

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

Boardroom, 50 Quebec Avenue, Toronto, Ontario
Thursday, January 23, 2020 at 6:00 p.m.

Board Members

Elizabeth Bihl	President
Brian MacDonald	Vice-President
Gary Legault	Treasurer
Bojan Grbic	Secretary
Filipe 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 6:07 p.m.

2.0 CONFIRMATION OF AGENDA

2.1 Approval of Agenda

The Board reviewed the meeting agenda. three (3) items were added to the agenda: "Fitness equipment", "Staining backup generator enclosure" and "Shopping carts" to New / Other Business. *It was the consensus of the Board to approve the agenda as amended.*

3.0 DIRECTORS' DISCLOSURE

There were no conflicts of interest.

4.0 APPROVAL OF MINUTES

The Board reviewed the minutes of the December 16, 2019 Board of Directors' meeting.

*On a **MOTION** by E. Bihl, **seconded** by B. Grbic, **it was resolved** to approve the standard minutes of the Board meeting held on December 16, 2019, 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 Unaudited Monthly Financial Statement – December 31, 2019

The Board of Directors received the unaudited financial statement for the period ended December 31, 2019. The Treasurer provided the Board with a financial review, noting that there was an estimated \$15,445 monthly surplus to date, which was above the projected amount. It was noted that the holiday season reduced the number of business days in the month, thus not all suppliers submitted invoices. He highlighted that the contingency fund was not used this month.

On a MOTION by G. Legault, seconded by B. Grbic, it was resolved to accept the unaudited financial statements for the period ended December 31, 2019.

The motion was carried.

6.2 Review of Arrears Report

The Board received a -NIL- arrears report.

6.3 Review of Variance Report

The Board received the Operating and Reserve variance report.

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

7.1 Financial Reporting

Discussion was documented in item 6.0.

7.2 Items for Board Ratification / Approval / Discussion

7.2.1 Parking 47 P1 level

Three quotes were received to waterproof the P1 parking driveway lane from the garage to the north wall, an area of 2,700 sq. Ft. After an extensive discussion, the board approve a contract with **CCR-Complete Concrete Restoration** for a cost of . Note that waterproofing the section leading to the P2/3 garage area will be deferred indefinitely due to the major disruption that would be required.

On a **MOTION** by G. Legault, **seconded** by F. Djorgonski, **it was resolved** that the contract with **CCR-Complete Concrete Restoration** for garage waterproofing in the amount of _____ be approved.

The motion was carried.

7.2.2 Load Assessment EVCS

The Board received two (2) quotations from A. S. Electric for power availability and maximum allowance for electric vehicle charging stations on-site. The first quotation at _____, required building blueprints and one (1) year of hydro invoices. The second quotation at _____, was for the installation of a meter logger for one (1) week to record electricity usage, which would be more accurate. A third quote from **Signature Electric** for _____ was received. This supplier is a preferred vendor for Crossbridge and, as the EVS fee has a standard cost, the Board recommended the property manager proceed with **Signature Electric**.

7.2.3 Sauna Privacy Doors

The Property Manager recommended deferring any further work as an inexpensive alternative has been found and installed.

7.2.4 Balcony Ponding

Four (4) quotes were received to address the ponding problem on identified balconies. The highest bid was in the area of _____ versus the lowest quote _____. After a lengthy discussion, the Board acknowledged there is no “best” solution to the ponding issue. Given the uncertainty, it was agreed that the ponding areas be grounded out and new filler plus waterproofing be applied by **Artech Contracting** for _____. Work will commence when weather permits – April or May.

On a **MOTION** by G. Legault, **seconded** by B. MacDonald, **it was resolved** that the contract with **Artech Contracting** for balcony repairs in the amount of _____ be approved.

7.2.5 Exterior Paneling

A report has been received by the corporation from the engineer provided three options for consideration: (1) – panel replacement _____, (2) add new paneling to old panel _____ and (3) add sheet metal and insulation to the exterior _____. The Board agreed the best option would be (2) although concern was expressed at the estimated costs. The Board requested the Property Manager obtain further details on what cost savings the building would receive and the time period for a recovery of the expenses.

7.2.6 Window Project Phase 4

Three quotes have been received for the replacement of interior windows in units 2, 3, 5 and 7. Any decisions have been deferred until after Phase 3 project discrepancies have been attended to.

7.3 Items in Progress / Completed

7.3.1 Pool Contract HPGR

Quotes were received from three (3) vendors. A final decision on awarding a contract will require a meeting with HPGR. The Board recommended to the HPGR representatives for YCC323 the submission from PPL.

7.3.2 Fire Safety Plan

Has been completed and submitted to the City of Toronto for a stamp of approval.

7.3.3 Recycling Rewards

Approved by Energy and Recycling Committee. Waiting for removal of current bin.

7.3.6 Smoke Control Testing

The Engineering Smoke Control Protocol Document OFC part7 in process. All necessary architectural drawing and building walkabout has been completed.

7.4 Correspondence Issued / Received

7.4.1 Unit – Window condensation

Will be reviewed by installers at upcoming meeting. See 7.2.6 above

7.5 Director's Mandatory Training

It was noted that B. MacDonald, G. Legault and B. Grbic had completed their Mandatory Director's Training, and F. Djorgonski was to complete training by April 2020.

8.0 MEET THE BOARD REPORT

Request for clarification on snow clearing in front driveway: not the responsibility of superintendents as maintenance of exterior under contract with outside provider. Clarification on commercial vehicles parking in front of entrance to building – will be monitored by management as deliveries to be completed at P1 entrance off Gothic Ave.

9.0 COMMITTEE LIAISON REPORTS

9.1 HPGR Report

There were no updates on this item.

9.2 Communication Committee

There were no updates on this item.

9.3 Health and Safety Committee

There were no updates on this item.

9.4 Neighbours Committee

E. Bihl advised that the Neighbours Committee is scheduling a Social Tea and an Oscar night. Sunday movie nights continue.

9.5 Energy and Recycling Committee

There were no updates on this item.

9.6 Landscaping Committee

There were no updates on this item.

9.7 Construction Committee

B. Grbic detailed local incidents related to construction in the neighbourhood.

9.8 Library Committee

There were no updates on this item.

9.9 Art Committee (including Special Events)

E. Bihl advised that a St Patrick's day beer tasting event and an Easter bunny for children are in the planning stages.

10.0 NEW CONDO ACT

There were no updates on this item.

11.0 NEW / OTHER BUSINESS

11.1 Fitness Equipment

Current equipment is reaching the end of their useful life, requiring frequent repairs. The Property Manager is sourcing new equipment and will provide details at the next meeting. There was also a discussion of transferring older equipment to either/or the sauna rooms.

ACTION: Management to research new exercise equipment.

11.2 Backup Generator Enclosure

The wooden slats that surround the backup generator are showing signs of weathering. The grounds keeper will be asked for his opinion as to whether or not the wood requires any form of conditioning.

ACTION: Management to discuss any maintenance requirements for backup generator enclosure.

11.3 Shopping carts

To assist residents transferring grocery or other items from the garage, it has been recommended the building research the purchase of several small carts for the use of residents. This concept to be further researched as to the process/control of use and proper storage for easy access.

12.0 NEXT MEETING

The next meeting of the Board of Directors was scheduled for Thursday, February 27th , 2020 at 6:00 p.m.

13.0 CLOSE OF MEETING

It was the consensus of the Board to close the meeting at 8:14 p.m., as there was no further business to discuss.

Director Date

Director Date

Redacted