terrific maintenance of the building, all achieved without the cost of a property management company. The reserve fund is quite healthy compared to most other condo buildings including the 35 to 50 buildings his firm audits). Dave thanked Greg for providing excellent financial records and stated that no adjustments had been needed. Dave asked for questions from the group.

A motion was made by James Dubro, Suite 5C, and seconded by Doug Gibson, Suite 4C, to approve the financial statements as presented. Motion carried.

9. APPOINTMENT OF THE AUDITOR

A motion was made by Greg Geralde, Suite 9C, and seconded by James Dubro, Suite 5C, with one opposed (Alberto Sarthou), to re-appoint the firm of McGovern, Hurley, Cunningham as Auditors until the next Annual General Meeting. Motion carried.

10. ELECTION OF DIRECTORS

Warren advised the group that the Director position currently held by James Dubro is open, and that André Grenier, whose resume was included in the AGM package, is running for that position. Warren then asked for nominations from the floor. No nominations were made. As there were no other nominees, Diane Turner moved that nominations be closed, and André Grenier was elected as a Director by acclamation.

11. OTHER BUSINESS

Question: Dwight Smith, Suite 7D - How long will we be without air conditioning?

Answer: The Board is investigating the latest options, considering environmentally friendly chillers, and looking for a chiller that will match the current footprint rather than having to customize a chiller or incur construction costs.

If we go with a custom order, we could be looking at 6-8 weeks. If we buy something “off the shelf” the time involved might be 2-3 weeks.

One of the chillers being investigated is taller than the current one.

Once a new chiller is installed we should see a financial savings as well as less impact on the environment. The recent strike by crane operators may delay the installation of our chiller.

Question: Mark Lepine, Suite 15C – Would the Board approve the installation of portable air conditioners by owners?

Answer: While owners may not install window air conditioners, the Board would approve portable air conditioners on a temporary basis until our building system is working again. Greg will post information on our website for people interested in renting/purchasing a portable/window unit (especially for those with medical issues).

Statement: Sheryl Hoshizaki, 14B stated that the turnover to heat or air conditioning should be done earlier to avoid this situation.

Statement: Alberto Sarthou, Suite 11D, requested that the Board consider cooling the recreation room for people who need it.

Statement: Doug Gibson, Suite 9C stated that humidity is the real problem and that people should consider investing in a de-humidifier.

Statement: Mark Lepine, Suite 15C, asked if in the future the Board would consider electrical outlets in each parking spot for Hybrid cars.

Answer: Not at this time. The matter may be reconsidered in future.

Question: Mark Lepine, Suite 15C asked about the status of the window replacement project.

Answer: Malcolm stated that the original objective of the project was to do 2 floors per year. Since nothing was done last year because of the parking garage project, it is hoped that 4 floors can be done this year, i.e. 14 & 4, 12 & 5.

Statement: Warren reminded everyone that Alex rates each floor on their recycling box effort and these ratings appear in the Board Minutes. The biggest offense is that people are putting things in the boxes that are not recyclable, i.e. toilet seats, plastic bags. Diane noted that grocery store plastic bags can be recycled by taking them to the Dominion store.

Cans, jars, milk cartons, etc., must be rinsed and dried, and flattened. If you are not sure of the rules, there is a sign posted in the garbage room on each floor. Additionally the website has the latest information, and has a link to the city's website.

Warren spoke on behalf of the Board stating it was great to see so many owners coming out to the meeting and supporting the Board. He invited all owners to attend the monthly Board meetings and stated that they are always looking for new people to join the board. He mentioned there would be two positions open for next year's AGM, i.e. positions currently held by Warren Holder and Diane Turner.

12. ADJOURNMENT

There being no further business, a motion was made by Aldo Triballi, Suite 5D, seconded by Stanley Solomon, PHC, that the meeting be adjourned. Motion carried.

Warren Holder thanked everyone for coming and invited everyone to stay for refreshments.

The meeting was adjourned at 8:58 p.m.