

Dear Community Member,

As we navigate through the spring season, we understand you may be experiencing fluctuations in temperature within your space. We want to assure you that our team is working hard to provide a comfortable environment for everyone.

We recognize that maintaining a consistent temperature range is important for occupant comfort, productivity, and health. Facilities Services follow the [Canadian Centre for Occupational Health and Safety](#) recommendations by maintaining building temperatures between 20°C – 26°C throughout the year. As we transition between seasons, the daytime highs and nighttime lows can vary greatly, and day-to-day temperatures can fluctuate between 'frosty' and 'sweltering.' This off-peak season is known as 'Shoulder Season.'

York's Heating, Ventilation, and Air Conditioning (HVAC) systems work with steam in the winter and chilled water in the summer. They are not designed to transition at the flick of a switch like most residential HVAC systems. There is a significant investment made to changeover from heating to cooling, and once it is complete, it is not reversed until the following spring or fall season. Switching over too soon can cause several issues, such as equipment failure, property damage, disruption of services, and health and safety concerns. Therefore, we are challenged with waiting until the weather is consistent before switching over.

We monitor the weather forecast in the spring and wait until overnight temperatures are consistently above 5°C. If the temperature decreases below this level, the water in the pipes may freeze, subsequently damaging the pipes. Damaged pipes have a significantly negative impact on the University. The changeover typically takes place throughout May.

During this time, please consider the following tips to ensure your workplace is comfortable:

- Take outside temperatures into consideration when dressing for work.
- Purchase portable fans to increase air circulation in your space.
- Close blinds or curtains to keep the heat out.
- Keep interior doors open to improve airflow.
- Provide staff with extra breaks.
- Notify the Work Control Centre at 416-650-2401 or x22401 if office temperatures persist outside the recommended 20°C – 26°C range.
- Review the information on how to deal with thermal stress at York University [here](#).

We kindly ask for your patience as we complete the conversion. To prepare for the switch from heating to cooling, please remember to remove any plants or sensitive equipment away from

vents.

Thank you for your understanding and cooperation during this transition period. If you have any concerns or questions about the temperature in your space, please do not hesitate to contact us at facilities@yorku.ca or 416-650-2401 or extension 22401.

Sincerely,

Property Management