



HOMELIFE  
ADVANTAGE  
REALTY LIMITED

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**STRATA PLAN NW2912 – MAYFAIR GARDENS  
MINUTES OF COUNCIL MEETING  
JANUARY 22, 2024 @ 6:00 p.m.  
AMENITY ROOM @ MAYFAIR GARDENS**

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**Council Members in attendance:**

Frank Del Bove Orlandi	President	Unit 206
Thomas Mazurek	Vice President	Unit 103
Elaine Derocher	Member At Large	Unit 205
Lisa Del Bove Orlandi	Treasurer	Unit 108
Kim Reeves	Member at Large	Unit 209
Dennis Galandy	Member at Large	Unit 305

**Guests: April Butler & Diane Jones**

**Strata Management**

HomeLife Advantage Realty (Central Valley) Ltd

Maxine Campbell – Strata Manager [maxinecampbell@advantagecv.com](mailto:maxinecampbell@advantagecv.com)

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**NOTICE RE STORAGE AREA: DO NOT put material in the storage area, if it does not fit in your storage locker, take it to recycling, or dispose of it some other way.**

**SMOKING – NO SMOKING is permitted on balconies, and only those OWNERS THAT WERE GRANDFATHERED are allowed to smoke in their strata lots!**

**THE STRATA WEBSITE NW2912.CA has been updated and now available to view previous months strata minutes, financials and other documents.**

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**1. CALL TO ORDER**

The meeting was called to order at 6:03 p.m. by President Frank Del Bove Orlandi with a quorum of council members in attendance.

**1.1 GUEST BUSINESS**

**April Butler had provided a list of questions, in advance of the meeting. The council had prepared their response (in italics) and these were read to the guests by the strata manager.**

**a. No Correspondence is listed in the minutes – *very little correspondence has been received, all with minor requests are addressed by the strata council upon receipt.***

- b. Email Sent July 1<sup>st</sup> with pictures showing a piece of stucco that had fallen away from the building and is resting on the roof.** *It was investigated and determined that it did not affect the integrity of the building envelope.*
- c. Add to meeting minutes the quarterly C&C inspection reports.** *These will be posted in Reports on NW2912.ca.*
- d. Update Hytec System, is there any reports that can be shared with the owners.** *These will be posted in Reports on NW2912.ca website.*
- e. What steps is the council taking to address major projects on the ten-year plan?** *On-going discussions currently focus on making the strata cash positive.*
- f. When will the graffiti be painted over?** *Quotations are being sought for the removal, and volunteers have offered to repaint the door.*
- g. When is council going to sign the Homelife Contract?** *July 22, 2023.*
- h. Why did the website that Frank created get re-established and who is paying for the domain? Why is this information not in the minutes and not voted on?** *Council's goal is to make strata information available to all owners of NW 2912. Website became active in November 2023 after discussion by council.*
- i. Why can the hall fans not be turned off during extreme cold/heat events?** *The BC building code and fire regulations require that the fans be on 24/7 so if in the event of a fire inside a unit the pressurization in the hallway will keep the smoke from entering the hallway. This is for the health and safety of the residents.*
- j. Have not received proof of storage insurance over the past 12 months from Frank.** *This is a personal matter and is between the home owner and the strata council, not to be discussed with other residents. Every personal situation is dealt with in this matter.*
- k. Why no response to email regarding council's reason to reimburse six owners for plumbing?** *The reimbursement was done based on information from CHOA. Plumbing repairs were made to access common pipe, which is a Strata Corporation responsibility..*
- l. All deck sealant was to be addressed as noted in Frank's Total Decks Inspection.** *On-going discussions currently focus on making the strata cash positive and this is not the time of the year to do such work.*
- m. What work was done on the flat roof when \$ 5000. was spent last year to repair all.** *What was done for seasonal maintenance? Why did council move forward when it was not to be done until 2023? Council spent \$1,200. on maintenance; what maintenance was*

**performed?**

*June 6, 2023 Minutes "The strata council will review Harvard Roof "Seasonal Maintenance" program for flat roof regular maintenance. The flat roof should be inspected every 3 years and leaves cleared yearly from the roof."*

**n. What is being done with the tree on City property that is damaging the cement wall?**  
*Nothing at this time till strata becomes cash positive again. Previous council did not prioritize this item. Calls have been made to the City with no response. Handyman suggested removing the wall portion and replacing it with railing. Will be reviewed when strata is cash positive.*

**o. Why is not repair work being scheduled for this year when the deficit was cleared by all owners through the levy? As at August 31, 2023 \$18,566.44 of the \$35,000 repairs and maintenance budget has been spent leaving a deficit of \$9,093.23.**

*The following were expenses that had been incurred by the previous council in the month of May. Some of these expenses were Harvard Roofing \$5292.00; MKY Holdings \$3491.25; Carpet Cleaning \$1576.12; C&C 718.41; \$1579.00; \$5559.75. This left the new council in a financial deficit preventing them from moving forward with anything other than emergencies. These expenses should have been charged to the previous year, which should have increased the deficit to be repaid by the amount noted above. Instead it has handcuffed the new council who do not want to have another deficit this coming year.*

**p. Unit 301 – the owner is asking about decks repairs.**

*If an owner has a question they should contact the strata council, not ask another owner to pass the question along. This issue will be looked after by the current council.*

**q. Heating issues within the unit.** *The owner should contact a company recommended by the strata council, not a contractor of their choosing. If this turns out to be a strata corporation responsibility, then the strata council will pay the invoice, if you use a company not recommended by the strata council, then the cost of repair is on the owner.*

## **2. APPROVAL OF THE AGENDA**

It was moved by Frank Del Bove Orlandi and seconded by Kim Reeves to accept the agenda as presented. **CARRIED.**

## **3. ADOPTION OF THE MINUTES FROM THE STRATA COUNCIL MEETING HELD NOVEMBER 15, 2023**

It was moved by Dennis Galandy and seconded by Frank Del Bove Orlandi to accept the minutes as presented from the strata council meeting held on November 15, 2023. **CARRIED.**

## **4. FINANCIAL REVIEW**

The December financial statements show a balance in the operating account of \$14,462.07 with accounts payable of \$3,663.27. It has taken eight months to finally get the Strata Corporation back to having a positive bank balance, following the previous council incurring invoices that should

have been charged in the previous year.

It was moved by Lisa Del Bove Orlandi and seconded by Dennis Galandy to accept the financial statements for November and December be accepted as presented. **CARRIED.**

**Accounts Receivable** – There has been a major improvement in the Accounts Receivable with only two owners being behind in strata fees.

**Special Resolution Repayment of Deficit** – A resolution was passed by a ¾ vote of the Owners of Mayfair Gardens Strata Corporation approving a Special Levy payment for the repayment of the deficit by October 1, 2023. As at December 31, 2023 there are three owners who have not paid their Special Levy – the strata manager was instructed to send demand letter to these owners.

It was moved by Kim Reeves and seconded by Elaine Derocher, that all owners behind in their strata fees and Special Levy payments be sent demand letters. **CARRIED**

### **Quick Budget Summary**

	Total Accounts Payable	Total Current Liabilities	Contingency Fund	Total Income	Monthly Total Expenses	Net Income	YTD (May 22 To 04/23) (\$187,531)	YTD (05/23 to 04/24) (\$196,575)
2023-01	\$19,604.60	\$35,708.20	\$221,782.05	\$15,818.38	\$22,709.13	-\$6,890.75	\$7,912.16	
2023-02	\$24,107.81	\$39,168.62	\$228,758.64	\$15,802.21	\$28,146.89	-\$12,344.68	-\$4,432.52	
2023-03	\$23,702.73	\$29,923.84	\$242,986.78	\$15,793.25	\$17,533.75	-\$2,547.70	-\$6,980.22	
2023-04	\$33,813.49	\$55,475.17	\$230,615.28		\$217,892.72	-\$11,110.77	-\$11,110.77	
2023-05	\$40,273.16	\$60,383.42	\$236,893.62	\$15,722.81	\$27,592.11	-\$12,949.88		-\$12,949.88
2023-06	\$11,758.68	\$40,417.28	\$232,439.58	\$15,629.16	\$14,180.57	\$1,726.84		-\$11,223.04
2023-07	\$16,578.92	\$42,683.02	\$239,819.82	\$15,695.95	\$19,452.98	-\$3,757.03		-\$14,980.07
2023-08	\$10,935.31	\$34,484.91	\$243,494.69	\$15,660.21	\$9,773.37	\$5,886.84		-\$9,093.23
2023-09	\$3,901.84	\$24,896.94	\$247,149.83	\$19,443.47	\$10,381.61	\$8,394.06		-\$699.17
2023-10	\$3,561.31	\$20,450.91	\$252,410.05	\$16,407.99	\$13,107.64	\$3,300.35		\$2,601.18
2023-11	\$2,429.05	\$18,315.15	\$254,431.68	\$16,450.53	\$14,565.52	\$1,885.01		\$6,234.29
2023-12	\$3,663.27	\$17,283.35	\$262,068.65	\$16,467.53	\$1,323.26	\$3,235.27		\$9,469.56

## **5. BUSINESS ARISING FROM THE PREVIOUS STRATA COUNCIL MEETING MINUTES**

### **a. HYTEC WATER SYSTEMS**

The Hytec System has been installed, the strata council is waiting for the City Inspector to complete their inspection.

### **b. WATER INGRESS – SL1**

The strata council also has been unable to contact the owner, as has Premium Restoration to check the unit to determine if there is continuing water ingress and to repair the drywall in the bedroom.

Council will continue efforts to contact the homeowner.

**c. WEB SITE**

Councils goal is to make strata information available 24/7 to all NW2912 owners as a cheaper simpler option. The website became active in November 2023 after council approved (Frank Del Bove Orlandi abstained from the vote) a \$294.00 plus tax charge annually. The Homelife option for this service is \$864.00 plus taxes annually

**d. DECK REPAIRS – SL20**

Franks Total Deck has completed the repair to the deck of the above noted strata lot.

**e. HORIZONTAL DRAIN CLEANING**

Horizontal Drain Cleaning was completed on October 3, 2023, as part of the C&C Annual Contract. The company has returned to seal the caps properly.

**f. ACCESS REQUIRED TO SL 25**

Art's Drywall & Restoration has been asked to contact the owner to provide a quotation to repair the cause of the water leaking under the patio door.

**g. REPLACEMENT OF LIGHTS IN THE PARKADE**

Etron Electric has provided a quotation to Upgrade Fluorescent Lights to LED – a four lamp fixture would cost \$127.00 for parts; a two-lamp fixture would cost \$81.00 for parts; \$80.00 cost per visit. Frank Del Bove Orlandi will contact Etron for clarity on the quotation.

**h. SMOKING ON BALCONIES**

This matter has been resolved.

**6. NEW BUSINESS**

**a. ACTIVITY SCHEDULE**

Del Bove Orlandi has prepared an activity report which is provided to the strata council at each meeting, showing the maintenance items completed and those outstanding. All items in progress and completed are listed in these minutes.

**b. ANNUAL BOILER SERVICE –**

Completed by C& C.

**c. HEAT NOT WORKING \_ UNITS-106/107**

The homeowner called C&C, against the direction of whom the Strata Council asked to be called. It was determined that there was air in the line.

**d. GRAFFITI REMOVAL**

Graffiti removal – an owner has offered to paint it – a quotation was received from Goodbye Graffiti \$413.54 – waiting for council decision.

**e. QUOTATION FOR COMPOSTING**

The strata manager was asked to obtain a quotation of bi-weekly compost collection.

**f. QUOTATION TO CHANGE THE RECYCLING & REFUSE REMOVAL**

The strata manager was asked to obtain a quotation on bi-weekly recycling and refuse removal collection.

**g. QUOTATIONS FOR LANDSCAPING**

The strata manager to obtain a quotation for AB&C Landscaping.

**h. WHAT TO DO WITH THE LARGER TREES**

This was **TABLED** to the next meeting.

**7. DATE OF THE NEXT STRATA COUNCIL MEETING**

The next strata council meeting will be held on March 13, 2024 at 6:00 p.m.

**8. TERMINATION of MEETING**

As there was no further business before the Strata Council, the meeting terminated at 8:05 p.m.