

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

Zoom Conference  
Thursday, June 24, 2021, at 6:00 p.m.

**Board Members**

Brian MacDonald	President
Loretta Ycas	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

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**1.0    CALL TO ORDER**

There being a quorum of Directors present, B. MacDonald presided as Chair and called the meeting to order at 6:08 p.m.

**2.0    CONFIRMATION OF AGENDA**

**2.1    Approval of Agenda**

The Board reviewed the meeting agenda. The agenda was approved.

**3.0    DIRECTORS' DISCLOSURE**

There were no conflicts of interest.

**4.0    APPROVAL OF MINUTES**

The Board reviewed the minutes of the May 27, 2021, Board of Directors' meeting.

*On a **MOTION** by B. MacDonald, **seconded** by L. Ycas, **it was resolved** to approve the minutes of the Board meeting held on May 27, 2021, as presented, and to distribute the redacted 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 – May 31, 2021**

The Board of Directors received the unaudited financial statements for the period ended April 30<sup>th</sup>, 2021. 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 May 31, 2021.*

***The motion was carried***

### **6.1.2 Review of Arrears Report**

The Board was briefed on outstanding arrears 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.

## **6.2. 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 Window Project:**

Deferred until the summer/fall of 2021 due to extension of COVID restrictions. Window measurements have been tentatively scheduled for July 9<sup>th</sup>.

### **6.2.2 Phone Lines:**

The property manager reviewed the status of the five (5) telephone lines contracted for in the building. One telephone (fax income/outgo) has not been utilized for several years and will be removed. A quote to replace the current contract for three years was obtained. The board agreed to accept **Rogers Communication** monthly contract of \$79.66 plus tax for a three-year period.

### **6.2.3 Superintendent reviews: *{to be treated as in camera}***

*The property manager provided performance reviews for the two superintendents. Board members shared their observations and expressed agreement with the evaluations.*

*After further discussion, the board approved an annual bonus to Carlos Rosa of \$4,000 and \$2,000 for Violetta Florea. Further, both individual's salary will be increased by 2% effective May 1, 2021.*

*On a MOTION by B. MacDonald, seconded by F. Djorgonski, to reward an annual bonus of \$4,000 to Carlos Rosa and a \$2,000 annual bonus to Violetta Florea.  
The motion was carried*

*On motion by B. MacDonald and seconded by F. Djorgonski to increase the superintendent's salaries by 2%.  
The motion was carried*

**6.2.4 Emergency Generator Contract:**

The maintenance contract for the back up generator expires June 2021. The Board reviewed quotes for a new contract. After reviewing the board agreed to a three (3) year contract with **GenWorx Power Systems** at an annual cost of \$ 1,965 plus HST for one (1) annual test one and (1) semi-annual maintenance visit.

*On motion by F. Djorgonski and seconded by L. Ycas, a three-year contract with **GenWorx Power systems** for an annual fee of \$1,965 plus HST to perform an annual and one semiannual maintenance on the backup emergency generator.  
The motion was carried*

**6.2.5 COVID 19:**

The property manager provided an overview of the status to reduce or eliminate the restrictions placed to minimize further COVID-19 transmission. This situation remains very fluid discouraging advanced planning. The property manager will review the situation to determine what additional precautions might be needed when restrictions are eased e.g., air filters in common areas.

**6.2.6 HVAC – FAN COIL PROJECT:**

Covid restrictions continue to plague this project. Access to suites has not been approved. Encouraging signs to further restrictions suggest a possible start up in early August.

**6.2.7 Gothic Townhome:**

The City of Toronto has now removed the tree stump allowing **Park Place Landscaping** to replace the damaged retaining wall. The board approved the contract with **Park Place Landscaping** for \$3,700 plus HST for the replacement.

*On motion by B. MacDonald and seconded by L. Ycas, the contract with **Park Place Landscaping** for \$3,700 plus HST to repair the damaged retaining wall adjacent to Gothic Townhouse to be approved.*

*The motion was carried*

**6.3 Items in Progress / Completed**

**6.3.1 Smoke Control Quarterly:**

Scheduled for June 22.

**6.3.2 Annual fire alarm inspection 2020:**

Discrepancies from the 2020 inspection have now been addressed. The next inspection is scheduled for July 6 – 7, 2021.

**6.3.3 Garage Cleaning:**

Completed.

**6.3.4 Balcony Ponding:**

Artech has been booked with scheduled work period between July 6 to July 16.

**6.3.5 Construction Survey:**

Synergy Partners has scheduled July 5<sup>th</sup> for the evaluation of the recent construction at 55 Quebec's and its impact on 50 Quebec's structural elements.

**6.3.6 Window Testing:**

Better Building Materials (BBM) will test units 1802 and 1608 (with possibility of additional units) with a start date of July 27<sup>th</sup>.

**6.3.7 Fire Panel:**

Final approval from electrical safety authority required. COVID restraints hamper the inspection.

**6.4 Correspondence Issued / Received : *{to be treated as in camera}***

Suite 506 and 503 reported odor problems originating from unit 505. This is an ongoing problem. The property manager and superintendents, social services and others continue to monitor the resident. The cooperation of the resident is not consistent, not allowing entrance for a regular cleaning. Solutions are being studied. A remedy hopefully will be in place soon.

**7. Meet the Board**

Items discussed at the ZOOM meeting included:

- Marijuana smoke affecting neighbours
- Designated family swim time
- COVID vaccine – availability to residents

The board reviewed the comments and asked the property manager to address these issues directly.

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

**8.0 Committee Liaison Reports**

**8.1 HPGR Report:**

**8.2 Communication Committee**

**8.3 Health and Safety Committee (ad Hoc)**

**8.4 Neighbours Committee:**

**8.5 Energy and Recycling Committee (ad Hoc)**

**8.6 Landscaping Committee**

**8.7 Construction Committee (ad Hoc)**

**8.8 Library Committee**

**8.9 Art Committee (including Special Events):**

**9.0 NEW CONDO ACT  
No Report.**

**NEW / OTHER BUSINESS**

**10.1 General Discussions:**

Board members participated in general discussions. No specific actions were required, and, in most cases, the property manager was aware of or had handled the situation(s).

**NEXT MEETING**

The next meeting of the Board of Directors was scheduled for Thursday, July 29th, 2021, at 6:00 p.m.

**13.0 CLOSE OF MEETING**

*It was the consensus of the Board to close the meeting at 8:26 p.m., as there was no further business to discuss.*

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Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date