

Record of Meeting

by the committee of the Owners Corporation
of 17 Cormorant Street Bakewell NT 0832

Unit Plan NO. 2000/029

held
21st June 2022 5:00pm

at
The Community Room of the
MLA member for Brennan
in Palmerston. NT

Contents:

Agenda and Minutes of Meeting

5 Motions

Recorded and Compiled by
Secretary of the Corporation Lisa Cadd

Committee Meeting 21st June 2022

AGENDA

Item 1 - Present, Apologies, Declaration of a Quorum

Item 2 - Confirmation / Reading of previous minutes.

Item 3- Discussion arising from previous minutes

Item 4 Final report Verge project

Item 5. Report Unit 3 Isolation Valve

5.1 Review of Procedures

5.2 Discus possible Isolation valve Inspection / service of all units ?

Item 6 Repair of driveway entrance pavers

Item 7 Review recycle bins / blue bin /needs & requirement

Item 8 Discuss calling of a General Meeting /Agenda

Item 8 Other matters.

Item 9 - Close

Minutes of Meeting

Item 1 - Present, Apologies, Declaration of a Quorum

Attendance:

In Person

Lisa Cadd,
En Wang,
Peter Brady

By Proxy

Nil

Apologies

Nil

Also in attendance: Daniel Ferguson - *(Body Corporate Manager)*

Quorum

3 of 4 committee members in attendance Quorum declared.

Appointments - Recording Minutes

Secretary Lisa Cadd for medical reasons asked if someone else could record the minutes. Peter agreed to record the minutes

Item 2- Confirmation of previous minutes.

Minutes from the last Committee meeting held on 19th January 2022 were accepted.

Item 3 - Discussion arising from previous minutes

No discussion arising from previous minutes

Item 4 - Final Report on Verge irrigation Project.

Irrigation both sides of the drive way now completed. Seven sprinklers installed both sides. Each side with its own controller unit. Sprinklers adjusted to cover both the fence and roadside grassed areas. Each side distributing 180-200 litres of water over a 10 minutes period around 5:30 am and again 5:30 pm each day. At current water rates that works out to \$0.80 per cycle over the 178 days of the dry season which works out to approximately \$142 per year. Whether we adjust the cycle times or not will depend upon effectiveness of current settings.

To install irrigation to cover old and new verge area we got 4 quotes all over \$3,000 in the end we did it ourselves for a total cost **\$469.04** Most of the work done by Peter himself.

Item 5- Report on Isolation Valve Unit 3

Overview: Unit 3's isolation valve could not turn off water supply to unit.

Because the unit had water supply and because water could still be turned off at mains if a situation eventuated that required it be shut off, it was not considered an emergency. Given evidence from a NTCAT ruling in 2021 committee accepted that the isolation valve is a body corporate responsibility and asked for quotes to be obtained to have the valve repaired or replaced .

Castle contacted Complete Plumbing to provide a quote. In doing this the plumber found there was no washer in the valve so put one in while he had the valve apart. Only to find that having done so there was no water supply to unit. Inexperience lead the plumber into thinking the washer had gone up the pipe blocking the pipes and called Top End leak Detection to unblock the pipes. Turns out there was no blockage and the valve had been original installed upside down. Being upside down is not a big issue for plumbers that have come across this before. The fact that the valve is installed upside down does not affect the functionality of the valve itself , however it does require that the washer move with the spindle. There is a number of ways of ensuring that modern popular washers move with the internal spindle, however this young plumber had not come across this before. The plumber from Top End Leak Detection had and replaced the washer so it moved with the spindle and now the valve is operating fine. Complete plumbing accept that inexperience lead to the incorrect diagnosis of the problem and covered the cost of Top End Leak Detection themselves and also reduced the invoice charge.

5.1 Review Procedures.

Initially committee thought that procedure of obtaining quotes had not been followed. As they didn't receive any quotes just an invoice for the works carried out. However, Castle did ask the plumbers to quote on the job but in quoting they incorrectly diagnosed the problem which resulted in no water supply to the unit and thus felt they need to rectify this and restore water supply.

This was an unusual set of circumstances and committee are satisfied that correct procedure for obtain quotes on non-urgent jobs remains intact.

5.2 Discus possible Isolation valve Inspection / service of all units ?

The isolation valves have been and accepted as body corporate responsibility and it has been suggested that other valves in the complex may also have been installed upside down.

Motion : It was proposed that committee should arrange for an inspection of all isolation valves to ensure all are in good working order and to note which are upside down ,and that the appropriate washer and spindle rubber seals are in place.

Carried

Item 6 - Repair of driveway entrance pavers

The cheapest quote for concreting top two meters of driveway costs nearly four times the amount to have pavers replaced again. One of quotes to replace pavers was from Smart Paving. Pty Ltd

Their quote \$715 is valid till 30th June 2022. It was agreed that we would attempt to replace pavers again, if that failed again due to problems with sub straight we would revisit the option to concrete.

Motion: to contact Smart Paving Pty Ltd to verify they can obtain the same size pavers and if confirmed accept their quote .

Carried.

Item 7 Review recycle bins / blue bin /needs & requirement

Motion *One blue bin from down syndrome only.*

Lisa to arrange for excess to be placed in empty yellow bin and notify down syndrome prior to collection.

Carried

Item 8 Discuss calling of a General Meeting /Agenda

Need to call a general meeting to address pet permission.

Recently it was identified that Unit 10 had 4 dogs in residence, 2 of which were only there temporarily they belonged to their visitors, however, it was again pointed out by Castle that we have no policy in place regarding pets apart from the the default "Articles of Corporation." Which requires owners to have documented permission from the body corporate to have a particular animal. The issue has been identified by the committee as one that needs to be addressed. And that its a 'Body Corporate' decision not a committee decision. Castle to assist in drafting the conditions of the pet permission agreement. Castle has been asked to draft a letter outline the vote requirement and process of voting without necessarily attending.

Motion That committee present Body Corporate with a proposal to address permissions for dogs and cats only subject to conditions and then call for body corporate to accept or reject the proposal via a general meeting vote.

Carried

Motion: that the pet permission proposal and conditions be confined to dogs and cats only and all other animals to still require individual authorisation from a majority decision of the Body Corporate.

Carried

Item 8 : Other Matters

Noted that other matters marked to be addressed have been covered above.

Item 9 Close

The meeting was closed at 6.10pm