

Approved Minutes – Strata 2720 - Council Meeting - Apr 14, 2014

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

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 7.45 pm.

1. Review Minutes

The minutes of Mar 17, 2014 were reviewed, amended and adopted.

2. Financial Review.

- a. There was nothing untoward in the financial statement
- b. The strata was advised that only operating funds should remain in the strata's trust account. Will Carter recommended that the strata set up an automatic transfer of funds from the trust account to a separate savings account so that only operating funds remain in the trust account.
- c. Arrears. 4 units are in arrears and letters will be sent out.
- d. Investments. No change.

3. Maintenance Items

- a. The Building Envelope Condition Assessment Report (BECA). The recommendations were reviewed and it was agreed that the following should be focused on over the next 2 years.
 - (i) A minor leak in the garage ceiling needs to be investigated and repaired.
 - (ii) Check all non sheltered electrical outlets and fixtures to ensure they are properly sealed.
 - (iii) A small area of moss on the roofs needs to be cleaned off and treatment applied.
 - (iv) Doug Downs of Eagleye will be asked to supply a quote for patio inspection and repairs and to prioritize minor maintenance on balcony membranes.
- b. Eagleye Invoices. The following invoices were reviewed and approved by council.

(i) Invoice # 2646	\$2603.84	Utility Rooms HC 210 and 310.
(ii) Invoice # 2491	\$6277.79	Production of report for inspection.
(iii) Invoice # 2647	\$7488.59	Concrete coring and conduit in garage
(iv) Invoice # 2645	\$31196.54	All the physical and additional inspection work and repairs that needed to be done at that time.
- c. Security cameras. The wiring is in working order. Roger Taylor will mount and adjust the cameras.
- d. The garage door has been installed.
- e. The electrician is consulting with the manufacturer to ensure we have the correct adaptor for the new temporary generator.
- f. Signs. Recycling signs and transition. We will aim for June 1st.

4. Bylaw Items

There was a noise complaint against HC208 on Mar 31st. Roger Taylor went to the complainant's unit, but the music was not loud at that particular moment. The complainant was advised that more specific information is required regarding, times, dates, duration, etc.

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5. Security Items

- a. None

6. Other

- a. Bike area clean up. Should hopefully be completed by June 1st.
- b. The occupant of HC310 advised that his gate card key had not been programmed for access to the bike room. Roger Taylor could find no record of a bike rack rental for that unit. Will Carter will check and get back to Roger in the next couple of days.

Next Meeting: May 26th, 2014 @ 7.30pm. HC104

Meeting adjourned: 9.45 pm.