

COUNCIL MEETING MINUTES September 9, 2021

14 ROYAL AVENUE EAST – BCS 1676

LOCATION:

Amenity Room
14 Royal Avenue East
New Westminster, B.C.

**STRATA COUNCIL
2021/2022**

PRESIDENT

Sherry Baker - #106

TREASURER

Kirbee Parsons - #105

SECRETARY

Joanne Purser - #515

RECORDER

Christine Rowlands - #411

AT LARGE

Dave Brown - #104

John Verchomin - #414

Dustin Brisebois - #101

FOR

CONTACT INFORMATION

AND MINUTES VISIT

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 वरवे विसे वेले हिम एा एुरलमा वरवरु

Attendance: John Verchomin, David Brown, Kirbee Parsons, Sherry Baker, Christine Rowlands, Joanne Purser, Dustin Brisebois

Regrets: none

1. The meeting was called to order at 6:33 p.m. with a quorum established.

2. Following review of the agenda, it was moved and approved to adopt the agenda.

3. The minutes of the strata council meeting held June 17, 2021, were reviewed and approved.

4. Financial report

Sherry reported on the financial statements up to August 31, 2021.

We have had some increased revenue from the rental of the amenity room and guest suite.

Most items are on budget, although there were some higher costs for duct cleaning and unexpected repairs for fire protection, the garage door(s), and fitness room.

Our building insurance is up for renewal on October 1 and quotes are currently being sought.

5. Gardening

Dave reported that the heritage trees needed some extra watering with sprinklers due to the very dry conditions this summer.

The irrigation systems will be turned down/off, as usual in October when the regular rain season starts.

6. COVID-19 update

- There is no mask mandate in the most recent BC public health order for condominiums and multi-residential buildings; however, masks continue to be recommended in common areas. Kirbee will revise/reprint “please wear a mask” signs.
- The gym is open as normal, with no extra cleaning periods. Please wipe down equipment after you use it. Masks are recommended. Vaccine cards will not be required/checked, as it is a private facility.
- The guest suite and amenity room continue to be open for rentals. The guest suite is being left vacant for at least two days between rentals. Please obey all public health guidelines, such as gathering size limits, when using these facilities.

7. Maintenance

- **maintenance schedule:** Sherry has prepared a binder with all the schedules, maintenance contacts and information for reference in one place. It will be kept in the strata office.
- **parkade CO₂/CO monitors:** our annual inspection of these units is overdue, and should be done soon to calibrate and/or replace parts. The cost is about \$540. This will be scheduled soon.
- **electrical vault cleaning:** this service was done today.
- **gutters:** we have been in touch with Well Hung – the work has been delayed due to the contractor’s personal circumstances, but should be starting soon. We have decided not to install the leaf guards, as they actually increase (by multiples) the cost of cleaning, due to the labour of having to remove them.
- **patios:** AmberFly has completed repairs on the deck of SL#45; one other deck is still scheduled for repairs. The landscapers have been contacted about the ground-floor patios.
- **carpet cleaning:** the carpet cleaning was not satisfactory – the contractors had to come back to fix stains from the initial cleaning. The extra cost for deep cleaning was felt to be not worth it.
- **windows:** the window washing went very well this year, with generally no complaints and many compliments about the work. There are also two units that need replacement or repair of windows. The original supplier of our building’s windows has gone out of business, so it is challenging to find another contractor who can repair or retrofit these windows. We are currently searching and seeking recommendations from others in the trade.
- **dryer ducts:** the dryer ducts were cleaned from the inside and out in July.

8. Renovation language for bylaws

- The current language in our bylaws for renovations is vague, only stating that strata approval is required. Joanne and Kirbee are proposing to come up with some language for a new bylaw which will outline such things as noise mitigation requirements for flooring, hours of work, insurance/liability for contractors, etc. This is to be presented for ratification at the next AGM.
- We received a proposal for a renovation for SL#36. Council reviewed the outline of planned renovations and partially approved, contingent on revising the flooring material from vinyl plank to a material that uses an underlay and can achieve a noise mitigation rating of at least 75 decibels. It was also noted that if any gas appliances are installed or removed, a licensed gas fitter must be used; all appropriate permits and liability insurance should be in place; and work hours are limited to 9-5, Monday to Saturday. Kirbee will draft the response letter.

- SL#4's proposed plans to change the exterior patio door and lower the step have been reviewed together with John and the contractor. Council is satisfied this change will not affect the exterior appearance of the building or result in water ingress. SL#4 will be sent a letter of approval and formal agreement to sign.

9. Move-in/out fee

- Our bylaws and rules currently prescribe a move-in fee of \$100 and move-out fee of \$50, which is to cover the cost of putting up protective blankets in the elevator.
- Upon review of recent incidents, where walls have been damaged by moving furniture, etc., and where move-out fees are not paid, it is proposed to raise the cost of the move-in fee to \$500 (removing the move-out fee) and require a damage deposit of \$500 for using the elevators for moving, as well as renovations or other instances where large objects are being moved.
- Christine will draft changes to the rule (section F "Elevators" rule 1) for approval at the next meeting.

10. Correspondence

Reminder – if you have a concern about a bylaw, maintenance issue, comments, etc., please send it in writing to victoriahill@shaw.ca with your name and unit number. You should receive a response in 48 hours.

- There were no outstanding infraction letters this month.
- Several letters were received from SL #28 on various issues, including concerns about noise/damage from the deck repairs carried out above, the access to the parkade during the planned power shutoff (today) and concerns about pedestrians using the driveway. Responses: any damages or repairs needed as a result of the deck repair above will be taken care of; the access to the parkade and the FOB system were on the backup power system during the power shutoff; and if pedestrians, cyclists or others are using the ramp, drivers must take care and yield the right of way.

11. Other business

- The idea of holding an "information meeting" was proposed, for the benefit of informing new owners and hearing ideas in a less formal way than an AGM. To be discussed further at the next council meeting.
- Regarding the Novus/Telus fibre proposals that were received at the last council meeting, no action was taken over the summer, but we are interested in their offers, especially the chance to get wi-fi for the office, guest suite and/or amenity rooms. Kirbee will follow-up.

12. Adjournment

With no other business to discuss, the meeting was adjourned at 8:25 p.m.

Submitted by Christine Rowlands.