
METROPOLITAN TORONTO CONDOMINIUM CORPORATION NO. 600

MINUTES OF THE ANNUAL GENERAL MEETING

THURSDAY, JUNE 24, 2010

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.

3. **QUORUM**

It was reported that there were twenty-eight (28) owners present in person, representing 22 suites (suites 2B, 3D, 4D, 5A, 5C, 6C, 6D, 7B, 7D, 8B, 8D, 9A, 9C, 11B, 12A, 12B, 12C, 14A, 14D, 15C, 15D, 16B) and five (5) owners were represented through 5 proxies (suites 3A, 4A, 10D, 11D, 12D), for a total of twenty-seven (27) 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 comments or questions related to the minutes of last year's Annual General Meeting of May 26, 2009. There were none.

Moved to accept the minutes of the Annual General Meeting of May 26, 2009, as distributed. By Terry Whittleton, Suite 3D. Seconded by Claus Wall, Suite 14A. Unanimous. Carried.

5. PRESIDENT'S REPORT

Warren Holder began his remarks by introducing the head table.

Warren touched on the following:

- Thank you to the volunteer board members who give their time to keep the corporation running smoothly.
- Thank you to André Grenier and Terry Whittleton for their work on the 256 website and keeping it up to date.
- Thank you to the Gardening Committee – Jan Oddie and Dwight Smith as well as Wes Gordon and David Jung, who help to keep the building's gardens looking wonderful and for the addition of the spices and herbs up on the rooftop patio for all to enjoy.
- Thank you to Jeffery Van Slyke and Andrew Leask for keeping the lobby looking wonderful, especially over the December holiday seasons.
- Thank you to Alex Lefter who does a great job in keeping our building running smoothly and looking good, always going above and beyond his regular duties.
- Thank you to the Recycling Committee – Fred Harman, Larry Konyu, Claus Wall and Warren Holder who are committed to keeping abreast of the City's and the Province's new initiatives and sharing them with the residents. Warren stated that the Committee has attended City Hall meetings and is doing an excellent job.
- Warren reminded the group that owners are always welcome to attend and participate in board meetings (except the first meeting of the year which is required to be in-camera).

6. BUILDING MAINTENANCE REPORT

Malcolm reported on the Building's maintenance projects for the previous year:

- The building security access system was updated by switching to new fobs, cards, and new card readers.
- Access barriers were installed (to prohibit unauthorized access to mechanical roofs) and the entire underground garage was re-painted.
- The last of the roof replacements was completed.
- The fire suppression system was updated by replacing the fire control panel in the electrical room, installing two new annunciator panels and a new fire safety box, as well as replacing the heat tracking system which keeps the fire suppression system pipes from freezing.
- The weatherstripping and roller replacement was completed on the 8th and 9th floor which completes this project. What remains to be done is replacing any broken seals on the thermal windows for suites on these two floors.
- Safety locks were installed on all windows, limiting the opening to a maximum of 4 inches (required by Municipal Code). There are 8 windows (representing 5 suites) that are yet to be completed. The owners are aware and will attempt to have the remaining locks installed later this year.

- There were other smaller projects that were completed including replacing the barbecues, rebuilding the emergency generator, replacing roof lighting, installing outside water line on the main roof, and installing cork boards in the garbage rooms.

Question: Gilles Latour, Suite 12C, asked if there was an issue with the ventilation system on the 12th floor as he notices the smell of cigarette smoke in the hallway in the mornings.

Answer: Malcolm stated the cause is that smokers live on the 12th floor. He explained the makeup air units only bring outside air into the hallway space, but don't push stale air out. If owners have blocked the bottom of their doors from allowing the fresh air to flow through into their suites and then find its way out, then the smoke will remain in the hallways until it otherwise dissipates. Alex Lefter added that when the makeup air unit failed (on the 9th and 12th floors), he also noticed the smell of cigarette smoke, and added that there are smokers on these floors too.

Question: Vince Tondreau, Suite 15C, asked if the removal of the pin pad in guest parking is a permanent situation.

Answer: Malcolm stated that removal of the pin pad is permanent and was required to ensure the guest parking area is not abused. The process for guests to enter the parking area and the building is as follows: guest calls from the lobby to access the guest parking lot, park their car, then call again from the lobby to access the building and the elevator. In terms of the elevator signal, Malcolm explained guests have 180 seconds to make it from the lobby (after the owner presses 9) to the time they press the desired floor on the elevator.

Malcolm also explained the elevators do not always work properly when a guest is granted building access. The elevator / access operate with a Bell line. Alex stated that if an owner hears static noise on their phone, it can interfere with the signal calling the elevator. This can be caused by older damaged bell lines. If an owner experiences this, the resident should call Bell to come in and Alex can show Bell how the connections work internally.

It should be noted this can also be caused by in-suite electrical interference from things like transformers, humidifiers too close to the phone outlet, high voltage lines, ballasts, etc.

Statement: Claus Wall, Suite 14A, stated that when the elevators are parked, they tend to both park on the ground floor.

Response: Alex stated that Schindler is working on the problem. It was also stated that if a person calls the elevator from the 16th floor, it is likely that both elevators will go up to 16.

7. TREASURER'S REPORT

Maintenance Fees - Greg stated the Corporation decided not to increase maintenance fees this year (2010) due to Operating reserves which had been built up over past years, and controlling expenses last year. This is despite HST which is being introduced in a week and the impact it will have on the Corporation's expenses. The HST component for this year amounts to an increase of \$17 per month per suite, for July to December 2010. In 2011, with both halves of the year being subject to HST, each suite could be looking at an increase of \$34 month. The Corporation is counting on other expenses (like utilities) to be down, to help offset the HST increase.

Reserve Fund - Greg informed the group that the Corporation is in a very healthy position with \$590K in reserve funds. The Corporation started the year with a Reserve Fund of \$500K, earned \$177K from maintenance fees, earned \$15K in interest, and paid out \$103K in expenses (primarily for the recreation centre roof [\$85K], garage painting, and fire annunciator panel).

Cash and Investment Strategy - There is almost \$750K in cash in the ING bank account which was opened at the end of last year – all of that is earning interest. Greg advised the group that the Corporation's cash was formerly in GIC's with Royal Bank, but this didn't allow the flexibility to add to interest bearing instruments as cash became available, resulting in lost investment opportunities. That was the primary motivator to moving to ING. ING pays a significantly higher interest rate than the other banks, and allows the flexibility to maximize the amount invested in interest bearing accounts.

The Corporation is on budget for the current year, but we will know more about the expenses once we receive the bill for air conditioning in the summer and the heating in October and November.

- Statement: Gilles Latour, Suite 12C, asked for clarification about the HST, stating that it is not applicable to condo maintenance fees.
- Response: Greg confirmed HST is not applicable on maintenance fees paid by owners, but is on the goods and services purchased by Corporation. Malcolm stated that before the HST came into effect, the Corporation paid PST (8%) on products and GST (5%) on services. Once HST is implemented, HST will be charged on everything. If we were already paying PST/GST, there would be no impact. However the majority of expenses that come from the maintenance fees are related to services and utilities, both of which will be increasing due to the HST. It is for those reasons we have forecasted the increase in maintenance fees.

8. AUDITOR'S REPORT

Greg introduced the auditor, Dave Sanderson. Dave stated that the estimated increase in costs due to the HST for most households is \$1,800 - \$2,400 per year.

Question: Claus Wall, Suite 14A, asked where the savings that the government promises are supposed to come from.

Answer: Dave responded that the savings are at the corporate level as a tax credit.

Dave advised the group that most condo buildings have been introducing an increase in their maintenance fees due to the HST.

Dave stated that last year the finances were in a healthy position, and this year, the finances have never been healthier. There is currently about \$600K in the reserve fund, whereas the reserve fund study from 2006 stated there should be about \$70K. He stated that the condo is strong, and doing much better than engineers have forecasted. Dave repeated his yearly statement, that because the condo is self-managed, the Corporation saves a lot of money.

Dave stated that the books and financial records are excellently maintained and the financial statements are very strong.

Moved to approve the financial statements as presented. By Gilles Latour, Suite 12C. Seconded by James Dubro, Suite 5C. 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, Suite 5C. Seconded by Jim Turner, Suite 2B. Unanimous. Carried.

10. ELECTION OF DIRECTORS

Warren advised the group that the Director position currently held by Andre Grenier had expired and was up for nomination. Warren stated that Andre Grenier was willing to stand for re-election, and Claus Wall had also agreed to stand for election. Warren asked for other nominations from the floor or if anyone wanted to volunteer to stand for election. There were no new nominations. Warren asked Andre to address the group. Andre said a few words about why he would like to hold the Director position. Warren then asked Claus to address the group. Claus said a few words about why he would like to hold the Director position.

Jim Turner and Richard Mortimer volunteered to act as scrutineers. The group filled out their ballots, and were collected and given to Jim and Richard to count in a separate room.

While the scrutineers counted the votes, Warren welcomed new owners, Jeffrey and Jamie from Suite 15D, and Pieter and Doug from Suite PH-B.

It was confirmed that 22 suites were represented in person, 5 by proxy, 27 in total and 27 ballots were cast and counted. Claus Wall was declared the winner, and will assume the position of Director - Owner/Resident Relations.

Warren thanked Andre Grenier for his contribution as a Director and advised the group that there would be two positions on the board available at next year's AGM.

11. OTHER BUSINESS

The President, Warren, asked for other business.

Statement: Lionel Collier, Suite 8B, advised the group that his unit had water damage occurring from a suite above him (water coming down the walls) and that the resident didn't have insurance. He stated that he will be going to small claims court to rectify the situation, but believed that the Board should send in a building inspector as there are also cracks in the wall.

Response: Malcolm responded that this is an issue between the two suites, and that the Board would be happy to bring in a home inspector at one or both of the owner(s) expense. Malcolm stated that the cracks above the doorways, to which Lionel is referring, are not related to the water damage, as many units have these cracks which are resettlement cracks. Malcolm also stated that a unit's interior walls are the owner's responsibility, and not the Corporation's. Malcolm suggested that Lionel bring in his own independent adjustor or inspector, and perhaps do this in conjunction with the other owner, who is also planning on bringing in his own inspector.

Lionel stated that he planned to go to small claims court, and will bring in his own house inspector to also check the drywall and carpeting for mould.

Greg reminded the group that it is everyone's responsibilities to have insurance for their suites to protect themselves and each other.

Statement: James Dubro, Suite 5C, stated that another condo building he had lived in had a requirement at the board level that every owner had to have insurance.

Response: Greg replied that 256 Jarvis does not have a rule on units having insurance, as it would take too much administration to try to enforce (e.g. an irresponsible owner never providing proof of insurance even with constant board reminders). Greg

stated that he would be happy to remind residents to ensure they are properly insured.

Question: Lionel Collier, Suite 8B, asked for confirmation that there wasn't a bylaw that stated that owners had to have insurance.

Response: Malcolm stated that in the Owner Guide, having insurance is recommended (but not required). He stated that the owner of the other suite thought he was insured, but his wife had not renewed the policy. He advised the group there have been a few instances of water damage, and that this one was due to a toilet flapper. The toilet had a worn flapper, the resident left the suite and the toilet kept running. There had been another incident where a water hose in the tank exploded in the tank, but the owner was home and the situation was quickly resolved. He advised the group that a lot of the units may have old toilets, and each owner should check their toilets and the toilet hoses.

Statement: Jan Oddie, Suite 7D, stated that she thought owners had to have insurance.

Response: Greg read the wording from the owners' guide which confirmed that insurance was not mandatory (but recommended).

Statement: Claus Wall, Suite 14A, advised the group that a good thing to know is to install a tap on the shut-off valves for each toilet.

Response: Malcolm stated that when the company was redoing the risers they put in shut-off valves. However, some of them have been in the "open" position the whole time and may not be able to shut off anymore (corroded into "open" position).

Statement: Lionel Collier, Suite 8B, asked for confirmation that there are three shut off valves in each unit.

Response: Malcolm stated that there are six, two in each of the three locations (two in bathroom one, two in bathroom two and two in the kitchen).

Statement: Malcolm stated that as of 1996, there are fire regulations for door enclosures in each suite. If these doors have not been replaced, they may not close properly or they may slam. Each of these doors will be investigated and repairs will be made (replacing springs if missing, etc.) as this is a fire regulation requirement. Malcolm requested that residents hold the doors to close them rather than let them slam.

Statement: Malcolm reminded the group to not use the garbage chute after 8pm as the noise can be disruptive to residents on the lower floors.

Statement: Malcolm reminded the group to have their guests identify the suite they are visiting when parking in the guest parking lot by putting a note on their dashboard. This is in case of an emergency or fire, so that the suite they are

visiting can be notified to move the car (rather than the fire department, etc. towing it) should the need arise.

12. ADJOURNMENT

There being no further business, a motion to adjourn was made by James Dubro, Suite 5C, and seconded by Claus Wall, Suite 14A. Unanimous. Carried.

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

The meeting was adjourned at 8:37 p.m.