

**Strata Council MEETING MINUTES Thursday, July 7, 2016**

**14 ROYAL AVENUE EAST – BCS 1676**

**LOCATION:**

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

**STRATA COUNCIL**

**2016/2017**

**PRESIDENT**

*Bob Logan - #305*

**TREASURER**

*Sherry Baker - #106*

**SECRETARY**

*Christine Rowlands - #411*

**BYLAWS**

**SECURITY**

*Ted Yeadon - #417*

**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

**ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ** ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੇਖਾ ਕਰਵਾਓ

**Attendance:** Bob Logan, Sherry Baker, John Verchomin, Dave Brown, Ted Yeadon, Christine Rowlands

**Regrets:** Dustin Brisebois

**1) Call to order**

The meeting was called to order at 7:05 pm, with a quorum established.

**2) Adoption of agenda**

Following review of the agenda, it was moved and seconded to adopt the agenda as prepared by the president, Bob Logan.

**3) Adoption of previous minutes**

Following review of the minutes of the council meeting held February 9, 2016, it was moved and seconded to adopt the minutes.

**4) Gardening report**

Don Baker joined the meeting to discuss performance of our gardeners, Paraspace Landscaping. Don and Dave met with Paraspace Feb. 25, 2016 for a walkabout the building; however, Paraspace has had some staff changes and their performance has not been satisfactory recently. For example, not doing discussed changes and inadequate pruning and grass cutting in some areas. There are some concerns about keeping on Paraspace with their apparent communication issues. However, they have been with us for the last 10 years and they have been made aware of our concerns. It was decided to continue with them for now (versus breaking in a completely new service provider), provided performance and communication is brought back up to standard.

We also sent a letter to Onni on June 24, 2016 expressing our displeasure on the performance of their gardeners who have not properly finished up the area between our property and the new constructed building – i.e. poor soil and weeds. So far, there has been no reply.

John suggested talking to new strata next door about who is responsible for the maintenance of these "borderlands." It may be that their management company is not doing its job to maintain their side.

## 5) Financial report

Treasurer Sherry Baker presented the year-to-date comparative income statement up to June 30, 2016.

We are on track with most items. It was noted that landscaping costs tend to be higher in spring and summer (new plantings, chafer beetle treatments, etc.) but balance out through the year.

The contingency account is healthy, at \$246,961.81. As the GICs they were invested in had matured, we earned some interest on the account. It was re-invested into similar holdings that carry no risk of loss to principal.

There is one unit currently in arrears on strata fees; Sherry has consulted with them and payment arrangements have been made to pay off the balance.

The report was accepted as submitted.

## 6) Business arising from previous minutes

There was an incident with our new garbage contractor hitting the door of the room with a bin. The door has been repaired.

**Bicycle lockers:** 55 tags have been distributed to owners indicating they own bikes, and Bob has the list of suites who have bikes. Most people who have bikes appear to have put on the tags. We will remove any bikes left untagged at the end of July, and donate unclaimed/untagged bikes to charity and/or recycle. Christine will make a notice to notify residents.

**Follow up to letter of complaint about smoking in the parkade:** John sent the alleged smoker a notice, who seems to have quit. It was noted that because of the ventilation fans, the parkade is not technically an enclosed area. The matter appears to be resolved.

**Janitor's supply area in P2:** This has been fenced off for the storage of gas-powered equipment (next to ventilation fans). Many thanks to Ken Young of #512 for taking on the project as well as the replacement of the Emergency Lighting Batteries.

## 7) New business

Replacement of batteries for the emergency lighting is still under way. As we are not happy with the performance of Viking Fire, we have asked Mircom to have them do our annual Fire Suppression System testing. A letter of termination will be sent to Viking.

A resident let Bob know the exit door at the lower level stairwell no. 2 was left open (because of level of concrete in relation to the door). Bob put a notice on the door to remind residents to ensure the door is closed behind them.

**Pets:** We appear to be having a problem with pets that are allowed access to the hallways and roam freely. This is in direct conflict with our rules and registered Bylaws (Division 1, section 4(2) – Pets). Bob observed a cat determined to belong to #201 unattended in the hallway. A letter will be sent to the owners.

Regarding the incident discussed at the March 30, 2016 AGM, in which a dog belonging to #411 was involved in injuring a resident of #201, New Westminster Animal Control was notified and investigated. In a letter from the City dated June 17, 2016, it was determined that although the dog jumping caused a serious injury, it was not considered an "attack" and the dog was not given a designation under the city bylaws.

**Parking:** All vehicles parked in the underground parkade must be registered and insured (a minimum of storage insurance) according to bylaw Division 7, section 38(3). The registration should be visible i.e. a copy put on the dashboard. A car in stall #132 currently has no insurance (no decal). Sherry will send a letter to the owners in #514.

**Upcoming maintenance:**

- Window washing – this wasn't done last summer due to construction next door, but will be done now that it is complete. We were not satisfied with the previous company, so we will get a quote from Aqua-Mobile Gutter Maintenance, the company that recently did our gutter cleaning.
- Parkade cleaning – to be scheduled with same company as last year.
- Carpet cleaning – to be scheduled with same company as last year.

#405 notified us that the rubber caps on steps on stairwell 2 are coming off. Bob will see to repair/reglueing.

**Safety:** The recent power failure pointed up a need for training the rest of council and perhaps someone from Nurses Lodge to learn how to open the garage doors manually, as those with the keys and training happened to be away when it happened. The lock on the front door also could not be opened without power. These are potential safety issues, and the front door is also currently designated an exit door. The power failure closure of the front door will be investigated to see if it a technical/mechanical issue.

**Power:** We invoiced Onni for \$575.04 for their power for last 3 months. We invoiced the Nurses Lodge \$151.06 for their share of parkade power/lights, etc.

**Annual BBQ:** Tentatively set for Sunday, August 7. We will be asking residents to indicate if they will attend and the number of people from your suite that will be attending (children & grandchildren welcome).

Suggestion from #414 to mount some hand sanitizer in recycling room, especially for after use of compost bin. Council feels this is a very good idea.

**Rentals:** It has been observed that suite 208 does not appear to be occupied by owners and we do not have a Form K (rental) permission. The owner is known to be related to another resident of the building. We do not currently have any units registered as rentals (out of a limit of 4), so Sherry will try to get the owner's contact information and send a letter to owner to let them know they need to get proper paperwork, or be fined.

There was also discussion of AirBnB, with the emphasis that no short-term rentals are permitted under our bylaws. We will monitor the website to ensure no suites in this building are advertised.

**Bylaws and rules update:** we will meet to discuss bylaw and rule changes in September, after all council members have had a chance to review the current documents (available on our website, 14victoriahill.com).

**8) Adjournment**

The meeting was adjourned at 8:32 pm.

Submitted by Christine Rowlands, Secretary

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