**METROPOLITAN TORONTO CONDOMINUM CORPORATION NO. 1295**

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

39 Jarvis Street, Library/Office, Toronto, Ontario

Monday, April 18, 2016 at 7:00 p.m.

**Board Members**

Eric Blanchard President

Mary Jo Smith Treasurer

Nicoletta Zamparo Director

**By Invitation**

Anna Oreshyna Property Manager, Brookfield Condominium Services Ltd.

Anne Parker Recording Secretary, INaMINUTE Ltd.

**1.0 CALL TO ORDER**

There being a quorum present, E. Blanchard presided as Chairperson and called the meeting to order at 7:05 p.m.

**2.0 APPROVAL OF AGENDA**

The agenda was adopted as circulated.

**3.0 APPROVAL OF MINUTES**

The minutes, Standard and In-camera, of February 22, 2016 were reviewed.

*On a* ***MOTION*** *by M. Smith, and* ***seconded*** *by N. Zamparo,* ***it was resolved*** *to approve the minutes, Standard and In-camera of the meeting held February 22, 2016 as presented.*

***The motion was carried.***

**3.1 Business arising from Minutes, February 22, 2016**

Items are included the Manager’s report.

**4.0 FINANCIAL REPORTS**

**4.1 Financial Statements, February 29, 2016**

The unaudited Financial Statements for the 12 month period ending February 29, 2016 were distributed with the meeting package. Management noted that the projected deficit for the year of $34,000 was now projected at $24,000.

The audit will commence next week. It will likely be a few weeks before the Board receives a draft of the audit. The Board has requested a meeting with the auditors when the draft is completed. Hopefully this meeting can take place at the next Board meeting.

*On a* ***MOTION*** *by M. Smith, and* ***seconded*** *by N. Zamparo,* ***it was resolved*** *to approve the unaudited financial statements for the 12 month period ending February 29, 2016.*

***The motion was carried.***

**ACTION:** Management to have the auditors attend the next Board meeting if the audit is completed.

**4.2 Financial Statements, March 31, 2016**

The unaudited financial statements for the one (1) month period, ending March 31, 2016 were distributed with the meeting package.

*On a* ***MOTION*** *by M. Smith, and* ***seconded*** *by N. Zamparo,* ***it was resolved*** *to approve the unaudited financial statements for the one (1) month period ending March 31, 2016.*

***The motion was carried.***

**5.0 MANAGEMENT REPORT**

The Board of Directors received, for their information only, a detailed written Management Report that was prepared by Property Management.  This Report is filed separately from the Minutes and only those items requiring discussion at the Meeting are documented below:

**5.1 Displaced Column – Unit 805**

Brown and Beattie did a preliminary check of the displaced column in 805. The cause is unknown. The column also shows signs of crack development within the masonry. Further investigation is required to determine if:

* the column should be removed and the adjacent components repaired, or
* the column should be repaired or replaced.

**ACTION:** Management to check into other engineers who could do a preliminary investigation.

Management suggested that the preliminary investigation should also include the masonry work that is required around the door to the parking garage caused by the fountain leaking into the garage. The Corporation needs an assessment from an engineer before proceeding with the repair work.

**5.2 Suite Issue**

Minutes were taken in camera.

**5.3 Website/Online Data Base**

Management presented the quotes submitted by Building Link and Condo Control Central for web-based software.

N. Zamparo has developed a beta website for the building that can handle many of the desired features. Board members and Management were asked to test the website and provide feedback. N. Zamparo would help populated the website database if the application was adopted.

**5.4 CCTV Upgrade**

Management reported that the current system was outdated. Traditionally, the party room has not had any cameras. Discussion ensued around the need for an upgraded CCTV system given there was 24 hour security on-site, and in respect for privacy. Up to this point, there have not been cameras in the multi-purpose room. The renovated multi-purpose room will have a television and other equipment.

*On a* ***MOTION*** *by E. Blanchard and* ***seconded*** *by M. Smith,* ***it was resolved*** *to approve the proposal submitted by Avanton to replace the 16 current cameras with HD cameras and install two (2) HD cameras in the multi-purpose room for an amount not to exceed $6,100 plus HST.*

***The motion was carried.***

**5.5 Multi-Purpose Room Agreement**

*It was the* ***consensus*** *of the Board* that no fees would be charged to residents booking the multi-purpose room for a private function. A refundable Security/Damage Deposit in the amount of $300.00 would be requested at the time of booking.

Discussion ensued about a date for an official opening of the multi-function room. It was decided that an open house would be held when the room is finished.

**5.6 Accounts Receivable**

Minutes were taken in camera.

**5.7 Krijoh Invoices**

Minutes were taken in camera.

**5.8 Driveway Drain**

The grate over the drain is noisy when cars drive over it. This will be repaired at a cost of $600.00

**5.9 Unit Request**

Minutes were taken in camera.

**5.10 Extended Absence In-Suite Checks**

Samonshields provides in-suite checks during extended absences as part of the contract with the Corporation. There are forms to fill in when an extended absence is planned. This is an important service and residents need to be reminded that it is available to them at no extra charge.

**6. NEW BUSINESS**

**6.1 AC Unit Proposal**

Minutes were taken in camera.

**6.2 Drywall Repairs in Common Areas**

Management requested approval of $1,900 plus HST for various drywall repairs in the party room, locker room and basement areas.

*It was the consensus*of the Board to approvethe amount of $1,900.00 plus HST to perform the required drywall repairs in the common areas.

**6.3 Use of Corporate Storage Area**

Minutes were taken in camera.

**6.4 Use of Rooftop BBQs**

The Board agreed that the current policy of allowing 90 minute bookings of the BBQs would remain in effect.

**6.5 Resident Use of Hoses**

A request was received to leave the tap on to the hoses on the rooftop to accommodate residents being able to use the hoses. The taps were too hard to operate.

**ACTION:** The Superintendent is to be asked to look at options to facilitate use of the hoses.

**6.6 Lights Over Unit Doors**

The electrician noted that some of the lights over unit doors were noisy and should have the ballast replaced. Lighting will be addressed as part of the hall refurbishments. If a resident finds the light over their door too noisy, the light should be replaced by a regular light, and not an LED, as an interim measure.

**6.7 Water in Elevator Pit**

When the elevator servicing was performed, it was reported that there was water in the pit. The water likely came from the drain in the driveway.

**ACTION:** Management to follow-up on the issue of water in the elevator pit.

Discussion ensued relating to having the elevator cabs refurbished, redoing the floors, walls and ceilings. Management advised that the cab refurbishment is currently in the Reserve Fund Study for 2020.

**ACTION:** M. Smith to speak with the designer of the multi-purpose room to get an estimate to have the elevator refurbishment work done.

**6.8 Recruitment of Board Members**

Minutes were taken in camera

**7. NEXT BOARD MEETING**

The date for the next meeting of the Board of Directors was scheduled for Monday, May 16, at 7:00 p.m. in the Library/Office.

**8.0 CLOSE OF MEETING**

*On a* ***MOTION*** *by M. Smith, and* ***seconded*** *by E. Blanchard,* ***it was resolved*** *to close the meeting at 9:20 p.m., as there was no further business to conduct.*

***The motion was carried.***

Director Date

Director Date