

**COUNCIL MEETING MINUTES Tuesday, September 18, 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**

**CONTACT INFORMATION**

**AND MINUTES PLEASE VISIT:**

**[www.14victoriahill.com](http://www.14victoriahill.com)**

**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 नसतयती** वितरा वरवे विमे वेहे तिम दा छुसेबा वरवार

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

**Absent:** Bob Logan

1. The meeting was called to order at 7:04 pm, with a quorum established.
2. It was moved and approved to adopt the agenda prepared by Sherry Baker.

**3. Financial report**

Sherry Baker reviewed the year-to-date budget. Most items are on track. The replacement treadmill that was purchased has arrived.

The solar panel budget was approved at the August 22 SGM. The components and installation will be explained once it is finalized.

Sherry also reviewed our strata insurance package from BFL Canada. Our premium has gone up by 10 percent commensurate with the increase in our property value. However, our coverage is comprehensive.

**4. Gardening report**

**Problem trees:** The trees along the driveway (3 along north side of sidewalk and 5 on the other side and platform) are becoming too big for the surface, with roots starting to “hump” the sidewalk and causing damage to the sprinkler system. There is potential they could cause damage to parkade underneath as growth continues. Dave has spoken to the city and Bartlett Tree Service,

and we would have to get an arborist or engineer's report to assess if these trees are causing damage, and the city's arbourist would need to approve. The permit to remove trees is \$500, plus a \$1,000 bond per tree to ensure a suitable number of replacement trees. The tree service has recommended going ahead with the permit application, but we will speak to other stratas in the neighbourhood who have gone through this process already and get opinions from another tree service as well before making the decision to formally proceed. John and Ken will provide some contacts to Dave.

## **5. Maintenance and projects**

**Automatic door opener** – as per the successful funding vote at the SGM on August 22, the automatic door opening mechanism is now installed and functional on the lobby door. A special fob is needed to operate the automatic mechanism, and can be ordered for \$75. As they must be ordered, programmed and tested, the special fobs should only be requested by those who need them due to a disability or mobility issues/medical reasons.

**Irrigation system** – Repairs have now been completed to the irrigation system, which had been damaged by a variety of causes, from installation to maintenance to accidents (e.g. struck with shovels) to roots growing around the pipes. About 300 sprinkler heads were laboriously replaced and programming has been restored (5 to 7 minutes instead of 20 to 28 minutes per zone). The last task is to pressure test system to check for leaks – as the system is now being shut off for winter, this testing will be done at beginning of next season). Ken noted that breakdown of irrigation system should be accounted for in next year's budget and possibly depreciation report. The drains and other places where water was going have been cleaned out, but will need further monitoring for leaks. We will also be looking for a new contractor to service the system.

**Power washing** – the sidewalks and driveways have been cleaned with our new pressure washer and looks great. Pressure washing is now in progress on parkade and with the new equipment, we are able to degrease, not just rinse the surface. Residents do not need to be notified to move their cars, as this work is part of routine maintenance.

**Interior painting** – some residents have expressed concern, verbally and via email, about the paint colour palette in the 5<sup>th</sup> floor hallway and the plans for painting the rest of the hallways and lobby, and whether the choice of colours represent a “significant change to the common area” that must be approved by a majority vote at an AGM. Council feels that the term “significant change” is up to interpretation i.e. subjective. The correspondence received suggests that owners feel the matter of the paint colours should be put to a majority and they would go with consensus. We will explore the matter of the paint colours for the hallways and lobby at the upcoming information meeting and decide whether it will require a vote at the next AGM.

**Recycling/garbage room door** – the recent change in access to the recycling/garbage room was due to requests for more accessibility and people having trouble getting through the doors. The doors from the P1 are larger, however, so it has been proposed to add an actuator to control width of opening. In the meantime, residents are asked to be careful opening the door to avoid passing vehicles or people.

## **6. New business**

**Communications and requests** – Sherry has been the main point of contact for strata correspondence. Some frustration has been expressed about the time it takes to respond to questions. However, strata council members are volunteers and sometimes there is a delay when other members need to be consulted for an answer etc.

We recognize the need to improve communications, and will be starting a regular newsletter to update residents about ongoing projects around the building, as well as developing a form for the website to help make it more efficient to make requests for maintenance or report issues.

**Rules and bylaws** – as per the last council meeting, a strata lawyer has reviewed our rules and bylaws documents and made recommendations for corrections and revisions. Copies of the “blacklined” documents were distributed for review by council members. We will discuss these updates at a future meeting. Revised rules and bylaws will have to be officially be ratified by a ¾ majority of the owners at the next AGM or SGM.

**Information meeting** – according to availability, we set the date for an information meeting for **Tuesday, October 2, 2018**. The purpose of this meeting is to exchange ideas and information. Although informal, Robert’s rules of order will apply.

**Notices and newsletters** – Notices being posted should go through Christine for editing. Ken has developed some copy for the first issue of the newsletter and other strata members can contribute. The first issue should be printed and distributed in time for the information meeting. It is thought that future issues can be distributed via email (BCC’ed for privacy). We will ask residents to sign up with their email address at the information meeting if they wish to be on the newsletter mailing list.

**Janitorial revised document** –Don Baker’s job description has been updated to reflect what he actually does – daily, weekly, monthly. The former description had items such as, “distributes FoBs” which is not one of his tasks. This document is now on file. It was also noted that Don’s work is covered under a separate insurance policy from the strata building insurance, so there is no conflict of interest.

## **7. Adjournment**

With no other new business, the meeting was called for adjournment at 9:20 p.m.

Submitted by Christine Rowlands.