
METROPOLITAN TORONTO CONDOMINIUM CORPORATION NO. 600

MINUTES OF THE ANNUAL GENERAL MEETING

WEDNESDAY, JUNE 20, 2012

PRESENT: Malcolm Broadbent - Director - Building Maintenance
 Greg Geralde - Treasurer and Secretary
 Doug Gibson - President
 Diane Turner - Director - Superintendent Liaison
 Claus Wall - Director - Owner/Resident Relations

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

1. CALL TO ORDER

There being a quorum, Doug Gibson, the Chair, called the meeting to order at 7:31 p.m.

2. INTRODUCTIONS

Doug welcomed and thanked the group for attending. Doug introduced the head table as noted above. Doug welcomed and introduced the new members of the condo building: Danny Tan, Johan Woodworth, and Ethan Tan (Suite 3D), Wayne Armstrong and H. Bun Ip (Suite 11A). Doug also noted that Suite 9A was now owned by Joan Ward-Farley.

3. QUORUM

It was reported that there were thirty-six (36) owners present in person, representing 23 suites (suites 2B, 3C, 3D, 4C, 5A, 5B, 5C, 5D, 6C, 6D, 7D, 8B, 9B, 9C, 10A, 10C, 11A, 11B, 12A, 14A, 15B, 15C and 16B) and six (6) suites were represented through by proxy (suites 4D, 7A, 7B, 7C, 12B, 15D), for a total of twenty-nine (29) suites represented in person or by proxy, and thus the quorum requirement of 25% of suites (14) had been established for the meeting.

In addition, three (3) other residents attended the AGM.

4. APPROVAL OF MINUTES

Doug invited comments and questions related to the minutes of last year's Annual General Meeting of June 21, 2011. There were none.

Moved to accept the minutes of the Annual General Meeting of June 21, 2011. By John Laverty, Suite 5B. Seconded by Alberto Sarthou, Suite 11D. Unanimous. Carried.

5. PRESIDENT'S REPORT

Doug introduced himself and spoke about his first year on the Board as Board President. He stated that condos tend to work best when run by owners who have a personal stake in the building. Doug mentioned that the Owner and Resident Guide is under-utilized and should be reviewed and understood by each owner and resident. Doug stated that he and Claus Wall will strive to interview each new owner/resident as soon as a new suite is acquired to ensure there are no areas of misunderstanding. He advised the group that two seasoned Board members were leaving the Board. Doug also stated that hiring a Property Manager, rather than having a self-managed Board, would cause the condo maintenance fees to increase and may result in less concern and conscientiousness overall.

Doug expressed the following sentiments:

- Thank you to the Gardening Committee – Jan Oddie and Dwight Smith who help to keep the building's gardens looking wonderful, and for maintenance of the herbs on the roof.
- Thank you to Jeffery Van Slyke and Andrew Leask for keeping the lobby looking wonderful, and the very attractive seasonal decorations.
- Thank you to the Recycling Committee – Paula Tseng, Larry Konyu, Claus Wall and Doug Gibson who have been busy trying to enforce the City of Toronto's recycling regulations, making changes to the room, and meeting regularly. Doug noted that if residents have any questions regarding recycling, answers can be found in the Owner and Resident Guide under "recycling".
- Thank you to André Grenier for his continued maintenance of the 256 website, which more and more people are utilizing.
- Thank you to Alex Lefter who does a great job in maintaining the building and for his good-natured availability for after-hours requests.

6. BUILDING MAINTENANCE REPORT

Malcolm reported on the building's maintenance projects for the previous year.

The main roof tower lighting was replaced with new bronze lanterns. The first annual (after-winter) window check saw 22 thermals replaced. A back flow water prevention device was installed on the main water supply to the building which will prevent contamination of the Municipal Water supply coming from the building. Two new picnic tables were purchased for

the main roof. The lower half of the exterior of the building was repainted, including the north guest parking wall. Fair-warning signs were installed in the guest parking area as well as on the inner lobby intercom system. The back emergency exit at the rear of the building was secured and a folding gate was installed between 250 Jarvis and 256 Jarvis. The interlocking brick in the front of the building was re-leveled where needed. The outer lobby grill mat, as well as the inner lobby matting, was replaced. The marble flooring in the lobby was polished and sealed. The domestic hot water supply piping system was renovated in a clean and efficient manner.

Malcolm thanked Alex Lefter for his effective and efficient handling of the day-to-day building operations.

Doug invited questions from the group.

Question: John Laverty, Suite 5B asked if anything was discovered when the brickwork was lifted.

Answer: Malcolm replied that the final report had not been received as of yet, but soil testing had been done. There were no problems at the back. There was one problem by the planter in front of Rabba. They dug down 19 feet and hit timber. From their initial observation, there might be a problem with that hole, but they will advise the Board how to address it should that be necessary.

7. TREASURER'S REPORT

Greg recapped the financial situation and advised the group that the MTCC 600 is in a strong financial position. He explained that in addition to the Reserve Fund, there is also a surplus in the Operating Fund.

Reserve Fund

In the last two years, the building had two big expenditures. In 2010, the hot water boiler project cost the building \$168K. This figure includes the energy efficiency recovery the building received in 2011.

In 2011, the riser project cost the building almost \$200K. The riser project was something the Board knew had to be done, and Greg spoke about the two options that were considered. One option was to rip out all the piping which would have been very disruptive to décor inside suites since the responsibility of the building would be limited to bringing décor back to its original condition. Suite owners would then be required to do any décor updates which had been done by them or previous owners. The second option was to put an epoxy treatment through the pipes, something that has been done successful in navy ships and many other installations. The epoxy option reduced the disruption, the amount of time, as well as the cost. The riser project cost the Condo Corporation \$195K.

Greg stated that the Reserve account has a current balance of \$613K, and that is after the previously mentioned 2 projects totalling \$363K, as well as the almost \$500K spent on the garage project in 2006.

In other words, a very healthy Reserve Fund balance with major projects behind us.

Operating Fund

The Operating Fund is meant to have a zero balance; however, currently the fund has an anticipated surplus of \$125K comprised of \$71K from prior years and \$54K from 2011.

Of the \$54K current year surplus, half comes from utilities. This \$25K utilities surplus traces partially to the forgiving weather last year, but more importantly to the boilers which were replaced in 2010. There was \$11K in savings from using less energy, as well as \$11K received as energy recovery which was referred to earlier. The rest of the favourable numbers in the operating surplus are for projects that will be done this year, such as the pre-cast inspection of the panels outside. Greg elaborated on the panels by advising the group that the panels on the front of the building are going to be properly inspected, and repaired where necessary, to ensure they are secure. Greg mentioned that one area, external general maintenance, was overspent owing to the following initiatives: replacement of the grill in the outer lobby, new matting for the inner lobby, re-polishing the lobby marble floor, and repair of the interlocking brick in front of the building.

Greg noted he had not moved the recreation project as quickly as he had wanted, however the good news is the \$125K in the Operating Fund will be sufficient to cover the recreation renovation. In the coming year, the Board can move the Operating surplus to Reserve, the result being the funds that were previously budgeted in the Reserve Fund for recreation reno, will not be required and can be held in general reserve to fund unexpected or other projects. No money for the recreation renovation that is currently budgeted for in the Reserve Fund will be required to fund this project. He stated that it was thought in previous years the recreation renovation may require a special assessment, however, with strong planning and careful spending, this will most certainly not be the case.

Greg stated he had served on the Board for the last 12 years for two reasons: in order to keep the building's maintenance fees low, and because of the genuine appreciation of the owners and residents of 256 Jarvis.

Diane stated that with Greg's retirement from the Board, he may have ample time and may want to use that time to chair the recreation committee. Greg responded that he intends to do so.

Doug commented on the fabulous financial management and financial position of our condo.

8. AUDITOR'S REPORT

Doug introduced the auditor, Dave Sanderson.

Dave advised the group that the accounting rules affecting condominiums had changed a great deal owing largely to the ASPE (Accounting Standards for Private Enterprises) regulations. He also spoke of Section 4400 from the CICA handbook (Canadian Institute of Chartered Accountants) which refers to non-profit entities such as MTCC 600. . With respect to the current financial statements, there is a new independent auditors' report which specifies responsibilities of the auditors and the Board. Dave stated that the Reserve Fund Study has a three-year cycle and will need to be updated after October/November 2012. Greg and Malcolm confirmed that the Board is currently in the middle of this process. Dave mentioned that another reason the Reserve Fund is in good shape is that in 2011 roughly 30% of the common area assessments were allocated to the Reserve. He advised the group that the building is in much better shape than many other condo buildings his firm audits. Dave stated that having a self-managed Board is one of the main reasons for the healthy financial position of MTCC 600.

Dave asked for questions from the group. There were none.

Moved to approve the financial statements as presented. By Pieter Huisman, Suite 16B.
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 John Laverty, Suite 5B. Seconded by Alberto Sarthou, Suite 11D. Unanimous. Carried.

10. ELECTION OF DIRECTORS

Doug advised that there were two vacant Director positions on the board. The actual portfolios of each Director would be determined at the first board meeting after tonight's AGM.

Doug shared kind words with the group regarding the two departing board members, Greg Geralde and Malcolm Broadbent. He also stated that both Greg and Malcolm had agreed to liaise with the new Board if needed.

Claus and Diane added more kind words regarding the two retiring board members, Greg and Malcolm.

Question: James Dubro, Suite 5C, asked if a parting gift was to be presented to the retiring board members.

Answer: The Board collectively responded that there were not parting gifts for the retiring board members.

Doug advised that Alan Gracan and Ron Horton were currently running for these two positions. Doug asked for other nominations from the floor. There were no nominations.

Doug introduced Alan Gracan who addressed the group and said a few words about why he would like to hold the Director position. Greg Geralde stated that he had approached Alan to join the Board, and is grateful to Alan, with his very strong financial credentials, for accepting the nomination and volunteering his time.

Doug introduced Ron Horton who addressed the group and said a few words about why he would like to hold the Director position. Ron is retired and will have the time to devote to the building. Greg Geralde stated that Ron has always been very active in making suggestions and investigating on his own with regards to major maintenance projects in the building.

Moved that Alan Gracan, Suite 6C, be appointed a Director by acclamation. By James Dubro, Suite 5C. Seconded by Greg Geralde, Suite 9C. Carried.

Moved that Ron Horton, Suite 10C, be appointed a Director by acclamation. By Michael Mundy, Suite 10A. Seconded by Malcolm Broadbent, Suite 11B. Carried.

11. OTHER BUSINESS

The Chair, Doug, asked for other business.

Question: Russell Herman, Suite 9B, asked for a status about the door-closing replacement project that was mentioned a few years ago.

Answer: Malcolm stated that all door-closers that need to be replaced will be replaced this year; this information was included in the 2012 budget.

Question: Lionel Collier, Suite 8B, mentioned that his mailbox regularly overflows when he's out of town. He noticed that other condos have bigger mailboxes and asked if there was a way to replace the building's mailboxes with larger ones.

Answer: Malcolm responded that the mailboxes could not be enlarged as the wall behind the mailboxes houses electric conduits. He suggested that Lionel try to reduce his unwanted mail or have his mail held at the post office when he will be out of town.

Question: John Laverty, Suite 5B, mentioned that he sometimes get the mail for the other units on his floor and wondered if this happens to anyone else in the building. He also mentioned that he regularly checks the dead mail area and somewhat regularly finds mail addressed to him there.

Response: Malcolm advised that the mail delivery had changed recently; however, if mail is showing up in the dead mail area, another resident must have received it and put it

there. Malcolm stated that he hand-delivers misdelivered mail to the appropriate suite but that some residents may not know the owner, or could live on another floor and may not have access to hand-deliver. It is easy to put the misdelivered mail in the return mail slot. Greg added that the regular mail carrier is quite good, but mail carriers get several weeks of vacation time. The challenges come when a replacement is delivering the mail. However, residents can advise the Board if mail ends up in the wrong mailbox and are also free to contact Canada Post directly.

Statement: Diane stated that if residents get mail in their mailboxes for other units, they should put it in the office mail slot, and **not** in the return mail slot. The return mail slot is only for people that don't live in the building anymore. If the mail is for a current resident, Alex will sort it out.

Question: Mark Lepine, Suite 15C, mentioned that the nearby co-op building has solar panels, and wondered if this was something that had been investigated for 256 Jarvis.

Answer: Malcolm responded that solar panels could be possible on the main roof, but the roof would have to be closed. Doug stated that low cost housing recently had a major tax reduction for installing solar panels. The high mechanical roof of 256 Jarvis has mechanical equipment, but the third story roof may be an option; Ron will investigate the feasibility of this.

Question: Doug Adams, Suite 16B, asked if adding more landscaping, such as trees, to the roof had been considered.

Answer: Malcolm stated that new planters will be coming, but he wasn't sure if trees would be a feasible option for the roof. John Laverty, Suite 5B, advised that a few years ago, it was confirmed the roof's climate is equivalent to Winnipeg's climate and plants that could survive in such a climate were quite limited. Alberto Sarthou, Suite 11D, confirmed that trees had been planted on the roof previously and died within a year.

Question: Andy Kwok Ng, Suite 3C, asked how owners should address noise complaints, such as residents dropping weights loudly in the gym.

Answer: Diane asked Andy if he had previously come to the gym to address the issue directly, to which Andy confirmed he had. Greg responded that residents should write to the Board with their concerns. Greg explained that the Board investigates noise complaints and is able to identify the offending individual through the entry card records. He stated that for the most part, residents are respectful of condo rules and considerate of others. The Board does take complaints such as this seriously and has already reinforced Quiet Time periods with signage.

Statement: Claus Wall stated that there are hour restrictions in the gym and would hope that people who use the facilities during those times will do so in a respectable manner. Sometimes the TV is turned up to compensate for the noise of the treadmill or the weights. If residents are using these machines during Quiet Times, it is requested that they use headphones.

Response: Greg added that the building will be getting elliptical machines which will help with noise concerns and also help with the wear and tear expense, as treadmill repairs have been costly. Greg also confirmed that the exercise bike is a very good workout alternative to the treadmill and is noise-free.

Diane Turner thanked Julie Biddle, Suite 9B, for supplying cheesecakes for the post-AGM reception.

12. ADJOURNMENT

There being no further business, a motion to adjourn was made by Julie Biddle, Suite 9B, and seconded by James Dubro, Suite 5C. Unanimous. Carried.

Doug thanked everyone for coming out and invited everyone to stay for refreshments.

The meeting was adjourned at 8:35 p.m