



## CORNERSTONE PROPERTIES LTD.

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### STRATA 799

Regular Council Meeting Minutes  
 2:30 PM, Saturday January 14, 2017  
 Stone's Chalet #34, Mt. Washington

1. **Call to order:** 2:45

2. **Attendance:** Apologies from H. Turnham

3. **Approval of Minutes** of 2016.09.10 Meeting. MSC

4. **Matters Arising** from last Minutes:

4.1 – Update on closing summer and fall civil works. See 6.

4.2 – Various ongoing issues regarding Fire Project. See 9.

4.3 – Dog Off Leash Area Bylaw approved at AGM. Council to set budget. For the short trial period last season the cost was \$700. So far this season we have spent \$378.05.

Moved by Richard Meiner that: *799 strike an annual budget of \$2000 to operate the Dog Off Leash Area in the Village.* Seconded by R Shires. Carried.

There has been a dog attack issue this year arising from the Area, and now that the Area is “legal” by way of a Bylaw, Cornerstone was asked to seek further legal advice regarding liability. Councilor Fletcher already had advice a Dog Off Leash Area does not require fencing in BC.

5. **Correspondence:** Review of various administrative issues handled by B Shires and Cornerstone. Two issues of note:

5.1 – R. Shires already sent out an information sheet this season.

5.2 – Cornerstone sent out four fines regarding the Dog and Fireworks Bylaws. See New Business.

6. **Village Representative's Report:**

A Motion of Congratulations and Thanks was MSC for the excellent job the Village Representative and her team of Parking Lot Attendants did during the Christmas – New Year period. Very favorable comments were received from the public regarding the helpfulness of the Attendants.

6.1 – Partial resurfacing of Main Parking Lot and Upper Henry entrances was completed with blue crush. Two culverts were placed. Work completed within budget.

- 6.2 – Summer road brushing. Most of the planned work was completed, well within budget. Some further work will be required in the 2017 season.
- 6.3 – A new power pole and lights were placed at the Main Parking Lot Entrance and Fire Station. Most costs recovered from insurance after a motor vehicle accident in this area.
- 6.4 – Preparation for street lights for winter. Completed, slightly over budget because six lights had to be replaced. Four were upgraded to more energy efficient LEDs.
- 6.5 – Review of Ladder Fuel cutting program. Completed within budget.
- 6.6 – Signage. Completed within budget as planned. Some additional changes required because of theft/vandalism of some signs.
- 6.7 – Danger of snow slides from roofs. Several Village roofs are snow laden and pose some risk. The Village Rep will be closing off some roads when and as required.

## **7. Treasurer's Report:**

7.1 – Review of Arrears. Currently arrears are \$1225.89, all but \$380.24 coming from two traditionally poor payers. There are various small amounts being pursued because some owners who pay by annual cheque (thank you very much!) have not made adjustments for the slightly increased rates for this year. Please check you are paying the correct amounts. Contact Cornerstone or Bob Shires if you are unclear of your new rates.

## **8. Property Manager's Report:**

- 8.1 – For those not aware, the Property Manager attends all meetings. At each regular meeting he typically presents a thorough 20-25 page report.
- 8.2 – The Property Manager wished to draw attention to the developing problem with selling older homes due to asbestos content of drywall, insulation and other construction materials. Many home owners in BC have been shocked that when they go to sell older homes that new prospective owners are having trouble getting insurance. The message for Village residents is that if you are doing internal changes or upgrades anyway, endeavor to remove these offending materials if possible. Attached to these Minutes is a two page Information Sheet that Cornerstone is sending to all its clients.
- 8.2 – Financial reports to Dec 31 and 2017 year-to-date were reviewed. Everything is on course.
- 8.3 – More insurance details in Section 9.

## **9. Fire Project Report:**

- 9.1 – Fire Equipment Acquisition: – Virtually all equipment is in place. The order for one 3 inch swivel nozzle, costing \$2700, is in process. Council has decided not to proceed with the purchase of radios due to frequency allotment issues and this will shortly become a CVRD issue. CVRD has asked for a list of equipment that 799 owns, presumably with the intention of them taking over some of the gear for the new Fire Station to be built in 2017.
- 9.2 – Manual – Village Rep and D Zandee still working towards a final copy of the Manual in light of CVRD taking over. It may be worthwhile to post the Manual on the 799 website. Confidential information of contact names will of course not be included. The Manual has a good section on Prevention.
- 9.3 – Review of 911 issues. Authorities are making it impossible for the Village Rep to be notified via 911 if there is a fire in the Village. Other unofficial procedures are being considered. If you are reporting a fire call 911 and if you are able, please call Lana Blair at 250 218 0555.

9.4 – Review of 799 actions until CVRD gets going. R. Meiner will be contacting external authorities to review the status of fire reporting and fighting in the short term. The next Steering Committee Meeting will be held in March.

9.5 – Ladder Fuel cutting program. At this point no major work is planned for 2017, although there is a small budget for individual trees or issues.

9.6 – Village Rep is preparing laminated signs to be attached to all major firefighting equipment.

9.7 – 799 has endeavored to have volunteers download the free *whatsapp* to facilitate notification of a fire. To date few have done so, making it more difficult to contact volunteers in the case of emergency.

9.8 – Laminated signs for distribution to Owners were left pending till after CVRD takes over.

9.9 – 799 to purchase two snorkels. MSC a motion to proceed with the purchase of two snorkels at US\$1400 each, plus exchange and delivery. This is for the purpose of testing and demonstration.

9.10 – Fire course enrolment. 799 is reimbursing anyone who takes the online course. So far no one has enrolled. Contact Lana at [lane.blair@yahoo.ca](mailto:lane.blair@yahoo.ca) if you are interested.

9.11 – Insurance. Our insurance covers 799 volunteer fighters at Mt. Washington, in or out of the Village.

9.12 – The next fire practice is set for Saturday February 25 at 3:30 PM. Hopefully we can test a snorkel. Please contact Lana Blair by email or at 250 218 0555 if you are able to attend. Plan to bring other Members to observe.

9.13 – A submission was made by a Member recommending a fire fighting device called X-Tinguish FST. This is something individual members could purchase to protect their units. A demonstration could be arranged for the time of the AGM.

## 10. **New Business:**

10.1 – Following several illegal fireworks displays in the Village at New Years, two fines were levied thanks to the help of concerned Members. The standard fine for a Bylaw infraction is \$200.

10.2 -. Also because of complaints from Members, two fines were levied for Dog Bylaw infractions. There is a third fine being issued and there could be more this season as Members report dogs being off leash.

10.3 - Owners are reminded that renters should be made aware of Dog and Fireworks Bylaws as fines will go to the owner's premises regardless of who is at fault. Some owners are taking the fines out of damage deposits.

10.4 – Council approved adjustments to the Village Representative's Contract, incorporating the previously approved COLA provision. The Contract is effective November 1, 2016 and runs for two years.

10.5 – Council approved adjustments to the Grizzly Alpine Services Contract, incorporating a COLA provision. The contract is effective November 1, 2016 and runs for five years.

11. **Next Meeting:** April 1 at 3:30 PM at the Stone's chalet #34. This is the weekend the Ski Hill will close.

Thank you again Mike and Barb for hosting this and the next meeting.

12. **Adjournment:** 4:26 PM.

## **Asbestos Health & Safety**

Purpose: To ensure the safety of workers and the public when renovations are being conducted in buildings built prior to 1990.

Effective Date: October 20, 2016

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### **POLICY**

Once airborne, asbestos fibres can stay in the air for hours. Unprotected people breathe in the contaminated air which may result in serious health problems including lung disease and cancer.

The table on the next page shows potential sources of asbestos commonly used in residential construction until the late 1980s.

Cornerstone Properties Ltd. maintains a list of buildings built prior to 1990 that have areas that have been tested for asbestos. The Property Manager can check the list prior to renovations being conducted. If the area in question is not on the list, and the repair is being conducted in a building built prior to 1990 the following procedures as dictated by WorkSafe BC must be adhered to:

1. A qualified person or company must be contracted to perform a risk assessment and asbestos survey before conducting work where asbestos may be disturbed.
2. The qualified person inspects the house/building, collects representative bulk samples, and has the samples analyzed by a qualified laboratory.
3. The qualified person prepares a report that identifies all inspection results (including drawings, plans, or specifications), risk assessment, and scope of work for the abatement of the asbestos.
4. The report containing the inspection results is provided to the Property Manager and owner/employer. The inspection report must be available at the worksite whenever workers are on-site.
5. The owner or employer retains trained asbestos abatement workers; An NOP with written work procedures is submitted to WorkSafeBC before commencement of asbestos removal work.
6. Safe removal and disposal of identified asbestos occurs.
7. After the asbestos has been removed, the owner or employer receives written confirmation that the asbestos specified for removal on the NOP has been removed. A copy of the inspection report is on site.
8. The owner authorizes demolition, renovation, or salvage of the house/building to proceed. The contractor proceeds with the work following safe work procedures. Copy of inspection and post-abatement reports are on-site.
9. If any asbestos is found during demolition, renovation, or salvage, all work is to cease until a risk assessment is done and the asbestos is safely contained or removed. In this case, go back to step 6.

**Table 1: Asbestos Materials in Older Commercial, Industrial, and Residential Buildings**

Exterior	Interior insulation
<ul style="list-style-type: none"> <li>• Asbestos cement pipes (e.g., drain pipes)</li> <li>• Roof felting</li> <li>• Asphalt shingles</li> <li>• Soffit boards</li> <li>• Stucco</li> <li>• Asbestos cement siding</li> <li>• Brick mortar</li> <li>• Window putty</li> <li>• Deck undersheathing</li> <li>• Asbestos cement shingles</li> </ul>	<ul style="list-style-type: none"> <li>• Spray-applied insulation (acoustic and fireproofing)</li> <li>• Vermiculite (blown-in) insulation (e.g., in attics)</li> <li>• Paper backing on fiberglass insulation</li> </ul>
Flooring	Heating (HVAC) and ducting
<ul style="list-style-type: none"> <li>• Vinyl sheet flooring and mastic</li> <li>• Vinyl floor tile and mastic</li> <li>• Poured flooring/levelling compound</li> <li>• Asphalt flooring</li> </ul>	<ul style="list-style-type: none"> <li>• Furnace duct tape</li> <li>• Furnace/boiler insulation</li> <li>• Pipe (mechanical) insulation</li> <li>• Hot water tank insulation</li> <li>• Mastic</li> <li>• Asbestos rope and gaskets</li> <li>• Asbestos cement board</li> <li>• Asbestos cardboard insulation</li> </ul>
Walls & Ceilings	Other
<ul style="list-style-type: none"> <li>• Drywall mud</li> <li>• Plaster</li> <li>• Asbestos cement board</li> <li>• Textured coatings</li> <li>• Ceiling tiles</li> </ul>	<ul style="list-style-type: none"> <li>• Fireplace box and mantel</li> <li>• Artificial fireplace logs and ashes</li> <li>• Fire doors</li> <li>• Insulation on electrical wiring</li> <li>• Fire blankets</li> <li>• Chalk boards</li> <li>• Heat reflectors</li> <li>• Penetration firestopping</li> <li>• Candescent light fixture backing (pot lights)</li> </ul>

Note: This list does not include every product that may contain asbestos. It is intended as a general guide.