

Approved Minutes - Council Meeting - Strata Plan 2720 – 22 May 2003

Attending: Roger Taylor, Tom Myrick, Don Gorby, Lynette Pineau, Gerry Gabel,
Christine Montgomery, Mary Lou Newbold, Will Carter

Absent:

Quorum: Yes

Minutes taken by: Gerry Gabel

The meeting was called to order at 7:25 PM at Roger's place.

1. Review Minutes

- a) Prior to approving the April 2003 Minutes, the following changes were made:
- item 2c): change "letters." to "letters to Roger during the meeting."
 - item 3a): change "report." to "report thus far as the inspection is still underway."
 - item 3e): change "Doug Downs" to "DougLes Consulting"
 - item 5b): change "the to of the" to "the top of the"

2. Financial Review

- a) In reviewing the April 2003 Financial statements, Roger and Will discussed the rather large loss which appears in the budget on the YTD Budget Analysis report. The problem seemed to be related to the absence in the budget of transfers to the Operating Reserve or Retained Earnings to cover exceptional items such as the Victoria Refrigeration repairs, which had been approved at the last AGM. After considering these transfers, the actual versus budget comparison is on track.

Two invoices were questioned. Roger will look into the \$543.80 invoice from Rob Bergman. Will is to send Lynette copies of the series of invoices from Brincks Landscaping and she will discuss them with the landscaper shortly when she renews the contract. Lynette felt the variability in the amounts was due to incidentals.

- b) Will updated the Council on the arrears situation and the related legal actions. The units CP 108 and CP 312, owned by Jurens, which are both in arrears, will be going up for sale. Bradsell/Over (CP 111) have started making strata payments but have not been paying down the outstanding balance. Manak (HC 403) has been making double payments and has contacted Roger about renting or selling his unit. No response has been received from Parsons (CP 204) or Konchak (CP 207). Roger reminded Will that he wants to receive copies of the notices that go to delinquent owners.
- c) As a result of numerous insurance claims made for leaking hot water tanks and cracked toilet tanks recently, our insurance company is balking at renewing our policy. This is a critical issue as it is vitally important that we continue our coverage. Roger is in discussions with the insurance agent and has suggested various alternatives such as a higher premium, higher deductible or more restrictions. Roger also proposed to Council that we send a notice to all owners informing them that their hot water tanks are at the end of their lifetime (usually 7 to 10 years) and need to be replaced within 2 to 3 months. Council agreed and discussed the possibility of making the

replacement a bylaw such that our insurance renewal is not jeopardized in the future. Owners who have not replaced their tanks may have to pay the deductible if they spring a leak. A claim may not be filed and the owner would be responsible for the entire damage to their suite and suites below.

With regard to cracked toilet tanks, it appears that some of the units manufactured by Crane may have defects and Will offered to contact them to see if they might provide free replacement tanks. One complication is that not all the units installed are at risk and it requires knowing the serial number to identify the units that should be replaced.

3. Maintenance/Repair Items

- a) The annual building inspection is going well. A report from DougLes Consulting is due shortly. It would seem that we are on track with our short and long term repair and maintenance plan approved several years ago. The report will be posted on the Strata website.
- b) The debris left over from the inspection between HC 104 and 106 has been cleaned up by DougLes Consulting.
- c) Lynette updated the Council on the landscaping which all agreed has improved. More topsoil will be placed in front of Churchill Place as well as annuals in front of both buildings. Council decided against decorative plants around the base of the tree between the buildings. Lynette has negotiated a new contract for \$8,830 plus incidentals with a lower cost for pruning. The contract will be signed shortly with Brincks Landscaping.
- d) The belts and bearings on garage fan #3 have been adjusted and are quieter.
- e) M. Griffin will inspect the back-flow prevention valves on the sprinkler system this year.
- f) Montgomery (CP 405) has complained about noise from the roof top ventilation fan located above her unit. Roger adjusted the timing, which helped but a noise still persists so Victoria Refrigeration will check the unit. Apparently the unit was installed in a different location from that in the original design and to relocate the fan now would cost about \$7,000 so Council wants to exhaust all options for noise control before considering that expense.
- g) Council decided not to make a claim for the hot water tank in CP 207 that leaked recently because of the insurance issue discussed earlier plus the fact that the owner is in arrears on his strata fees. Council discussed introducing a policy of not paying the deductible or perhaps not even making a claim if an owner is grossly delinquent in his/her strata fees. The rationale is that owners should be up to date on strata fees in order to enjoy the full benefits of being part of the Strata such as insurance coverage, extra parking spaces, etc.

4. Security Issues

- a) There were some car break-ins around April 26 or 27 and the perpetrators have been caught. Christine volunteered to put up some signs indicating that the Police have recovered some of the stolen goods and they may be claimed at the station.

5. Bylaw Issues

a)

6. Other Items

- a) Council received a letter from the Property Manager for Bristol Park (535 Manchester) requesting that our tenants or their guests not use their garage ramp for parking or their vehicles will be towed. The letter also mentioned that a mattress and box spring were left in their driveway apparently by one of our tenants (or ex-tenants) and they wanted it removed. Council noted that we have no control over the actions of our tenants in such matters, however, we agreed to put up a notice regarding the parking, but the mattress matter is not the responsibility of Council.
- b) Roger reported on several incidents involving a tenant from Bristol Park who came onto our property to play ball with his dog, going so far as to bounce the ball against our building resulting in a complaint from an owner. Roger spoke to him on three occasions and when Roger informed him he was trespassing and that the police would be called, the Bristol Park tenant became belligerent. Roger will write a letter to the Bristol Park Property Manager informing them that such acts of trespass will be reported to the Police.
- c) All bicycles in the common lock-up area have been tagged and notices have been posted. Mary Lou will remove all bikes with tags and place them in the Strata locker on July 1st. If these bikes are not claimed in a reasonable length of time they will be considered abandoned and removed.

Next Meeting On 2002 at 7:00 PM at Lynette's place (CP 201)

The meeting was adjourned at 9:55 PM.