

Approved Minutes – Strata 2720 - Council Meeting - 17 May 2016

Attending: Robin Wilson of South Island Property Management Ltd, Roger Taylor, Atley Jonas, Anita Walper, Ian Froese, Judy Phillips.

Absent: Gayle Chong

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 6.40 pm

1. Review Minutes

The minutes of the Strata Council meeting of April 19, 2016 were reviewed, amended and adopted.

2. Financial Review

- a. Financial Statement. Electricity, water and elevator were a little over budget. Other than that there was nothing untoward in the financials.
- b. Arrears. CP 112, HC 208 and HC 210 are in arrears. Robin Wilson will follow up . Appropriate fines and interest will be applied.
- c. Investments. No change.
- d. Insurance Quotes. We have not yet received a renewal quote from Hendry Swinton McKenzie (HSM). We have received a quote from Hub International for \$26, 941. As our insurance is due for renewal on June 13th, Roger will email council members when he receives the renewal notice from HSM.
- e. Waster Removal Quotes. Waste Management's fee is \$554. Robin Wilson will request a quote from another company and this will be reviewed at the next council meeting. We may also have to consider increasing the number of pick ups of the co-mingled recycling.

3. Maintenance Items

- a. CP – California Drain Grill – Repaired.
- b. Replacement of Common Area lights with LED lights – completed.
- c. CP 206 – Smoke from a burning pot. A resident noticed smoke, set off the fire alarm, and called 911. The Fire Department attended, gained access to the unit and removed a pot from the stove top. Once the smoke had cleared the unit door was secured.
- d. The Garage Membrane Repair is underway. The cost will be slightly higher than expected as more extensive excavation than originally anticipated had to be done.
- e. Dryer Vent Cleaning. Roger will email the quote to council members.
- f. HC 410 – balcony membrane – B/F
- g. Carpet Cleaning. Roger received a quote from Greg's Carpet Cleaning for \$2,400. This will hopefully be scheduled for June.
- h. Window Washing. Roger received a quote from Kelly's Window Cleaning for \$3, 570. He will request a quote from another company for comparison.
- i. CP East Stairwell – Enclosing – B/F
- j. There was a breach in zone nine in the irrigation system resulting in a large amount of water to pour from a corner of the building. The irrigation company was called out to find out what caused this to happen. Doug Downs will assist with the investigation.
- k. Replacement of garage level carpet. Atley brought samples of carpet tiles from Edgar and Miner to the council meeting. Council agreed on a pattern and colour @ \$3.90 per square foot. Atley and Roger will measure the square footage of the areas. Atley will order the tiles, and Steve Brown (the building janitor) will pick up new runners for both buildings.
- l. There was water escapes, both related to bathrooms, from HC 210 and CP 404.

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4. Bylaw Items

None to report.

5. Security Items

- a. Motion Sensor Lights. The electrician has been given the go ahead for installation. HC has had repairs completed to bollards and they have been fitted with LED lights. Roger has also asked for quotes for installation of bollards for the entrance of CP as a security measure.
- b. Quotes for access control for locker room, bike room, and garage ramp. A bike was stolen from the general bike lock up. Roger talked to the police about this incident and others that occurred recently. The police believe that the break ins and thefts have been most likely carried out by a person or persons who used to live in the building and who has/have retained keys. After discussion, Council decided that we have a security emergency situation. Roger proposed that rather than change locks and issue new keys we should go ahead with the more secure fob system. Council agreed.

6. Other

- a. Garage No Smoking Signs. Anita will contact printing shops.
- b. Parking Stall and Locker Room Clean up. Roger will post notices at the end of May asking residents to remove stored items from parking stalls and the floor of the locker room.

Next Meeting: HC 417 June 21st 2016 @ 6.30 pm

Meeting adjourned: 8.40 pm