

**MINUTES OF THE STRATA COUNCIL MEETING
ARBUTUS COURT – LMS 1448**

Held: Thursday, February 19, 2015

at 7:00 p.m.

ATTENDANCE:

President/Treasurer	Lew Murphy	Present	604-530-9947	103
Vice President	Celia Moragne	Present	604-533-2740	309
Secretary	Sonya Tokaryk	Present	604-530-9850	209
Gardens & Grounds	Florence Law	Present	604-532-1007	304
Member	Molly Reid	Present	604-530-5512	205

ALSO IN ATTENDANCE: Teamwork Property Management Ltd.
Tiffany Corrigan – Strata Agent

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ADOPTION OF THE MINUTES

It was moved by Sonya Tokaryk and seconded by Florence Law to adopt the minutes from the December 2, 2014 Council meeting. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

a. Preventative Maintenance

Owners are reminded to recycle light bulbs and batteries, these items are not permitted to be placed in the garbage. Owners are advised light bulbs and batteries can be recycled at London Drugs.

Spring is coming Council reminds Owners of the following Bylaw 44.2 regarding barbecue use.

A resident or visitor may use gas or electric barbecues only. No hibachis or charcoal barbecues.

With summer approaching Owners are reminded to turn off the pilot light on the gas fireplace, to reduce the temperature within their Unit from June to September. It is not requirement to use a gas fitter, it is only necessary to have someone who knows how.

b. Pipe Cleaning

The cleaning of the horizontal and vertical pipes was completed by V&R Drain Cleaning.

c. Fireplace Cleaning

Owners interested in having their fireplace cleaned will have an opportunity to sign up at the Annual General Meeting.

d. Arborist

Pruning of the trees has been completed by McConkey Arborist Services Ltd.

Celia Moragne joined the meeting

7:15

e. Webpage

Council discussed the webpage and it was decided Council will contact Dustin to begin discussions to set up the webpage, Council discussed at length content of the webpage which will not contain any private information. It was moved by Lew Murphy and seconded by Sonya Tokaryk, Council will discuss the costs further at the next Council meeting.

Molly Reid joined the meeting at

7:35

CARRIED

4 in favour 1

abstain

f. Recycling Changes

Council reviewed a quote from Waste Management for organic and recycling collection. As of January 2015 organics are no longer permitted in the landfills and Greater Vancouver area is now required to have organic collection. Additionally Council reviewed a quote from Emterra for recycling pickup, it was noted recycling services with Waste Management allows glass and mixed containers to be placed in the same tote. It was moved by Sonya Tokaryk and seconded by Ceilia Moragne to accept the quote from Waste Management in the amount of \$121.00 plus tax for organics and recycling. Waste Management will now service all refuse collection at Arbutus Court. **CARRIED**

g. Security Light Repairs

All security light repairs have been completed by A Helpful Handyman.

h. Dryer Vent Covers

Installation of the missing dryer vent covers has been completed by A Helpful Handyman.

4. FINANCIAL STATEMENTS

The December 2014 and January 2015 Financial Statements were reviewed as prepared and presented. It was moved by Celia Moragne and seconded by Lew Murphy to approve the December 2014 and January 2015 Financial Statements as

prepared and presented.

CARRIED

5. CORRESPONDENCE

- a. There was no correspondence to review.

6. NEW BUSINESS

a. Water Leak

Council noted an area in the stairwell on the front of the property where water is entering the building. Council have removed the ceiling tiles to determine the extent of the damage. It was decided Service Master Restore will be contacted to investigate the source of loss and to quote on any required restoration repairs.

b. Annual General Meeting

The Annual General Meeting has been scheduled for Monday, March 30, 2015, to be held in the Common Room, notices will be sent to all Owners as outlined in the Strata Property Act.

c. Budget

Council reviewed the budget for the 2015-2016 fiscal year. It was moved by Celia Moragne and seconded by Florence Law the proposed budget be presented to the Owners for consideration at the upcoming Annual General Meeting.

CARRIED

d. Repairs Below the Deductible

Teamwork advised the Council on recent changes in the interpretation of the Strata Property Act and Bylaws in regards to the process for emergency repair and the duty to repair and maintain below the Strata's Insurance deductible.

After review of the recent changes in the interpretation of the Strata Property Act and Bylaws in regards to the process for emergency repair and the duty to repair and maintain below the Strata's Insurance deductible, it was moved by Molly Reid and seconded by Celia Moragne to adopt the following process:

1. The Strata Corporation will be responsible to mitigate loss (stop any further damage from occurring). If the loss occurs from an item in which an Owner is responsible to repair and maintain, the Strata Corporation will assess the cost of the mitigation expense to the Owner responsible as per Bylaw 4.4.
2. When the damage has been evaluated, the Strata Corporation will repair any Common Property (if required) and advise each Owner they are responsible to repair their Unit or report damage to their personal insurer.

PLEASE NOTE: It is extremely important each Owner speaks to their personal insurer and determines the proper level and type of insurance they require. If not properly insured, an Owner may not have the appropriate coverage for repair expenses they did not foresee. **CARRIED**

e. Ladder Purchase

Council discussed the purchase of a new ladder for Strata use. It was moved by Celia Moragne and seconded by Molly Reid to authorize Lew Murphy up to \$300.00 to purchase a ladder. **CARRIED**

f. Light Repairs

Several light repairs and bulb replacements were completed on Common Property by Celia Moragne. Council thanks Celia for completing these required repairs.

7. DATE OF NEXT MEETING: The next meeting will be the Annual General Meeting held on Monday, March 30, 2015 at 7:00 in the common room.

8. ADJOURNMENT: The meeting was adjourned at 9:25 p.m.

Please put all concerns in writing and submit to Teamwork Property Management Ltd. or a Strata Council member.
Thank You.

Tiffany Corrigan – Strata Agent
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