

Approved Minutes – Strata 2720 - Council Meeting - 15 March 2016

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

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 6.20 pm

1. Review Minutes

The minutes of the Strata Council meeting of Feb 23, 2016 were reviewed, amended and adopted.

2. Financial Review

- a. Financial Statement. Baywood Property Management will forward the list of charges which was missing from the statement. We are behind in our receipt of landscaping invoices. Repairs/Maintenance costs were lower than budget. Everything else was close to budget.
- b. Arrears. There has been no response from the owner of CP 112. Fines and interest will be applied. HC 210 and HC 307 are both in arrears. Will Carter will follow up.

3. Maintenance Items

- a. HC rooftop ventilator has been installed.
- b. Replacement of common area lights with LED lights. On order. No start date as yet. The installation will have to be co-ordinated with the removal of some vehicles from parking stalls.
- c. HC 410 – balcony membrane – quotes requested.
- d. CP elevator door – painting is to start on Mar 21, 2016
- e. Carpet cleaning – B/F
- f. Replacement of garage level carpet – B/F. Roger, Atley and Gayle will co-ordinate their work schedules as well as suppliers' business hours. They will request quotes for installation fees. Ian Froese will also submit a quote for installation.
- g. Annual Fire Inspection. B/F.

4. Bylaw Items

- a. A unit owner in HC has complained about excessive noise from the unit above. The owner was advised to document the time and duration of the noise and send a copy to the Strata Council.
- b. An owner complained about a large dog being allowed to walk off leash inside the HC building. The owner was advised to document times and put in a formal complaint to the Strata Council.

5. Security Items

- a. Quotes for access control for locker room, bike room, and garage ramp. Roger had requested quotes limited to these places with other areas of the building to be incorporated at a later date. Both companies supplied quotes for the *entire* building. We are awaiting amended quotes.

6. Other

- a. CP East Stairwell. Due to recent non resident activity in the buildings, signs will be posted on all exit doors requesting residents to be vigilant and ensure all doors are closed and locked. It was suggested that the bottom of the stairwell at the east end of CP be blocked off to discourage unauthorized use. Ian has offered to do this. The supplies would cost

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- approximately \$50. Council agreed.
- b. Atley suggested that we post “No Smoking” signs in the garage. Anita will check out sign businesses for stencil/custom made signs.
 - c. Parking Stall and Locker Room Clean-up – B/F
 - d. HC x 14 plumbing stack needs clearing.
 - e. The front door of HC is scraping. The aluminum frame has sagged. The hinge on the door will be checked. It may be drooping a little.
 - f. CP front door. Keys were becoming stuck in the lock. Roger phoned Acme Lock & Safe, and the problem has been resolved.
 - g. The CP driveway drain strapping needs repaired.
 - h. The owner of CP 209 had volunteered to draft a letter to the City of Victoria on behalf of the Strata Council regarding trespassing and submit it to Council for approval. Council had agreed to this. Roger will follow up with the owner. Roger followed up re infra-red lights, etc, but it was determined not be viable. Lights/floodlights were discussed. Anita will find out the names of the Victoria Liaison Officers for this area. It is important that residents report trespassing incidents to the police.

Next Meeting: Tues Apr 19, 2016 @ 6.30 pm. CP 410

Meeting adjourned: 8.15 pm