

YORK CONDOMINIUM CORPORATION 323
Minutes of the Board of Directors Meeting
Thursday, February 27, 2013

Present: Frank Delling
Jean Cormier
Sean Cumming
John Hardie
Fern Stimpson

By invitation: Isan Murat Property Manager, Brookfield
Holly Price Minute-taker

OPENING OF THE MEETING

There being a quorum present, Frank Delling called the meeting to order at 6:33 pm.

1.0. Approval of Minutes

1.1 The Board reviewed and approved the Minutes from January 24, 2013.

MOVED BY Sean Cumming
SECONDED BY Jean Cormier

All were in favour and the motion was CARRIED.

2.0. Approval of Financial Statements

2.1. The Board reviewed and accepted the Financial Statements for the period ending January 31, 2013.

MOVED BY John Hardie
SECONDED BY Sean Cumming

All were in favour and the motion was CARRIED.

2.2. Annual Contracts Review

2.2.1. Lockwood Fire Protection: The Board approved renewal of this contract for the Annual Fire Inspection.

MOVED BY Sean Cumming
SECONDED BY Frank Delling

All were in favour and the motion was CARRIED.

2.2.2. Excel Projects Window Cleaning: The Board approved renewal.

MOVED BY Frank Delling
SECONDED BY John Hardie

All were in favour and the motion was CARRIED.

2.2.3. Edifice Garage Cleaning: The Board approved renewal of this contract for power washing of the garage twice per year.

MOVED BY Sean Cumming
SECONDED BY Jean Cormier

All were in favour and the motion was CARRIED.

2.2.4. Best Carpet Cleaning Services: The Board approved renewal of this contract.

MOVED BY Sean Cumming
SECONDED BY John Hardie

All were in favour and the motion was CARRIED.

2.2.5. Dodds Garage Doors: The Board approved renewal of the contract for preventative maintenance.

MOVED BY Sean Cumming
SECONDED BY Fern Stimpson

All were in favour and the motion was CARRIED.

2.3. Draft Budget 2013-2014: The numbers in the draft budget will be reviewed and it will be discussed again at the next meeting.

3.0. Matters Arising from Past Minutes

3.1. Exterior Building Enclosure Project Updates: It was agreed that Halsall will be asked for specifications for their mock-up unit repairs before they start, and additional considerations will also be raised with them. They will be asked to do the mock-up repairs as soon as possible.

3.2. Procurement Management Review Findings: This issue is in process

3.3. Cyclists/Skateboards: To be reconsidered in the spring.

4.0. Contracts and Proposals

4.1. Card Access System for Bike Rooms: The Board decided that the contract for installation of 8 an 8 slot Keyscan control card be given to Canrom.

MOVED BY Sean Cumming
SECONDED BY Fern Stimpson

All were in favour and the motion was CARRIED.

4.2. Elevator Top Car Guarding: The board agreed to hire ThyssenKrupp to install a car-top guardrail in elevators.

MOVED BY Sean Cumming
SECONDED BY John Hardie

All were in favour and the motion was CARRIED.

4.3. Generator Fuel Inspection: The Board agreed to hire Total Power to repair four deficiencies at a cost.

MOVED BY Sean Cumming
SECONDED BY Frank Delling

All were in favour and the motion was CARRIED.

4.4. Management Contract: David Cekani, Regional Manager for Brookfield, came to answer questions. The Board decided to approve the extension of the management agreement for a three year period, subject to a review of the current agreement to ensure it is in accordance with current practices and procedures. The President and Secretary will be authorized to sign the amended agreement at the end of March if there are no changes needed. If changes are required the revision will be considered at the March meeting.

MOVED BY Sean Cumming
SECONDED BY Fern Stimpson

All were in favour and the motion was CARRIED.

4.5. Reserve Fund Study: The Board confirmed the approval by email of R&C Engineering to do a Class 1 Comprehensive Reserve Fund Study.

4.6. Flushing of the Kitchen Stacks: The Board agreed that Royal Plumbing will do this.

MOVED BY Sean Cumming
SECONDED BY Frank Delling

All were in favour and the motion was CARRIED.

4.7. Dryer Vent Cleaning: The Board agreed to hire Premier One to clean all the dryer vents and motors.

MOVED BY Frank Delling
SECONDED BY Sean Cumming

All were in favour and the motion was CARRIED.

4.8. Fire Safety Review: The Board agreed to hire Fire Consulting Services to conduct a Fire Safety Review of the whole building and provide a Fire Safety Certification.

MOVED BY Sean Cumming
SECONDED BY Frank Delling

All were in favour and the motion was CARRIED.

5.0. Committee Liaison Reports

- 8.1. HPGR Board: No current action by the Board is required
- 8.2. Meet the Board Report: A written report was considered by the Board
- 8.3. Communication and Website Committee: The website is completely redone and will be up in its new form soon. The meeting room now has Wifi.
- 8.4. Energy Committee: No current action by the Board is required
- 8.5. Health Committee: No current action by the Board is required
- 8.6. Landscaping Committee: No current action by the Board is required
- 8.7. Lobby Committee: No current action by the Board is required
- 8.8. Common Area Redesign Project: Survey results are being compiled
- 8.9. Policy Committee: No current action by the Board is required

6.0. Review of Action List:

- 9.1. The action list was reviewed and updated.

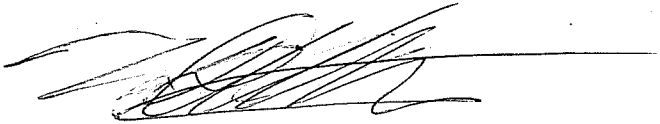
7.0. Other Matters for Discussion

- 10.1. Balcony Ponding: R & C has been asked to consider this issue when doing its review of the building for the Reserve Fund Study.
- 10.2. Card Table Request: The Board agreed to purchase 3 new card tables.

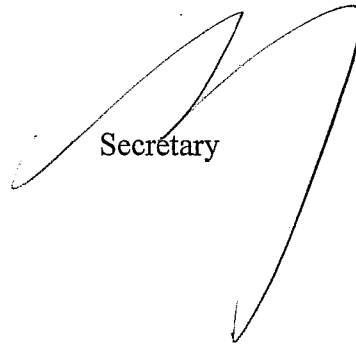
8.0. Adjournment

The meeting was adjourned at 9:10 p.m.

Next Meeting: The next regular Board meeting will be on **Thursday, March 28 at 6:30 pm.**

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President

A large, stylized handwritten signature in black ink, consisting of a few sweeping, connected strokes.

Secretary