

STRATA PLAN NW2050
Strata Council Meeting
Tuesday, August 30, 2016

Minutes

1. PRESENT:	Gordon Farrell Carole Borthwick Felix Zhang	Joanne Parkinson Linda McLaren Lindsay Armstrong Audrey Montero
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REGRETS: Cyrus Pun

2. CALL TO ORDER: 6:43 pm

3. ADOPTION OF MINUTES

July 27, 2016 – approved by email vote.

4. COMMITTEE REPORTS

a. Social –

b. Grounds and Gardening –

- i. Landscaping/Arborist: Jerehm Breitenstein continues to help us as a liaison to the landscaping company, and keeps the landscaping manager informed, as well as the Strata Administrator. Once again, thank you Jerehm for your help around the gardens.
- ii. The work on the walkway bricks pathway around the complex is still pending.
- iii. After some negotiations with the City of Richmond, the pavers in front of building A which were torn up by The City of Richmond workers were fixed at no cost to the Strata.

c. Fire & Security – Block Watch –

- i. Executive Fire & Safety Ltd. will be conducting the annual fire protection system inspection September 19-20 (Monday-Wednesday). The technicians must test the devices in each owner's suite.

On Monday September 19th, Building A, 7511 from 8:30 – 11:30 am.

On Monday September 19th, Building C, 7651 from 1:00 – 4:00 pm.

On Tuesday September 20th, Building B, from 8:30 – 12:30 pm.

Please note that access to all suites is required for this inspection. If Executive Fire and Safety Ltd. are unable to inspect the device in a suite, it will be up to the owner to pay for testing and provide documented proof to the office. If you are unable to be home to let the technicians in, please leave a copy of your key with the Administrator.

- ii. The fire alarm went off in building A at about 3:45AM on Friday August 19th. The fire department was called and people evacuated. The fire panel in the lobby indicated that it was a sensor on the third floor at the top of the stairwell. This is the stairwell located at the back of building A which leads to the pathway between buildings A and B. The fire department reset the smoke detector at the top of the stairwell and then reset the fire panel in the lobby. No smoke or fire was found so thankfully it was a false alarm. If this happens again we may need to call the fire detection system company and have them check out the fire detection system.
- iii. Whenever a fire alarm goes off in our buildings owners and tenants must call 911. The Fire Alarm systems do not automatically contact emergency services. Please don't make the assumption that the fire department has been called by someone else!

d. Maintenance

- i. The room next to the locker room in building B has a new floor and baseboards. After the new floor installation the door is not closing by itself. Kindly make sure the door is physically closed when you enter or leave the room. We are in the process of fixing the problem.
- ii. Hytec Water Management technician performed an inspection on August 26, 2016. The Hytec Water system is in good working condition. Product dosages were adjusted in order to achieve optimal treatment results and compensate for fluctuant pH levels in the incoming city water.
- iii. The brown lounge chair will be taken for repair the first week of September 2016. The estimate for the repair is \$100.
- iv. Following the problem of the flood in the fitness room on July 10, we learned that it was due to malfunctions in the drainage system. Corona Plumbing & Heating Ltd. is investigating and we are waiting for a report from them as to what repairs need to be done.
- v. Assured Monthly Service (Pest Control) was on site on Tuesday, August 23, 2016 and reported that all activity is normal. They recommended a treatment for the

flying ants, which is not part of the contract. This treatment will minimize the return of the flying ants next year around the squash court and in front of the fitness room. We will request an estimate and consult about it in the next meeting.

e. Shared Facilities –

- i. Fitness Room: We continue searching for an economical, good quality bench for the fitness room.
- ii. On August 30th, 2016 the pool was inspected by Vancouver Coastal health. They found that the system implemented right now for disinfecting the hot tub is not up to expected standards. The hot tub will be closed until further notice. We are in contact with the pool service company to make necessary changes.
- iii. SL103 reported squirrel activity in the ceiling balcony. Assured Pest Control will be contacted to deal with the problem.
- iv. Games Room: We continue working on the Games Room. There are tables, lamps, and some furniture available to give away. Please contact the Administrator if you would like to see the items in the Games Room.
- v. The hose for the vacuum cleaner that is use for the lounge has been repaired for a total cost of \$65.
- vi. The Strata's purchase cost for the FOB devices that provide access through various door in our buildings has increased from \$50 to \$60 each.

f. Bylaw Committee – Gordon Farrell & Oliver St. Quintin

- i. Update from Bylaw Committee: Gordon and Oliver will meet this coming month for a status update.

5. NEW BUSINESS

- a. The Strata Council is looking for an oil drip pan to be placed under cars which have very mild oil leaks. Some owners are currently using cardboard pieces that are not the best for this purpose. The oil drip pan is to be of a reasonable price and quality.

6. OLD BUSINESS

- a. West Coast Building Coating Company will start working on the roof ventilation remediation during the first weeks of the month of September. Details to follow.
- b. Mr. Barry Kinakin, manager of the Deflection Project for building C, is scheduled to be on site the first week of September performing sampling for the work. A report will be presented to the Strata following the sampling.

7. CORRESPONDENCE

- a. We received an email from an owner with ideas for the ongoing problem of the oil leaks in the parkade area.
- b. We received complaints from an owner that the pigeons are causing trouble around their skylight.
- c. We received a quote for a new parkade door in building C which leads to the lobby for the amount of \$945. Strata Council has deferred purchasing a new door as it was just repaired and they are hoping that it continues working for as long as possible before having to invest in a new door.

8. FINANCIALS

- a) Accounts Receivable as of August 22, 2016 is \$2,854.75 involving 3 owners. \$794.51 is due to delinquency with respect to payment of the special levy by 3 owners.
- b) Woodridge Shared Facility July 2016 financials were received with thanks.
- c) Cypress Shared Facilities July financials were issued.
- d) Cypress July 2016 financials were approved.
- e) Fund overview as July 31, 2016:

Contingency Fund	165,928.15
Special Levy Fund	28,113.70
Repiping Fund	56,529.14
Exterior Building Fund	2,060.60
Future Remediation Fund	171,415.66
Total Funds	424,047.25 (of which 140,000.00 is in a GIC)
Current Year Surplus	<u>29,011.53</u>
Total Owner's Equity	453,058.78

9. MEETING ADJOURNED: 8:10 PM

10. NEXT MEETING: September 28, 2016