



PROPERTY  
MANAGEMENT

**COUNCIL MEETING MINUTES**  
**VIS 1983 – Dover Condominiums**  
**Held Thursday January 25, 2024 @ 6:00pm**  
**Via the Electronic Meeting Platform “Zoom”**

**Council in Attendance:**

Gary Crocker	Vice President
Joanne Hogan	Treasurer
Tanyia McGarrigle	Member at Large
Anne Townes	Member at Large
Ed Young	Colyvan Pacific Real Estate Management Services

**Regrets:**

Kim Bihari	President
Rick DeGroot	Member at Large

**1. CALL TO ORDER**

The meeting was called to order at 6:01pm.

**2. APPROVAL OF THE AGENDA**

It was **MOVED/SECONDED** to adopt the agenda as distributed. With all in favour, the motion was

**CARRIED**

**3. ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES**

It was **MOVED/SECONDED** to adopt the November 16, 2023, minutes as distributed. With all in favour, the motion was

**CARRIED**

**4. FINANCIAL REPORTS**

**Operating Statements** –Financial statements to December 31, 2023, were reviewed, which included a report on the following balances:

Operating Account: \$34,048.07	Contingency Reserve Fund: \$110,243.13
Window Replacement: \$141,236.39	Budget Surplus/(Deficit): \$32,885.95

Following review, it was **MOVED/SECONDED** to accept the financial statements for the period ending December 31, 2023. *With all in favour, the motion was*

**CARRIED**

**Report on Unapproved Expenditures** – Nothing to report at this time.

**Vancouver**

1325 - 1100 Melville Street  
Vancouver, BC V6E 4A6  
604 683 8399

**Nanaimo**

3 - 4488 Wellington Road  
Nanaimo, BC V9T 2H3  
250 754 4001



## 5. COUNCIL/COMMITTEE REPORTS

**Caretaker/Maintenance** – It was reported that there is a piece of bulging siding on 6715. The Strata Manager has contacted the caretaker to investigate. It was also reported that the front door lock on 6715 seemed to be broken. The Strata Manager contacted Gallazin to investigate. The lock required a new cylinder and the door required a new paddle handle. Garbage and recycling have been piling up in the garbage area. The Strata Manager contacted GFL and was told there was a breakdown. Residents are reminded to only put household garbage in the bin and cardboard needs to be broken down before being placed in the recycling bin.

**Report on Bylaw Contraventions** – It was **MOVED/SECONDED** to ratify the electronic decision to send a bylaw infraction letter to SL #8 for having a pet. *With all in favour, the motion was*

**CARRIED**

**Report on Litigation** – None to report at the time of the meeting.

## 6. BUSINESS ARISING

**EV Chargers Survey** – The Strata Manager reported to Council that approximately 25% of owners responded to the survey. Overall, owners seem receptive to acquiring charging stations. There will be a resolution at the Annual General Meeting regarding EV chargers.

**Window Project** – Updated quotes for window replacement are pending. Those windows which are in the worst shape, will be prioritized for replacement.

**A/C Installations** – Council continues to research and discuss the installation of these units. There will be a resolution at the Annual General Meeting for owners to vote on.

## 7. NEW BUSINESS

**Budget 2024/AGM** – Council discussed dates for the upcoming Annual General Meeting. A date has been set for February 29<sup>th</sup> at 7pm via Zoom. A draft budget was presented to council for review. There was discussion regarding the Contingency Reserve Fund and how to best collect for the projects that will need to be completed. The budget has been tabled until the next meeting of council.

## 8. CORRESPONDENCE

**SL #83** – The owner of this strata lot submitted an alteration request flooring upgrades. These alterations were approved by Council.

**SL #8** – The owner of this strata lot responded to the bylaw infraction letter. The animal in question is a therapy animal and the Strata Manager has requested the



paperwork for proof. Council has made the decision to fine the owner until the pet is removed and only then will council consider the application for accommodation.

**Chair Request** – An owner submitted a request for the strata council to purchase a chair to be placed in the lobby of each building. This will provide a place for residents sit while waiting for visitors etc. The Strata Manager will conduct research and report back to council.

**TELUS Pure Fiber** – An owner submitted an email requesting TELUS Pure Fiber. It has been determined that TELUS does not have the capacity at this time to be able to run fiber to each individual unit.

**Repairs/Garbage** – An email was received from an owner regarding a maintenance issue as well as the concerning mess at the garbage disposal area. Both of these items were addressed earlier in these minutes.

**Water Leak** – There has been a water leak from one unit to another. The owner of the unit below, which has sustained some damage, has asked the strata council to get involved. Unfortunately, this is not a strata matter and the owner has been advised to contact their insurance company.

## 9. ADJOURNMENT/NEXT MEETING

There being no further business, it was **MOVED/SECONDED** to adjourn the meeting at 8:25pm.

**The next meeting of Council will be January 31<sup>st</sup> at 6pm.**

**Minutes Prepared by:**

**Ed Young  
Colyvan Pacific Management Services  
On behalf of Council, VIS 1983**