

Approved Minutes - Council Meeting - Strata Plan 2720 – 18 Dec. 2003

Attending: Roger Taylor, Gerry Gabel, Don Gorby, Mary Lou Newbold, Chris Maze, Will Carter
Absent: Darren Pears, Christine Montgomery
Minutes taken by: Gerry Gabel
Quorum: Yes

The meeting was called to order at 7:18 PM at Gerry's place.

1. Review Minutes

- a) The following changes were noted in the November Minutes: Delete the phrase "within a few days" from item 1a). Add the phrase "by the unit above" to last sentence in 3c). Delete the last sentence from Item 5a). In item 6a), several changes were suggested to make the text more concise and Gerry agreed to do a re-write of this item. With those changes, the November Minutes were approved. They will be posted to the Strata web site - <http://members.shaw.ca/strata2720/>.

2. Financial Review

- a) Will has finalized the corrections to the October Financial Statements and distributed the revised report. Roger requested that a letter be sent immediately to EFT users to clarify their outstanding payments. Council reviewed the YTD Budget Analysis report and discussed the items with a high variance such as the Elevator Maintenance, which was over budget due to a major service call. Will was asked to look into the negative balance in the Security spending.

The arrears review identified the same five owners whom, for some, we have started legal proceedings to seize their unit. However Will reported that a recent Court decision implied that a bylaw would be needed to get authorization from owners before a Strata can seize a property. Hence, Council decided to hold a Special General Meeting in February to pass this bylaw as well as deal with security matters.

Council considered a letter from the owner of CP 207 who indicated a continuing inability to pay her strata fees, which now exceed \$5,000. Council decided to try contacting her mortgage company to recover the amount owing. In some cases, a mortgage company will do this, adding the amount owing plus any costs to the principal. Council directed Will to take this action as well as informing the owner and to do the same for CP 111.

- b) The Financial Statements for November were tabled to the next meeting.
- c) Roger raised an outstanding invoice from Miles Plumbing (#1623 for \$338.96) for the recent work on the HC X09 stack and request a prompt payment by Baywood.

3. Maintenance/Repair Items

- a) Our handyman has estimated that there are 20 – 35 dryer vents that will need proper cleaning. However, he is not covered by WCB and some Council members expressed concern about having him do the work under those circumstances. If a WCB covered company does the work, the cost will be a lot more: \$50 - \$70 per vent. Will suggested contacting two companies for quotes: Eden and Phillips.
- b) Roger reported that carpet repairs are needed in the entranceway for both buildings as the carpets are quite frayed.
- c) The cleaning of the first floor ceilings will be carried forward to the next meeting.

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- d) Some light fixtures on the second floor of Churchill Place are broken. Roger suggested that we replace the ones at the entrance with a new design and use the old ones to replace the broken ones on the second floor. Council agreed.
- e) There is a broken window in CP 306. Mary Lou is arranging to have a window replaced in HC 402 and she will try to have the company do both at the same time. If notice of entry is need for CP 306, Will will provide that.

4. Security Issues

- a) There has been a break-in of the storage locker room. Darren's locker and two others were damaged and some articles taken. The other tenants have been notified. The break-in appeared to be an "inside job".

5. Bylaw Issues

- a) A written noise complaint against HC 303 was received. As this is a first offence, a letter has been sent to the tenant.

6. Other Items

- a) The Strata Council has referred the outstanding arrears issue with the owner of CP 108 to our lawyer and we wait to hear from their side.
- b) The lawyer for the owner of CP 306 has asked Council for all the complaint letters received on which we based our fines and has taken issue with us passing on the costs of a security guard. Council discussed various options for dealing with this ongoing matter including security cameras, key access with logging and security guards. Several members expressed their frustration in our inability to permanently resolve the situation.
- c) The fireplace gas meter readings are all in and Roger will prepare and send the notices to Will for distribution to owners.
- d) There appears to be a problem with about four gas fireplace meters as their readings are out of whack. Council decided to ask these owners to replace the meters as a maintenance matter and not charge them for usage.
- e) Christine Montgomery has resigned from the Board. Council thanked her for her service.
- f) CP 106 has sold and the new tenant has sent Council a letter asking about vertical blinds. Council indicated that we prefer horizontal blinds or sheers.
- g) The sign at the entrance to Churchill Place has been removed again and Gerry was asked to come up with a less vandal prone replacement.

Next Meeting On 28 Jan. 2004 at 7:00 PM at Roger's place (HC 417)

Meeting adjourned at 9:45PM