

Approved Minutes – Strata 2720 - Council Meeting – Dec 13, 2012

Attending: Will Carter of Baywood Property Management Ltd, Roger Taylor, Donna Bishop, Tracy James, Anita Walper, Judy Phillips, Shane Bowman.

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 7.50 pm

1. Review Minutes

The minutes of Nov 22, 2012 were reviewed, amended and adopted.

2. Financial Review

- a. Baywood Property Management had been having problems with a new computer system. The financial statement is, however, now up to date.
- b. The October financial statement shows that we were over budget for elevator maintenance. Window washing was also over budget. It will be transferred to the the repairs and maintenance section of the financials.
Water was also over budget.
- c. The November financial statement shows the cost for the elevators was higher than expected.
The water bill was up a little, and the gas was under budget.
- d. Arrears. The October and November arrears were not followed up as far as fines and interest were concerned due to the computer problems. Those in arrears will be sent letters advising them of the fact, but interest and fines will not be applied as the owners had not been previously notified. A standard statement advising the owners that strata fees take precedence over mortgages will be sent out. Hopefully this will be done by 19th December. The owner of 112 CP will be sent a letter advising that legal action will be taken if the arrears are not paid. A lien will be filed.
Legal action will be taken against the owner of 208 HC.
- e. Investments – no change.
- f. The units that had automatic bank withdrawal for gas bills were accidentally double billed. This has been remedied.

3. Maintenance Items

- a. CP206 balcony. Repairs are in progress. The tenant below in CP106 opted to endure the noise and disruption rather than to move into alternative temporary accommodation. Council agreed to provide the tenant with some compensation for the inconvenience. It will be taken from the envelope reserve fund.
- b. The garage level water leak (CP) was repaired on Dec 10th.
- c. The water escape from the bathtub taps/spout from unit HC102 has now been resolved.
- d. The cost of recycling and garbage removal has been going up. Roger Taylor had a meeting with a representative from Waste Management. It transpires that the co-mingled recycling was not being separated and Hartland has been charging what they call a “contaminated cardboard” fee. Costs could be reduced if we would agree to separate bins for different items, eg, one would contain cardboard and clean paper, another plastic and metal. No black plastic bags will be accepted. Signs will be put up to educate the residents. February 1st 2013 has been earmarked for the transition.
- e. Painted sprinkler heads – b/f.
- f. Lobby furniture. Various options were discussed. Council members each chose 2 preferred styles.

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- g. No references have been received from VBE. This will be followed up on.
 - h. CP 104 kitchen drain. There was no serious damage. Roto-Rooter will reimburse the residents for the cost of the repair.
4. Bylaw Items
- a. There has been a formal letter of complaint regarding noise from HC206. The letter included dates, times and durations. A letter has been sent to the residents of HC206.
5. Security Items
- a. The night of Dec11th/morning of Dec 12th the CP elevator was damaged and vehicles in the garage broken into. The police file number is 12-49052 and residents are encouraged to report all incidents.
 - b. Security camera(s) update. Roger Taylor is purchasing some of the required components that are on sale.
6. Other
- a. Electrical substation – sharing expenses with Bristol Park – council is seeking legal opinion on insurance costs. This has been brought forward as the lawyer was on holiday.
 - b. Treasurer position. Tracy James agreed to fill the position, and council unanimously agreed.

Council Positions as of 13 December 2012 are as follows: -

Roger Taylor	President	HC417	Tel # 250-383-9061
Donna Bishop	Vice President	HC104	Tel # 250-383-1945
Tracy James	Treasurer	CP209	Tel # 250-598-9833
Judy Phillips	Secretary	CP410	Tel # 250-388-0463
Shane Bowman	Janitorial	CP301	Tel # 250-388-9131
Anita Walper	Member-at-large	HC106	Tel # 250-380-2996

Next Meeting: CP301, Monday 21st January @ 7.30 pm

Meeting adjourned: 10.10 pm