

Approved Minutes – Strata 2720 - Council Meeting - 28 Jun 2016

Attending: Roger Taylor, Ian Froese, Anita Walper, Gayle Chong, Judy Phillips

Absent: Atley Jonas

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 6.30 pm

1. Review Minutes

The minutes of the Strata Council meeting of May 17, 2016 were reviewed, amended and adopted.

2. Financial Review

- a. Financial Statement. Council was not satisfied with the financial statement. Investment and contingency reserve funds were not on the balance sheet. The recording of strata fee charges and payments were not in an easily readable or usable format. South Island Property Management Ltd (SIPML) will send us updated financials for review.
- b. Arrears. CP 112 will drop off a cheque for all arrears and provide a new EFT form. CP 302 was a misunderstanding and will be resolved. HC210 – SIPML will review paperwork, as the fees may be up to date. HC 409 – all arrears have been paid.
- c. Investments. There is no change in the GICs with Coast Capital. SIPML has asked us to change our investment from Scotia Bank (.25%) to TD Canada Trust which is offering .85%. Council agreed.
- d. Waste Removal and Composting. We are awaiting quotes.

3. Maintenance Items

- a. Garage Membrane Repair has been completed. The received invoice from Doug Downs was less than expected. Some flashing and finishing details will be reviewed before authorizing payment.
- b. Replacement of garage level carpet. Back ordered. Awaiting arrival.
- c. Annual Fire System Inspection – Tues. July 5th. Roger will post notices. Anita will admit the alarm technicians into the units. Roger will be available if needed.
- d. Gayle asked if we could remove the lower branches of a dead pine tree at the left side of CP. If a bush was pulled out as well, space would be opened up making the area lighter and deter trespassers. Roger will go with Gayle after this meeting to have a look at the tree and bush and discuss the issue.
- e. Gayle asked if the waste management company would be able to change the day and time of pickup. Roger had already discussed it with the company. They do it by the area, so to change to a different day and time would involve a significant fee.
- f. Roger has not received quotes for bollards at the front of CP. There is no date as yet for the installation of motion lights for the east ends of both CP and HC.

4. Bylaw Items

None to report.

5. Security Items

- a. There was a break-in into the garage on June 22nd. Six vehicles were damaged. It was subsequently discovered that the computer (along with the surveillance video) had been stolen. The cylinder that houses the keys for access for Telus employers is missing. Roger is awaiting a return call from Telus.

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Roger has been looking at fobs to replace keys. A smaller fob would be needed to fit the cylinders for access for Telus, Shaw and the Fire Department. He is waiting to hear about an alternative fob otherwise the cylinders would have to be replaced.

Council discussed obtaining a new computer, where to house it, and how to have the video footage transferred from the computer to another site.

6. Other

- a. A sprinkler on the south side of HC is not working. Roger will follow up.
- b. No smoking signs. B/F.

Next Meeting: CP410 Tuesday 26th July 2016 @ 6.30 pm

Meeting adjourned: 8.40 pm