



**MINUTES OF THE ANNUAL GENERAL MEMBERS' MEETING
CITY PARK CO-OPERATIVE APARTMENTS INC.
SATURDAY, JANUARY 13, 2018
PMG HALL**

PRESENT

Calvin Barrett	President
Achira Saad	Vice-President
Michel Gauvin	Treasurer
Bob Fisher	Corporate Secretary
Cathi Bond	Director
Paul MacCallum	Director
Blair Williams	Director
David Wootton	Director

REGRETS

Lee Konik	Director
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STAFF

Scott Barry	General Manager
Joshua Shulman	Housing Manager
Mona Sahil	Housing Administrator, RCMS
Sandra Luciano	Housing Clerk, RCMS
Jagdish Vyas	Finance Administrator, RCMS
Ruchi Rajpura	Front Desk Clerk, RCMS

GUEST

Mubarak Ali	CFO, RCMS
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Item Description

1. Call to order

The meeting was called to order at 11:00am by Calvin Barrett, president.

2. Determination of quorum

It was determined that a quorum was present.

3.Approval of Agenda

Motion: Move to approve the agenda as presented.

Moved by John Shaw - 1220-51 and seconded by Rod Bessette – 1106-484

Carried

4.President's Address

Calvin Barrett, president, provided an update on the following projects and activities:

- The report from TFS regarding violations. The building report will be given to any member who goes to the Co-op office and requests it. The report is specific to the member's building.
- The energy efficiency project is ongoing. Heating problems were identified and are being dealt with.
- The new parking meters have been installed and are operational.
- The RFP for the security cameras is coming back to the Board at the end of January, 2018. The project is expected to be completed by the end of April, 2018. The cost had already been approved by the members.
- The HD boxes have been distributed. The Co-op has purchased an extra supply to have on hand. The final clean up and securing of wires will be done in the Spring.
- The building cladding is safe and not made of the same materials as the catastrophic fire in London, England.
- Unit inspections have started and are being done by Nigel Alpin.
- The Co-op has commissioned an accessibility report. The report will be coming to the Board by no later than early February, 2018.
- The process to hire a general manager is ongoing. The president, vice president, treasurer and corporate secretary will be reviewing the 30+ applications received.
- New runners are coming to the inner and outer lobbies as well the basements.
- A carpet will be installed in the corridor leading to the Co-op office in 484 Church St. This is a test to see if the colour, durability and cost are appropriate for the first floors in all three buildings.
- The Board is meeting with a consultant in February, 2018 as part of the process to prepare for when the operating agreement with the City of Toronto ends in 2024.

5.Approval of AGM minutes – September 16, 2017

Motion: Move to approve the minutes as amended.

Moved by Tom Maunder – 1007-51 and seconded by Paul Kazlauskas – 209-51

Carried

The amendments are as follows:

Page 1 – David Wootton rather than David Wooton

Page 2 – First paragraph, fifth line – insert 'domestic' between 'new' and 'boiler'

Page 3 – Three lines from the bottom of the page – strike 'resigned his position' and insert 'withdrew as a candidate.'

Page 4 – Six lines from the bottom of the page – strike 'arrears' and insert 'areas'

6.Approval of budget for fiscal year May 1, 2018 to April 30, 2019

Motion: Move to subsidize the monthly Shaw fee by \$1.00 per month per member until the non-shelter special projects reserve has been depleted. The current single reserve would be split.

Moved by Marv Lucey – 1407-51 and seconded by Keith Smith – 207-51

The motion was defeated.

The issue of splitting the reserve will be referred to the Finance Committee for consideration.

Motion: Move to approve the budget for fiscal year May 1, 2018 to April 30, 2019 as presented.

Moved by Michel Gauvin – 1119-484 and seconded by David Wootton – 1207-31

Carried

7.Approval of capital projects budget for the period May 1, 2018 to April 30, 2019

- It was noted that the security camera project was not included in the 2017/2018 column of projects. The estimated cost will be \$250,000. This project had been previously approved at the SMM on June 3, 2017.
- The projected closing balance for 2017/2018 will be \$946,403 - \$250,000 = \$696,403. The figures for each of the following five years will be adjusted accordingly.

Motion: To approve the capital projects budget for the period May 1, 2018 to April 30, 2019

Moved by Michel Gauvin – 1119-484 and seconded by John Fowler – 1210-51

Carried

8.Update on management transition

- OPMG transferred the contract to RCMS. The terms of the contract did not change.
- There was a request to have a review done of office processes, including electronic submission of work orders.
- The consensus was that the smaller window in the office is not acceptable and the larger window should be open again.
- The prevailing comments were directed at a need for office staff to be trained.
- The members were advised the Board is looking at processes and training. Once that is complete a process map will be developed and the members will be informed via a door drop.
- The discussion also included the heating problems. The City, engineering consultant and contractor are all aware of the issues are working at finding and finalizing solutions. Bob Fisher is the Board liaison to the project and attends the site meetings.

9.Update on Shaw implementation

- The channels are set until the end of the contract is approximately 6.5 years. Members may contact Shaw directly if they want additional channels.
- If a member doesn't have a box, they must contact the Co-op office. There are extra boxes.

10. Update on capital projects and expenditures

- The information was primarily covered in the president's address.
- There will be additional repair work on the expansion joint. The full scope is not known at this time.

11. Standing Resolutions of the Board

- The package was not ready for the GMM.
- All members will receive a copy by the end of the month.

12. Questions from the members

13. Adjournment

- The attendees dropped below 85, the minimum for quorum.
- The meeting was then adjourned at 12:43pm.

Approved by the Board of Directors on January 31, 2018



**Calvin Barrett
President**



**Robert Fisher
Secretary**