

## Approved Minutes – Strata 2720 – Council Meeting – Dec 16, 2013

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

Absent: Tracy James.

Minutes taken by: Judy Phillips

Bruce Cheadle and a colleague met with council before the meeting to discuss the Draft Depreciation Report. Council had reviewed the report and 3 issues arose:

- (1) Query the remaining UL of the underground membrane and options for biannual repair expenses.
- (2) Fire suppression system. Perhaps separate the parkade wet and dry systems? This would reduce the RUL of the dry system.
- (3) Increase the projected cost per unit of the garage fluorescent lighting system.

Bruce agreed to carry out further investigations prior to submitting the final draft.

Meeting called to order: 8.45 pm

### 1. Review Minutes

The minutes of the November 2013 strata council meeting were amended and adopted.

### 2. Financial Review

a. We are still awaiting invoices for landscaping and maintenance. Will Carter will follow up. There was nothing else untoward in the November financial statement.

#### b. Arrears

(i) CP112. No response. Lien under way. Will Carter will follow up.

(ii) HC208. Will Carter has spoken to 2 collection agencies that include skip tracing as part of the package. He will ask for written proposals.

(iii) Three other units are in small arrears.

#### c. Investments

We are now in a position to take \$250,000 from the trust account and invest it in GICs or short term deposits. Proposed by Roger Taylor, seconded and carried. Roger has been checking the interest rates of various financial institutions. 3 council members are required to attend together to sign the required documents. Roger, Donna Bishop and Tracy James will do this, hopefully by the end of the year.

### 3. Maintenance Items

a. The building inspection is ongoing. Doug Downs has been unable to gain access to some units for balcony inspection.

b. Recycling signs and transition – b/f.

### 4. Bylaw Items

There has been a noise complaint against HC208. A warning letter will be sent.

### 5. Other

a. Bike area clean up – b/f

b. Form B requires that it be stated that council may re-allocate parking spots and lockers at any time in order for example to accommodate tenants with special needs.

Next Meeting: Jan 20, 2014 @ 7:30 pm, HC104

Meeting adjourned: 9.55 pm