

Unapproved Minutes – Strata 2720 – Annual General Meeting – October 26, 2015

Attending: 76 units out of 108 attended in person or by proxy, including Council members Roger Taylor, Anita Walper, Donna Bishop, Atley Jonas, Judy Phillips and Will Carter of Baywood Property Management.

Minutes Taken by: Anita Walper

Meeting called to order: 6:48 pm

1. Approving of Previous Minutes

The minutes of October 27, 2014, AGM were reviewed. A motion to adopt the Minutes was moved and seconded. Carried.

2. Old Business and Reports from Council/Committees

a. Building Maintenance and Repairs

- i. Changing the fluorescent lights to LED lights that can be changed by the janitor/handyman rather than an electrician. The LED lights are now ready for replacement.
- ii. The clothes washer in HC114 overflowed and caused some flooding affecting HC112 as well.
- iii. The roof on CP was repaired.
- iv. The heat exchanger in the rooftop ventilator on CP has failed. A new rooftop ventilator has been ordered and will be replaced.
- v. The fire suppression pipes in the underground parking have been replaced.
- vi. The owner of HC305 wire brushed the outside exposed foundation cement. The Strata President thanked the owner for his time and effort.
- vii. The dryer vents on both buildings have been cleaned. The exception are those vents located over the awnings which will also be cleaned. The rooftop vents tend to be in the worst condition as they collect up to three vents so plug up quicker.
- viii. There was a total five balcony membranes requiring minor repairs due to small cuts or cigarette butt burns.
- ix. Replacing the gas fireplace vents may be difficult in the future as the manufacturer discontinued production. Council suggested purchasing a supply to have on hand for replacement in the future.
- x. The leak in the underground parking in front of the recycling bins is suspected to come from a tree root having penetrated the membrane. This is scheduled for the Spring of 2016.
- xi. Any broken thermal seals on windows should be reported to Council, so they can be repaired. The ones reported in the last year have been replaced.

b. Garbage & recycling

The CRD has changed their requirements for recycling a number of times in the last year. Awaiting receipt of the new rules/regulations.

3. Considering the Accounts

a. Budget vs. Actual Budget for 2014/2015

The landscaping expenses were up due to some shrub/plant replacement, work on the sprinkler system, adding new mulch and top soil.

b. Approving Budget for 2015/2016

Contingency Reserve Timeline – amend the 2016 start of year balance to read \$225,201.

- Elevator interior – replacing arborite in CP elevator

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- Painting interior – touch up painting in hallways of both buildings
- Ventilation – replacing rooftop ventilators on both buildings
- Back-up generator for sump pump – will be purchased
- Garage lighting – LED lighting will replace the fluorescent lights currently in place.

A motion to adopt the Budget for 2015/2016 was moved and seconded. Carried.

4. New Business

a. Contingency Reserve Timeline Outputs 2016

Special Resolution 205151026a:

“Be it resolved that Council is authorized to pay up to \$51,500 from the Contingency Reserve Fund for items outlined in the Contingency Reserve Timeline for 2016.”

Moved and seconded. Carried a vote of 76 in favour and zero against.

b. CMHC

CMHC confirmed that approximately 18 months ago one mortgage application had been denied on the basis of the information provided by the mortgage applicant. The Strata President gave a brief history of the buildings and the decisions that have been made regarding the long term maintenance plan, the age of the buildings, remaining useful life of some components, their potential replacement, and how insurance underwriters and risk managers may play a role in the timing and components replaced.

c. Legal Review of Bylaws

The *Condominium Act* was in place when our buildings were constructed. In 2001, the *Strata Property Act* replaced the *Condominium Act*. There have been court cases that have challenged the legality of the Acts. It has been recommended that we seek legal advice on the interpretation of the Strata Bylaws to determine if they are in line with the current laws.

Motion:

“That Strata Council 2720 obtain a legal interpretation of our current bylaws to determine if they align with current legislation and case law.”

Moved and seconded. One opposed, one abstained. Carried.

d. Automatic Doors

- Two companies have looked at our buildings to determine if they met all the requirements to be wheel chair accessible. They found that the elevators are not large enough in their present state, there was no refuge area in either building for wheel chairs, the slope of the garage floor is not suitable for wheel chair accessibility so the buildings are not suitable.
- Work that can be done to make the buildings more accessible to everyone are to change the door knobs on the garage-level doors to handles; change the door closers to a two-stage closer system so the doors close more slowly; switch the entry system from keys to fob. Council will seek quotes for these items.

e. External Building Painting

It was determined that the Strata funds would be better spent on remediation of the buildings rather than cosmetic exterior issues.

f. Question and Answer

Q. Will the carpets outside the garage elevators be replaced?

A. Quotes have been sought for new carpeting.

Q. Will the hallway carpets be cleaned more regularly?

A. Quotes were obtained and will be reviewed at the next Council meeting.

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- Q. Can the janitor's back pack vacuum be replaced with a more powerful vacuum?
- A. The vacuum is the janitor's property and not Strata property. Council will address this with the janitor.
- Q. Can the carpets outside the elevators be replaced with tile and a runner?
- A. Tiles can be slippery and the runners move around. Installing a carpet that is glued to the cement floor is the safest option.

5. Electing a Strata Council

The following members have agreed to remain on Council: Roger Taylor, Donna Bishop, Anita Walper, Judy Phillips, Atley Jonas and Gayle Chong.

Ian Froese HC414 has agreed to serve on Council.

Teresa Minnion HC310 volunteered to serve on Council.

Elected by acclamation.

Meeting adjourned: 9:40 pm.