

**UNAPPROVED MINUTES
MEETING OF THE EXECUTIVE COUNCIL
STRATA PLAN VIS2720 – HAMPTON/CHURCHILL
HELD ON TUESDAY, December 15, 2020 AT 6:30PM**

COUNCIL MEMBERS:

GAYLE CHONG	PRESIDENT
KEVIN JONES	VICE PRESIDENT
HELEN MERLOT	TREASURER
TYRA SHUPE	SECRETARY
LIAM NORBY	SECURITY
DANE PHILPOTT	LANDSCAPING
MARCO TACCARELLI/LIAM NORDBY	BUILDING MAINTENANCE
GILBERT GUTFREUND	PROPERTY MANAGER
DON BRIDGER	ACCOUNTANT
MARCO TACCARELLI/GAYLE CHONG	FIRE MARSHALS

Regrets - Gilbert Gutfreund, Don Bridger

1. CALL TO ORDER:

Skype
6:33 p.m.

2. APPROVAL OF MINUTES:

Approval of November 17, 2020 Council Minutes

Moved by - Helen Merlot Seconded by - Dane Philpott Carried

3. PRESIDENT'S REPORT:

Letter sent to owners of Black lab dog
Dog has not been seen since.

2x Residents requesting change of parking stalls

1 - Renter currently in stall #133 - Not approved, informed to speak to the owner to make request.

2 - HC308 currently in stall #78 -

Motion to allow owners move to parking spaces if requested if there is an open spot available.

Moved by - Dane Philpott Seconded by - Helen Merlot Carried

Smell of wood smoke from 2nd floor CP - Next time this smell is mentioned we are to call the fire department to have them investigate.

Using other than unit numbers on the phone entry system.
Council agreed there are no issues with this at this time.

4. **TREASURER'S REPORT:**

Review of November financials

Hydro came in at double the cost.
Office and General expenses are currently over.

Fines \$450 - Mainly unpaid strata fees.
Interest \$46

Moved by - Dane Philpott Seconded by - Kevin Jones Carried

5. **PROPERTY MANAGER'S REPORT:** N/A

6. **OLD BUSINESS**

BECA Report

Gayle Received an email November 17, 2020 that there has been enough rain and will attend to do a moisture check in the exterior walls.

Depreciation Report

Gayle contacted Gordon Chan re: Rogers concerns
Any response since November meeting?
Gayle spoke with Gordon Chan on the 14th of December and sent a refreshed email with the concerns.

Entryphone

Kevin to obtain access and training on this system.
This has been completed.

Garbage and Recycling

New recycling bins are here.
Changes in Pickup schedule
Helen has requested assistance with this.
Dane has volunteered to assist.

Fence Variance

Update - Application has been dropped off and Helen is preparing a Powerpoint presentation for City Counsel to hear.

- We continue to await the public hearing.
- Helen has requested contacts for good candidates for a video interview to be added to the powerpoint.

Parcel Boxes with Canada Post

Update - These have arrived!!

VREB secure boxes

Has the site visit been scheduled? Marco and Liam were to pick the location of this secure box.

Helen and Gayle picked out the spots for these. We are awaiting information on the dimensions.

Trip and Fall hazard front of HC

Update on quotes -

Motion passed at September meeting to spend up to \$5,000 to fix this issue - Report on status

Marco, Dane and Liam will obtain quotes to have this fixed.

No quotes at this time - Dane and Marco will get together to go over what needs to be done.

Crack Repair in Parkade

Update? - Has this been scheduled?

This has potentially be scheduled for December 28 - 31st.

Muloney Painting

Choosing Paint colours for HC

2 Color schemes have been chosen and will be set out on the walls for the owners at HC to vote on.

- Tyra to send out an email to all owners asking them to view the colours and vote.

Discussion re: painting of CP at \$19,157.25 - was brought forward from November meeting. - Pushed to Spring meeting

Strata's own website

Have we obtained this/status update

- Will be obtaining credit card next week and will get website then.

Contractor list to be updated by Gayle

Gayle is still working on this at this time.

Golden Glow

\$420 to clean lighting in HC

Motion to approve cleaning of HC lighting

Moved by - Tyra Shupe Seconded by - Dane Philpott Carried

Fence out front of HC

Marco and Liam to fix the fence out front of HC where the REB lockbox was cut out.

- Marco is still looking for the materials - carried forward to January meeting.

CP Fence height

Liam and Kevin were to look at this.

- Carried forward to January meeting.

Fob scanners

Did Paladin come back with any update on this.

- Paladin is coming on December 16th to try and correct this issue.

Irrigation Line Issue

Irrigation attended November 18, 2020.

Snow Removal

Did we put the landscaping company on standby.

- We are on the standby list.

Landscaping Contract

Request to increase - Each month \$1260 instead of \$1207.50

Motion to approve the landscaping contract as of March 1, 2020

Moved by - Helen Merlot Seconded by - Kevin Jones Carried

Motion to approve the landscaping quote at \$450-\$600 in front of CP so that the bed is ready for spring.

Moved by - Helen Merlot Seconded by - Dane Philpott Carried

Hot Water Tanks

Discussion re: obtaining paid invoices for hot water tank and Fireplace repairs

- A notice is to be sent out to all owners that have not informed us of their replacements to obtain the information.

- Reminder to sent out to owners about the fireplace maintenance.

Tow Away Signs

Marco has the stickers.

- He will get these signs posted shortly.

7. **NEW BUSINESS:**

Discussion re: fire inspection deficiencies - Brought forward by Gayle

- Gayle to contact Cantect to fix the deficiencies.
- Marco and Helen to organize getting the fire extinguishers serviced.

Discussion re: director's insurance - Brought forward by Gayle

- Do not need to get separate Director's insurance.

Weather stripping on CP east door - Brought forward by Gayle

- This has been fixed.

Discussion re: long distance numbers on phone entry system - Brought forward by Gayle

Motion to allow Canadian phone numbers to be used in the Entry-phone system if under \$10/month.

Moved by - Helen Merlot Seconded by - Tyra Shupe Denied -3 Yes/ 4 No

HC Fence bent

- Marco fixed this

CP Bollard Lighting - Brought forward by Helen

- Budget of \$30,000 to increase lighting of CP
- Helen looking into options

Cameras and angles of the cameras brought forward after discussion in November meeting.

- This has been discussed and ensured angles are proper.

Securing the Entry-phones

- Need a metal fabricator to secure this.
- Marco will look into this and will inform us of any updates.

Frequent user bike racks - brought forward by Helen

- Bike rack that is painted a different color that is used for frequent users only - you would need to actually use your bike to use the rack.

Motion to make a frequent used bike rack area

Moved by - Helen Merlot Seconded by - Tyra Shupe Carried

HC Front door attempted Break-in

- Gayle reported this to VicPD and there is a file number.

8. ADJOURNMENT:

Meeting adjourned at 8:54 pm

Moved by - Kevin Jones Seconded by - Helen Merlot Carried

Next meeting tentatively scheduled for: January 19, 2020 @ 6:30 pm

Location: *TBD*