
METROPOLITAN TORONTO CONDOMINIUM CORPORATION NO. 600

MINUTES OF THE ANNUAL GENERAL MEETING

WEDNESDAY, JUNE 19, 2013

PRESENT: Doug Gibson - President
Alan Gracan - Treasurer and Secretary
Ron Horton - Director - Building Maintenance
Diane Turner - Director - Superintendent Liaison
Claus Wall - Director - Owner/Resident Relations

GUESTS: Jessica Glendinning - 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 7:30 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: new owners Ayman Alarabi and Gus Tsantsalis.

3. **QUORUM**

It was reported that there were thirty-one (31) owners present in person, representing twenty-five (25) suites (suites 2B, 4C, 5A, 5B, 5C, 6C, 6D, 7B, 7D, 8A, 8B, 8D, 9C, 11A, 11B, 11D, 12A, 12C, 14A, 15B, 15C, 15D, 16A, 16B in person) and one (1) suite was represented by proxy (suite 4D). Thus the quorum requirement of 25% of suites (14) had been established for the meeting.

Four (4) other residents attended the AGM, making a total of thirty-five (35) persons present.

4. APPROVAL OF MINUTES

Doug invited comments and questions related to the minutes of last year's Annual General Meeting of June 20, 2012. There were none.

Moved to accept the minutes of the Annual General Meeting of June 20, 2012. By Greg Geralde, Suite 9C. Seconded by Susan Gibson, Suite 4C. Unanimous. Carried.

5. PRESIDENT'S REPORT

Doug stated that there were no major projects during the year except the current project of the external panels being fixed with concrete. Minor problems that occurred during the year were fixed by Ron. The pergola on the roof was lost due to Hurricane Sandy. The recent water main problem on Jarvis introduced silt into the water system, however, the ramifications of this situation has been working itself out and everyone should have hot and cold water again. Doug stated that the large size of the units, in central Toronto, should hold their value should a drop in condo values occur.

A Reserve Fund Study was completed in November 2012 which was an evaluation of projects to be planned over the next 30 years. There are committees working on the lobby redecoration, as well as to redesign the recreation centre. The elevator cages are looking worn and are slated for replacement in the next year. The artificial plants in the lobby are available to the residents, free of charge, should anyone be interested in taking them for their personal enjoyment.

Problems have occurred this year with both renovations and moves. Doug reminded the group that every renovation requires plans to be approved by the Board, and that only registered owners can present plans for approval, not prospective owners.

Doug thanked the following individuals:

- Claus Wall – Claus has served on the Board for three years. He will be staying in the building and will be available as a liaison to the Board.
- Alex Lefter – Alex is always available and able to help – often beyond regular hours – and is extremely knowledgeable and experienced with dealing with contractors.
- Greg Geralde – Greg is no longer on the board, however, he is still active in the building, helping to identify building leaks this past winter.
- Jan and Dwight – They do incredible work with the flowers, both in the front of the building and the terrace on the roof deck.
- Andrew and Jeff – They do wonderful work with the seasonal decorations that make the lobby look fabulous.
- Andre Grenier – Andre continues to keep the website updated.

- Recycling Committee – They continue to meet and interpret the recycling directions of the City of Toronto. The Committee includes Claus Wall, Paula Tseng, Larry Konyu and Doug.
- Pawel – Pawel has helped with backup work, has substituted for Alex when Alex has been on vacation, and has been especially helpful with regards to the recent flood.
- Kim Holt – Kim is here to take the minutes of tonight's meeting.

6. BUILDING MAINTENANCE REPORT

Ron stated that the past year had been a year of transition. When Malcolm left the board after 12 years, he and Ron had made a plan that Malcolm would continue to do the heavy thinking while mentoring Ron. When life took an unexpected turn, Ron was given good advice to learn from Alex. Malcolm had left the building in great shape, allowing Ron to take a year to get to know the building maintenance portfolio.

An early job was for Ron to find a replacement for Terry Desjardin who had done a lot of work in the building, both as contracted with the Board and privately for owners. With a lot of help from Alex, Pawel was identified as a replacement and Ron gave his thanks to Pawel for doing such an outstanding job.

Ron advised the group that he started the year taking care of jobs on a reactive basis. He then started inspecting the building and learning about the building systems, with the result of being able to work on a more pro-active basis. He advised the group that he had learned a lot during his first year, he still has a long way to go and his goal is to grow into the maintenance director that all of the residents deserve.

Ron invited questions from the group. There were none.

7. TREASURER'S REPORT

Alan thanked Greg Geralde for his guidance and assistance over the past year.

Alan brought attention to the balance sheet which showed that the Condo corporation had cash in excess of \$1 million, most of which was in a safe investment account at ING earning 1% interest.

Because 2012 was a fairly stable year and some budgeted expense items didn't come to fruition, the general fund ended the year with a \$68K surplus. Explanations of the surplus included: reduced gas costs due to the gas contract expiring mid-year, allowance for exterior concrete slab repair costs were covered by the reserve fund, allowance for water intrusion was not used (instead a low-cost solution [cleaning out the drainage pipe filled with silt] has appeared to have helped the problem).

The general fund had a balance of \$124K at the beginning of the year. Adding the \$68K surplus, and subtracting the \$110K which was transferred to the reserve fund, the general fund ended the year with a balance of \$84K.

Alan explained the remainder of the financial statements, copies of which were distributed to the owners in their AGM packages.

Alan advised the group that the Reserve Fund Study is done every three years. The Reserve Fund Study is a 40-year plan that estimates when each system or major building component will need to be replaced, and how much it will cost. Over the next three years, the plan will be to spend approximately \$1 million on “in Study” projects. However, only projects that are required will be done, not just because it is planned in the Study. The reserve fund is showing that we will always have sufficient funds to undertake future projects.

The goal is to continue to keep the maintenance fees fairly stable and to not have special assessments to fund future projects. Nothing is certain, however, but the Board’s goal is to keep maintenance fees stable.

Question: Alberto Sarthou, Suite 11D, asked about the general building maintenance budget versus actual and if the savings were real savings, or if they would be spent in future years.

Answer: Alan responded that most of the \$45K under the general building maintenance was budgeted for potential problems that would require repairs over the next year. The money for the exterior slabs was used from the reserve fund, as opposed to the general fund. In regards to the water in the garage problem that was budgeted for, Ron completed relatively inexpensive solutions that have helped the water situation. The budget for last year was \$45K due to anticipated problems, and only \$30K has been budgeted for this year, as the board is not aware of any major potential projects.

Question: Alberto Sarthou, Suite 11D, asked what projects were planned for the reserve fund which would lower its balance from just over \$900K to approximately \$500K.

Answer: Alan responded that several projects are planned in the reserve fund, but the board has not committed to going forward on any of them as of yet. Some of the larger potential projects are: exterior caulking of the building (2015, \$145K), repairs to parking garage (\$25K), and carpeting wall finishes in the hallways (2015, \$130K). Greg stated that the recreation centre renovation is also a planned project, however, it is still a few years out. Greg stated that the reserve fund projects are planned and the upcoming reductions to the reserve fund balance are purposeful and based on planned projects. Alan confirmed that the reduction from \$900K to \$500K in the reserve fund is a three-year outlook.

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- Question: John Laverty, Suite 5B, asked if there was any cost to the Condo in regards to the water main issue, if the Condo was told what the cause of the issue was, and if it was due to Cogeco laying cable during that time.
- Answer: Ron responded that cable digging was indirectly responsible for the water main issue. The infrastructure in Toronto is quite old, and when anything shifts, it tends to break. Other than the inconvenience, there was no cost to the Condo. Resolving the hot water situation was remedied by blowing the air and dirty water out of the hot water loop, which was a job that was completed at no cost to the Condo.
- Statement: John Laverty, Suite 5B, asked if other residents and/or members of the board would be attending the upcoming Toronto East Downtown Residents meeting to hear about the proposed development plans for the area east of 256 Jarvis.
- Response: Doug responded that it would be reasonable for a board member to go, to which Diane added, as many owners as possible.
- Question: Pieter Huisman, Suite 16B, asked if the pergola on the roof would be replaced, as there is hardly any shade on the roof.
- Answer: Ron responded that the intention was to replace the shade panels after the damage had occurred, however, the components all needed to be replaced, and therefore, it was taken down completely. The original thought was to rebuild something similar, but since the roof terrace and lobby are being refurbished, the thought was to do something a little extra for the roof deck as well. More thought will be put into the replacement during the off season, and the construction will be completed in the spring. Doug added that it was clear that the residents appreciate some source of shade on the roof deck, and it will be replaced in some form.

8. AUDITOR'S REPORT

Doug introduced the auditor, Jessica Glendinning, from McGovern, Hurley, Cunningham.

Jessica advised the group that Dave Sanderson had retired and that she was the partner that worked on the financial statements of 256 Jarvis. She highlighted that the financial statements were prepared by, and were the responsibility of, the Board. The responsibility of the auditing firm was to perform an audit on the financial statements to express an opinion that they were presented fairly in all material respects. The audit involved looking through some of the transactions, reading the Minutes, and running checks and balances on the financial statements. This was in accordance with the Canadian auditing standards as well as the accounting standards. In the auditing firm's opinion, these financial statements presented the Condominium Corporation's financial position for the 2012 year end fairly, in all material aspects.

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

Moved to approve the financial statements as presented. By John Lavery, Suite 5B. Seconded by Vincent Tondreau, Suite 15C. 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 Greg Geralde, Suite 9C. Unanimous. Carried.

10. ELECTION OF DIRECTORS

Doug advised that there was one vacant Director position on the Board and gave the floor to Diane to proceed with the election of Directors.

Diane advised the group that there were two candidates for the one vacant position. Diane asked the group for scrutineers; Sue Gibson and Greg Geralde volunteered.

Diane stated that the one-page resumes of each of the candidates were included in the AGM package. Hans Wolff, one of the candidates, was not present at the meeting; however, Diane advised the group that Hans had been a renter in the building for several months. Diane introduced the other candidate, Vince Tondreau, Suite 15C, a long-term owner, who addressed the group and said a few words about why he would like to hold the Director position.

Diane asked for other nominations from the floor. There were none. A secret ballot election was held; the two scrutineers left the room and calculated the election results.

Question: Alberto Sarthou, Suite 11D, asked if a tenant can be elected to the Board.
Answer: Diane responded that a tenant, and that even a non-resident in the building, can be on the Board.

Diane advised the group that Vince Tondreau was the successful candidate and the group congratulated Vince in his election to the Board.

11. OTHER BUSINESS

The Chair, Doug Gibson, called on Greg Geralde for other business.

Recreation Committee

Greg addressed the group on behalf of the Recreation Committee. He stated that there will be a special meeting held specifically for the recreation plan, and that it is still a little too early to talk specifics about the plan.

The committee, which includes Larry Konyu, Jamie Hayward, Michael Lloyd, and David Jung, has worked very hard on creating the plan. Greg informed the group that the two objectives for the revised area are to remove the negativity of the rec centre and to produce an environment that will be pleasing to the owners. Greg advised the group that the gym will be about 50% larger than it is right now. Greg stated that a meeting will be called in approximately eight weeks and at that time, everyone will be able to see the plans for the revised recreation centre.

Question: Alberto Sarthou, Suite 11D, asked if the purpose of the upcoming meeting would be for the owners to vote on whether they approve or decline the plan.

Answer: Greg responded that the purpose of the meeting would be to inform owners on what the plan is, and to allow owners to voice their issues should they have any. The Board will have already approved the plan at that point; therefore, the plan as presented would not be discarded and restarted should issues arise.

Statement: James Dubro, Suite 5C, stated that if the use of the recreation centre would change, there will need to be a vote.

Response: Greg confirmed that there would be a vote, and that there will be a formal meeting held. Greg also stated that, for example, if 80% of the owners didn't like the plan as presented, the committee would go back to the drawing board.

Doug asked for other business.

Question: Eileen Page, Suite 5A, asked if the ping pong table would be kept.

Answer: Greg responded that if an owner has a concern or an opinion that has not already been shared, owners should feel free to voice their opinion.

Question: Doug Adams, Suite 16B, asked about the progress of the front lobby project.

Answer: Diane responded that the committee (Kat Hudson, Vince Tondreau and herself) are in the process of establishing an appointment with an interior designer. The current plan is to maintain a seating arrangement in front of the mirror. The artificial plants are available to be taken, should any owners wish to acquire them; if not, they will be discarded. Diane stated that the big challenge is the larger area of the lobby. The committee is currently considering a nice seating area with an area rug, something warm and welcoming for the larger area. The committee will make recommendations to the Board.

Statement: James Dubro, Suite 5C, thanked the Board for their hard work over the past year.

12. ADJOURNMENT

There being no further business, a motion to adjourn was made by James Dubro, Suite 5C. Seconded by Alberto Sarthou, Suite 11D. Unanimous. Carried.

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

The meeting was adjourned at 8:38 p.m.