

Approved Minutes – Strata 2720 - Council Meeting – September 17, 2015

Attending: Donna Bishop, Anita Walper, Atley Jonas, Will Carter of Baywood Property Management, Roger Taylor

Absent: Judy Phillips, Gayle Chong

Minutes Taken by: Anita Walper

Quorum: Yes

Meeting called to order: 7.15 pm

1. Review Minutes

The minutes of August 24, 2015 were reviewed, amended and adopted.

2. Financial Review

- a. August financials – outstanding invoices have been received and processed.
- b. Arrears - HC112, HC208, HC305 and HC415 are in arrears. Letters will be sent to the owners.
- c. Investments – no change.
- d. Maintenance Items
 - i) CP rooftop ventilator heat exchanger requires replacing – Quotes have been received from Victoria Refrigeration and Elite Metal Works to repair/replace the system. The Depreciation Report costs did not reflect installation, removal or ancillary costs so the quotes were much higher than expected. The suppliers will be asked if a heat exchanger from one of the HC ventilators could be installed in the CP ventilator until a new heat exchanger can be obtained so that the part does not have to be ordered on a rush basis. Council will present a special resolution at the AGM for the purchase a new heat exchanger for HC on a non-rush basis, to come out of the Contingency Fund.
 - ii) Handyman tasks – some roof cleaning has been done.
 - iii) Walk-around with owner of HC305
 - Carpet cleaning – quotes have been requested;
 - Painting touch-ups for doors only – quote received from Permanent Painting, another quote to come is expected;
 - Pressure washing – quotes have been requested from Shawn’s Main and Tom Duke.
 - iv) Annual fire inspection – Can Tec advised in their report that all smoke alarms that are older than 10 years should be replaced and recommended that they be replaced with a smoke alarm/carbon monoxide sensor component type smoke alarm.

3. Bylaw items

HC305 legal opinion regarding rental restriction bylaw – Legal advice has been sought from the lawyer.

4. Other

- a. Parking stall and locker room clean-up – no list has been received from the Fire Department.
- b. HC305 distributed a letter to the strata owners.
- c. AGM – Council suggested October 22 or 26 as dates for the AGM provided the Legion is available.

Next meeting: October 15, 2015, at 7 pm at HC417

Meeting adjourned at 10:40 pm