

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

Boardroom, 50 Quebec Avenue, Toronto, Ontario  
Thursday, February 27, 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

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**1.0      CALL TO ORDER**

There being a quorum of Directors present, E. Bihl presided as Chair and called the meeting to order at 6:06 p.m.

**2.0      CONFIRMATION OF AGENDA**

**2.1      Approval of Agenda**

The Board reviewed the meeting agenda. One (1) item was added to the agenda: "Rogers Cable Contract". *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 January 16, 2020 Board of Directors' meeting.  
*On a **MOTION** by B Grbic, **seconded** by B. MacDonald, **it was resolved** to approve the standard minutes of the Board meeting held on January 16, 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 Unaudited Monthly Financial Statement – January 31, 2019**

The Board of Directors received the unaudited financial statement for the period ended January 31, 2020. The Treasurer provided the Board with a financial review, noting that there was an estimated \$10,570 yearly surplus to date, which was above the projected amount. Outstanding invoices for the previous month are now recorded resulting in a slight monthly deficit.

Preliminary discussions addressing the operating and reserve budget for the upcoming year were addressed. It was noted the HPGR shared expense budget requires completion before the total budget can be finalized.

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

*The motion was carried.*

### **6.2 Review of Arrears Report**

Nothing to report for the month of January

### **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**

A final confirmation on the methods and materials were answered and the clarification allows the property manager to negotiate a start date for the project. Weather permitting (temperature) mid-April is the target time to start.

#### **7.2.2 Emergency Valve Replacement**

Due to the serious nature of the damaged valve, the Board approved via email for ABM Plumbing to replace the damaged valve at a cost of \_\_\_\_\_ on January 24<sup>th</sup>.

On a **MOTION** by G. Legault, **seconded** by B. Grbic, **it was resolved** to confirm the email approval for ABM Plumbing to replace a damaged valve on the 15th floor at a cost of

**The motion was carried.**

#### 7.2.3 Gym Equipment Replacements

Upon review of recommendations from three suppliers, approval was granted for the purchase of two (2) Fitness S60 Elliptical machines from **Dotmar Fitness Equipment** at a cost

On a **MOTION** by G. Legault, **seconded** by F. Djorgonski, **it was resolved** that the contract with **Dotmar Fitness Equipment** for two (2) new ellipticals plus HST be approved.

**The motion was carried.**

#### 7.2.4 Garage Cleaning

**Eddifice Services Inc** provided a quote to (1) power sweep and wash underground floors ( ), (2) power wash walls and dust pipes ( ) and (3) clean area drains, catch basins and sump pumps ( ). The board approved the completion of all three projects with the first two to begin in May 2020 and the drain and sump pump clean-up in July.

On a **MOTION** by F. Djorgonski, **seconded** by E. Bihl, **it was resolved** that the contracts with **Eddifice Services Inc** for yearly garage maintenance totaling ( ) be approved.

**The motion was carried.**

#### 7.2.5 Window Washing

The Board reviewed three (3) quotes for the annual inaccessible window washing. The board approved **Skyreach Window Cleaning Inc.** contract at a cost of ( ) (HST included).

On a **MOTION** by F. Djorgonski, **seconded** by B. Grbic, **it was resolved** that the contract with **Skyreach Window Cleaning Inc** for inaccessible window cleaning for ( ) (HST included) be approved.

**The motion was carried.**

#### 7.2.6 Phase 4 Window Project

AWD has indicated the replacement project for 2, 3, 5 and 7 with the previous installers would be delayed until August.

Problems with window performance was discussed with AWD. They feel the windows meet all the standards. A third-party review of the situation may provide a clearer picture as to the problem.

AWD will be approached about replacing outside venting grills.

#### 7.2.8 Carpet Cleaning

The board approved the Property Manager's recommendation of **Spectrum Building Services** to perform the annual carpet cleaning. The expense is within the Property Manager's spending limit

#### 7.2.9 Balcony Back Wall Study

Further research indicates the expense recovery on new paneling would be in excess of 60 years. Given that the HVAC system needs to be replaced and the expected cost recovery and benefits would be greater, the Board decided to defer panel expenditures and redirect funding to the HVAC system.

### 7.3 Items in Progress / Completed

#### 7.3.1 Fire Safety Plan

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

#### 7.3.2 Recycling Rewards

New bin is now on site.

#### 7.3.3 Smoke Control Testing

The Engineering Smoke Control Protocol Document OFC part7 is in process. All necessary architectural drawing and building walkabout have been completed. Quarterly testing will be scheduled.

#### 7.3.4 Balcony Ponding

Repairs to commence in the Spring. (weather dependent)

### 7.4 Correspondence Issued / Received

Nothing to report.

### 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

Asphalt patch at foot of entrance: City of Toronto's responsibility – reluctant to fix until construction project complete; Thermostat replacement – little or no benefit due to HVAC currently in place.

## 9.0 COMMITTEE LIAISON REPORTS

### 9.1 HPGR Report

Meeting is scheduled to review the 2020 – 2021 budget, including authorizing repairs and new capital charges (pool/tennis courts)

**9.2 Communication Committee**

*What's Happening* to be circulated first week of March

**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 for March. Sunday movie nights continue.

**9.5 Energy and Recycling Committee**

There were no updates on this item.

**9.6 Landscaping Committee**

The committee had a very productive meeting sharing their expertise with our grounds keeper. He will incorporate their concerns while staying within approved budget limits

**9.7 Construction Committee**

There were no updates on this item.

**9.8 Library Committee**

There were no updates on this item.

**9.9 Art Committee (including Special Events)**

E. Bihl advised that a new Art Exhibit beer tasting event and an Easter egg hunt 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 Rogers Cable Contract**

Preliminary indications suggest that market pressures are impacting the telecommunication market and that Rogers may be willing to aggressively quote on the contract expiring December, 2020.

**12.0 NEXT MEETING**

The next meeting of the Board of Directors was scheduled for Thursday March 26, 2020 at 6:00 p.m.

**13.0 CLOSE OF MEETING**

*It was the consensus of the Board to close the meeting at 8:53 p.m., as there was no further business to discuss.*

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Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

Redacted