

**COUNCIL MEETING**  
**Wednesday October, 15 2008, 3pm**  
**1<sup>st</sup> Floor Conference Room**  
**MINUTES**

Present: John Davies, President  
Tony Lum, Vice-President  
Mark Bentz, Director  
Guests: Owner SL317  
Terry Irving, Building Administrator

Meeting called to order at 3:15pm

Minutes dated September 11, 2008, were approved as presented.

1. Financials – Update AR, AP, CRF

A lien has been applied to one owner's property with 8 months unpaid fees. Three owners disputed late fees but did pay them.  
September financials were approved as presented.

**98% of all the strata fees are received on time. Only 2% of the fees are outstanding. OWNERS ARE REMINDED TO PLEASE PAY ALL FEES ON TIME. A \$50 fine is applied to each account that has an outstanding balance after the 15<sup>th</sup> of each month. All outstanding balances are subject to interest charges, legal and handling fees. Any payment received will be credited to the fines first then strata fees. Please contact the administration office if you have any questions.**

2. Boardroom Rules

Suggested amendments to the Boardroom Rules were considered by the Council. The Council did not accept these amendments.

3. Pest Control

There is an ongoing problem with mice in the building. All owners and tenants are reminded to keep their units clean and free of food crumbs and other attractions for vermin, as per Office Section Rule 1(c) & 1(d). All food-related units are required to provide legitimate pest control as per Retail Section Rule 1(d), (e) & (f).

4. Crown Roof Repair – Update

Extensive strategic discussion was held in camera.

5. Utilities

All owners and tenants are reminded to turn off non-essential equipment and interior lights, when exiting their unit at the end of the day.

6. Storage Rooms

There are five storage areas that are currently rented out by the strata corporation.

7. Toilet Repairs

The urinals in the men's washrooms on the first and second floors are out-of-order due

to cracks in the porcelain. This has caused leaking into the lobby area washrooms. New urinals are on order and will be installed as soon as they are received. Motion Approved: to pay for these repairs, approximate cost \$3400.00 + labour, out of the contingency reserve fund.

8. Christmas Party  
Plans are underway for the 2008 Christmas Party. Details will be forwarded in the near future.

The meeting was adjourned at 4:10pm.