

Unapproved Minutes – Annual General Meeting – Strata 2720 – August 24, 2009

Attending: 40 units attended in person or by proxy, including Council members Roger Taylor, Anita Walper, Carol Kronbauer, Donna Bishop, Tracy James, Jarra Ford and Will Carter of Baywood Property Management

Quorum: Yes

Minutes taken by: Anita Walper

The meeting was called to order at 7:00 p.m. at the Royal Canadian Legion – Pro Patria Branch.

1. Review of August 27, 2008 Minutes

The August 27, 2008 Minutes were amended as follows:

- (a) Page 1:
 - i. item 1, the motion was made by HC217;
 - ii. item 2(b)v. should read “HC402 living room window seal has failed”;
 - iii. item 2(b) vi. should read “HC304 sliding glass door window seal has failed”;
 - iv. item (e), second sentence, change “till” to “will”.
 - v. Item (h), second line, change “he” to “the”;
 - vi. Item (i), first line, change “give” to “given”.
- (b) Page 2
 - i. item 3, the motion was seconded by Donna Prentiss;
 - ii. item 5, the motion was seconded by Cheryl Stenberg.

Moved by HC308 (Jennifer Smith) and seconded by HC114 (Cheryl Stenberg) that the August 27, 2008 Minutes were adopted as amended. Carried.

2. Old Business and Reports from Council/Committees

- (a) Building maintenance, repairs and annual inspection report from Eagleeye
 - i. For the last 9 years, our strata has enjoyed continued estimates of 5-7 years for our building exterior's life expectancy in our annual building inspection reports. Our buildings are now 16 years old. The average life expectancy of many building components (such as windows, roofs, balcony membranes and flashings) is 20-25 years so this may be the last 5-7 year estimate we receive. Our buildings, as always, are doing better than expected, but as items reach their life expectancy, they will require attention and a building remediation will most likely be required;
 - ii. The items being monitored most closely, because they could trigger the need for remediation, are windows, balconies and flashings;
 - iii. In 2010, the building inspection will occur prior to the exterior painting of the buildings;
 - iv. There was an issue with the roof top ventilator on Churchill Place that was repaired;
 - v. There were a number of hot water tank problems;
 - vi. The dryer vents accumulate lint which can absorb moisture and cause water to pool. The external vents should be cleaned every couple of years;
 - vii. A new handyman was required as the former handyman moved out of town.
- (b) Landscaping – a new landscaper was hired this year.
- (c) Window washing – the exterior of the building needs to be power washed and caulking done prior to having the windows washed. The quotes received for window washing far exceeded last year's cost so the window washing was postponed due to more urgent repairs that were needed in the building.

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- (d) Garbage/recycling bins – an accumulation of refuse has been placed outside the garbage/recycling bins. It has been suggested that signs be posted by the bins.
- (e) No smoking signs by the elevators – it was suggested that a plexi-glass cover be put over the no smoking signs to prevent them from being defaced.
- (f) HC205 reported a bathroom sewer smell from their sink.
- (g) The front yard stairwell of Hampton Court needs to be cleaned up. It was suggested that it be caged, HC414 offered to build a secure enclosure to the stairwell.
- (h) A question was asked on how much was in the contingency fund and how the funds were used. The funds are used for repairs to the roof, patios, underground membranes, balconies, remediation – there is approximately \$1.2 million in the contingency and building envelope reserve fund. Approximately \$11,000 per month is paid by the owners into the fund.
- (i) The next annual inspection is scheduled for early summer 2010.
- (j) A question was asked whether any owners mentioned they problems in selling. There were two owners that had problems, mostly the financial institutions having policy issues. It was suggested the website show where the strata is at with the building costs/ remediation/repairs in order to comfort buyers – long range plan.

3. Considering the Accounts – Will Carter

Year to date budget analysis

- (a) Items over budget are trash/recycling, gas, water; under budget items are janitor, landscaping, repairs/maintenance, electricity.
- (b) Next year the trash/recycling costs will be affected as there are fewer companies providing services.
- (c) On July 1, 2010, the HST increase will impact the budget.

Proposed 2009/2010 budget

- (a) Interest income should be greater over the next year.
- (b) Insurance costs should drop over the next year.
- (c) Landscaping/maintenance costs should drop over the next year.
- (d) Trash/recycling costs will likely rise 7.69%.
- (e) Gas and water are doing up do to personal use.
- (f) Contributions to the contingency and envelope reserve funds should remain the same over the next year.
- (g) Strata fees will be backed-dated to July 1 and payable September 1.

Motion to approve the budget as presented made by HC414 (Cheryl Stenberg) and seconded by CP305 (Karen James). One opposed, carried.

4. New Business

- (a) Special Resolution 20090824a – carried unanimously.
- (b) Special Resolution 20090824b – one opposed, carried.
A question was asked if this would extend the life of the exterior of the building. It was explained that the caulking would be for major cracks over 2 mm, the paint helps seal the stucco. The paint will be the same colour – test sections were done to ensure coverage. The painting company is already booked to do the job.
- (c) Special Resolution 20090824c – carried unanimously.
A question was asked if corner beads could be installed by the elevators and what colours would be chosen. It was explained that the colours have not been decided definitely but they will be similar shades, perhaps neutral, but will opt for a colour to go with the carpets.

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- (d) A question was asked if anything could be done about the recycling bins and crushing boxes, garbage being put in the recycling bin. It was suggested signs be put up by the bins.
- (e) Hampton Court third floor, west end door is not latching. A couple of the doors are broken and need replacing.
- (f) A question was asked what is being done about noise complaint problems. It was explained that fines can be levied at \$200 per complaint every seven days.

5. Electing a Strata Council

The following Council members have agreed to serve on Council by acclamation: Roger Taylor, Donna Bishop, Tracy James, Carol Kronbauer, Jarra Ford and Anita Walper.

The President asked for volunteers and/or nominations from the floor. Andrea Fallan (CP206) agreed to put her name forward to serve on Council. Motion to cease nominations by CP305 (Karen James) and seconded by CP410 (Judith Phillips).

The meeting adjourned at 8:40 p.m.