

**COUNCIL MEETING MINUTES Tuesday, November 28, 2017  
14 ROYAL AVENUE EAST– BCS 1676**

**LOCATION:**

7:30 p.m. – Amenity Room  
14 Royal Avenue East  
New Westminster, B.C.

**STRATA COUNCIL  
2017/2018**

**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 विरथा वरवे विमे वेहे तिम दा छिसेवा वरवाए

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

**Regrets:** None

1. The meeting was called to order at 7:34 pm, with a quorum established.
2. 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 July 17, 2017.
4. **Financial report**
  - Sherry presented the YTD comparative statement. Most items are on track. It was noted that there is a contract dispute in small claims court brought by our former garbage collection contractor, Super Save, whose contract we terminated for unsatisfactory performance. We have had to pay about \$100 for filing court documents. A settlement conference is scheduled in New Westminster Provincial Court for January 11, 2018.
  - We would like to add a third signatory to the bank accounts, in case both Bob and/or Sherry are not available. It was moved and approved to name Ken Young as secretary and add him as a signatory on financial matters.
  - Our contingency fund is currently at about \$369,000.

## **5. Gardening report**

- Dave Brown noted that performance of Northwest Gardening performance has been good. As they are on a one-year contract until this spring, we have invited them to quote for renewal next year.
- They have cleaned out the brush under the heritage tree, and it was discussed whether we can trim the low-hanging branches. According the city arbourist's letter, it is permitted, but we feel we should consult with a tree service on trimming. Dave will contact the company that has done tree removal for us in the past.
- People have also asked if we are replanting flowers in the driveway planters this year. Nothing is planned, but perhaps there is a resident with gardening talents who might volunteer at the next AGM.
- Kore have winterized our garden sprinklers and shut off till the spring 2018.

## **6. Business arising from previous minutes**

**Patios** – In July 2017 a notice was sent to all suites that have patios without a roof over them. There are 11 on the 5<sup>th</sup> floor and 2 on the 4<sup>th</sup> floor. Two residents notified us that there are soft spots on their patios (suites 504 and 506). We went out for prices and were quoted \$10,400 plus applicable taxes to cover both decks. This would give us basically the same thing that we currently have. We discussed this and decided to tackle one deck by ourselves (Ken and Bob), since it appeared that the bulk of the charges were for labour. The material to replace the deck is about \$950, not including Torch On coating (like the roof) or the final decking material, which is estimated at about \$2,500.

This work has revealed some concerns with the underlying structure of the patios, and it was suggested to have Aqua Coast, who did our depreciation report, inspect a patio while its membrane is revealed to determine if there are concerns. It was also noted that we also need to find a solution for a new coating material that will not result in similar flaws

**Roof** – We have contacted the contractor that replaced the flat portion of the roof about new Torch On coating, but so far they have not responded. Ken has once again resealed all of the joints especially around the vents, and so far we do not have any more leaks. We shall be installing flashings around the bases of the roof vents up on the flat roof.

**Smoke alarms** – After our inspection of the fire suppression system on October 22, eight suites we notified that their in-suite smoke alarms need to be replaced and one of needing the batteries replaced. The original smoke alarms have a lifespan of about 10 years. Bob sent a letter to all of the suites indicating that they should replace the smoke alarms and to date we have only had two replies that the alarms have been changed. As these alarms are the responsibility of the homeowner no further action will be taken.

## **Maintenance items**

- After painting is completed on the hallway of each floor (currently painting the 5<sup>th</sup> floor), carpets will be cleaned. It should also be noted that painting is paused right now, as there were leaks in the ceiling on the fifth floor, and Ken replaced some damaged drywall.

- The rooftop unit that circulates air in the hallways and heats it in the cold weather has been painted as it was showing signs of rust on the outer casing. Thanks to Ken Young.
- While gutters were being cleaned this spring, we had a down pipe fall off the building. The contractors made a temporary repair, but our calls for replacing it as it was originally were ignored. The down pipe was replaced by Ken Young, but we will not use these contractors again.
- Along with the annual inspection of the fire suppression system, we have had the windows cleaned and clothes dryer ducts cleaned.
- The drainage ditch that is the first one coming down our driveway has come loose and will require welding and some maintenance. This shall be done probably in the new year, as it is not that critical.

**Fire suppression system** – Mircom noted during the fire inspection that we have several fire extinguishers that are over 6 years old and will have to be re-certified or replaced. We had replaced 29 fire extinguishers as of Feb. 2012, which will make them due in Feb. 2018. As we experienced previously, it is cheaper to replace them than re-certify. We can put this in next year’s budget if need be.

### **Electrical**

- Nightingale Electric carried out the inspection and cleaning of the main transformer for the building on Nov. 22 and required a complete shutdown of the transformer for most of the day. At the same time Nightingale shall electrically connect up our new compressor for the fire suppression system.
- We are also getting Nightingale to quote for a generator for backup power for elevators and front door.
- Onni has not replied to our letters regarding the pump on the site that has the power coming from our building. We have sent them three letters, dated May 1, 2015, Oct. 6, 2016, and most recently, Nov. 4, 2017. We invoice Onni for power consumed for drainage pump every two months, but power consumption has gone from 1,700 to 3,700 kWh in the past two years, and as the last buildings are being constructed, we are concerned about Onni’s responsibility once they “leave” the site. The additional power pushes our building to a higher rate tier and costs in other surcharges for power. We have decided to give Onni, the departments of power, water and sewer, and planning for the City of New Westminster notice that we want to be disconnected from this pump as of January 2018.
- We have invoiced Strata BCS 2772 - Nurses Lodge, for the third quarter power consumption for 2017.

**Other** – 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 cannot accommodate electric Vehicles for charging in the building.

**Lighting** – We are in the process of getting quotes and info on a new lighting system for the parkade. We shall be changing to LED lighting in the hallways and stairwells and

exterior lights which will greatly reduce the amount of electricity from what we are currently using and is expected to give us a payback in about one year. Ken Young to address the electrical issue.

### **7. *New business***

We received email messages from Anne Belanger (suite 507) to have our front door retrofitted with a powered opening mechanism that can be operated a person in a wheelchair. We have received a quote from Tormax to provide and install an opening mechanism for the front door, at \$2,840 plus GST. This may also require work from Nightingale Electric to connect the 110 V power to the mechanism. We have replied to Ms. Belanger about meeting to verify the location for the operator push button on the inside of the building, as well as other issues and considerations involved, such as an rebates or grants that may be available for making our building more accessible. So far, we have not received further information from Ms. Belanger, which is necessary for ensuring we have a full understanding of what is needed and to get the best price on proposed upgrades.

The idea was discussed and it should be noted that council supports accessibility and believes this upgrade would be beneficial to many residents. However, as the expenditure is over \$2,000 and is not in our operating budget, according the BC Strata Property Act (section 92, 97, 98), it would need to be first approved by a resolution passed by a 3/4 vote at our next annual or special general meeting, or authorized in the budget at same. We therefore invite Ms. Belanger or other interested residents to bring this proposal forward at our next AGM.

Another issue that will have to be addressed is the caulked joints on the support columns for the patios. We are obtaining a price for this to be done in the spring or warmer weather.

Our annual holiday party will be held on December 9, 2017 in the amenity room – there will crafts for the kids and all are welcome.

### **8. *Adjournment***

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

Submitted by Christine Rowlands.