

## COUNCIL MEETING MINUTES – March 4, 2024

14 ROYAL AVENUE EAST – BCS 1676

### LOCATION:

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

### STRATA COUNCIL

2024/2025

### PRESIDENT

Sherry Baker - #106

### SECRETARY

Christine Rowlands - #411

### AT LARGE

Dustin Brisebois - #101

Nick Shears - #511

Twyla Smith - #316

Mike Henrey - #103

Nick Bakalos - #415

### FOR

### CONTACT INFORMATION

### AND MINUTES 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

ਗੁਰੀ ਜਲਦਗਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲਟਾ ਕਰਵਾਓ

**Attendance:** David Brown, Sherry Baker, Christine Rowlands, Nick Shears, Twyla Smith, Nick Bakalos, Mike Henrey

**Regrets:** Dustin

1. The meeting was called to order at 6:30 p.m. with a quorum established.
2. The agenda was reviewed and approved.

### 3. Discussion regarding roof installation inspector and fire protection system

John Verchomin, Jeremy Boudreau and Ken Young (residents) joined as guests for this part of the meeting to help discuss whether a) we should hire a third-party inspector for the roof project and b) whether the fire suppression system (piping) in the attic needs to be insulated and the fire protection system maintenance report (e.g. why there was water in the “dry” system).

John and Jeremy have experience with construction/building as an architectural consultant and with WorkSafeBC and discussed the different ways a consultant could add to the project – either as full project management + inspection, or as a third-party inspector who could review and verify the work the roofing contractor (K2) is doing. John has offered to provide some names of people through his contacts

at Aquacoast, and Sherry has researched some as well. Depending on the additional cost to the roofing expenditure approved at the AGM, it may be necessary to hold an SGM later this year to approve if it is over \$7,000 for an inspector.

As for the fire suppression system, we have received some quotes from DSN on additional repairs and maintenance following the flooding event. Ken shared some theories about the reasons that there was water in the “dry” system, and if there are any other leaks. DSN has attended in recent weeks for putting the systems back into service, and we will ask if they can attend an upcoming council meeting to give some more details on the work they’ve been doing. It was also noted that the insurance company is also doing its own investigation into what caused the flooding event.

The guests were thanked for their time, and the meeting continued with other council business.

#### **4. Discussion on AGM vote of executive members and roles**

- Nick Bakalos has joined the council, following the vote at the AGM. Welcome!
- Dave Brown has decided to step down as a voting member of the executive and will be an alternate/advisor to the council. He will continue to help with liaising with the gardeners and security committee.
- Mike Henrey was re-appointed to the council, as he is an excellent researcher and asset. He will also taking on monitoring and liaising with contractors on waste collection (e.g. calling them when they do not pick up).
- Sherry will continue to be a treasurer and to lead meetings.
- Twyla will continue with correspondence and assist Nick Shears with walk-around inspections.
- Christine will continue with minutes and helping with general communications and website.
- Nick Bakalos will join with Dave on security, as well as helping with alarms and general responses to items that arise. Nick suggested setting up a messaging group for more efficient/timely responses to building issues.
- Dustin was not present so his role was not discussed.

5. The minutes of the February 5, 2024, strata council meeting were reviewed and approved.

#### **6. Financial report**

- Dave Brown is still a signatory on cheques. Christine should become a signatory as well.
- Sherry presented the reports up to February 29, 2024. Receivables were high, as a few strata fees were overdue or returned NSF. The prepaid water and sewer amount showed, although the actual bill has not come in yet.
- On the YTD income statement, the CRF was higher due to interest paid on our GICs. The garage door amount was much lower than budgeted, but we anticipated it will need repairs again. Mechanical was over-budget due to the installation of new fans this year. The window cleaning was not done this year, as we will wait until after the roof replacement to do this again.

#### **7. Gardening report**

- Chafer beetle treatment was being done on the front lawns.
- We are still waiting to hear back from gardeners on any COL increase in the contract.
- Dave noted that we should get the drainage rock retainers fixed around the fence (fence replacement is noted as coming up in the next year in the depreciation report).

#### **8. Maintenance reports**

- The need for assigning coverage for building maintenance monitoring and project coordination/management was discussed, especially in light of upcoming roof replacement project.
- There were a few maintenance items that came up from the AGM, including:
  - P2 parkade leak/crack over stall #136 – Sherry will get contractor to repair.
  - Drill holes from past inspections in ceiling on 5<sup>th</sup> floor corridor – we will get drywall finisher to repair.
  - Unit 407 needs a new exterior dryer vent cover – Don Baker can install a new one.

**9. Novus in guest suite**

The suite has been occupied, so we haven't been able to access to inspect. Will ask for brief permission to enter.

**10. Correspondence and bylaw infraction letters**

**Reminder** – If you have a concern about a bylaw, maintenance issue, comments, etc., please send it in writing to [14victoriahill@gmail.com](mailto:14victoriahill@gmail.com) with your name and unit number. You should receive a response in 48 hours.

- No correspondence to discuss this meeting.

**11. Other business**

The next meeting will be on April 8, 2024.

**12. Adjournment**

With no other business to discuss, the meeting was adjourned at 8:07 p.m.

Submitted by Christine Rowlands.