

# Approved Minutes – Strata Plan VIS2720 – Meeting on December 19, 2017

Attending: Roger Taylor, Joan McInnis, Ian Froese, Anita Walper, Gayle Chong

Absent: Shick Singh, Naomi Palulis

Minutes Taken by: Anita Walper

Quorum: Yes

Meeting called to order: 6:41 pm

## 1. Review Minutes

- (a) The minutes of the Strata Council meeting of November 21, 2017, were amended and adopted.

## 2. Financial Review

- (a) Financial Statement – no invoices have been received for landscaping; R/M figures appear to be high so Roger will call SIPM to clarify account assignments for charges; elevator charges will be reallocated to operating surplus.
- (b) Arrears - HC208 is in arrears. Roger will follow up with SIPM to ensure they filed a lien against the property for all outstanding amounts.

## 3. Maintenance Items

- (a) Dryer vent cleaning – internal access to four units for cleaning and the rooftop vents is still required, the company is behind in their work;
- (b) Generator – replacement has been completed, however, the muffler is not silencing satisfactorily and the cover plate is still required;
- (c) CP406 - living room window glass seal has been replaced;
- (d) HC115 – small amount of water ingress in patio door during the night of strong winds/snow, window will be monitored by occupant;
- (e) HC108 – small amount of water ingress in large kitchen window during heavy rains, unable to reach occupant for future monitoring;
- (f) HC415 – skylight replacement to be confirmed.

## 4. Bylaw Items

- (a) HC208 – complaint about occupant hanging rugs/mats over balcony railings, tenant has been notified and no other complaints have been received;
- (b) HC108 – the owner has requested a temporary exemption of the Rental Bylaw. With the information provided by the owner, Council does not see the grounds for a rental exemption. The owner will be given an opportunity to set a hearing.

## 5. Security Items

Council members training/knowledge transfer – B/F.

## 6. Other

- (a) Property Management – notice has been given to SIPM. Transition to Sutton Advantage will occur on February 1, 2018, at the current rate for a 6-month probationary period;
- (b) Succession planning – some training has been done with more to come - BF;
- (c) Fencing – the fence committee should have a report available for the next Strata Council meeting; Anita will call the City to determine (i) what municipal body Strata Council would have to speak to for a variance in fence height at the front of Churchill

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Place, (ii) what the cost for this report would be, and (iii) what time frame would be put in place;

(d) No smoking signs have been placed in the garage.

Next Meeting: January 16, 2018, at 6:30 pm in CP106

Meeting adjourned: 8:00 pm.