

**COUNCIL MEETING MINUTES Monday, August 20, 2019**  
**14 ROYAL AVENUE EAST – BCS 1676**

**LOCATION:**

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

**STRATA COUNCIL**  
**2019/2020**

**PRESIDENT**

*Sherry Baker - #106*

**TREASURER**

*Kirbee Parsons - #105*

**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

महती महत्वकी विषय करने विषये कहे हिम एा कुरलेश वरवर

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

1. The meeting was called to order at 7:02 pm, with a quorum established.
2. It was moved and approved to adopt the agenda prepared by Sherry Baker.
3. It was moved and approved to adopt the minutes of the June 10, 2019, council meeting.
4. Kirbee Parsons has been appointed as a new council member for 2019/2020 and will act as treasurer.
5. **Financial report:**
  - Sherry Baker presented the YTD financial statement, noting that legal is currently over the budgeted amount due to settling the Super Save dispute and fees for the legal help with drafting, revising and registering our bylaws. Maintenance is also up for the time of year due to “front loading” of some annual expenses such as power washing, new blinds, window washing and gutter replacements.
  - Sherry also noted that with Kirbee as treasurer, they will now review the budgets and financials together regularly.

**6. Gardening report:**

- Dave Brown reported that the electrical cover that was damaged by landscapers out front has been repaired.
- We have received a request from unit #102 on the ground floor to [victoriahill@shaw.ca](mailto:victoriahill@shaw.ca) to ask approval to remove 6 shrubs on limited common property that have grown too large and are blocking light from his other plants. It was proposed to move them to another location on the property. Dave will respond to the owner via email.
- **Tree replacement:** Dave has obtained three proposals for the tree removal and replacement work. The preferred proposal is from BC Plant Health Care, which offered a

quote of \$17,041.50 for the removal of 9 trees, cleanup, and replacement planting of 18 trees. This quote is valid for 6 months from August 19, 2019.

There was discussion of the other costs and work that would be associated with replacing the trees, including replacing top soil in the areas where the trees will be removed, because layers of soil have been lost over the years from sprinklers washing soil down the driveway (before the system was repaired last year). Sprinkler pipes in the area of the trees being removed may also need replacement. There is also the cost of the consulting arborist from Radix to review the plans and supervise the work (up to \$4,000). Options for adjusting the work plan to reduce some costs, scheduling and budgeting for the project were discussed.

It was decided to hold an SGM to vote to get approval to cover the cost of the project from the Contingency Reserve Fund. A meeting date will be determined for September.

**7. Maintenance report:** Ken reported that the following projects are in progress:

- Hallway painting has begun on 2<sup>nd</sup> floor.
- The repairs to the deck of unit #506 are finished. The costs will come in under \$3,000 (2,500 less than quoted by a contractor), including surface, new flashing and drains.

Based on the work done to the decks so far, Ken would like to replace or install new rails/gutters on all of the upper decks to stop water from overflowing from upper decks to ones below.

**8. New business:**

- **Strata newsletter:** next issue planned for October.
- **Correspondence** ([victoriahill@shaw.ca](mailto:victoriahill@shaw.ca)):
  - Complaint received about #507 drying laundry on balcony – sent letter and matter has been resolved
  - No further complaints about noise between #313 and #213 have been received to date – conflict seems resolved.
  - Complaint received about noises from wearing shoes on floor in #309 – sent letter and seems to be resolved.
  - Complaint received about shoes left in hallway outside #209 – may be a cultural practice, but generally items should not be left on common property. Letter to be sent.
  - It has been noticed that #417 has curtains that are dark blue from the outside, which is a contravention of bylaws. Letter to be sent.
  - Notices were sent to two units that have strata fees are overdue. One has since paid, but the other does not seem to be living there. Non-payment of strata fees may be subject to interest and penalties (per section 1 of our bylaws) or a lien being registered against the strata lot (BC Strata Property Act, part 6, division 6).
- **Emergency light/power outage training** for strata council will take place on Saturday, October 26, 2019, at 9 a.m. The security committee will also be invited.
- **Bike parking audit** to be done this fall. Bob Logan still has the list of owners that have requested tags; Christine will cross-reference to confirm if all bikes stored in the two lockers belong to current owners.

**9. Adjournment:** With no other new business, the meeting adjourned at 8:43 p.m.

Submitted by Christine Rowlands.