

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

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
JANUARY 26, 2023, 6:00 P.M.**

**BOARD MEMBERS:**

Brian MacDonald	President
Loretta Ycas	Vice President
Gary Legault	Treasurer

**GUESTS:**

Genevieve Polk	Property Manager, Crossbridge Condominium Services
Cathy Quinton	Recording Secretary, Minutes Solutions Inc.

**REGRETS:**

Bojan Grbic	Secretary
Oleg Masnyk	Director-at-Large

**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 6:11 p.m.

**2. APPROVAL OF THE AGENDA**

**On a motion made by Brian MacDonald, seconded by Gary Legault, it was resolved to approve the agenda for the January 26, 2023, Board of Directors meeting, as amended. Motion carried.**

The Board added the following items:

- HPGR Report: Tennis Courts
- Correspondence: Packages
- Items Requiring Board Ratification/Approval/Further Discussion: Window Panels

**3. CONFLICT OF INTEREST**

There were no conflicts of interest to report.

**4. REVIEW AND APPROVAL OF PREVIOUS MINUTES**

**On a motion made by Brian MacDonald, seconded by Loretta Ycas, it was resolved to approve the minutes of the Board of Directors meeting held on December 8, 2022, as presented. Motion carried.**

## 5. APPROVAL OF THE UNAUDITED FINANCIAL STATEMENTS

On a motion made by Gary Legault, seconded by Brian MacDonald, it was resolved to accept the unaudited financial statements for the period ending November 30, 2022, and for the period ending December 31, 2022. Motion carried.

The Board reviewed the unaudited financial statements for the period ending November 30, 2022, and for the period ending December 31, 2022.

Gary Legault presented the Treasurer's reports for November 2022 and December 2022.

## 6. MANAGEMENT REPORT

Items requiring elaboration are documented below.

### 6.1 Financial Reporting

6.1.1 **Common Arrears:** Management reported that all recent arrears have been resolved as of the time of writing.

### 6.2 Items Requiring Board Ratification/Approval/Further Discussion

6.2.1 **Hallways Project:** *ACTION - Management will coordinate, in early February 2023, as to the timing of Board site visits.*

*ACTION - For voting purposes, Management will request a design brief explaining the design intention to attach to display boards.*

6.2.2 **Concrete Repairs:** On hold until spring 2023.

6.2.3 **Main Riser Valves Inspection:** One additional quote is pending.

6.2.4 **Make-Up Air (MAU) and Domestic Hot Water (DHW) Replacements:** Estimates are pending. A report regarding the current state of the units is forthcoming.

6.2.5 **Mechanical Drains:**

On a motion made by Gary Legault, seconded by Brian MacDonald, it was resolved to ratify the earlier e-mail approval of drain replacements by Direct Plumbing Limited, at a cost of \$ plus HST for Drain 1, completed January 5, 2023, and \$ plus HST for Drain 2, completed January 24, 2023. Motion carried.

6.2.6 **Piping:** Quotes are pending for the replacement of piping that circulates hot water into Pump No. 2

6.2.7 **Roof Replacement/Mechanical Floor Waterproofing:** Stephenson Engineering specifications for Project No. 20221819 were received and circulated to the Board for their approval by January 30, 2023.

**6.2.8 Duct Cleaning:** *ACTION - Management will obtain estimates for unit vent cleaning for Board consideration.*

**6.2.9 Domestic Hot Water (DHW) and Heating Boiler Pressure Relief Valves (PRVs):**

**On a motion made by Gary Legault, seconded by Brian MacDonald, it was resolved to ratify the earlier Board approval to replace the DHW and PRVs by CES (Complete Energy Solutions), at a cost of \$                    plus HST for the Heating boilers PRV replacement, and the DHW boilers PRV replacement, at a cost of \$                    plus HST, completed January 20, 2023. Motion carried.**

Management advised that CES cleaned the piping in the mechanical room and changed the neutralizer, which cleans the liquid coming from the heating boilers.

**6.2.10 Window Panels:** See Restricted Records.

**6.3 Items Completed/In Progress**

- Kitchen stack flushing is scheduled for the week of April 3, 2023.
- One quote is pending for the new front signage.
- Pump 2 for the fan coil system water circulation remains turned off, pending repairs.
- The insulation of the pipes has been completed as part of the W f A - chiller and cooling tower replacement.
- The heater for the rear ground floor entrance has been ordered. The entire casing will be replaced.
- A date is pending for the backflow preventer replacement.
- The security camera at the P1 entrance was replaced, the P3 security camera connection was repaired and the P1 ramp security camera repair is pending.
- The chemical feed and bleed system is fully installed and ready for the chiller.

**6.4 Correspondence:** The Board reviewed recent resident correspondence.

**6.5 Action List:** The Board reviewed the current action item list.

**7. MEET THE BOARD**

The Meet the Board was scheduled for February 21, 2023. Loretta Yeas will attend.

**8. COMMITTEE LIAISON REPORTS**

**8.1 HPGR Report:** *ACTION- Management will advise the HPGR committee that the budget process is beginning and that Management is seeking information and quotes on items for consideration.*

*ACTION - Gary Legault will send the 2022 amenity opening and closing dates, regarding the pool in particular, to Management.*

There will be an in-person meeting to discuss the report and review the budget. The Board agreed to increase the Management fee to charge HPGR from \$            to \$            .

**8.2 Communication Committee:** Nothing was reported.

- 8.3 **Health and Safety Committee (Ad-hoc):** Nothing was reported.
- 8.4 **Neighbours Committee:** Christmas tree decorating is open to other community members to consider.
- 8.5 **Energy and Recycling Committee (Ad-hoc):** Nothing was reported.
- 8.6 **Landscaping Committee:** The informal group of volunteers who weed may be considered when negotiating next season's landscaping contract.
- 8.7 **Library Committee:** Gary Legault informed the Board that there was a reorganization of the library. The first three shelves have been given over to displays.
- 8.8 **Art Committee and Special Events:** There will be a Valentine's event for the next Art Committee and Special Events show. Masks are not mandatory and are up to users' discretion.

9. **NEW CONDO ACT**

There was nothing to report on this item at the meeting.

10. **STAFF REPORT**

- 10.1 **Extra Cleaner:** Management advised that there will be an extra cleaner in the building over the next two weeks to address deficiencies.

11. **NEW BUSINESS**

- 11.1 **Protecting Packages:** *ACTION – Management will obtain quotes for a package locker solution.*

12. **DATE OF NEXT MEETING**


The next Board of Directors meeting will be held on February 23, 2023, at 6:00 p.m.

13. **ADJOURNMENT**


On a motion made by Brian MacDonald, seconded by Gary Legault, it was agreed that there was no further business of the Corporation to transact; the meeting was closed at 9:12 p.m. Motion carried.

**DISCLAIMER**

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

  
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Director

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Date

  
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Director

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