

**YORK CONDOMINIUM CORPORATION NO.323**

Minutes of the Board of Directors Meeting  
Wednesday, April 20, 2011

Present: Jock Galloway President  
Bill Henderson Vice President  
Ed Leies Treasurer  
Frank Delling 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, Jock Galloway called the meeting to order at 6:35 pm.

**1.0 APPROVAL OF MINUTES**

1.1 The Board reviewed the Minutes of the Board meeting held on March 23, 2011. It was resolved to approve the Minutes of the March 23, 2011 meeting as amended.

MOVED BY Frank Delling

SECONDED BY Jock Galloway

Three were in favour and Ed was opposed and the motion was CARRIED.

1.2 The Board reviewed the Minutes of the Special Board meeting held on April 6, 2011. It was resolved to approve the Minutes of the April 6, 2011 meeting as amended.

MOVED BY Bill Henderson

SECONDED BY Frank Delling

Three were in favour and Ed was opposed and the motion was CARRIED.

**2.0 APPROVAL OF FINANCIAL STATEMENTS**

2.1 The Board tabled the financial statement for the month ending March 31, 2011. The Reserve Fund corrections will be reviewed at the next meeting.

MOVED BY Ed Leies

SECONDED BY Bill Henderson

All were in favour and the motion was CARRIED.

### **3.0 MANAGEMENT REPORT**

Isan Murat presented the Report.

### **3.1 MATTERS ARISING FROM PAST MINUTES**

3.1.1 Budget 2011-2012: The Budget was delivered to the owners on April 15, 2011.

3.1.2 Insurance Renewal: Hallmark Insurance and the company they work with, Zurich Insurance, have suggested a large increase in our property insurance coverage based on their evaluation of the building's value. A previous independent valuation had a different result and has been the basis for our current insurance with Atrons. A new appraisal will be done this year. The insurance must be renewed immediately. Three independent quotes for insurance were requested but it proved very difficult to get them and none were obtained by this meeting date. It was agreed that we will renew with Atrons for a year but will proceed with a new appraisal and the Board will review what elements must be included in insurance coverage.

MOVED BY Frank Delling

SECONDED BY Bill Henderson

Three were in favour with Ed opposed to the last part of the motion and the motion was CARRIED.

3.1.3 Sealing of A/C Drip Pans: 338 pans have been done and the rest will be finished within a week. One unit was not done because the owner refused access.

3.1.4 Energy Audits: Frank reviewed the energy audits that have been done. They were not seen by the board as very useful, and the energy committee needs to assess possible projects for energy-saving, meet with the Board and TowerWise in June and present them to the board at a future meeting. The engineer will also be asked to propose a priority order for these projects in light of the reserve fund study and the available funds at a meeting with Isan and Board members on Monday April 25.

### **3.2 CONTRACTS AND PROPOSALS**

3.2.1 Power Wash the Underground Garage: The Board approved the hiring of Edifice Services to powerwash the garage.

MOVED BY Ed Leies

SECONDED BY Jock Galloway

All were in favour and the motion was CARRIED.

3.2.2 Inaccessible Window Cleaning: The YCC323 declaration will be reviewed by board members to see if we are obliged to wash the townhouse windows but meanwhile will go ahead and wash their windows along with the building's inaccessible windows. The Board approved the hiring of Skyview Window Cleaning to do this job for the building's inaccessible windows and for the townhouses.

MOVED BY Bill Henderson

SECONDED BY Frank Delling

All were in favour and the motion was CARRIED.

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- 3.2.3 Cleaning and Flushing Catch Basins: The Board approved the hiring of Royal Plumbing to flush and clean the catch basins. Isan will ask Royal Plumbing if it would save us money to do all the drain cleaning at once and will schedule future cleaning accordingly.

MOVED BY Jock Galloway

SECONDED BY Bill Henderson

All were in favour and the motion was CARRIED.

- 3.2.4 Installation of New Video Cameras: A security audit was done by a company that wants to sell us equipment, and they have recommended installation of more cameras. The board agrees that this does not appreciably increase building security. There are no independent audit companies. The Board decided that this item will be deferred. Frank, Ed, Carried

MOVED BY Frank Delling

SECONDED BY Ed Leies

All were in favour and the motion was CARRIED.

- 3.2.5 Wallpaper Repair: The Board approved the hiring of Canrom to repair hallway wallpaper .

MOVED BY Ed Leies

SECONDED BY Frank Delling

All were in favour and the motion was CARRIED.

- 3.2.6 Replace 4 PRVs on Chiller: Following an order by TSSA, the Board approved the hiring of Johnson Controls to replace the PRVs on the Chiller.

MOVED BY Ed Leies

SECONDED BY Bill Henderson

All were in favour and the motion was CARRIED.

- 3.2.7 Repair or replacement of townhouse fences. These fences have become a safety issue and the Board agreed to obtain 3 quotes for the necessary repairs or replacements.

### 3.3 ITEMS COMPLETED

- 3.3.1 Calibration of Carbon Monoxide Sensors by Startech Industries - completed.

- 3.3.2 Repair of a Retaining Wall around a Tree at one of the townhouses – Isan established that this is a city responsibility and that they have it on a list for completion this year.

### 4.0 OTHER MATTERS FOR DISCUSSION


- 4.1 Approval of Financial Policy: the Board moved to accept the policy discussed the meeting. .

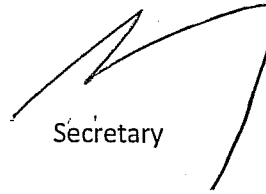
The remaining items on the agenda were deferred to the next meeting. Ed objected but was overruled.

## 5.0 Adjournment

The meeting was adjourned at 10 p.m.

Next meeting: Wednesday, May 25, 2011, 6:30 pm.

  
President

  
Secretary