

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

Meeting Room  
Thursday, May 26<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.

**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 6:08 p.m.

**4.0      APPROVAL OF MINUTES**

The Board reviewed the minutes of the April 28<sup>th</sup>, 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 April 28th 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 – April 30, 2022**

The Board of Directors received the unaudited financial statements for the period ended April 30, 2022. 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 April 30, 2022.*

***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 Hallways Project:**

The Board previously agreed to engage **Lux Design** upon receipt of written confirmation on items requiring clarification. Numerous requests by the property manager for information have been ignored. Given that **LUX Design** has failed to respond, the Board has lost confidence in the firm and has agreed that no further actions will be taken with **LUX Design**. The board has requested the property manager to re-open discussions with **Folio Interiors**.

### **6.2.2 COVID-19:**

There have been no new added restrictions added in the past several months. Working with the current restrictions, various activities have been scheduled such as Line Dancing and Yoga.

Currently, the swimming pool use will not be subject to any COVID-19 restrictions.

### **6.2.3 WTA – Chiller and Cooling Tower:**

Lifting equipment is scheduled for June 1. Safety procedures will be in place during the lifting operation. Correspondence to residents was reviewed and agreed to.

**Weinstein Taylor & Associates** principal owner has advised that he is retiring, and the current project has been handed over to Cybil Martin, P.Eng. of **C. Martin Engineering**. The board has agreed to the transfer.

### **6.2.4 Exterior Light Posts:**

The Board requested an update on the **B&Relectric** original quote of to reflect the removal off **8** existing poles and posts and **1 New 10 Foot pole mounted on the existing concrete bases and refeed existing wiring by the garage entrance** providing the revision did not exceed .

### **6.2.5 HPGR:**

- Swimming pool schedules to open June 4<sup>th</sup>
- No restrictions related to COVID-19 will be required

**6.2.6 PRV Repair:**

**Lisi Services** serviced and calibrated the PRV's at a cost of \_\_\_\_\_.

*On a **MOTION** by B. Grbic **seconded** by G. Legault, the board approved the contract to service and calibrate the PRVs at a cost of \_\_\_\_\_*

***The motion was carried.***

**6.2.7 Viana Roofing and Sheet Metal Ltd:**

An emergency repair was required for a failure on the roof membrane. This was completed on May 5<sup>th</sup>.

**Viana** observed areas on the roof that should be addressed. They outlined the work required and quoted a cost of \_\_\_\_\_. The Board approved the work.

*On a **MOTION** by B. Grbic **seconded** by G. Legault, the board approved a contract with **Viana Roofing & Sheetmetal Ltd.** to install 10in.ft of upturn roof detail and 30in. ft of membrane seams on the field of the roof at a cost of \_\_\_\_\_*

***The motion was carried.***

**6.3 Items in Progress / Completed**

**6.3.1 Reserve Fund:**

Pending start date from engineer.

**6.3.2 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.

**6.3.3 Booster Pump:**

Waiting for **MAC Energy** to replace failed pump motor in the P1 pump room. Scheduled replacement is June 3<sup>rd</sup>.

**6.3.4 PRV Calibrations**

Calibration and maintenance have been completed. It was discovered that one of the PRVs will need a new kit at an estimated costs of \_\_\_\_\_

**6.3.5 Schedule:**

- Compactor Chute clean – July 25 (revised date)

**6.3.6 Balcony Ponding:**

Work is scheduled for June 20<sup>th</sup>.

**6.4 Correspondence Issued / Received :**

**6.4.1 Suite :**

The property received a request from the Guardian and Trustee from the Ministry of the Attorney General for information retained by the corporation. The request has been forwarded to the building's solicitor for review.

**6.4.2 Suite** :

Request for a lockbox location specific to 50 Quebec. Board agreed to request and asked the property manager to review placement in or near the service entrance.

**6.4.3 Suite** :

Request to allow two service dogs be allowed for a short-term visitor. Request has been forwarded to our solicitor. *[Declaration prohibits dogs in the building.]*

**7. Meet the Board:**

Request to allow support worker to accompany resident to Exercise Room. Approved.

**8.0 Committee Liaison Reports**

**8.1 HPGR Report:**

No meeting – see 6.2.5 above

**8.2 Communication Committee**

No meeting

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

No meeting

**8.4 Neighbours Committee:**

Becoming active and researching programs that might be re-activated or new programs suggested by owners.

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

No meeting

**8.6 Landscaping Committee**

No meeting

**8.7 Library Committee**

No meeting

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

Reviewing various options to be presented to residents.

**9.0 NEW CONDO ACT**

Nothing to report.

**10.0 Staff Reports:**

Annual reviews on staff have been completed.

**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, June 23rd , 2022, at 6:00 p.m.

**13.0 CLOSE OF MEETING**

*It was the consensus of the Board to close the meeting at 8:27 p.m., as there was no further business to discuss.*

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

Redacted