

Approved Minutes – Strata 2720 - Council Meeting – Nov 16, 2015

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

Absent: Gayle Chong

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 7.10 pm

1. Nominating / voting on council positions (post - AGM)

Council unanimously voted in the following -

President – Roger Taylor

Vice President – Atley Jonas

Secretary – Judy Phillips

Treasurer – Anita Walper

Landscaping – Gayle Chong

Building Maintenance – Ian Froese

Member at Large – Donna Bishop

2. Review Minutes

- a. The minutes of the Strata Council meeting of Oct 15, 2015 were reviewed, amended and adopted.
- b. The minutes of the Annual General Meeting of Oct 26, 2015 were reviewed and amended.

3. Financial Review

- a. Financial Statement. Trash/recycling and janitorial were slightly over budget. Everything else was under budget. The statement did not reflect the water bill. Baywood Property Management did not receive the last 2 bills from the City of Victoria. Will Carter has been in contact with the City and will follow up with them regarding his request for reversal of late payment penalties.
- b. Arrears. HC208, CP112, HC305 are in arrears. They will be contacted.
- c. Investments. No change.

4. Maintenance Items

- a. CP Rooftop ventilator has been installed. HC large rooftop ventilator has been ordered.
- b. Painting touch ups. All garage level doors have been painted. Council agreed to contract the painter for the remainder of the work. Atley asked if the stairwell railings could be painted. Roger will request a quote.
- c. Replacement of Common Area lights with LED lights. Roger received an updated quote from Henneberry Electric for \$23,000 for all the lights except those in the hallways. The original quote was for \$40,000. Roger proposed that instead of paying for an electrician to install screw in light bulbs, we could buy the bulbs and have the janitor install them. This would save a substantial amount of money. Council agreed to this. The order will take 3-4 weeks and the work will also take 3-4 weeks to complete.
- d. Garage level door replacements (HC MechRm, HC ElevRm, CP ElecRm) - completed and painted.
- e. Dryer Vent Cleaning – Completed.
- f. Balcony repairs as per BECA – in progress.
- g. Annual Sump and Drain Inspection / Test – scheduled for Nov 18th.
- h. Carpet Cleaning – 1 quote received. Awaiting a 2nd.

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- i. Privacy Screens – awaiting quotes.
 - j. Replacement of garage level carpet – awaiting quotes. Ian suggested we may wish to consider carpet tiles. Roger will request quotes.
 - k. Annual Fire Inspection – B/F
 - l. HC308 – Kitchen window. There was a water leak at the top of the kitchen window. There may be a problem with the window above. It is under investigation.
 - m. HC Small Rooftop ventilator replacement. Roger received a quote for \$15,894 + GST. This does not include the cost of BC Hydro shutting down the hydro on the road. Roger has requested a quote from BC Hydro, but they have not as yet replied. Roger will inquire as to whether both the large and the small ventilators could be installed at the same time, perhaps reducing costs.
5. Bylaw Items
- a. Legal opinion regarding rental restriction bylaw – B/F
6. Security Items
- a. None.
7. Other
- a. Parking Stall and Locker Room Clean-up – B/F

Next Meeting: HC106 – Dec 16, 2015 @ 6pm.

Meeting adjourned: 9.25 pm