

## COUNCIL MEETING MINUTES – June 17, 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:** Christine Rowlands, Sherry Baker, Nick Shears, Dustin Brisebois, Mike Henrey, David Brown, Twyla Smith

**Regrets:** Nick Bakalos

1. The meeting was called to order at 6:40 p.m. with a quorum established.
2. The agenda was reviewed and approved.
3. The minutes of the May 6, 2024, strata council meeting were reviewed and approved.

#### 4. Financial report

- Sherry presented the financial statements up to May 31, 2024. The CRF is at about \$400,000, due to the 1<sup>st</sup> withdrawal for the roofing contractor (a second \$170,000 payment is due tomorrow, and a third will be due at completion. The independent roof inspector has provided several reports, but has not invoiced us yet.
- Only one SL is currently in arrears due to the owner's estate having trouble withdrawing strata fees from the bank, creating a receivable of \$2,456. We are confident this will be resolved soon.
- On the budget, the repairs and maintenance YTD amount is looking low, but there will be maintenance items coming up.
- Also of note, the website is currently down due to a chargeback on the payment for hosting costs. We are working to get the payment resolved and the website back up soon.

#### 5. Gardening report

- As noted in last month's minutes, watering restrictions were effective May 1, but due to the rainy weather, the sprinklers haven't been needed yet. Dave will still draft a letter for the 1<sup>st</sup> floor units with lawns/gardens about the watering restrictions.
- Dave also noted the need for 2 x 6 retainers on drain rocks around the fence perimeter.
- The wooden fences and gates are noted to be nearing end-of-life; replacement and/or repairs of these is an ongoing discussion.

#### 6. Maintenance reports

- **Rooftop unit:** Besco has noted a "failing motor" in the rooftop makeup air unit, and quoted \$1,200 for repairs. This is approved.

- **Roof:** The roofing project is well underway and seems to be going very well – inspection reports have been good and very few complaints about the work or site cleanup. The roofers and inspector have just noted a few additional items to be completed, including sealing for the flat roof (\$3,000), replacing some sections of downpipe (\$325) and a cutback of plumbing vent pipes (\$540) to allow for better weather proofing. These costs were approved.
- **OnSide Restoration:** After finally getting approval from the building insurance company, repairs/restoration to flooded units is beginning. Two units (SL 29 and 46) have elected to hire their own contractors out of pocket, and have submitted the paperwork for renovations, including insurance and flooring specifications. Council approves, but these units have been advised that these repairs will be their own responsibility.
- **DSN fire safety report:** Mike followed up about the report last month with DSN, minus the item to install smoke alarms in individual units, but did not receive a response. Sherry will follow up with them again. We will still update letter for the units that need to replace their smoke alarms. DSN seems to be able to install them at a cost to the owner or owners may buy their own.
- **Intercom:** Driveway intercom is still not working well. Dustin to call Reliable Security for a quote on upgrading/replacing the system.
- **Dryer duct and window cleaning:** We should book soon for having these done after the roof is completed.

## 7. 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.

- New owners of SL45 sent information about their planned renovations, but the flooring spec seemed to be missing or inadequate. Sherry will follow up and send owner's assumption of liability form.

## 8. Other business

- We still would like to schedule a meeting with DSN to discuss the sprinklers (wet or dry).
- Some people have been asking about the in-suite water tanks and whether it is time for replacement. Most units did take advantage of the program to replace their tanks in 2015, and the John Wood website indicates that these or similar electric units should have a 15-year lifespan. However, adding a leak detector sensor can provide some peace of mind – various types are available at hardware stores.
- However, as has been noted previously, washers (a rubber gasket on water lines) on water shut-offs for appliances/fixtures are noted to degrade after about 10 years and should be replaced. Nick S. offered to look into a contractor who perhaps can offer this service for all interested units.
- It was suggested to compile information about these items into a newsletter – Twyla offered to start the process.
- A date for the summer barbecue was discussed, and it is tentatively set for July 28.
- The next council meetings will be scheduled for July 8 and August 12, 2024.

## 9. Adjournment

With no other business to discuss, the meeting was adjourned at 7:50 p.m.

Submitted by Christine Rowlands.