

METROPOLITAN TORONTO CONDOMINIUM CORPORATION NO. 690

Minutes of the Annual General Meeting June 26, 2017

The thirtieth Annual General Meeting of the Owners of Metropolitan Toronto Condominium Corporation No. 690 was held on June 26, 2017, at the Fleck Dance Theatre Lobby, 207 Queen's Quay West, 3rd Floor, Toronto, Ontario.

1. OPENING OF MEETING

The President of the Corporation, Rares Pateneau, presided as Chair and called the meeting to order at 7:04 p.m. He welcomed the Owners and introduced the Directors and guests at the head table.

Directors:

Rares Pateanu	President
Roger Gibb	Director
Dorothy McComb	Director
Lorraine Joyner	Director
Patricia Watt	Director

and by invitation,

Tom Little	Auditor, Gilmore and Company LLP, Chartered Accountants
Deborah Shaver	Property Manager, DJS Management Inc.
Kristina Larocca	Recording Secretary, Broadmoor Meeting Services

2. NOTICE OF MEETING

The Chair advised that the Notice of Meeting, the minutes of the previous Annual General Meeting, and the Auditor's Report had been delivered or mailed to all members of the Corporation. A signed declaration had been filed with the Corporation's Secretary as Proof of Service of Notice of the Meeting in accordance with the requirements of the *Condominium Act* and was available for inspection. The Chair then directed the Secretary to annex the Proof of Service and the Notice of Meeting to the minutes of the meeting.

3. APPOINTMENT OF SCRUTINEERS

On a **motion** by Ms. Schuyler (1207), **seconded** by Mr. Burton (908), **it was resolved** to appoint Melinda Downie as Scrutineer for the meeting. **The motion was carried**

The Scrutineer reported that 33 units were represented in person and 12 by proxy for a total of 45, exceeding quorum requirements of 18 units. The Chair directed that the Scrutineer's Report be adopted.

The Chair declared that with the Proof of Notice calling the meeting having been served, together with the confirmation of quorum, the Annual General Meeting of the Owners of Metropolitan Toronto Condominium Corporation No. 690 was properly constituted for the transaction of business as set out in the notice.

4. APPROVAL OF MINUTES, ANNUAL GENERAL MEETING, JUNE 27, 2016

The minutes of the Annual General Meeting held June 27, 2016, had been delivered or mailed to all Owners' for review prior to the meeting. The Chair asked if there were any errors or omissions and hearing none, called for a motion to approve the minutes, as circulated.

On a **motion** by Mr. Burton (908), **seconded** by Ms. Rinaldi (1111), **it was resolved** to dispense with the reading of the Minutes of the 2016 Annual General Meeting and approve them as circulated.

The motion was carried

5. FINANCIAL STATEMENTS - DECEMBER 31, 2016

a) Presentation / Approval of Audited Financial Statements

The Chair called upon the Auditor, Mr. Tom Little of Gilmore and Company LLP, to present the audited financial statements for the fiscal year ended December 31, 2016.

Mr. Little referred to the Auditor's Report and advised that the Auditor reports to the Owners. The Property Manager was responsible for the content of the financial statements and the Auditor checks to ensure accuracy. It was his opinion that the financial statements present fairly the financial position of the Corporation at year-end and a clean audit opinion had been given.

Mr. Little presented some highlights from the financial statements. The Corporation's main assets are cash and cash investments, held in the Operating Fund and the Reserve Fund. Total assets as at fiscal year-end were \$971,540. Total liabilities for the Corporation were \$115,183. Liabilities are largely due to the purchase of a new transformer and some monies owing to Brookfield. The deduction of liabilities from assets means the Corporation retains net assets of \$856,357.00

The Reserve Fund has grown via contributions and interests to a total of \$765,645. Major expenses paid from this Fund have been for elevator modernization, the first payment of which was \$77,942, electrical expenses to replace the amp panel and transformer, and HVAC replacements. Expenses in the Reserve Fund exceeded revenues by \$41,491 causing a reduction funds, but the Auditor noted that the Fund still remains ahead of Reserve Fund Study projections for 2017.

Owners contributed \$1,766,500 to the Operating Fund and there were expenses of \$1,203,568, leaving the Operating Fund with a final balance of \$90,712. Revenues in the Operating Fund exceeded expenses by \$50,794. Main areas of expenditure were in Administration, particularly Insurance and Insurance Repairs, and Professional Fees. The Auditor noted that Professional Fees had increased in 2016 as the Corporation made by-law changes which necessitated increased legal work.

Contract Services is the second main area of expenditure and expenses there are largely consistent with the budget. Repairs and Maintenance is the third main area of expenditure, and here the Auditor noted that Owners should expect more variability in terms of actual expenses against budget. Landscaping costs were slightly higher, as were repairs and maintenance of the pool.

The Auditor reviewed the Notes with the Owners, explaining that the Reserve Fund and Operating Fund are not subject to tax. The Reserve fund is split between cash and investments, and the last Reserve Fund Study was completed in 2014. The Directors accepted the recommendations of the 2014 Study and the Corporation has made contributions accordingly. Currently, the Reserve Fund balance is higher than projected by the 2014 Study.

Having completed his review of the Financial Statements, the Auditor called for questions. There being none, the Chair requested a motion to approve the audited financial statements for the fiscal year ended December 31, 2016.

On a **motion** by Ms. Rinaldi (1111), **seconded** by Mr. Owen (1205), **it was resolved** to approve the audited financial statements for the fiscal year ended December 31, 2016. **The motion was carried**

b) Appointment of Auditor

The Board recommended the re-appointment of Gilmore and Company as the Corporation's Auditor.

On a **motion** by Mr. Pateanu (916), **seconded** by Ms. Schuyler (1207), **it was resolved** to appoint the firm of Gilmore and Company LLP, Chartered Accountants, as Auditor of the corporation to hold office until the next Annual General Meeting of the unit Owners at a remuneration to be fixed and authorized by the Board of Directors. **The motion was carried**

There being no further questions of the Auditor, Mr. Little retired from the meeting at this time, (7:21 p.m.).

6. ELECTION OF DIRECTORS

The Chair advised that Lorraine Joyner's term on the Board had come to an end with this meeting and she had announced her intention not to stand for re-election. Mr. Pateanu outlined a few of Ms. Joyner's contributions to the community during her time on the Board and thanked her on behalf of Directors and the Owners.

As provided by the *Condominium Act*, the Board had constituted a Nominating Committee consisting of three Directors, and met with several candidates to fill Ms. Joyner's position. The Nominating Committee has nominated Ms. Ingrid Rinaldi to be elected to fill the vacancy on the Board, as stated in the Notice of Meeting.

As no other nominations were received, the Secretary was directed to cast a single vote for the candidate proposed by the nominating committee of the Board and Ms. Rinaldi was elected by acclamation.

7. PRESIDENT'S COMMENTS

The President, Mr. Pateanu, congratulated Ms. Rinaldi on her election and expressed thanks to Owners for placing their trust in him and his fellow Board members to take care of the building. He reported on items that the Board had been dealing with over the past year:

Reserve Fund Study

The Board's objectives with respect to the Reserve Fund and Reserve Fund Study were outlined. An update of the Reserve Fund Study, effective as of 2018, has now been completed and reflects all expected expenditures for the next 30 years. Mr. Pateanu was pleased to report that the Corporation is fully funded and no increases to contributions to the Reserve Fund will be required, at least for the next 3 years, at which point, the Study will

be updated again. While Reserve Fund contributions will not be increasing, this does not mean that condominium fees will not increase.

The forecasted Reserve Fund expenses over the next 3 years will account for just over \$1.5 million. There are no major projects planned for 2018 or 2020, but there will be two major projects in 2019:

- The metal envelope of the building will be repainted with new paint technology to avoid “chalking” and make it easier to clean. Estimated costs for this work are \$690,000.
- The front entrance including the sidewalk, landing, planters, entrance wall and sign, canopy, and driveway will be refurbished at a cost of about \$400,000.

Gym

The Board has attempted to assess the viability of introducing a gym to the building in the space currently occupied by the south pool terrace. This has proven to be a more difficult task than expected, in part because any changes to the building will require City approval, which in turn will require architectural drawings, at an estimated cost of at least \$25,000. The total project would likely cost in excess of \$500,000 and would require a majority vote from Owners to move forward, and would likely be funded via a special assessment of about \$7,000 per unit.

However, as a new gym is being opened in the commercial area of the building, the Board has decided to approach the gym owners and investigate whether they might offer residents reduced rates to use these facilities. Afterwards, the Board will send out a survey to gather owner feedback and level of interest in building a gym on-site.

Elevator Refurbishment

The elevator refurbishment work should be completed by July 21, 2017. The refurbishment includes a new look for the elevators with lighter colours and improved lighting and more visible buttons, and the elevators should be faster and quieter. The Board thanked Roger Gibb for his work on this project.

Brookfield

Mr. Pateanu and Ms. Shaver continue to meet on a quarterly basis with Brookfield Management and the relationship between Brookfield and the Corporation continues to improve.

Building Renovations

Two restaurants have reopened, and more are forthcoming, including an ice cream parlour and a pizza and cocktail bar in July. The commercial gym will open in mid-August. Renovations in the south washrooms are now complete and will be followed by renovations to the second floor washrooms, and then the north washrooms on the main floor.

For the remaining commercial space, Mr. Pateanu reported that the building would likely see two “pop-up” or temporary businesses: a barber shop, and a Roots location, which would be on-site for a short period of time. The barber shop may be open for up to a year and the Roots pop-up will be open for 2-3 days near the end of August.

Brookfield is arranging new additional signage for all restaurants and is working to establish fire lane designation around the building. The Corporation is also working with Brookfield to arrange for new LED lighting in the site of the old waterfall feature.

8. OTHER BUSINESS / QUESTION PERIOD

Mr. Pateanu opened the floor to general questions. He also reminded residents that communication on building developments, projects, and improvements is often posted on the website www.211queensquaywest.ca, and that Owners can request login credentials via the email link. Owners can also get information through the recently re-vamped newsletter.

1. Mr. McComb (913) asked how long the new cladding paint would last before needing to be repainted. Ms. Shaver explained that the overall lifetime of the paint should be 30 years. The benefit to the new paint is also that it can be pressure washed, probably once every 5 years, rather than hand-scrubbed as the current paint requires. The Board had looked into cleaning the current cladding but was told that because it needed to be hand-scrubbed, it would likely cost upwards of \$300,000. The Board has completed an initial investigation and, working with the engineers, have been able to establish a budget for the project. Next, the Board will be investigating various options, tendering the project, evaluating bids, and selecting a supplier. Management confirmed that the cladding will only be painted, and that the work will not impact the fire safety of the building. Management also noted that the building had also recently been re-caulked with silicone caulking.
2. Ms. Mansour (1215) asked whether anything could be done to improve the look of the caulking, such as reducing the width. Ms. Shaver noted that this was unlikely, or at least, that it would be hard to change at the same cost of simply re-caulking in the same style. Management can look into adding an insert to reduce the width, but since the re-caulking has only just been completed, added changes would require removing all the new caulking and doing the project again.
3. Ms. Burton (908) suggested that Owners might wash and dust the cladding in their balconies themselves. She has found an increase in dust due to the increased construction in the area. Management concurred that dusting and washing what is reachable from the unit will help. Further, the Board will consider time of year before the cladding is repainted, so that the Owners can maintain seasonal access to their balconies.
4. Mr. Boutros (1214) asked whether the Corporation might introduce a fob system for exiting the garage. Mr. Pateanu explained that so far, the Board has made the conscious decision not to move to a fob system, due to concerns that fobs might be replicated or interfered with. The Board has felt that a concierge system helps improve building security. However, if the Owners do want to make a change, the Board can consider it. Mr. Burton (908) added that while he likes having a concierge greet him upon entry, when Owners are leaving the facility it might make sense for a fob system to be in place, since monitoring exits is of less importance than monitoring entrances. The Corporation could also introduce an automatic exit. The Board agreed to look into this option.
5. Ms. Burton (908) expressed approval of Brookfield work to introduce a designated fire route to the area, and expressed hope that this would reduce the illegal parking and stopping problems around the building. She had seen several cars parked in the semi-circular drive and that often drivers claim to be stopping temporarily but then leave their vehicles for an hour or more. Mr. Pateanu encouraged Owners to report all such incidents to the concierge. Management will aim to do a better job on enforcing parking and stopping rules.
6. Mr. Owen (1205) asked what was being done about short term guest parking. Mr. Pateanu explained that the concierge keeps track of whether there are Owners away so that these spaces can be offered to guests, if the vacationing Owners have agreed, but the Corporation has no official guest parking,

except for via the theatre. Ms. Shaver added that the Corporation works to accommodate visitors as much as possible and Owners have been very good about letting Management know when their parking spaces will be empty and can be offered as guest parking.

10. TERMINATION OF MEETING

The business of the meeting having been completed, the Chair called for a motion to terminate.

On a **motion** by Mr. Owen (1205), **seconded** by Mr. Simpson (1003), **it was resolved** to terminate the 2017 Annual General Meeting of MTCC 690 at 7:52 p.m. **The motion was carried**

President
KL/nf

Secretary

M.T.C.C. No. 690

LIST OF MOTIONS
Annual General Meeting, June 26, 2017

1. **Appointment of Scrutineers**
On a **motion** by Ms. Schuyler (1207), **seconded** by Mr. Burton (908), **it was resolved** to appoint Melinda Downie as Scrutineer for the meeting. **The motion was carried**

2. **Approval of Minutes**
On a **motion** by Mr. Burton (908) **seconded** by Ms. Rinaldi (1111), **it was resolved** to dispense with the reading of the Minutes of the 2016 Annual General Meeting and approve them as circulated. **The motion was carried**

3. **Audited Financial Statements**
On a **motion** by Ms. Rinaldi (1111), **seconded** by Mr. Owen (1205), **it was resolved** to approve the audited financial statements for the fiscal year ended December 31, 2016. **The motion was carried**

4. **Appointment of Auditor**
On a **motion** by Mr. Pateanu (916), **seconded** by Ms. Schuyler (1207), **it was resolved** to appoint the firm of Gilmore and Company LLP, Chartered Accountants, as Auditor of the corporation to hold office until the next Annual General Meeting of the unit Owners at a remuneration to be fixed and authorized by the Board of Directors. **The motion was carried**

5. **Termination of Meeting**
On a **motion** by Mr. Owen (1205), **seconded** by Mr. Simpson (1003), **it was resolved** to terminate the Annual General Meeting of MTCC 690 at 7:52 p.m. **The motion was carried**

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