

**MINUTES**  
**STRATA COUNCIL MEETING**  
**VAS 2893 North Oaks**  
**Wednesday, July 8th, 2020, 9:30 am**  
**Location: SL 14**

**COUNCIL MEMBERS PRESENT:** SL 3, SL10, SL 14, SL 16, SL 17, SL 19, SL 23.

**OPENING OF MEETING:** the meeting was called to order at 9:35 am by Chair SL 3.

**APPROVAL OF AGENDA:** motion to approve Agenda: moved SL 23, seconded SL 19, approved.

**APPROVAL OF COUNCIL MEETING MINUTES OF:** March 4th, 2020. Motion to approve Minutes: moved SL 10, seconded SL 23, approved.

**OLD BUSINESS:**

**a) Maintenance:**

- lawn and gardening update - SL 19: the new gardeners have started work. After a few initial adjustments to their routine, things are well underway. Lawns and weeding are priorities, with gardens and bedding plants being tended to on alternate weeks;
- trees - SL 3: a tree professional will be brought in to look at some of the trees in the complex. The dead tree near SL 22 will be removed and replaced. A new tree will be planted in front of SL 15. A potted tree at SL 24 will be removed and replanted as it has growth infringing on a soffit. A tree at SL 11 needs trimming. Trees at SL 14 and SL 16 are suffering from ailments and will be inspected. A tree at SL 19 has raised roots growing close to the unit;
- cement - SL 3: work is scheduled to begin in the next while. Slabs will be repaired as well as places where the cement has broken up;
- fencing - SL 3: work around the complex is ongoing; posts from SL 14 - SL 17 need replacing and the divider between SL 6 and SL 7 needs repair;
- window repairs - SL 3: a window and two sliding glass doors at SL 18 and SL 20 are scheduled for repair;
- roofing - SL 3: our roofs and skylights are showing signs of deterioration and will need to be replaced sometime in the future. Council hired a roofer to assess our roofs and provide us with a quote. Plans will continue to be developed and reported on.

**b) Cancellations Due To Covid 19 Restrictions:**

- the garage sale and work party events usually held in the Springtime have been cancelled for the year.

**c) Renovations Reminder:**

- any renovations should be checked for deficiencies after the work is done. (ie. water seepage, electrical problems) Please make sure the work has been done right; insurance claims can be problematic.

**CORRESPONDENCE - SL 17:**

- \* to residents, notice of AGM postponement;
- \* to residents, notice of gutter inspection;
- \* from Credit Union, Annual Report;
- \* from contracting company, payment receipt;
- \* to insurance company - information needed, subsequent replies;
- \* from insurance company, further updates;
- \* from insurance company, invoice for coverage;
- \* to residents, notice of cancellation of AGM and proposed Waiver procedure;
- \* from SL 1, notification of approval of Waiver procedure;
- \* from SL 20, clarification of Waiver procedure, reply to SL 20;
- \* to residents, notification of Waiver procedure to take place;
- \* to SL 23, clarification in sending emails;
- \* from SL 20, receipt of waiver and voting forms;

- \* to residents, reminder of Waiver procedure deadline;
- \* from Credit Union, update on resources available;
- \* to residents, reminder of how to proceed with a complaint;
- \* from SL 21, concern that back lawn had not been mowed;
- \* from Credit Union, updates on support available;
- \* from SL 2, concern regarding late hour of lawn mowing;
- \* from insurance company, receipt of full payment;
- \* from realtor, request for confirmation of strata fee, confirmation given;
- \* from SL 20, request for repair of front window and rear sliding door;
- \* from potential buyer, request for clarification of age restriction;
- \* from SL 13, request for current insurance documents;
- \* from realtor, request for clarification of age restriction, clarification given;
- \* to webmaster, request to post current insurance documents online, reply that it was done;
- \* to residents, notice of roof assessor on grounds;
- \* from SL 20, request for update on glass repair, update given;
- \* from realtor, inquiries regarding website documents.

## FINANCIAL REPORT - SL 10:

### a) Monthly Statement to March 31st, 2020

Assets - Savings in Contingency Fund -	\$163 496.08	
Short-term Savings -	5 254.20	
Beginning Bank Balance -		\$13 112.21
Deposit - March 3rd, 2020 -		3 902.99
Total -		<u>\$17 015.10</u>

### Expenses - March 31st, 2020:

Bank surcharge -	8.00	
Bonnybrook - salt, snow -	244.13	
Kerbis Glass - repair -	334.24	
Fence replacement -	1 380.00	
Pest control -	276.15	
Gutter repair, cleaning -	275.00	
Gardener - soil, seed, fertilizer -	257.56	
Web maintenance -	75.00	
Total Withdrawal -	<u>\$2 850.08</u>	
Bank Total -		\$14 165.12

### b) Monthly Statement from April 1st, 2020 to May 1st, 2020

Assets - Savings in Contingency Fund -	\$163 496.08	
Short-term Savings -	5 256.06	
Deposit to Contingency Fund - May, 2020	15 000.00	
Beginning Bank Balance -		\$14 240.49
Deposit - April 17th, 2020 -	\$15 585.32	
April 21st, 2020 -	7 617.91	

April 30th, 2020 -	8 604.53	
May 1st, 2020 -	3 596.92	
Total -	<u>\$35 404.68</u>	\$49 645.17

Expenses - April 1st, 2020 - May 1st, 2020:

Bank surcharge -	8.00	
Gardener maintenance April -	945.00	
	945.00	
	68.25	
BFL Canada Insurance -	21 963.00	
Gibsons Copy Shop -	75.00	
Petty Cash Fund -	100.00	
Transfer to Contingency Fund -	15 000.00	
Total Withdrawal -	<u>\$24 104.25</u>	
Bank Total -		\$9 104.25

**c) Monthly Statement from to May 1st, 2020 to June 30th, 2020**

Assets - Savings in Contingency Fund -	\$163 817.17	
Short-term Savings -	5 257.81	
Transfer to Contingency Fund -	15 000.00	
Total Assets -	<u>\$184 074.98</u>	
Beginning Bank Balance -		\$22 044.00
Deposit - May 1st, 2020 -	\$ 3 596.92	
May 8th, 2020 -	192.18	
June 2nd, 2020 -	5 104.10	
Total -	<u>\$ 8 893.20</u>	
Chequing balance -		\$30 937.20

Expenses - May 1st, 2020 - June 30th, 2020:

Bank surcharge -	16 .00	
Gardener maintenance May -	945.00	
	945.00	
Gardener maintenance June -	945.00	
	945.00	
BC Hydro -	104.00	
L. Mosolanczki -	1 625.00	
Total Expenses -	-5 525.00	
Transfer to Contingency Fund -	-15 000.00	
Total withdrawal -	<u>- \$20 525.00</u>	
Bank Total -		\$10 412.20

**d) Motion to Approve Financial Report as Presented:**

\* moved SL 14, seconded SL 16, approved.

**NEW BUSINESS:**

**a) North Oaks Bylaws - SL 3:**

Council has resumed its review of our current bylaws. Discussions were opened regarding whether North Oaks should have a non-smoking bylaw. Council also considered clarifying the residential age requirement of our complex. A committee was formed to further examine these issues and consider the possible benefits of amendments. Note: any changes/additions to our current bylaws are subject to discussion and voting by residents at a Special General Meeting or an Annual General Meeting.

*\* We are saddened to learn of the passing of longtime resident, SL 1. On behalf of the entire North Oaks community, Council extends our sincerest condolences to the family. \**

**NEXT MEETING DATE:** the next meeting has been tentatively set for Wednesday, Sept. 16th, 9:30 am, at SL 3.

**ADJOURNMENT:** the meeting was adjourned at 11:14 am. Moved by SL 10, approved.