

Unapproved Minutes – Strata 2720 - Council Meeting - Jan 20, 2014

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

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 7.45 pm

1. Review Minutes
The minutes of the December 2013 strata council meeting were amended and adopted.
2. Financial Review
 - a. December 2013 Financial Statements
 - (i) The interest income from the envelope reserve is under budget due to monthly as opposed to quarterly reporting.
 - (ii) Trash/recycling is under budget.
 - (iii) Water is over budget.There was nothing else untoward in the December 2013 financial statement.
 - b. Arrears
 - (i) 112 HC remains in arrears. A letter will be sent. Interest and fines will be applied
 - (ii) 208 HC. An agreement was reached, and payment now up to date. Owner advised that if he is ever in arrears again, interest and fines will be reinstated.
 - c. Investments.
\$250,000 has been invested with Coast Capital Savings in a 3 year GIC @ 2.5%. Confirmation of this has been received.
3. Maintenance Items
 - a. Depreciation Report. Completed and posted to Web.
 - b. Building Inspection. There were 2 small points of water ingress. The bottom corner of 2 windows that were tested also showed signs of dampness on testing. Doug Downs recommended testing of more windows to improve reporting percentages and give a better understanding of what is happening with the building membrane. He recommended south facing units, especially those at the corners. The cost of this would be \$200 - \$250 per unit. Council agreed that 6 –10 units would be a reasonable sample to test given the total number of units. Council also agreed that \$200-\$250 per unit was a reasonable price. Roger Taylor will inform Doug Downs.
 - c. Recycling signs and transition – b/f.
4. Bylaw Items
 - a. 208 HC – Noise Complaint. 2 people reported noise on 17 Jan 2014 @ 1.20 am. The duration of the noise was 15-20 minutes. The tenants had previously received a written warning, and were advised that council would review complaints at this meeting. Council agreed that a \$50 fine would be appropriate.
 - b. 312 CP. The owner had indicated that she may wish to go away for a while (maximum 3 months) and have a house sitter. After much consideration, it was agreed that Form K would be amended to include house sitters as well as tenants.
5. Security Items
 - a. Break-ins. The door next to the garage gate needed repairs. The locksmith suspected a lever had been used that broke pins off inside the lock. 3 people have also seen a guy on a bike zipping

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into the garage after people have driven out. Notices had been posted advising residents to not let people they don't know into the building. The latest break-in was at 5.30 pm today. Roger Taylor checked for forced entry, but said it was dark and difficult to see properly, so he would recheck in daylight. If there is no sign of forced entry, council agreed that we should change locks.

- b. Review quotes for conduit, access control, and cameras. The quote conduit quote for the cameras was \$2000. Council agreed.
- c. A quote from Bridge Systems for a centralized Kantech proximity fob/reader access system was reviewed. It will be an expensive option @ approximately \$60,000. Will Carter advised that the strata should give this serious consideration. Council will be reviewing additional access control systems.

6. Other

- a. Bike area clean-up – b/f

Next Meeting: Feb 17, 2014 @ 7.30 pm @ CP 209

Meeting adjourned: 10.30 pm