

## Approved Minutes for Council Meeting - Strata 2720 - December 17, 2019

**Attendees:** Anita Walper, Gayle Chong, Liam Norby, Heidi Fowler, Gilbert Gutfriend (Sutton Advantage Property Management)

**Regrets:** Tyra Shupe, Marco Taccarelli, Dane Philpott, Roger Taylor

**Minutes taken by:** Heidi Fowler

**Quorum:** Yes

**Meeting called to order:** 6:35pm at CP106

### 1. Review Minutes

**Motion: Moved:Chong/ Seconded: Norby** **Carried**

Move to accept the minutes of the Nov 14th Council Meeting

### 2. Financial Review

**Motion: Moved:Chong/ Seconded: Norby** **Carried**

Move that Gayle meets with Don Bridger regarding Strata Financials

**Motion: Moved:Chong/ Seconded: Norby** **Carried**

Move that we levy HC208 with a fine and interest as per strata bylaw, due to unpaid strata fees

**Motion: Moved:Chong/ Seconded: Walper** **Carried**

Move that we accept the financial statements period ending Nov 30th 2019

### 3. Maintenance/Repair Items

- a. HC/CP Outside elevators - corner protectors - moved to a future meeting for **Marco** to give an update
- b. Council walkabout on outside of building for water shut off, etc. - **Anita** to connect with Roger about setting up a date for all strata council to attend
- c. "E" Keys and all access fobs have been provided to: Anita Walper, Gayle Chong, Liam Norby, Heidi Fowler, Tyra Shupe, Marco Taccarelli, Dane Philpott
- d. **Liam** to check with Roger about who has what keys
- e. **Liam** and Roger adjusted the temperature in the hallways in HC/CP to 72 degrees
- f. HC front entrance loose tile - **Liam** will investigate if it has been fixed or not and will let Gilbert know. **Anita** will also follow up with **Dane** and **Marco**
- g. HC 105 infested bush removed and replaced? **Anita** to follow up
- h. Replacement of generator/sump pumps - **Anita** to follow up with **Marco** to see if he's started researching this, if not to defer to Gilbert's expertise
- i. **Anita** to identify which 8 units need Pure Air Duct cleaning
- j. CP lighting - completed by Shick
- k. Always Towing new signs needed? **Gayle** to research Always and perhaps other towing companies
- l. Guest Parking stalls - priority of assigning - all requests must go through Anita (strata email)

**Motion: Moved:Walper/ Seconded: Chong** **Carried**

Council will form a sub committee to review Strata bylaws, commencing in 2020

#### 4. *Bylaw Items*

- a. Bylaw to deal with claims that owner has no coverage
- b. Marijuana smoking bylaw
- c. Confidentiality officer

**Motion: Moved:Walper/ Seconded: Norby Carried**

That the property manager will forward to the Strata Chair bylaws from three draft samples of other stratas

#### 5. *Security Related Items*

- a. The owner of CP108 requested to have locks changed at their expense
- b. Outside patio smoke detectors - look at sample bylaws

#### 6. *Other*

- a. Parking stalls - priority/cost/kayaks - need guidelines around this
- b. BECA (Building Envelope Condition Assessment) moisture testing quotes RJC/MH - council to review
  - i. Have not yet received the Depreciation Report and Appraisal from Suncor - **Gilbert** to follow up
- c. Parking notice - need notice by the 15th of the month in writing to cancel spot - suggested that it should be 30 days in advance - this needs to be reviewed along with bylaw and guidelines

#### 7. *New Business:*

**Motion: Moved:Gutfriend/ Seconded:Chong Carried**

The Agenda template be forwarded to Heidi and Anita by **Gilbert**

- a. Anita requested single spacing for the minutes in future
- b. **Heidi** will forward to Gilbert information about doing a traditional territorial acknowledgement at the beginning of our meetings

**Next Meeting:** Tuesday January 21st 6:30pm at HC106

**Adjourned:** 9:15pm