

Approved Minutes – Strata 2720 - Council Meeting - June 18, 2012

Attending: Will Carter of Baywood Property Management, Anita Walper, Roger Taylor, Tracey James, Judy Phillips.

Absent: Donna Bishop, Marco Taccarelli, Shane Bowman.

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 7.40 pm

1. Review Minutes

- a. The minutes of May 22, 2012 were reviewed, amended and adopted.

2. Financial Review

- a. Baywood Properties Management has obtained a new computer system, resulting in mistakes in the financial statement that will be corrected.

Three invoices are also missing -

- (1) Landscaping and maintenance
- (2) Elevator maintenance
- (3) Repairs and maintenance.

Figures showing that we are ahead of budget are therefore not accurate.

b. Arrears

The owner of CP112 remains in arrears. Electronic payment of strata fees has been arranged by the owner, so the arrears will also be collected electronically unless we receive other instructions.

HC 214 and HC 403 are in arrears, so fines and interest will be applied.

HC 208 remains in substantial arrears. There has been no communication from the owner.

Fines and interest will be applied.

c. There is no update on investments at this time.

d. Insurance renewal. The quote from Megan Fitzpatrick was up 18%. Quotes from other companies were checked, but they were higher. The cost for this year will be \$26,000.

e. Bristol Park strata council will be contacted regarding an update on the reimbursement for the substation repairs.

3. Maintenance Items

a. Lobby Furniture – b/f.

b. HWT bulk replacement – Quotes have been received from Miles Plumbing and Edge Plumbing. Due to BC energy efficiency requirements, the original John Woods tank quoted turned out to be a 23 inch tank (for BC), not a 21.1 inch tank as indicated. This is a problem as a 23” tank will not fit into most units. Council will be getting a quote for a 20” Bradford White tank, now considered a non-standard/specialty tank.

c. Building Water Pressure – update. A council member's hot water tank sprang a leak. The matter was attended to, and while the plumber was there, he was asked to check the water pressure. The plumber found the pressure to be fine.

d. Building Inspection and the Depreciation Report - The 2012 annual inspection is due. The building inspection engineer has asked for a written survey to be distributed to residents.

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One option to consider for 2013 is incorporating the building inspection with the depreciation report which has to be done by 31st Dec. 2013. It may make economic sense to have the same firm produce the two reports.

e. Window cleaning has been arranged for June 19th - 22nd.

4. Bylaw Items

a. Noise complaint regarding the residents of CP307. The owner of CP207 has put a complaint in writing to council about a child running and jumping in unit CP307. Will Carter of Baywood Property Management will write a letter to the owner of CP307 and the tenant regarding the noise. He will also write to the complainant advising her that in order for fines to be levied, dates, times and duration of the noise must be recorded. A copy of all correspondence will be sent to the strata council.

5. Security Items

a. Nothing to report.

6. Other

a. There are black bags sitting outside locker # 36. The owner said that they were thrown into his unlocked locker and that they do not belong to him.

b. Gas meter readings are due, and notices will be posted this week.

c. BC Hydro b/f.

d. Baywood Property Management can no longer register strata by-laws. It must now be done through a lawyer or a notary public.

e. Baywood Property Management suggests the strata council charge a fee to cover administration costs incurred for change in ownership. Council will discuss.

Next Meeting: CP209, 24 July 2012 @ 7.30pm.

Meeting adjourned: 10.05pm