

**YORK CONDOMINIUM CORPORATION 323**

Minutes of the Board of Directors Meeting

Thursday, February 28, 2019

Present: Elizabeth Bihl President  
Bojan Grbic Director  
John Hardie Secretary  
Gary Legault Treasurer  
Brian MacDonald Vice President

By invitation: Isan Murat Property Manager, Crossbridge  
Holly Price Minute-taker

**OPENING OF THE MEETING**

There being a quorum present, Elizabeth Bihl called the meeting to order at 2:12 p.m.

**1. Review and Acceptance of Agenda:** The Board reviewed and approved the amended agenda.

MOVED BY Gary Legault  
SECONDED BY Brian MacDonald  
All were in favour and the motion was CARRIED.

**2. Approval of Minutes:**

2.1 The Board reviewed and approved the Minutes from January 24, 2019

MOVED BY Bojan Grbic  
SECONDED BY Brian MacDonald  
All were in favour and the motion was CARRIED.

**3. Approval of Financial Statements**

3.1 The Board reviewed and approved the Financial Statement for the month of January 31, 2019.

MOVED BY Gary Legault  
SECONDED BY Bojan Grbic  
All were in favour and the motion was CARRIED.

3.2 Draft Budget -This was approved with a 1% increase over the previous fiscal year.

MOVED BY Gary Legault  
SECONDED BY Brian MacDonald  
All were in favour and the motion was CARRIED.

The Board specifically approved superintendent's salary increase of 2 %.

MOVED BY Gary Legault  
SECONDED BY Elizabeth Bihl  
All were in favour and the motion was CARRIED.

#### 4. Matters Arising from Past Minutes

- 4.1 Replace Garage Light with LED: In progress with some delays.
- 4.2 Corner Units Window Replacement: The mock-up unit has been done. Work will be completed between April and the end of September. Current schedule suggests work to begin at north end of the building.
- 4.3 Replace Garage Exit Door: To be completed once outside temperatures improve.
- 4.4 Replace monitor in Elevator 1: This will be done soon.
- 4.5 Install Fan in Gym: This will be done soon.

#### 5. Contracts and Proposals

5.1 Fire Protection: The Board approved Lockwood Fire Protection to provide the Annual Service Inspection for all fire-related equipment

MOVED BY Gary Legault  
SECONDED BY John Hardie  
All were in favour and the motion was CARRIED.

5.2 Garage Power Wash: The Board approved Edifice Services to do a power sweep of the garage twice in the year

MOVED BY Brian MacDonald  
SECONDED Gary Legault  
All were in favour and the motion was CARRIED.

5.3 Garage Catch Basin and Sump Pump Cleaning: The Board approved Edifice Services to clean the drains, catch basin and sump pit

MOVED BY John Hardie  
SECONDED BY Brian MacDonald  
All were in favour and the motion was CARRIED.

5.4 Diesel Generator: The Board approved Total Power to do two maintenance inspections of the diesel generator during the coming fiscal year

MOVED BY John Hardie  
SECONDED BY Elizabeth Bihl  
All were in favour and the motion was CARRIED.

5.5 Carpet Cleaning: The Board approved that BCC Services will do dry cleaning of the hallway carpets

MOVED BY           Bojan Grbic  
SECONDED BY       John Hardie  
All were in favour and the motion was CARRIED.

5.6 Duct Cleaning: The Board approved Indoor Air Maintenance to clean all dryer vents

MOVED BY           Gary Legault  
SECONDED BY       John Hardie  
All were in favour and the motion was CARRIED.

5.7 Automatic Door from Lobby to Meeting Room: The Board approved Roel Security to install an automatic door

MOVED BY           Brian MacDonald  
SECONDED BY       John Hardie  
All were in favour and the motion was CARRIED.

5.8 Traffic Light between P1 and P2: There was agreement that the current system is working well and does not need replacement.

5.9 Domestic Hot Water Pipe Replacement: The Board agreed to have Mega City Plumbing replace the remaining galvanized pipe with copper pipe

MOVED BY           Gary Legault  
SECONDED BY       Brian MacDonald  
All were in favour and the motion was CARRIED.

5.10 Reserve Fund Study Proposal: The Board approved R&C Engineering to do a comprehensive Reserve Fund Study and Consultation

MOVED BY           Gary Legault  
SECONDED BY       Elizabeth Bihl  
All were in favour and the motion was CARRIED.

## 6. Items Completed:

- 6.1 Elevator Contract
- 6.2 HVAC Contract
- 6.3 Cleaning Air Make-up Shaft and Pressurize Building

## 7. Committee Liaison Reports:

- 7.1 HPGR: Meeting scheduled for March 4<sup>th</sup>.

7.2 Communication Committee: "What's Happening" to be circulated within next few days. No response for editor to Viewpoint 50.

7.3 Health and Safety Committee (Ad hoc): No current action is required.

7.4 Neighbours Committee: This committee is active with a number of events scheduled for the winter and spring.

7.5 Energy and Recycling Committee (Ad hoc committee): No current action is required.

7.6 Landscaping Committee: No current action is required.

7.7 Construction Committee (GSCMC): Bojan is monitoring this.

7.8 Art Gallery 50 A memorial exhibit featuring the work of Lynne Ritchie on display to the end of March.

**8. Review of Action Item List:** The list was reviewed.

**9. New Condominium Act Update:** Isan provided information on records dispute tribunal under the new act

**10. Meet the Board report:** All issues were considered and dealt with where possible, and responses will be sent.

**11. Other Matters:**

11.1 Email : Discussion, needs more information.

11.2 Accessible Parking: There was discussion about what to do about accessibility to parking spaces on P3. There was a suggestion to consult a lawyer before the issue arises.

11.3 Visitor parking use – deferred to next meeting.

**12. Adjournment:** The meeting was adjourned at 5:40 p.m.

**Next Meeting:** The next Board meeting will be **Thursday, March 28 at 2 pm.**

President

Secretary