

**COUNCIL MEETING MINUTES Tuesday, April 17, 2018
14 ROYAL AVENUE EAST– BCS 1676**

LOCATION:
7:00 p.m. – Amenity Room
14 Royal Avenue East
New Westminster, B.C.

**STRATA COUNCIL
2018/2019**

PRESIDENT
Bob Logan - #305

TREASURER
Sherry Baker - #106

SECRETARY
Ken Young - #512

RECORDER
Christine Rowlands - #411

AT LARGE
Dave Brown - #104
John Verchomin - #414
Dustin Brisebois- #101

FOR

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AND MINUTES PLEASE VISIT:
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IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

सुधी नोटवणी विभाग करके विमो वेहे हिम एा सुसेवा करवाए

Attendance: Bob Logan, Ken Young, Dustin Brisebois, Sherry Baker, Dave Brown, John Verchomin, Christine Rowlands

Regrets: None

Guest: Joanne Purser

1. The meeting was called to order at 7 p.m., with a quorum established.

2. With the deletion of an item to have a presentation by New Westminster traffic engineer Jerry Behl, it was moved and approved to adopt the agenda prepared by Bob Logan.

3. It was moved and approved to adopt minutes of the previous strata meeting on February 22, 2017.

4. Financial report

Sherry is preparing the year-end financial statements and discussed the comparative income statement and YTD budget. Replacement gym equipment, including a new treadmill, has been purchased and will arrive soon. The general repairs and maintenance was over budget in 2018 due to the LED replacement project, repairs such as transformer service, and purchases of a new vacuum cleaner and painting supplies. Water and sewer costs have also gone up due to the city raising rates by 10% from \$36,000 to \$40,000. However, our gas costs for the year have gone down due to fixing some atmospheric leaks and optimizing controls. The gas heat will be turned

off for the season soon, as the weather warms up in April.

5. Gardening report

- We have renewed the contract with Northwest Gardening until April 2019. The cost has increased by about 2% due to CPI (Consumer Price Index).
- Dave contacted the tree service and city staff about the evergreen tree to ask how we can remove and/or replace the tree. The project will require permits, two arbourist reports and a \$1,000 replacement bond (refundable). After some discussion, it was decided to leave the tree as is for the time being, as although a “lean” has been noticed, the tree seems generally healthy and is not in imminent danger of falling or causing damage.

6. Business arising from previous minutes

Patio repairs – The patio of 504 is still in progress, just needing to apply the new coating, drainage and flashing.

Electrical

- We have invoiced Onni for the power for the sewage pump for the months of February and March 2018 (\$1615.82).
- We have invoiced Strata BCS 2772 - Nurses Lodge, for its share of the fourth quarter power consumption and parkade maintenance for the first quarter of 2018.

Roof – We are in the process of adding 25 flashings to the vents on the flat roof to stop additional leaks. A trap door has also been ordered, to be installed next to the 5th floor elevators. This will allow us to access the roof without having to cut the drywall. When the roof repair is completed, the ceiling repair and painting on the 5th floor can be completed.

Electric vehicles – When we are asked to prepare Form B for real estate firms who are selling suites in our building, we shall be adding a paragraph to state that we do not have charging stations for electric vehicles in our parkade. However, given the growing interest in electric vehicles, we are looking into the cost and feasibility of charging stations in the future. As they are in the range of \$50,000 and would have to be installed near the electrical room, potentially requiring reassignment of parking spaces to accommodate, this is not a short-term project, and we currently cannot support charging electric vehicles.

Maintenance – The drainage ditch with a loose grate will need to be welded when the weather warms up.

Front door – We held a vote at the AGM on March 28 to move forward with the project to add an automatic opening mechanism for the front door. We are currently obtaining quotes for the mechanism and electrical work, and the cost will need to be approved by a vote at an upcoming special general meeting.

Anne Belanger, who brought forward the project, also has supplied some information and forms about the Rick Hansen Foundation's accessibility assessment. This service is free and having an assessment of the building's accessibility may qualify us for grants if we do choose to have upgrades done in the future. The idea was reviewed, and as there is no obligation involved, it was decided we should register for the assessment. Sherry will assist with submitting the application.

Garbage collection – Joanne Purser informed us that our insurance policy will cover the cost of legal representation in the dispute with Super Save. She has forwarded all correspondence related to the matter to the law firm of Hammerberg, and will inform council of further developments.

7. New business

Correspondence – the email received from #216 after the AGM was reviewed again and issues raised were discussed:

- **Items in parking stalls** – we have sent notices to suites that had items (other than vehicles) or garbage (such as cardboard) in their stalls, and posted notices in the elevators informing all residents that if the New Westminster Fire Department inspects our building and finds non-conforming parking stalls and issues a ticket or fine, it shall be passed on to the strata unit responsible. Everyone's co-operation with our bylaws and attention to safety is appreciated.
- **Patios** – As covered in our bylaws and rules, patios should not be unsightly or be used to store items such as food, which can attract pests. The complaint was that items such as shelving and ladders were being stored on patios; however, these items are not specifically prohibited as long as the patio is generally tidy and does not appear to be collecting rubbish, etc. (See Victoria Hill rules 7 and 13.)
- **Amenity room** – The amenity room must be reserved with a damage deposit if an owner wishes to reserve the space for a private party. Individuals may use the amenity room and other common areas at other times, with respect for keeping the common space peaceful, accessible and clean for others.

Security – New FOBs have been ordered and will be available soon. The old ones will still work, but replacements will be of the new type.

Pest control – Questions have been received about whether strata is responsible for control of pests such as bedbugs or silverfish. In general, owners are responsible for mitigating and dealing with such pests in their suites. It is noted that bedbugs in particular are a health concern, so any sighting should be dealt with as soon as possible and reported to strata to help prevent spreading. This also yet another concern with AirBnB type activity, as bedbugs are known to travel on luggage, clothing, etc.

Bylaw review – Joanne Purser informed us that a lawyer specializing in stratas offers a bylaw and rules review service. For a \$1,750 fee they can review current bylaws and rules, provide templates and amendments, and advise on enforceability. Some items of concern we have that could be reviewed are the Form J and applicability to rental

restriction bylaws, duplication of rules and bylaws and/or rules that should be in bylaws, and clarification on proposed new bylaws such as smoking and AirBnB/room-sharing restrictions. Our bylaws and rules have not had a rigorous assessment in the past several years. A motion to have this service performed was voted on and passed, and we will prepare a package including issues for special attention for the review. Bylaw amendments will need to be ratified by a vote of owners at an upcoming SGM.

Insurance chargebacks – The question was raised of whose duty it is to repair damages when the cost is less than the insurance deductible. In general, strata is responsible for repairs to common property (which includes areas between strata lots). If the damage is to a strata lot and exceeds our deductible (for example, a water leak between two units that causes damages inside the strata lots), we can put in a claim. If damage to a strata lot is less than \$5,000, strata does not have to make a claim; however the affected parties can make a claim on their own condo insurance policy – which is recommended that all owners have. In general, if any water leaks are suspected between units, owners should notify strata as soon as possible.

Maintenance – it has been noted that some of the stairs have the rubber covering coming off, and it is requested to inspect and repair these as soon as possible to mitigate a tripping hazard from loose carpet.

8. Adjournment

With no other new business, the meeting was called for adjournment at 9:09 p.m.

Submitted by Christine Rowlands.

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