

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

Meeting Room  
Thursday, February 24<sup>th</sup>, 2022, at 6:00 p.m.

**Board Members**

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

**Condominium Management**

Karolina Kossakowska	Condominium Manager, Crossbridge Condominium Services Ltd.
Devis Cerhani	Regional Manager, Crossbridge Condominium Services Ltd.

**By Invitation**

John Hardie	Recording Secretary
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**CALL TO ORDER**

There being a quorum of Directors present, B. MacDonald presided as Chair and called the meeting to order at 6:07 p.m.

With regret the Board accepted the resignation of Filip Djorgon effective February 15<sup>th</sup>, 2022. The President, on behalf of the board expressed their gratitude for his contributions. The board plans to move forward with four directors until the next annual meeting.

**2.0 CONFIRMATION OF AGENDA**

**2.1 Approval of Agenda**

The Board reviewed the meeting agenda. The agenda accepted as posted.

**3.0 DIRECTORS' DISCLOSURE**

There were no conflicts of interest.

**4.0 APPROVAL OF MINUTES**

The Board reviewed the minutes of the January 20<sup>th</sup>, 2022, 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 January 20<sup>th</sup>, 2022 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 earlier minutes included in the Management Report.

## **6.0 FINANCIAL REPORTS**

### **6.1.1 Unaudited Monthly Financial Statement – January 31, 2022**

The Board of Directors received the unaudited financial statements for the period ended January 31st, 2022. The Treasurer provided the Board with a financial review.

*On a **MOTION** by G. Legault, **seconded** by L. Ycas, **it was resolved** to accept the unaudited financial statements for the period ended January 31<sup>st</sup> 2022.*

***The motion was carried***

A brief overview of the 2022 – 2023 budget process and preliminary results were discussed.

### **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:**

Phase 4 Window replacement schedule has now been completed new film covering has been placed and will be installed in the next week.

One deficiency has been reported – cracked window – to **AWD** who will order and replace soon.

### **6.2.2 Elevator Pads:**

Cleaning of the current pads can be completed for \_\_\_\_\_ plus HST. The alternative is to purchase new pads at a cost of \_\_\_\_\_ plus HST from **Order Elevator Pads.ca**

*On a **MOTION** by B. Grbic and **seconded** by L. Ycas, **it was Agreed** to replace all elevator pads by **Order Elevator Pads.ca** HST*

*The motion was carried*

**6.2.3 P1- P2 Runner/Mats:**

Quotes for new mats pending

**6.2.4 Hallways Project:**

Proposals have been received from various designers. After general discussions it was decided that the board should consider design and project control quotations and ignore proposals that included construction as part of the quote.

Some concerns were expressed on several designers that have, in the past, taken part in price fixing.

The board has requested the property manager explore in deeper depth the proposals prepared by certain suppliers to a) meet with the board to discuss their quote and b) address questions specific to their quote.

**6.2.5 COVID - 19:**

The board reviewed an opinion letter on the impact of removing COVID restrictions as related to Condominiums. Generally, the removal of restrictions granted through the province can remain in effect if the Board of Directors decides to remain cautious.

**6.2.6 WTA – Chiller and Cooling Tower Replacement:**

Minor technical problems on the payments to **Evapco**. The cooling tower cannot be transferred to the contractor as the original contract is with 50 Quebec or **Ambient**. To overcome this problem, 50 Quebec will pay the outstanding balance and a change order will be issued reflecting a reduction for the payment to **Ambient Mechanical**. There is no adjustment for the overall project.

**6.2.7 Elections Ontario:**

The board approved a request from Elections Ontario to utilize the meeting room on June 2<sup>nd</sup>, 2022 as a polling station.

**6.2.8 Management Contract:**

The current management contract with **Crossbridge Condominium Services** expires April, 2022. Renewal details will be made available for the next meeting.

**6.2.9 to 6.2.13 Maintenance Contracts – 2022 – 2023**

In preparation for the final 2022 – 2023 budget, the board approved the following contracts:

**Carpet Cleaning: Spectrum Cleaning Services**

Full building carpet -- \$847.50 plus HST and winter runner pick up \$395.50 Tuesday May17th, 2022

**Window Cleaning: Upper-Level Window Cleaning**

+Clean all Inaccessible windows +Wipe down all windowsills and frames.

TOTAL \$1,920.00 plus HST(?)

**Garage Cleaning: Edifice Services Inc.**

to power sweep and power wash all underground garage floors on all levels would be \$1600.00 + TAX.

power wash all walls and dust pipes \$800.00 + TAX.

**Compactor chute clean: Metro Jet Wash**

HIGH PRESSURE ROTATING CLEANER

Total Price CAD 1,338.75 plus HST

**Garage drains, pit, and basins: Inex Building Services**

Drain and clean drains, catch basins and sump pit cleaning at a cost of \$3,775, plus HST

*On a MOTION by G. Legault, seconded by L. Ycas , it was resolved to approve the maintenance contracts for the fiscal year ending April 30, 2023*

*The motion was carried*

**6.2.14 Balcony ponding:**

Quote pending for five balconies. Spring review

**6.2.15 Unauthorized Access –**

The board reviewed a draft letter provided to the board related to access to . The power of attorney provided does not meet the standards for authorization and acceptance by YCC323. The letter sets out the conditions that need to be met before any further action on behalf of YCC323. The board approved the issuance of the letter

**6.3 Items in Progress / Completed**

**6.3.1 Elevator Fans replacement:**

Pending

**6.3.5 Gothic Townhome 27:**

Definite start date has not been confirmed. Note: Owners of 27 Gothic are undergoing renovations with construction equipment impeding access to retaining wall.

**6.3.6 Stairwells and Light Fixtures:**

Have been replaced.

**6.4 Correspondence Issued / Received :**

**Suite :**

Before approval, the Board has asked the property manager to review the plans. Certain suggested plans indicate that ventilation fan replacement might be a fire hazard and not meet electrical standards.

**Suite :**

Washing machine discharge causes a backup in the kitchen sink. The property manager has addressed this issue and has arranged that a plumber review the units situation. Should the problem be internal to the suite, the owner will be responsible for repairs. Building problem will be the responsibility of the building to make right.

**Suite :**

The owner provided a narrative on her observations within the building. The board noted the comments and suggested the document be files appropriately.

**Suite :**

The resident provided information and update on the **NORC Ambassadors Program**. The board emphasized that the meeting room and other amenities in the building can be utilized providing the rules and procedures be adhered to.

**7. Meet the Board:**

No meeting

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 **Library Committee**
- 8.8 **Art Committee (including Special Events):**
- 9.0 **NEW CONDO ACT**  
Refinements due out in January, 2022
- 10.0 **Staff 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 managed the situation(s).

**NEXT MEETING**

The next meeting of the Board of Directors was scheduled for Thursday, March 24<sup>th</sup> , 2022, at 6:00 p.m.

**13.0 CLOSE OF MEETING**

*It was the consensus of the Board to close the meeting at 9.10 p.m., as there was no further business to discuss.*

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date