

Unapproved Minutes – Strata 2720 - Council Meeting - June 17, 2013

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

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 7.40 pm.

1. Review Minutes

The minutes of May 13, 2013 were reviewed, amended and adopted.

2. Financial Review

- a. The year to date shows savings for janitorial and landscaping, however, both have invoices pending.
Elevator costs are up.
Water costs are down, but this could be due to the timing of the bills.
Trash and recycling costs are down as we received a refund.
Repairs and maintenance costs are up. Retained earnings will cover overage.
- b. Arrears
HC 208. No response from the owner. Lien is in place.
HC 411. Small amount outstanding. Owner has authorized EFT.
CP112. The owner will be sent a letter advising that a double EFT payment will be put through.
- c. No update on investments. Roger Taylor will request statement from CCS and Scotiabank for June 30, 2013.
- d. Insurance has gone up by almost 50% to \$38,017. An increase in strata fees will be about \$10 per unit per month to cover this.
- e. The following invoices were approved for payment:
 - 1) Invoice for sump repairs (parts and service) \$1,200
 - 2) Invoice for HC109/HC111 (in wall water supply pipe failure repair & clean-up) \$5,200.
 - 3) Invoice for CP206/CP106 (patio drain blockage, flood damage repairs and clean-up) \$29,755. Payment to be allocated from the envelope reserve fund. A special resolution will be required at AGM for this item, as it was an emergency repair.

3. Maintenance Items

- a. VBE/Herold Engineering – no update.
- b. BC Hydro – no update.
- c. Annual Fire Alarm Inspection - completed.
- d. Window washing – completed.
- e. Garage Gate Door. Noisy. Depend-a-door called.
- f. CP rooftop ventilation system blower – replacement needed. Victoria Refrigeration to replace.
- g. Fire suppression system – garage level. Very small leak in pipe joint. CFP to repair.
- h. HC110. Stain on bedroom wall. To be investigated.
- i. CP407. Skylight. Stain on one corner. Possibly caused by wind/rain. To be investigated.

4. Bylaw Items

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- a. HC305. Request for an exemption to rent. Further communication is needed to establish if this could/could not be considered an exemption to rent under the hardship clause.
- b. CP310. Request to rent. Owners state that their daughter now wishes to move away. They do not wish to sell the unit and plan to eventually move into it several years from now. The owners are not considered to meet the criteria for hardship. Council voted and the exemption was not granted.

5. Security Items

- a. HC front door. The lock cylinder was loose. Acme locksmith was called and the lock repaired.

6. Other

- a. Bike area clean up. Roger Taylor will post notices advising of the clean-up in July.
- b. Depreciation Report – Quotes have been requested from 2 companies. Awaiting responses.

Next Meeting: July meeting place and date to be determined.

Meeting adjourned: 9.55 pm

DRAFT