

**YORK CONDOMINIUM CORPORATION NO. 323
50 QUEBEC AVENUE
TORONTO, ONTARIO**

**MINUTES OF THE BOARD OF DIRECTORS MEETING
AUGUST 25, 2022, 6:00 P.M.**

BOARD MEMBERS:

Brian MacDonald	President
Loretta Ycas	Vice President
Gary Legault	Treasurer
Bojan Grbic	Secretary

GUESTS:

Genevieve Polk	Property Manager, Crossbridge Condominium Services
Nadia Tagoe	Recording Secretary, Minutes Solutions

1. CALL TO ORDER

There being a quorum present, and the Directors having been given adequate and proper notice of the meeting, the meeting was called to order at 6:06 p.m.

2. APPROVAL OF AGENDA

On a motion made by Brian MacDonald, seconded by Loretta Ycas, it was resolved to approve the agenda for the August 25, 2022, Board of Directors meeting. Motion carried.

The Board reviewed the agenda and added items under New Business.

3. CONFLICT OF INTEREST

There were no conflicts of interest to report.

4. APPROVAL OF MINUTES

On a motion made by Brian MacDonald, seconded by Bojan Grbic, it was resolved to approve the minutes of the Board of Directors meetings held on June 23, 2022 and July 28, 2022, as presented. Motion carried.

The Board reviewed the minutes of the June 23, 2022 and July 28, 2022 meetings of the Board of Directors.

5. APPROVAL OF THE FINANCIAL STATEMENTS

On a motion made by Gary Legault, seconded by Loretta Yeas, it was resolved to accept the unaudited financial statements for the period ending July 31, 2022. Motion carried.

The Board reviewed the unaudited financial statements for the period ending July 31, 2022. Gary Legault presented the Treasurer's Report, and highlighted the following items:

- The favourable variance in Hydro was likely because the chiller was not run until mid-June.
- The unfavourable variance in Exterior R & M was due to fence repair costs, which will be moved to the reserve fund.
- Several legal costs were paid in July, 2022, which increased the unfavourable variance in General & Admin.

Gary Legault recommended against purchasing another GIC out of the reserve fund in order to maintain liquidity. Gary also noted that the Reserve bank account has a very good interest rate

6. MANAGEMENT REPORT

Items requiring elaboration are documented below.

6.1 Financial Reporting

6.1.2 Common Arrears: Gary Legault noted that arrears are currently measured based on the Board of Directors meeting dates, and asked Management to use the end of the previous month as the cut-off to ensure accuracy.

6.2 Items Requiring Board Ratification/Approval/Further Discussion

6.2.1 Hallways Project: Loretta Ycas presented a list of primary elements to be included in the scope of the project. The Board agreed to hold a follow-up meeting to do a thorough review of the items.

6.2.2 WTA - Chiller and Cooling Tower Replacement: Management is currently awaiting confirmation from the engineer, but reported that a second crane will likely be necessary since the stairwells cannot support the weight.

6.2.3 Exterior Light Posts: *ACTION - Management will request an update and timeline from B&R Electric for the replacement and addition of exterior light posts.*

6.2.4 AGM: On a motion made by Gary Legault, seconded by Brian MacDonald, it was resolved to ratify approval of the selection of GetQuorum to host the October 4, 2022 AGM at cost of _____, including HST. Motion carried.

The Board briefly discussed residents who have shown interest in the two vacant three-year terms available.

6.3 Items Completed/in Progress

6.3.1 Reserve Fund: Management reported that the response from engineer Alan Cohen regarding adjustments to the draft study may be delayed, since he was recently on vacation.

6.3.2 Gothic Townhome 27: *ACTION - Management will request pictures and further details from the owners of 27 Gothic regarding their requests for changes to the property.*

Management reported that the quote provided by Park Place increased slightly due to inflation and cost of materials. Management provided an update, explaining that the owners plan to remove two dying trees on their property at their own expense. They have asked the Board for permission to extend the retaining wall an additional ten feet in order to fill the gap. The Board decided the extension should not be at the Corporation's expense, since it is for the owner's aesthetic purposes. Management added that the owners asked if the bushes around the fence could be cut back or removed. The Board agreed to continue regular maintenance on the bushes in the fall.

6.3.3 Water Leak in Suites : Management reported that the repairs have been completed.

6.3.4 Noise Issue in Suite : Management investigated Suite 1802 following a noise complaint from Suite . No unusual noises were detected.

6.3.5 65 Gothic Tree Trimming:

On a motion made by Bojan Grbic, seconded by Loretta Yeas, it was resolved to ratify the approval of Davey Tree's quote for dangerous branch removal at a cost of , plus HST. Motion carried.

ACTION - Management will add an item to the next meeting agenda for the review of drawings to identify the location of the boundaries with the neighbouring property.

Management reported that Davey Tree will address dying trees on the property when they are on-site.

6.3.6 Garbage Bin Lids: *ACTION - Management will search for new lids for the two garbage bins.*

6.3.7 Kitchen Stack Flushing:

On a motion made by Gary Legault, seconded by Loretta Yeas, it was resolved to approve Lisi Services to do the power flushing of Floors 4, 1, 20, and 26 and the P1 level mains at a cost of , Including HST. Motion carried.

ACTION - Management will ask Lisi Services if they use a mechanical auger as a preliminary step before power flushing.

Management presented quotes from Edifice Services, DEL Plumbing, and Lisi Services. The Board expressed preference for Lisi Services; however, it was noted that it was not clear in the quote if they use a mechanical auger before power flushing, whereas DEL Plumbing confirmed this step.

After a brief discussion about frequency, the Board agreed to continue performing the kitchen stack flushing every three years instead of dividing it up annually.

6.3.8 Party Room HVAC:

ACTION - Management will verify if the fan coil unit repair in the party room is a reserve fund expense.

Management reported that the main power cord was replaced and noted that R&B Electric charged an additional _____ on top of the repair for the initial service call. Management declined to process this additional invoice since no issues were resolved during the first visit. Management reported that new thermostats and fan motors were also being purchased.

6.3.9 Cooling in Hallways: Management reported that an after-hours service call was placed to CES to reset the breakers in the makeup air unit.

6.3.10 Cracked Pipes on P1 and P2: *ACTION - Management will collect quotes for the replacement of the affected sections of the piping and will ask if the contractors will use cast iron or plastic.*

Management presented photos of the three cracks and reported that a recent heavy rain caused water to pour into the garage through the cracks.

6.3.11 Window Cleaning: *ACTION - Management will request a quote from the previous window cleaning contractor and gather two additional quotes.*

The Board commented that the previous contractor performed satisfactorily, despite being slow to complete work.

6.3.12 Rogers: *ACTION - Management will ask Rogers to specify if the Ignite boxes have recording capabilities, and if they can host an equipment exchange event in the party room.*

The Board reviewed the agreement and deferred signing until additional information was received.

6.3.13 Suite Leak: Management reported that the pinhole leak in the main kitchen stack that caused the flooding was repaired, and the carpets have been cleaned. The replaced

shutoff valves were charged back to the owner; however, the main stack repair was the Corporation's responsibility.

6.3.14 Garage Cleaning: *ACTION - Management will gather three quotes for the garage cleaning and sweep.*

6.3.15 Lobby Flower Budget: The Board approved a one-time allowance for a larger vase in the lobby.

6.4 Correspondence

Nothing to report at this time.

7. MEET THE BOARD

Nothing to report at this time.

8. COMMITTEE LIAISON REPORTS

8.1 HPGR Report: Brian MacDonald provided an update on two incidents of after-hours pool use that have since been addressed.

8.2 Communication Committee: The Board agreed to send a post-AGM summary to residents to provide an overview of the discussion and concerns raised.

8.3 Health and Safety Committee: Nothing to report at this time.

8.4 Neighbours Committee: Loretta Yeas reported that the Committee will resume meetings the first week of September, 2022, and noted that chair yoga classes have been going well.

8.5 Energy and Recycling Committee: Nothing to report at this time.

8.6 Landscaping Committee: *ACTION - Management will ask Wayne to look into sprinklers for the property and determine if replacing the existing system could be paid out of the reserve fund.*

ACTION - Management will inform residents that the Board will purchase seating for the back of the building in the spring of 2023.

Gary Legault reported that the Committee performed a walkaround and discussed installing new sprinklers, since it is currently cumbersome to bring a hose to areas that are not covered by the existing sprinkler pipe system. Gary Legault suggested installing two benches in the back of the building with one planter in between them. The Board agreed with the idea, and suggested the purchase of a new planter in lieu of repurposing one of the herb planters.

- 8.7 **Library Committee:** There were no updates to report at this time.
- 8.8 **Art Committee and Special Events:** Loretta Yeas reported that the children's game and ice cream event is scheduled for September 5, 2022.

9. **NEW CONDO ACT**

Nothing to report at this time.

10. **STAFF REPORT**

Nothing to report at this time.

11. **NEW BUSINESS**

- 11.1 **Roof Anchor Term Form:** *ACTION- Management will request two additional quotes for the annual roof anchor inspection.*
- 11.2 **Changeover Date:** The Board approved turning off the cooling on October 6, 2022 and turning on the heating on October 10, 2022. The dates are tentatively booked with CES.
- 11.3 **Shelving in P1 and P2:** *ACTION - Management will address the wobbly shelving and ensure that a new board and L bracket be installed.*
- 11.4 **Party Room Glass Doors:** *ACTION - Management will investigate the issues with the glass doors.*
- Management reported that one side of the door does not close properly. The Board noted that the doors continuously slide off the tracks.
- 11.5 **Communications Box:** Connections 50 requested permission to drop notes for each other through the Management office slot, for those who do not use e-mail. The Board deemed this unnecessary, and suggested placing a box on the parcel shelf instead.
- 11.6 **Unit - Sink Backup Issue:** The owner believed the snaking of his drain was the Corporation's responsibility, citing multiple previous backups and prior management acknowledgement that there is a debris blockage between the 5th and 6th floor. The Board discussed the issue and determined that it has occasionally occurred when the owner was not using the plumbing, indicating a potential blockage in the unit below is likely accurate. The Board decided to reimburse the owner, since there may be a blockage between Floors 5 and 6.
- 11.7 **Steel Jar Opener:** Connections 50 requested a jar opener for the party room. The Board declined the request.
- 11.8 **Garage Doors to Hallway:** *ACTION - Management will investigate the sticking issue on the inner automatic door leading into P2.*

Bojan Grbic suggested cleaning the pressure relief valves on all the garage doors leading to the hallway that ensure the doors close properly. Loretta reported that the automatic door leading to P2 has been sticking.

12. DATE OF NEXT MEETING

The next Board of Directors meeting will be held on September 22, 2022, at 6:00 p.m.

13. ADJOURNMENT

On a motion made by Brian, seconded by Loretta, and carried unanimously, it was agreed that there was no further business of the Corporation to transact; the meeting was closed at 8:35 p.m.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting of the members of the Board of the condominium corporation. This document shall not be considered to be a verbatim copy of every word spoken at the meeting.



Director

Director

Date

Date