

Approved Minutes – Strata 2720 - Council Meeting – 23 Aug 2016

Attending: Robin Wilson from South Island Property Management Ltd (SIPM), Roger Taylor, Ian Froese, Anita Walper, Judy Phillips, Gayle Chong. Atley Jonas was a late arrival at 8.15 pm.

Minutes Taken by: Judy Phillips

Quorum: Yes

Meeting called to order: 6.45 pm

1. Review Minutes

The minutes of the Strata Council meeting of 26 July 2016 were reviewed, amended and adopted.

2. Financial Review

- a. Financial Statement. We are missing the income statement for the month and the year to date. SIPM will send them out to the Strata Council by email. Starting September Council requested there be a list of charges by unit numbers – one strata fee per unit (no levy fees) with separate charges for eg bike locker storage also listed by unit numbers. Expenses, if by date, should be noted with vendor information.
- b. Arrears. As of today there are no arrears.
- c. Investments. Our Coast Capital Savings (CCS) GICs have matured, and are therefore up for renewal. CCS is offering 1.6 % on investments of 18 to 24 months. Robin will look into what TD Canada Trust is offering, and will communicate with the Strata Council by email.

3. Maintenance Items

- a. CP – Garage level carpet. Job will be completed tomorrow, 24 Aug 2016.
- b. CP - Air compressor – was replaced by True & Able.
- c. Garage gate. Was reported to be off it's track a couple of day's ago. It has been fixed by Depend – A – Door.
- d. HC 214 had 2 broken windows. These have been repaired.
- e. HC 414 Bathroom plumbing stack. Has been fixed by William's Plumbing and Heating Services.
- f. Report of rodent on balcony. Roger signed a deal with Orkin today to be on a plan for \$150 a month for the next 12 months. It was much more economical than paying a call out fee on more than one occasion.
- g. HC - Roof hatch hinge. Needs checked out and probably replaced. Ian will follow up on this.
- h. Garage ventilation fan – locks. They are at least 15 years old. They are corroded. Roger got new locks and will replace them.
- i. Second HC rooftop ventilator. The first ventilator has been replaced. The second one should also be replaced, but will be on the AGM for approval by the owners as it is not considered an emergency. Council agreed.

4. Bylaw Items

- a. Storage of personal property in parking stalls. The VFIB carried out a fire inspection. They listed six parking stalls that contain stored items and constitute a fire hazard. Roger will send letters to the unit owners involved requesting they remove the items. Failure to do so will result in a fine.

5. Security Items

- a. Video system. The computer tower has been replaced, and a secondary location for storing video footage has been organized.

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- b. Access control system. Roger has had discussions with Kevin from Action Door Service Inc. regarding a fob security system. In case of a power outage a wired system would have a battery back up of 8 hours. A wireless system is not affected by power outages. Kevin advised that the elevator systems be wireless. It would cost \$5000 per elevator cab to replace the cable. Kevin is investigating ways of setting up a system for the elevators to avoid having to pay \$15,000 for cable replacement.

6. Other

- a. Motion lights for east end of CP and HC. B/F
- b. Anita received a quote from Custom Stamp and Engraving Ltd for aluminum “No Smoking” signs. \$65.10. Council agreed. Anita will follow up.
- c. Anita suggested a recycling bin for returnable bottles and cans. B/F for discussion at another meeting.
- d. Anita will make new signs reminding residents to flatten cardboard boxes before placing them in the recycling bin.
- e. AGM. Notices will be sent to unit owners. The notices will include agenda, financials, budget and special resolutions.
Roger will check out the availability of the Legion Hall. Hopefully Oct 5 or 6, 2016. He will email SIPM and Strata Council members.

From AGM Oct 2015 - Robin will contact Justin Hanson, lawyer, re bylaws on our rental restrictions as they are currently stated.

Next Meeting: Tues 27 Sept 2016 @ 6.30 pm. HC 417

Meeting adjourned: 9.10 pm