

YORK CONDOMINIUM CORPORATION NO.323

Minutes of the Board of Directors Meeting

Wednesday, June 27, 2012

Present: Jean Cormier Vice President
Sean Cumming Secretary
Ed Leies Treasurer
Fern Stimpson Director

Regrets: Frank Delling President

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

OPENING OF THE MEETING

There being a quorum present, Jean Cormier called the meeting to order at 6:35 pm.

1.0. Review and Acceptance of Agenda

2.0. Approval of the Minutes

2.1. Alignment with bylaw #6 –

Ed pointed out that By-law #6 requires that “all proceedings” at Board Meetings shall be recorded. Sean believes that only decisions should be in board minutes, not details of opposition. Dissenting votes should be recorded.

Motion: From now on, the minutes will reflect the main issue and decisions made, with dissenting votes recorded.

MOVED BY Fern Stimpson
SECONDED BY Jean Cormier

All were in favour except Ed, who voted against, and the motion was CARRIED.

2.2. Approval of Minutes from April 26, 2012 as amended.

MOVED BY Sean Cumming
SECONDED BY Jean Cormier

All were in favour except Ed, who voted against, and the motion was CARRIED.

2.3. Approval of Minutes from May 24, 2012 as amended.

MOVED BY Sean Cumming
SECONDED BY Fern Stimpson

All were in favour except Ed, who voted against, and the motion was CARRIED.

3.0. Approval of the Financial Statements

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

Ed pointed out that the monthly budgets for Hydro and Water were currently incorrect and would be corrected in the next monthly statement.

Motion to approve the May 31, 2012 Financial Statements

MOVED BY Ed Leies
SECONDED BY Sean Cumming

All were in favour and the motion was CARRIED.

3.2. The transfer of Surplus Operations Funds to the Reserve Fund was completed, and the investment of Reserve Fund monies with ScotiaMcLeod was in progress

4.0. Matters Arising from Past Minutes

4.1. Operation Planning: On hold.

4.2. Building Envelope Project:

4.2.1. There is a proposal to have a Technical evaluation team and a Financial evaluation team, each composed of 2 board members and 2 owners.

Technical Team: Frank, Sean, Anne Farraway and Ed Hughes

Financial Team: Ed, Jean, John Hardie, David Brown

MOVED BY Jean Cormier
SECONDED BY Sean Cumming

All were in favour and the motion was CARRIED.

4.2.2. While the board believes that the evaluation committee guidelines for the BERP Consulting RFP address the majority of the project's evaluation procedures, the Technical and Financial evaluation teams will review the respective guidelines and amend as necessary to undertake the evaluation.

MOVED BY Jean Cormier
SECONDED BY Fern Stimpson

All were in favour and the motion was CARRIED.

4.2.3. Dates:

June 29: Proposals are received, stamped and stored in a locked cabinet by Isan.

July 3: Proposals are opened and rated for completeness.

Both teams then proceed with their evaluations as soon as possible, with at least one meeting for each team by July 7, and evaluations completed by July 11 if possible.

4.3. Meeting with Brookfield: On hold.

- 4.4. Landscape City Permit Status: The landscaping plans have been reviewed and approved by a City Inspector and the city has removed a tree from city property near our garage entrance.
- 4.5. Landscaping Implementation Phasing Review: The landscapers and the Landscape Committee have brought forward a modified proposal, dated June 2012, which can be carried out in one year. The board reviewed it and agreed to carry out this plan.

MOVED BY Jean Cormier
SECONDED BY Fern Stimpson

All were in favour and the motion was CARRIED.

- 4.8. Skateboarding and Graffiti: Isan is seeking further information on companies that install metal domes in the pavement curbing to prevent skateboarding.

5.0. Contracts and Proposals

- 5.1. Fan Coil Inspection: Isan has obtained quotes from 3 companies to inspect for mould and report on it. The Board agreed to hire Mould Matters to do this inspection on ten fan coil units.

MOVED BY Sean Cumming
SECONDED BY Ed Leies

All were in favour and the motion was CARRIED.

- 5.2. Exterior Water Leaks: Isan has obtained an informal quote from Brook Restoration for inspection, removing all loose concrete, and caulking repair of all 01 and 07 units. The board approved this work on the understanding that Isan will receive a detailed statement of the scope of the work from Brook and communicate this to the Directors before issuing a purchase order.

MOVED BY Sean Cumming
SECONDED BY Jean Cormier

All were in favour and the motion was CARRIED.

6.0. Items completed

- 6.1. Garage Door Replacement
- 6.2. Chiller Room Gas Sensor Replacement
- 6.3. Carpet Cleaning
- 6.4. Garage Cleaning

7.0. Committee Liaison Reports

- 7.1. HPGR Board: We are waiting for the YCC 435 to approve the agreement and for the Surveyor to register the easement survey plan. Isan to expedite the Surveyor.
- 7.2. Meet the Board Report: There was a request for a bench in front of the building. Isan will get information about this for the next meeting.
- 7.3. Communication Committee: Feedback on the website continues to be positive.
- 7.4. Energy Committee: No current issues.
- 7.5. Health Committee: An updated list of residents who need help in a building emergency will be collected.

7.6. Landscaping Committee: See 4.5 above

7.7. Lobby Committee: Terry will be preparing an article for the newsletter on the lobby including the ways in which she limits the expense

8.0. Review of Action List: The action list was reviewed and updated.

9.0. Other Matters for Discussion

9.1. Performance Reviews: The Board reviewed the performance ratings for the building staff.

MOVED BY Ed Leies
SECONDED BY Fern Stimpson

All were in favour and the motion was CARRIED.

9.2. Maintenance: The Board agreed to replace the living room carpet with parquet flooring in both Superintendent apartments.

MOVED BY Fern Stimpson
SECONDED BY Ed Leies

All were in favour and the motion was CARRIED.

9.3. Old Key Return: The board agreed that the deadline for key return should be the end of July and this will be advertised on notice boards and on the website.

MOVED BY Sean Cumming
SECONDED BY Fern Stimpson

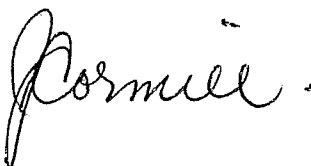
All were in favour and the motion was CARRIED.

10.0. Adjournment

The meeting was adjourned at 9:00 p.m.

Next Meeting: The next regular Board meeting will be on **Monday July 23 at 6:00 pm.**, followed by Thursday August 23 at 6:30.

Vice-
President



Secretary

