

Approved Minutes - Council Meeting - Strata 2720 – September 20, 2005

Attending: Roger Taylor, Gerry Gabel, Anita Walper, Wanda Farrant, Chris Maze, Don Gorby

Absent: Mary Lou Newbold, Carol Anne Kronbauer, Will Carter

Quorum: Yes

Minutes taken by: Gerry Gabel

The meeting was called to order at 7:14 PM at Chris's place.

1. Review Minutes

- a) The Minutes of the July 27 SCM (Strata Council Meeting) were approved after the following changes:
 - In item 2a): change "out landscaper" to "our landscaper", "taken to Gordon" to "talked to Gordon", "low flow meter" to "high flow meter" and "Roger" to "Anita".
 - In item 5a): replace the last sentence with "The matter will be discussed at a future meeting."
 - Add to the end of the Minutes: "The meeting adjourned at 11:05PM."
- b) The Minutes of the August 29 SCM were approved after the following changes:
 - In item 5a): change "braking" to "breaking"
 - In item 6a): change "Wolper" to Walper"
- c) The Minutes of the August 29 AGM were reviewed and the following changes noted:
 - In item 2: change "(HC 104))" to (HC 104)"
 - In item 3b): change "lifetime" to "lifetime so they will be closely monitored during our annual inspections."
 - In item 4b): change "loosing" to "losing" and "Engle" to "Angle".
 - In item 5b): change "West stairwell" to West end stairwells".
 - In item 5c): at the end of the paragraph add, "An owner noted that the Victoria Police Dept. had recently done a visual check of the vehicles in the garage and left notes on the ones with valuable items in view. She suggested that we make this a regular practice."
 - In item 6: change "((CP104)" to (CP 104)".

2. Financial Review

- a) Council reviewed the July Financial Statements that Will had sent to Roger. They appeared to be incomplete as there were some expense items that had not been entered. Roger thought that Will may have been behind due to year end activities and he will contact Will to seek clarification.
- b) Council then reviewed the August Financial Statements and there did appear to be some "catch-up" in several expense accounts. However, the interest transfers to the reserve accounts looked wrong, there were some new entries in the Balance Sheet and anomalies in several of the cash disbursements so Roger will discuss all these items with Will and get them clarified. Chris made two suggestions to reduce our gas consumption: turn off the gas fireplace pilot lights during the summer (a potential savings of \$1500/month) and turning down the rooftop ventilator gas heaters. Council will consider these suggestions at a later date.
- c) Council considered the August arrears starting with an explanation of the history of some of our larger arrears accounts for Wanda's benefit. Council noted that Parsons (CP 204) had

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missed a court ordered payment. In addition to Parsons and Konchak (CP 207), Council flagged Archer (CP 106) as having arrears over \$1,000.

3. Maintenance/Repair Items

- a) Paint touch-ups will be done after the carpets are replaced.
- b) Quotes for the testing of in-suite alarms and buzzers along with an annual fire system inspection have been requested from Cantec and Four Seasons.
- c) During the heavy rainfall on August 29, the drains in CP 109 and 111 backed up. A plumber will come to check the drain functionality for these units.
- d) Water leaked in under the door from the walkway in front of Hampton Court during the heavy rainfall on August 29. Eagleye was called to do the clean up.
- e) The ensuite toilet tank in unit HC 106 cracked and water escaped. Eagleye was called to do the clean up.
- f) A bedroom window in HC 106 was cracked and chipped likely due to a rock from a mower so it will be replaced.
- g) A new owner in CP 102 has sent Council a letter regarding the shrubs and plants around that unit. They asked for a stump to be removed and more shrubs to be planted. However, that area requires an opening for gas meter reading and mower access to the lawns. Roger will respond to the letter and the matter was tabled to the next meeting.
- h) Some of the building numbers for Churchill Place are missing and Anita agreed to find new ones and our handyman will install them.
- i) The outdoor light cover at the entrance to Churchill Place on the left side is broken. Anita will deal with this matter as well.

Note - Don Gorby left the meeting at 8:55PM.

- j) Council reviewed several samples of carpet to be installed on the first floor and west hallways of both buildings. Durability, price and colour matching were the main criteria for selection. Three samples were selected and Roger will get quotes for the following, ranked in order of preference for appearance:
 - Stanford 2, #188941, Everglades
 - Polmetto, #186526, Lagoon
 - Point to Point, #685 Eucalyptus

4. Security Issues

- a) The building locks have been changed and new keys issued to tenants.
- b) A new key vault, mounted flush with the wall, has been installed for tradesmen's keys.

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5. Bylaw Issues

- a) After numerous noise incidents, the residents in HC 417 have lodged a formal complaint against the tenants in HC317. The number of incidents reported over the last nine months is over twenty. Chris suggested that fines be levied now but the owner (Taylor) requested that Baywood Property Management send a letter to the HC 317 owner and tenants, stating that normally fines would apply but they are holding off at the request of the HC 417 owners, hoping that this notice will result in a permanent end to the noise.
- b) Laminate floors have been installed in HC 312 after the owner contacted the Strata Council but no Statement of Understanding and Agreement has been signed. The tenants in HC 212 have been informed and Council will monitor the situation.
- c) A request has been received from the owners of HC 209 to change their flooring to laminate. A copy of the Statement of Understanding and Agreement will be sent to them for signing prior to approval.

6. Other Items

- a) Anita mentioned that the local Community Association is planning a Block Watch presentation and orientation session. They are also doing something regarding Emergency Preparedness.
- b) The Hampton Courts entry sign is ready to be installed.
- c) Council members present discussed assignments. Roger will remain as President and Gerry as Secretary/Vice President. Wanda was willing to take over Treasurer when Chris leaves. Anita was interested in Building and Mechanical although Don Gorby has asked to remain involved in those areas as a "one man committee". It was suggested that Mary Lou continue with Landscaping and that Donna Bishop take on parking and Lockers when she joins the Strata Council after Chris leaves. Because both Mary Lou and Carol Anne were absent, the final assignments will be deferred to the next meeting.

Next Meeting On 24 October 2005 at 7:00 PM at Anita's place (HC 106)

The meeting adjourned at 10:10 PM.