
METROPOLITAN TORONTO CONDOMINIUM CORPORATION NO. 600

MINUTES OF THE ANNUAL GENERAL MEETING

WEDNESDAY, JUNE 4, 2008

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

GUESTS: Dave Sanderson - Partner, McGovern, Hurley, Cunningham, LLP
 Kim Holt - Recording Secretary

1. CALL TO ORDER

There being a quorum, Warren Holder, the President, called the meeting to order at 7:30 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.

3. QUORUM

It was reported that there were thirty-one (31) owners present in person, representing 23 suites (suites 2B, 3B, 3C, 3D, 5A, 5B, 5C, 5D, 6C, 6D, 7D, 9A, 9C, 11A, 11B, 11D, 12A, 12B, 14A, 15B, 15C, 16A, 16C) and three (3) owners were represented through 3 proxies (2A, 3A, 7B), for a total of twenty-six (26) suites represented in person or by proxy, and thus the quorum requirement of 25% of suites (14) had been established for the meeting.

4. APPROVAL OF MINUTES

Warren invited any comments or questions related to the minutes of last year's Annual General Meeting of May 29, 2007. There were none.

Moved to accept the minutes of the Annual General Meeting of May 29, 2007, as distributed. By James Dubro, Suite 5C. Seconded by Jim Turner, Suite 2B. Unanimous. Carried.

5. PRESIDENT'S REPORT

Warren Holder began his remarks by introducing the head table.

Warren touched on the following:

- Thank you to André Grenier and Terry Whittleton for their work on the 256 website and keeping it up to date with information and pictures. Sometimes people find the website helpful when looking to buy within the building.
- Thank you to the Gardening Committee – Jan Oddie and Dwight Smith as well as Wes Gordon, David Jung, Gary Aikenhead, Alex Lefter and Malcolm Broadbent who help to keep the building's gardens looking wonderful.
- Thank you to Jeffery Van Slyke and Andrew Leask for the beautiful decorations in the lobby over the Holiday season.
- Thank you to Alex who does a great job in keeping our building running smoothly and looking good, as well as decorating the lobby for the Halloween season.
- Owners receive the Board minutes electronically. The Board keeps owners abreast of upcoming Board meetings and owners are always welcome to attend and participate.

6. BUILDING MAINTENANCE REPORT – Malcolm Broadbent

The building was without air conditioning last year for about a month while we installed a new chiller. The chiller was originally scheduled to be replaced in 2008.

Safety Improvements – from Police Audit

We installed the safe door system on each suite, replaced lobby exit door, replaced the P2 garage exit door and increased the lighting in the breezeway.

External Improvements

We installed new wrought iron fencing along back of west wall and two 6-foot swing gates, replanted back shrub garden, added two new downspouts, one off of balcony of 2B into the garden, and the other off of 2C's balcony between 250 and 256 Jarvis.

Internal Improvements

We continued our weather stripping, roller, and sealed window replacement program, completing floors 4, 5, 12 and 14. Two units were not completed and will be added to this year's schedule.

We added brass corner plates to our lobby area, to protect the wall edges from damage, and had all of the hallway walls and wainscoting washed. Late in 2006 we also added a 40" television to our Recreation Centre gym.

Question: Dwight Smith, Suite 7D, asked which floors were scheduled for the weather stripping program for 2008.

Answer: Floors 6 and 11 are scheduled to be completed; however, if there is sufficient money available for this program, more will be done.

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- Question: Claus Wall, Suite 14A, asked for an update on the riser repair program.
Answer: As last quoted, the riser repair estimate is approximately \$140K, however the prices may have changed due to the increase in the price of copper. Since there haven't been any recent major problems with the risers, the gas heating boilers which are not energy efficient, may be replaced ahead of the risers, particularly because gas prices have doubled in recent months. The money is available for the risers to be replaced this year, but the decision to move forward on this initiative is up to the Board.
- Question: Stanley Solomon, Suite 16C, asked if the recreation centre room would be available for owners to rent for personal functions.
Answer: This is a topic that the Board will address at the next Board meeting. However readers are directed to see page 21 of our Residents and Owners Guide.
- Question: Eileen Page, Suite 5A, asked if it could be possible to have card reader access from the lobby in order to use the stairs, rather than relying on the elevator.
Answer: The ground floor exit door is a security door and was recently replaced due to a security incident in which the culprit(s) got through our main door security. The Board will look into a card reader for that door and will also consult Intercon on the matter.
- Question: Andy Kwok Ng, Suite 3C, asked about the cracks in the floor of the P1 level.
Answer: There are three areas where the mastic is damaged, which Building Sciences will attend to when they come back at our request.
- Statement: Greg Geralde stated that as the mastic sits on top of the concrete, it is very easy to tear. The engineers advised us not to turn the wheels of one's car when the car is stationary. It damages both the mastic as well as the car's tires.
- Question: Mark Lepine, Suite 15C, asked if Rabba was still using the back parking lot for unloading and loading.
Answer: Rabba has not been using the back parking for approximately a year and a half. Their delivery trucks have not been blocking our driveway for the past month or so, and frequently have been parking across the street instead. Many complaints went to the City regarding the parking habits of the delivery trucks, and the tactic of placing "You are illegally parked" stickers on the windshields of the delivery trucks was also employed.
- Question: Claus Wall, Suite 14A, asked about the interlocking brick in the breezeway, and if there is an underlying sinking issue.
Answer: Malcolm replied there does seem to be an underlying problem in that area, and interlocking brick should not have been used. However, due to the sewer
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drainage right in front of it, this will be a constant erosion problem no matter what material we use.

Question: Terry Whittleton, Suite 3D, asked if the pole in the entrance to the parking lot could be moved.

Answer: Indeed that pole has been hit a few times. We have asked Toronto Hydro to move it but they have confirmed unfortunately it cannot be moved.

Statement: Vince Tondreau, Suite 15C, thanked the Board for the improved outdoor lighting. He stated that the breezeway frequently has an unpleasant odour and sometimes the lobby area does as well.

Response: The Board had hoped the lighting in the area would help to discourage the behaviour causing the odour, however, despite our best efforts, it has not been entirely successful.

7. TREASURER'S REPORT

Greg Geralde, our Treasurer, reported that the reserve fund is more substantial than anticipated, even with the unexpected cost of the chiller last year. The reserve fund study states that we should have a balance of \$273K, however our reserve fund balance is actually \$297K. This is very good news and is due in part to being very vigilant in how we spend our money. If things come due that are not needed at that time, the Board makes the decision to defer expenses where it feels we can get more or better use from our existing assets.

On an operating budget of \$560,000 we finished within a mere \$700 of our budgeted number, which is amazing. We were able to absorb the cost of the safe door system by finding other savings.

We have a cash or near cash position \$400K including GICs which are earning interest. To maximize our interest income, we pool our cash from our reserve and operating funds.

Question: Stanley Solomon, Suite 16C, asked what a riser is.

Answer: The risers are the hot and cold water pipes that feed into the taps; there are 6 in each suite. There is talk of replacing the boiler system (which consists of two hot water boilers for water, two for heating the suites, and a huge water storage tank). As an alternative to a conventional system, the Board is investigating a tankless boiler system to see whether this new technology could be adopted for our boiler room footprint. The newer units should be smaller and much more efficient. The Board does not have an estimated figure for this initiative. The riser cost of \$140K is based on a quote obtained two years ago.

Question: Terry Whittleton, Suite 3D, asked if there were any significant expenses coming up this year.

Answer: The gas contract ends next year, so there will be no rate fluctuation until we renegotiate on gas pricing. The only thing that could affect us would be usage.

Aside from that, we are running close to our budget, and the Board doesn't see anything that would affect us or be a surprise like the chiller was. However, unexpected breakdowns are always a possibility. Malcolm said the new garbage tax will be implemented on July 1st, and the preliminary estimate could result in an increase in monthly maintenance fees of \$10 a suite per month, or even more. Malcolm will attend a meeting at City Hall tomorrow to find out how they do their calculations to anticipate how these changes will affect the building. We will be charged by how much garbage we have picked up, so everyone is encouraged to recycle as much as they can (flatten your boxes, squeeze your cans, etc.). The truck will determine how much garbage they have picked up, and will calculate whether we get a bill or not. Each suite is charged \$157 a year as part of its property tax bill for waste removal. If we are able to minimize our garbage collection, we should get a credit back to the building of \$157 a year per suite. However, rough calculations indicate that we should be charged \$653 a month for waste removal, which is about an extra \$10 per month per suite. Any credit that the building gets for a reduction in our waste removal, will go against this figure. Should we opt out of the City's waste management program and go to a private waste collection company, the credit of \$157 per suite would not be made available to us since items such as park maintenance, sidewalk and road curb cleaning are included in this stipend.

Question: Michelle Dugay, Suite 15D, asked if the building had received any word on composting.

Answer: The green bin program will be coming, however, we are not sure how it will be handled for condo buildings. Malcolm stated that perhaps he will hear more about it at tomorrow's City Hall meeting.

Statement: Terry Whittleton, Suite 3D, stated that there are new garbarator machines that would reduce each suite's garbage output, and asked if one was could be installed in each suite.

Response: Garbarators are not allowed in the city of Toronto as they destroy the pipes and impact the entire disposal piping.

Statement: Claus Wall, Suite 14A, stated that he was unclear of how to dispose of his garbage – whether it goes in the chute or in the bin, and what gets recycled.

Response: Garbage gets put in a small bag (double bagged) and put down the chute. If it is too big to fit down the chute, it should be put in the brown garbage bin at the back of the building. If it is a large item (chair, vacuum, etc.), the City needs to be called for special pick-up arrangements, as this is not standard garbage.

In terms of recycling, we have circulated a list of recycling do's and don'ts many times, however owners must recognize the City is constantly updating and changing their standards. Small neck plastic bottles (e.g. water bottles, bleach bottles) are recyclable. Currently, plastic bags (like Dominion) are not recyclable.

Cans must be washed out and like boxes they must be crushed before putting either of these items in recycling. Despite the numerous notices which have been issued indicating what is recyclable, Claus mentioned there are still some items he was unsure of and Greg encouraged him to look on the City of Toronto website, but if he was still not sure, Greg invited Claus to write to the Board listing the specific items in question, and the Board would use its best efforts to find an answer for Claus.

For further information, the telephone number and email address can be found on the City's recycle poster which is in each garbage room, has been distributed to each suite by hand, and is also on our 256 Jarvis website.

Question: Alan Gracan, Suite 6C asked that since we bought the chiller this year which did not negatively affect our financial condition, what items in the study have not been done.

Answer: There are \$180K of delayed expenses. There is \$75K for the initial phase for replacement of our fire system board; \$25K for our hot water storage tank; \$30K for Phase 1 of our make-up air system on the roof; \$30K for building structure and contingency; \$15K for hot tub and \$5K for inverted roof repairs. All owners have access to our website can see and follow our Reserve Fund estimates, as both the 2003 and 2006 update are on the site.

Question: Alan Gracan, Suite 6C, stated that the statements said that the last reserve fund study was done in 2003. When is the next study planned?

Answer: Our interim reserve fund study (which is done every 3 years) was done in 2006. The last complete reserve fund study (we are required to do a full one every 5 years) was done in April 2003 which will take us to the end of 2008 after which another study will be commissioned. The new study will examine estimates in light of cost increases since the last report, and all assumptions implicit in the calculations.

Question: Eileen Page, Suite 5A, asked how to dispose of shredded paper.

Answer: Put it in a clear plastic bag in the recycling bin

8. AUDITOR'S REPORT

Dave Sanderson of the firm McGovern, Hurley, Cunningham, presented the Auditor's Report and Financial Statements. Dave stated that his firm has issued the Condo's audited financial statements without reservation. He stated that the Treasurer and the Board do a great job which keeps the auditor's fee down. While the cost of the HVAC scheduled was \$145K, this expense was expected for next year, which means the building now has \$150K that won't be spent on this expense. He reminded the group that no engineering study is an exact science; it is only an educated guess/estimate. The building's reserve fund is about \$25K better than the reserve fund study requires. The financial statements are healthier than most condo buildings, and 256 Jarvis is not afraid to have special assessment when needed for a specific project. Costs are kept down, as a property management company is not being paid to do the types of tasks that the volunteer Board is doing for the building. In the general account, there is approximately \$62K of surplus as a result of spending less than budgeted. This \$62K of surplus has been accumulated in the past 2-3 years through good cost control and careful attention to preventative maintenance. If the building ever required it, the Board could elect to move this surplus to the reserve fund.

Moved to approve the financial statements as presented. By James Dubro, Suite 5C. Seconded by Stanley Solomon, Suite 16C. Unanimous. Carried.

9. APPOINTMENT OF THE AUDITOR

Moved to re-appoint the firm of McGovern, Hurley, Cunningham as Auditors until the next Annual General Meeting. By James Dubro 5C. Seconded by Greg Geralde, Suite 9C, Unanimous. Carried.

10. MOTION TO ALLOW BOARD MEMBER MEETING ATTENDANCE VIA TELECONFERENCING, ETC.

The Board brought forth a bylaw to allow Board members to attend Board meetings by videoconferencing, teleconferencing, or any other form of communication that permits the directors to participate concurrently, if the members consent.

Statement: James Dubro, Suite 5C, stated that he would like something added to the motion to state that Board members must be present in person if they are in town, and perhaps requiring a minimum number of board members in person.

Statement: Terry Whittleton, Suite 3D, stated that Board members go to great lengths to attend the meetings and we should not try to make it difficult for a Board meeting to take place.

Statement: Mark Lepine, Suite 15C, stated that he had completed online education and technology courses, that this is the way of the future and indeed present, and there is no reason meetings cannot be handled in the same way.

Question: James Dubro, Suite 5C, asked how these meetings could still allow for owners to attend.

Answer: A teleconference set up will be arranged in the building for each Board meeting so that owners could attend as usual.

Greg Geralde advised the group that teleconferencing is a no-cost solution to Board member attendance because the Board has been using Skype as the vehicle for connection. He went on to say the Board had experimented successfully by way of video conference in meetings for the past 6 months. But Directors who attended by way of video conference were not able to vote and this could delay important Board business which is what this motion is intended to resolve. Greg also stated that the motion should stay worded as is, and that the number of Directors stipulation, if deemed necessary, could be added as an administrative policy but not part of the motion. With 2 Board members who travel extensively, and 2 Board members with winter homes in Florida, we need to utilize technology to facilitate Board business.

Warren Holder stated that being able to hold meetings in this manner will allow for better notice to the owners of upcoming Board meetings, as there will be less rescheduling of meetings. Warren also stated that the Board would report back to the owners after a year to let the group know of the success (or lack thereof) of this initiative.

Moved that a meeting of the Board may be held by way of teleconference or any other form of communication that allows the directors to participate concurrently provided that all of the directors participating in a meeting held by such means consent thereto.

Moved by Greg Geralde, Suite 9C. Seconded by Terry Whittleton, Suite 3D. Unanimous. Carried.

11. ELECTION OF DIRECTORS

Warren handed the meeting over to Greg to preside for the election process. Greg advised the group that the Director position currently held by Warren Holder is open, as well as the Owner-Occupied position held by Diane Turner. Greg further advised that both Diane and Warren had indicated their willingness to continue in their roles. Greg then asked for nominations from the floor.

NOMINEE

NOMINATED BY

Owner-Occupied Position

Diane Turner
Suite 2B

Stanley Solomon, Suite 16C
Eardley Page, Suite 5A

Regular Position

Warren Holder
Suite 12B

James Dubro, Suite 5C
Terry Whittleton, Suite 3D

There being no further nominations, a motion was made by John Lavery, Suite 5B, seconded by Stanley Solomon, Suite 16C, to close the nominations. Unanimous. Carried.

Diane Turner and Warren Holder were elected as Directors by acclamation.

12. OTHER BUSINESS

The President, Warren, asked for other business.

Statement: James Dubro, Suite 5C, thanked the Board for their good work and remarked that there were virtually no complaints for the first time ever.

Question: Terry Whittleton, Suite 3D, mentioned that as a real estate agent in the area, the most common negative comment on this building is the unwelcoming and cold individual floor lobbies. Terry asked why each floor's lobby is undecorated.

Answer: After much discussion, the following summary was made:

- The current policy is that owners on each floor may agree on decorations for the lobby table (only).
- The Board has contacted an art gallery for their recommendations, will review these and decide how to proceed.
- The Board will attempt to find a balance between consistency and leaving some flexibility for individual floor preference.

Question: Stanley Solomon, Suite 16C, stated that he loves the patio, but seems that it is going to waste as no one seems to use it.

Answer: The group responded that the patio does get used frequently.

Statement: Alberto Sarthou, Suite 11D, stated that the recreation room is the least attractive area in the building.

Response: Malcolm stated that he felt it was a failure that the redecorating done in 2002 did not include the Recreation Centre. It all comes down to money and priorities. There was talk before of having lockers, however, there would only be 32 and therefore not one for everyone. We could have a special assessment to redecorate the recreation room, but not everyone would be accepting of that. We have voted on this sort of project before but when it came right down to it, the majority did not want to spend the money on this initiative.

Statement: Terry Whittleton, Suite 3D, stated that as a real estate agent he receives a lot of positive comments about the building, and especially about the roof. Potential buyers love the terrace and the exercise room and then when they see the recreation room, they ask, “When will the assessment for this be?”

13. ADJOURNMENT

There being no further business, a motion to adjourn was made by James Dubro, Suite 5B, and seconded by DeVaughn David, Suite 5D. Unanimous. Carried.

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

The meeting was adjourned at 9:04 p.m.