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**MINUTES OF THE ANNUAL GENERAL MEMBERS' MEETING
CITY PARK CO-OPERATIVE APARTMENTS INC.
SATURDAY SEPTEMBER 16, 2017
PMG HALL**

PRESENT

Calvin Barrett	President
Achira Saad	Vice-President
Tom Maunder	Treasurer
Michel Gauvin	Corporate Secretary
Lee Konik	Director
Andrew Lesk	Director
Cathi Bond	Director

REGRETS

David Wootton	Director
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STAFF

Scott Barry	General Manager
Frank Melo	Asset Manager
Teresa Fernandes	Office Manager
Courtney Cann	Front Desk, OPMG
Mona Sahil	Housing Administrator, OPMG
Sandra Luciano	Housing Clerk, OPMG
Jagdish Vyas	Finance Administrator, OPMG

Item Description

1. Call to Order

The meeting was called to order at 11:00 a.m. by Calvin Barrett.

2. Determination of Quorum

Established.

3. Approval of the Agenda

MOTION: To approve the Agenda of the Annual General Members' Meeting.

Moved by: Bob Fisher (51-617), seconded by Tom Maunder (51-1007). Carried.

4. President's Address

Calvin Barrett addressed the members on the projects the Board has been working on, since the January General Members' Meeting, which includes:

a. Energy Retrofit

- i. The City of Toronto has funded capital works projects for new boilers for both building heating and domestic hot water and temperature control valves to be installed in every unit. The valve installation has been completed and the technicians are working on a final check of the valves in all units. Mr. Barrett acknowledged that there had been some complaints about the temperature of the water from the new boiler, and informed members the temperature has been turned down. Mr. Barrett also informed the members that since the January GMM, City Park has signed a contract with the City of Toronto for an extra \$30,000 in funding for the boiler pumps. The new boiler system should be operational shortly.
- ii. Mr. Barrett explained the lighting project that would commence shortly – the common areas would switch to LED lighting, which will save the Co-op money on the electricity bill.
- iii. A solar wall will begin to be installed in the following weeks, on the roof of 484. The project should take approximately five weeks to complete.

b. Security

Mr. Barrett informed the members that the installation of the new security cameras will begin shortly and that these cameras should help increase safety and aid in crime prevention.

c. Shaw Cable

After the Shaw Cable Contract was approved by members at the Special Members' Meeting in June, the building of commercial satellites and installation of HD boxes has commenced. Mr. Barrett also notified the members that Scott Barry, General Manager, and himself are working towards a solution for members to receive a second HD box, as previously promised.

d. Property Manager Transition

Mr. Barrett updated the members on the Property Manager transition. Scott Barry and the Board have interviewed potential candidates for a Housing Manager, which would primarily be responsible for office functions.

e. Room Allocation

Frank and some members from the Board went on a tour of rooms and found that space was not being utilized. By the beginning of November, a room proposal will be delivered to the Board for approval. Once the room proposal is approved, the new space for the library will be announced.

f. Mural Project

Mr. Barrett informed the members that due to a lack of interest, the mural project is not moving forward.

g. Non-Smoking Policy Project for City Park

There has been a number of meetings and no consensus on how to proceed forward, so the study will not continue at this time.

5. Approval of the General Members' Meeting Minutes – January 14, 2017

MOTION: To approve the General Members' Meeting Minutes from January 14, 2017.

Moved by: John Shaw (51-1220), seconded by George Scott (51-1015). Carried.

6. Approval of the Special Members' Meeting Minutes – June 3, 2017

To amend the minutes in regard to the Shaw Television Contract to state: "the monthly fee is going up one dollar per year."

MOTION: To approve the Special Members' Meeting Minutes from June 3, 2017 as amended.

Moved by: Lee Konik (484-712), seconded by Orlando Flores (51-1509). Carried.

7. Approval of the Financial Statements

Paul Jaroszko from Prentice Yates & Clark presented the information from the 2017 Auditor's Report. Paul informed the members the Co-op is operating according to appropriate accounting policies and went through a number of the findings, such as the Current Assets, Future Capital Replacement Reserve and The Statement of Cash Flows.

MOTION: To approve the Financial Statements from the Auditor's Report.

Moved by: Tom Maunder (51-1007), seconded by Ritchie Doucet (51-109). Carried.

8. Appointment of the Auditor for the Fiscal Year: May 1, 2017 – April 30, 2018

MOTION: To approve Prentice Yates & Clark as the Auditor for the fiscal year May 31, 2017 – April 30, 2018.

Moved by: Paul Kazlauskas (51-209), seconded by Orlando Flores (51-1509). Carried.

9. Election of the Directors

Vice-President, Achira Saad, presented the election process to the members. There are six vacant positions: five of the positions are two year terms and one vacancy as a one year term. The nominee with the least amount of votes will serve the one year term. There are seven vacancies.

The election results are:

- 113 ballots
- 6 spoiled ballots
- Thus, a total of 107 ballots

The number of votes for each candidate are as following:

- Calvin Barrett – 106 votes
- Michel Gauvin – 103 votes

- David Wootton -102 votes
- Blair Williams – 94 votes
- Paul MacCallum – 93 votes
- Lee Konik – 72 votes
- Bob Fisher – 72 votes

Achira Saad announced that there would be a second ballot with Mr. Konik and Mr. Fisher's names. Bob Fisher advised that he would step aside, and Lee Konik was declared elected as the Director for the one year term.

10. Questions and Answers

Numerous questions were directed to Scott Barry and Frank Melo. One of the main concerns from members was the recent leaks in some units. Scott and Frank informed the members that the water had not been drained and refilled for a long time. Once the water was drained and new water was put back into the pipes, a few issues had occurred, such as a popped expansion joint, which caused a few floods. Scott informed the members that he was looking into whether the Co-op's insurance policy will cover the costs of damage from the floods.

Frank and Scott informed the members that they were still tendering out costs for the new camera installation and that they will look into laundry room cameras. With the new camera installation, an evaluation of the old wires will be done to see how much material they can reuse and therefore save money on.

Frank updated the members that he was working on a proposal to renovate the PMG Hall.

A number of members had concerns about the Shaw contract and the installation of the HD boxes. Scott informed the members that they are building a commercial satellite on 51 and beginning to install HD boxes in some units of 51. Next will be 31, but that depends how long it takes the technicians to complete 51. Scott also notified the members that a face to face meeting will be held with a Shaw representative about the original promise of members receiving 2 boxes, if they required a second one. Scott informed the members that the City Park information channel (channel 12) should be up and running again shortly.

Scott informed the members that the garage retrofit project is behind schedule because of all the rain this summer, but should be completed by October 31.

A discussion of snow removal was discussed for the Co-op and Scott informed the members that the industry standard for snow removal is 2 inches or more. A few members inquired whether they could volunteer to shovel the snow if it is less than 2 inches.

Frank updated the members on the carpet replacement in common areas. Frank is currently pricing out runners and evaluating which is the best option: to rent or buy carpet runners. Renting the runners is more costly, but the company would come regularly to clean and replace the runners. The hallway carpet replacement has been put off due to the large amount of capital work projects the Co-op has undertaken this year.

Frank requested that members doing any renovations in their unit let the office know and to not touch the ceiling to drill holes for safety reasons. Frank also informed the members that he was looking at prices for paint in common areas and perhaps vandal-proof paint as a possible solution.


Frank also informed the members how crucial it is to fill out a work order if any repairs need to be done inside the members' unit.

11. Adjournment

MOTION: To adjourn the Annual General Members' Meeting.

Moved by: John Shaw (51-1220), seconded by Keith Smith (51-207). Carried.

Approved by the Board of Directors on October 17, 2017


Calvin Barrett
President


Robert Fisher
Secretary