

**YORK CONDOMINIUM CORPORATION NO.323**

Minutes of the Board of Directors Meeting

Wednesday, February 22, 2012

Present: Frank Delling            President  
          Jean Cormier            Vice President  
          Ed Leies                    Treasurer  
          Fern Stimpson            Director

Regrets: Sean Cumming        Secretary

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 6:35 pm.

**1.0. Adoption of the Agenda**

**2.0. Approval of the Minutes**

2.1. The Board reviewed and approved the amended Minutes of the Board meeting held on January 12, 2012.

**Motion:**

To approve the minutes as presented.

          MOVED BY            Jean Cormier

          SECONDED BY        Ed Leies

All were in favour and the motion was CARRIED.

**3.0. Approval of the Financial Statements**

3.1. The Board reviewed and approved the Financial Statements for January 31, 2012.

          MOVED BY            Ed Leies

          SECONDED BY        Frank Delling

All were in favour and the motion was CARRIED.

**3.2. High Park Green Issues and Budget:**

3.2.1. Budget: Fern and Ed attended a HPGR meeting recently. The proposed budget amounts and YCC 323 contribution are the same as last year. Pool repairs are planned but the funds for that will come out of the accumulated HPGR surplus. YCC 323 staff will keep track of the time they spend on HPGR work in order to evaluate the adequacy of the allotted budget amount for this. The Board approved the HPGR budget as written.

          MOVED BY            Ed Leies

          SECONDED BY        Fern Stimpson

All were in favour and the motion was CARRIED.

3.2.2. Issues from HPGR Meeting: There has been a new survey to incorporate updates to the existing easements for each corporation. The HPGR Agreement (YCC 323 bylaw #4) relating to this is currently being rewritten by Sean to incorporate these updates, and also to include changes to the arbitration section to make it similar to YCC 323's bylaw #10.

3.3. YCC 323 Budget: An initial discussion was held to obtain inputs for the 2012-2013 Budget. Costs for the last 4 years were also briefly reviewed in preparation for a full Budget meeting on March 8.

#### **4.0. Matters Arising from Past Minutes**

4.1. Building Envelope Renewal Project Update: The draft document describing the current status was briefly reviewed and further inputs will be provided to Frank by email. The Board agreed to move forward with the process of hiring a consultant/project manager for this project.

MOVED BY Fern Stimpson

SECONDED BY Frank Delling

All were in favour and the motion was CARRIED.

4.2. Operation Planning: Will be discussed at the Budget Planning Meeting on March 8.

4.3. Domestic Hot Water Venting System Cleanup: This has almost been complete. The superintendents will be able to maintain this.

4.4. Garage Door Replacement Proposal: The Board deferred this item to the March 8 meeting, before which time they will go and look at the door.

4.5. Fob Reader Installation: This installation will be done before the next meeting.

4.6. Nesbit Burns Signing Authorities: This process is underway.

4.7. Meeting with Brookfield: This meeting is still planned, but awaits the finalization of the related documentation from Frank and Ed.

The Board approved the new Cheque Payment Process and agreed to append it to the Financial Management Policy.

MOVED BY Ed Leies

SECONDED BY Jean Cormier

All were in favour and the motion was CARRIED.

#### **5.0. Contracts and Proposals**

5.1. Boiler Replacement Project Engineering Study: Ed will review this project and a meeting will be arranged with the engineer from Mann.

5.2. Garage P2 Leakage and Ventilation Shaft Repairs: Brook Restoration completed the repair work in the garage and are in process of replacing parts of the ventilation shaft. This will be completed before the next meeting.

## 6.0. Items Completed

6.1. Tiling Solutions for Balconies: Tremco Commercial Sealants and Waterproofing and Brook Restoration were consulted and tile solutions were suggested. The Board approved the tiling process as suggested by Tremco. A package for owners, defining what they need to do to obtain Board approval, will be prepared.

MOVED BY Frank Delling

SECONDED BY Fern Stimpson

All were in favour and the motion was CARRIED.

## 7.0. Committee Liaison Reports

7.1. Meet the Board Report: Jean's report from this week's meeting and Ed's report from several weeks ago were discussed. Issues that require responses were dealt with.

7.2. Communication Committee: Website: It was agreed that the website will be launched in the party room on April 19 with refreshments and a presentation of the website.

7.2.1. Website Content: All past financial information that is already in the public domain (Audit, Budget and F15) will be included in the website.

7.2.2. Computer for Library: This idea was discussed and it was agreed that it is not practical at this time.

7.3. Energy Committee: No current issues

7.4. Health Committee: No current issues

7.5. Landscaping Committee: This committee will be invited to present briefly at the March 8 meeting, as they have new suggestions that will impact the budget or the reserve fund.

7.6. Lobby Committee: No current issues

7.7. Privacy Committee: No current issues

7.8. Policy Committee: No current issues

8.0. Review of Action List: This was deferred to the next meeting.

## 9.0. Other Matters for Discussion

9.1. Balcony Tile Request: The board approved this tiling request subject to it being done in accordance with YCC 323's Requirements and Specifications (still being prepared).

MOVED BY Frank Delling

SECONDED BY Ed Leies

The motion was CARRIED.

## 10.0. Adjournment

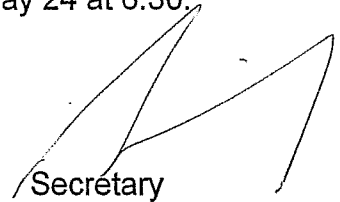
The meeting was adjourned at 9:45 p.m.

Next Meeting: There will be a budget planning meeting on March 8 with a visit to the garage at 6 pm.  
The next regular board meetings will be March 21, April 26, and May 24 at 6:30.

President

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Secretary

A handwritten signature in black ink, featuring a large, sweeping 'A' shape that extends upwards and to the right, with a long horizontal stroke at the bottom.