

# **Approved Minutes - Council Meeting - Strata 2720 – 25 November, 2004**

**Attending:** Roger Taylor, Gerry Gabel, Don Gorby, Chris Maze, Mary Lou Newbold, Will Carter

**Absent:** Anita Walper

**Minutes taken by:** Gerry Gabel

**Quorum:** Yes

The meeting was called to order at 7:30 PM at Don's place.

## **1. Review Minutes**

- a) Some minor changes were noted for the October Minutes, namely:
  - in item 3a), change "color" to "colour" and
  - in item 4b), change "confirmed quote" to "confirmed the quote".With these changes, the Minutes were approved.

## **2. Financial Review**

- a) Some discussion occurred regarding the move of the building envelope inspection expense suggested last month and Will is to confirm that this expense was charged to the Envelope Reserve Fund.
- b) Our lawyer seems to have misunderstood the legal procedure we wanted to use to deal with two units with excessive arrears (CP 108 and HC 207). Kerry Simmons filed a claim in Small Claims Court whereas we prefer to go directly to the BC Supreme Court. Will has not yet received an explanation as to why this occurred. After some discussion, Council decided it would be better to continue with the process started rather than switching. This decision was influenced by two factors. One of the owners has started legal action against us related to the distress he suffered when he was denied the right to vote at the AGM because he was in arrears. The other owner has communicated with us about a payment plan yet she does not pay the current fees and has done nothing to reduce the arrears. However, Will is to write the lawyer expressing concern that the process we agreed to with Andrew Stewart was different from that followed when he turned the file over to Kerry Simmons.
- c) Will handed out an annotated Fee Summary report noting what action has been taken in contacting owners who have outstanding strata fees. It appears that some new owners have not paid any monthly fees since moving in. Will was asked to check addresses of those offenders to ensure they are receiving the notices and to confirm that notices are being sent. Roger will pursue the matter directly with the owners of CP 307, HC 401 and HC 109.

## **3. Maintenance/Repair Items**

- a) After the last meeting, Roger and Peggy went to some condos and viewed the commercial vinyl Council had selected to replace the elevator tiles in our two buildings. They were not pleased with what they saw and Roger did more research resulting in his recommendation that we choose from two samples of porcelain tile. Council selected the matte finish tiles and Hourigans will do the installation. The elevators will be out of use for a day or two during the installation.
- b) The fence at the East End of Hampton Court was damaged apparently by vagrants wanting to get under the stairwell.
- c) The building power washing has been done but some letters from the "Hampton Court" sign seem to have been damaged in the process. Roger will discuss this with DougLes Consulting
- d) Pacific Coast Fire Equipment provided us with their report from the testing of our fire equipment. They indicated that two of our standpipes had substandard pressure and that we would need an accelerator. Roger checked with the Fire Department and learned that our buildings are considered to be "existing non-conforming" since they were built before 1993 and we do not require an accelerator. The report also suggested that we might need to replace the piezo alarms in each suite. When Roger checked into this matter, there was some uncertainty and he is waiting to hear back from the Fire Department.

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Will mentioned that in other buildings he manages, they used Cantec for the testing and they found a 5% failure rate in the smoke and heat detectors in suites. He also suggested that we might want to consider another testing company in the future rather than Pacific Coast Fire Equipment. No action will be taken on the alarms until Roger hears from the Fire Department.

- f) The annual building fire inspection noted that we have not tested the individual pull stations in the building on a regular basis so Roger will schedule this testing.

### **4. Security Issues**

- a) The access control system preferred by Council is that provided by Posscan. However, Chris needs some additional information on pricing from the supplier plus he suggested that Council members view the system at the Posscan office. Chris will arrange for this visit. Council also discussed the possible advantages of linking this installation into a future video surveillance system and this will be discussed with Posscan at the meeting.

### **5. Bylaw Issues**

- a) Noise complaints have been received against HC 109 and CP 204 related to construction noises late at night. Roger investigated and both suites are in the process of replacing carpets with solid flooring. Neither owner contacted the Council for permission to do this as required by our Bylaws.

Roger learned that the owner of CP 204 is preparing to rent the apartment to a relative and was installing laminate floors prior to renting. She also stated that she plans to file an insurance claim related to the hot water tank replacement that occurred last year. She claimed that a can of paint was tipped over during the installation, which ruined the carpet, but she didn't notice it for 8 months. Roger advised her that due to the circumstances, it would be hard to prove who was responsible for the spilled paint, since the alleged event occurred too long ago. When informed of the bylaw, the owner promptly sent in, albeit after the fact, a request to install the laminate floor. Roger will have her sign the agreement that Council uses in these cases that lays out the conditions related to noise and life style after replacing carpets with hard flooring material. Roger noted that she is also subject to a fine for proceeding without Council approval.

In the case of HC 109, the owner was working on his floors after midnight creating excessive noise. Roger promptly hand delivered a letter to the owner informing him of the bylaw and the requirement for Council approval plus the possibility of fines. Three weeks later the owner sent Roger a letter telling him what had been done but it did not request permission as requested in Roger's letter. This owner was also responsible for dumping carpet and underlay on his ground floor patio and then placing it in the garbage bins. Council agreed that this person showed no respect for the bylaws and has yet to make a request to replace his carpets even though the work has been completed. Council also noted that CP 109 is in arrears and wondered how he could afford to install new floors when he owes several months of strata fees. Roger asked Will to tell him how many arrears letters were sent to CP 109 and to provide him with a copy.

Council considered the matter of fines for these two similar bylaw infractions. It was decided to issue a \$100 fine to CP 109 for ignoring the bylaw and not responding promptly when this was brought to his attention compounded by the fact that he did not respond at all until after completing the work. No fine was issued to CP 204 since this owner responded quickly and before completing the work. Roger will prepare the letters.

### **6. Other Items**

- a) There were none.

### **Next Meeting**

On 16 December 2004 at 7:00 PM at Gerry's place (3775 Hobbs St.)