

Approved Minutes – Strata 2720 - Council Meeting – July 15, 2015

Attending: Will Carter of Baywood Property Management, Roger Taylor, Anita Walper, Atley Jonas, Gayle Chong, Donna Bishop, Judy Phillips.

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 7.10 pm

1. Review Minutes

The minutes of June 22, 2015 were reviewed, amended and adopted.

2. Financial Review

- i. The year to date shows that we are ahead of schedule, but we have large outstanding invoices to receive from Eagleye Restoration and Construction, Duke Lawn and Garden, True & Able Fire Protection and Brendan Dueck (irrigation technician).
Will Carter will earmark anything outstanding after the end of June to be set up as operational reserves for the year end.
Water is under budget. This may be due to lower volume sprinkler heads being installed in the spring, or we may have an outstanding water bill from the City.
- ii. Arrears. CP112 is in arrears. Will Carter will email the owner.
- iii. Investment. No change.

3. Maintenance Items

- i. Dryer Vent Cleaning. Phillips Power Vacuum Svc Inc quoted \$3,300. Council agreed to this.
- ii. Annual Fire Alarm Testing. July 28, 2015. Will be carried out by CanTec and True & Able.
- iii. Garage Level – Fire Suppression Replacement is in progress and has been going very smoothly.
- iv. CP West Stairwell 2nd Floor Door. A new door was ordered more than 6 weeks ago. It was back ordered. Roger will follow up.
- v. HC East Stairwell. The Fire Exit Sign & Emergency Light will be replaced on July 28, 2015, by Cantec.
- vi. Roger will contact the handyman, Gerry Farrell, regarding roof cleaning, privacy screens, patching and painting corners around the elevator doors.
- vii. Roger had a walk-around with the owner of HC305 to address issues his raised with the buildings. The issues were discussed at this council meeting.
 - (1) Cleaning all unit doors & replacing those damaged. Roger has asked the janitor to do extra door cleaning. Some of the doors have minor damage and once cleaned will determine if they need replacing.
 - (2) Replace stainless steel U-Channel on CP elevator door and remove no-smoking sign. Quotes to be obtained.
 - (3) Patch concrete of front entry system wall – already done.
 - (4) Replace garage level carpet outside elevators. Council voted against with quotes to be obtained
 - (5) Pressure washing
 - (i) Foundation outside building front entrances – already done.
 - (ii) Garage ramp.

Approved Minutes – Strata 2720 - Council Meeting – July 15, 2015

- (iii) Garage fans.
- (iv) Building exterior, including flashings and railings. HC north flashings (front facing) were cleaned with the windows.
- (6) Painting
 - (i) Garage Level Doors – leading to elevators. The owner of HC305 painted two garage level doors without Council approval. Council will request quotes for prepping and repainting the two doors as they are not acceptable in their current state.
 - (ii) Fire Stand pipes (black & orange) - garage level and o/s front entrance. Anita will enquire as to whether this is allowed by the fire department.
 - (iii) All flashings and railings. If flashing is either aluminum or galvanized it should not be painted. Roger will follow up on this.
 - (iv) Garage level fans. Council voted against.
 - (v) Bare concrete walls of front entry system. Council voted against.
- 4. Other
 - a. The owner of HC305 has been carrying out clean up work/painting/repair jobs to common property without permission, which is contrary to the bylaws. Items undertaken -
 - i. Cleaned foundation outside front entrance.
 - ii. Patching concrete base of garage ramp card reader.
 - iii. Painting garage ramp card reader pole.
 - iv. Painting garage level doors leading to HC elevators.
Roger will write a letter to the owner of HC305 spelling out the bylaw, and that breaking the bylaw could result in a fine to be levied and expenses to restore the common property to it's original condition.
 - b. Notices will be posted regarding the annual fire inspection and the gas fireplace readings.

Next Meeting: 6 pm Mon 24 Aug, 2015 @ 2328 Esplanade.

Meeting adjourned: 8.50 pm.