

YORK CONDOMINIUM CORPORATION NO. 323
MINUTES OF THE BOARD OF DIRECTORS' MEETING

Boardroom

Thursday, August 27, 2020 at 6:00 p.m.

Board Members

Elisabeth Bihl	President
Brian MacDonald	Vice-President
Gary Legault	Treasurer
Bojan Grbic	Secretary
Filip Djorgonski	Director

Condominium Management

Karolina Kossakowska Condominium Manager, Crossbridge Condominium Services Ltd.

By Invitation

John Hardie Recording Secretary

1.0 CALL TO ORDER

There being a quorum of Directors present, E. Bihl presided as Chair and called the meeting to order at 6:05 p.m.

2.0 CONFIRMATION OF AGENDA

2.1 Approval of Agenda

The Board reviewed the meeting agenda. *It was the consensus of the Board to approve the agenda as printed.*

3.0 DIRECTORS' DISCLOSURE

There were no conflicts of interest.

4.0 APPROVAL OF MINUTES

The Board reviewed the minutes of the July 23rd, 2020 Board of Directors' meeting.

*On a **MOTION** by B. MacDonald, **seconded** by B. Grbic, **it was resolved** to approve the minutes of the Board meeting held on July 23, 2020 as presented, and to distribute the minutes to Owners.*

The motion was carried.

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

All items of business arising from previous minutes were included in the Management Report.

6.0 FINANCIAL REPORTS

6.1.1 Unaudited Monthly Financial Statement – July, 2020

The Board of Directors received the unaudited financial statements for the period ended July 31st, 2020. The Treasurer provided the Board with a financial review.

*On a **MOTION** by G. Legault, **seconded** by B. MacDonald, **it was resolved** to accept the unaudited financial statements for the period ended July 31st, 2020.*

The motion was carried

6.1.2 Review of Arrears Report

The Board was briefed on an outstanding arrear and the procedures taken to protect the building's interest.

6.1.3 Review of Variance Report

The Board received the Operating and Reserve variance report.

6.1.4 Investments

On the recommendation of the Treasurer, the board approved the purchase of two (2) GIC investments for one-year terms in the amounts of \$97,000 each.

*On a **MOTION** by E. Bihl, **seconded** by B. Grbic, **it was resolved** to invest in two \$97,000 GIC's with maturity dates not exceeding one year.*

The motion was carried

6.2. 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 and only those items requiring discussion at the Meeting are documented below.

6.2.1 Construction Survey

Synergy Partners submitted a quote of _____ to evaluate the building for possible impacts of the recent construction at 55 Quebec. The quotation was accepted with the proviso the survey be delayed until the garage removal work across the street has been completed.

*On a **MOTION** by B. Grbic, **seconded** by G. Legault, **it was resolved** that the contract with **Synergy Partners** to review possible impacts of construction from 55 Quebec on the*

building for a cost
garage demolition work at 55 Quebec.

be approved with a start date after completion of

The motion was carried

6.2.2 **EV Charges Policy.**

This issue has been reviewed on several occasions. After an extensive discussion it was agreed more research will be required. The property manager will obtain a sample policy and arrange a meeting with an EV supplier to provide greater details on various options and related costs to introduce EV charging to the building.

6.2.3 **Garbage Chute Cleaning:**

The board reviewed a proposal from **INEXClean Building Services** for cleaning of the garbage chutes, compactor, and garbage room. The Board agreed this service is required and, receiving a revised quote that addresses individual chute flap/doors) approved a contract with **INEXClean Building Services** for) plus HST

On a MOTION by B. MacDonald, seconded by G. Legault, it was resolved that the contract with INEXClean Building Services. for compactor and garbage chute cleaning for plus HST be approved.

The motion was carried

6.2.4 **Annual General Meeting:**

COVID-19 emergency requirements continue to limit the number of individuals who may share common space while maintaining a two-meter distance. With no indication this situation will improve soon, emergency orders allow for a virtual AGM. The property manager, therefore, contracted with Getforum to coordinate agenda items for the meeting to be held Thursday October 15th. [Bylaw 13 will be presented to owners that will authorize electronic measures to be utilized when required]

6.2.5 **Fire Panel:**

{DUE TO UNFORESEEN CIRCUMSTANCES, THE FIRE ALARM PANEL PROTECTING THE BUILDING FAILED. THE AGE OF THE UNIT (MORE THAN TWENTY YEARS) DID NOT ALLOW REPAIRS TO BE CARRIED OUT – NO PARTS AVAILABLE. EMERGENCY MEASURES WERE QUICKLY INSTITUTED – FLOOR MONITORING BY STAFF AND SECURITY PERSONNEL PATROLLING BETWEEN 8:00 PM AND 7:00 AM. THE FIRE DEPARTMENT IS ADVISED EACH HOUR. THE BUILDING HAS RECEIVED A NOTICE OF VIOLATION BY TORONTO FIRE.}

The urgency of this situation prompted the Board to act immediately and contacted **Torbram Fire Protection** to advise actions that will return the building to a protected status. Upon review of the options, the Board agreed to a contract with **Torbram Fire Protection** to install a new fire panel. The quote is for plus HST.

The Board approved the contracting of security personnel to monitor the building between the hours of 8:00 pm and 7:00 am.

The complexity of installing the new fire alarm system may reveal additional problems within the building. The Board will set aside a contingency fund of _____ for unforeseen problems.

*On a **MOTION** by G. Legault, **seconded by E. Bihl, it was resolved** that the contract with **Torbram Fire Protection** for installation of a new fire panel for _____ plus HST be approved.*

The motion was carried

*On a **MOTION** by G. Legault, **seconded by E. Bihl, it was resolved** that the property manager is authorized to contract for overnight security during the outage caused by the inoperable fire panel.*

The motion was carried

6.2.6 Window Project:

COVID-19 continues to play havoc with the window project. AWD has indicated that “we are doubtful that we can perform any of the suite work this year.” Given the uncertainty of this project and no clear understanding of eventual progress of the pandemic, the board decided that it would be best to defer work until 2021.

6.2.7 COVID-19

Although COVID-19 restrictions have been relaxed, the Board has deferred any opening of the common areas by at least one more month. The situation will be reviewed with consideration to public recommendations on reducing restrictions or increasing protective measures.

6.2.8 Parcel Shelf

One of two quotes were received to provide additional shelving units for parcels. Any decision will be deferred until the second quote is presented.

With shelving modifications suggested for the management office, the property manager was asked to provide suggestions to modify the office space that might improve the workflow and access to the property manager.

6.3 Items in Progress / Completed

6.3.1 Cable Contract

Will begin October 1, 2020. Supplier (Rogers) to provide updates to all residents effective September 1st.

6.3.2 Balcony Ponding

Deferred until Fall

6.3.3 Sauna Shower tile

This project has been completed with minor clean-up needed.

6.3.4 Signage

“No trespassing” signs placed by pool and stairs and “no dogs” on Quebec Avenue exposure and area surrounding tennis courts.

6.4 Correspondence Issued / Received

No correspondence received.

DUE TO PANDEMIC EMERGENCY DECLARATIONS NO GATHERINGS OF THE FOLLOWING TOOK PLACE:

8.0 Meet The Board Report

9.0 Committee Liaison Reports

9.1 HPGR Report

9.2 Communication Committee

9.3 Health and Safety Committee

9.4 Neighbours Committee

9.5 Energy and Recycling Committee

9.6 Landscaping Committee

9.7 Construction Committee

9.8 Library Committee

9.9 Art Committee (including Special Events)

10.0 NEW CONDO ACT

No Report.

11.0 NEW / OTHER BUSINESS

11.1 GENERAL DISCUSSION

The board briefly discussed a short wish list:

- Installation of an indoor car wash on one of the parking levels.
- Readily accessible hand powered air pump for cyclists.

- Additional bicycle storage.
- Use of BBQ's on exclusive common areas (balcony). Rules and regulations do not allow charcoal, propane, or any other cooking methods on common areas.

12.0 NEXT MEETING

The next meeting of the Board of Directors was scheduled for Thursday, September 24th, 2020 at 6:00 p.m.

13.0 CLOSE OF MEETING

It was the consensus of the Board to close the meeting at 8:38 p.m., as there was no further business to discuss.

Director

Date

Director

Date

Redacted