

**IMPORTANT INFORMATION** Please have this translated

**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

**INFORMACIÓN IMPORTANTE** Busque alguien que le traduzca

**CHỈ DẪN QUAN TRỌNG** Xin nhờ người dịch hộ

**重要資料** 請找人為你翻譯

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

**알려드립니다** 이것을 번역해 주십시오

**ਗੁਰੀ ਜਾਣਕਾਰੀ** ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਕਰਵਾਓ

## **STRATA COUNCIL REPORT STRATA PLAN BCS 907 – VILLA JARDIN**

**DATE HELD:** TUESDAY, MARCH 29, 2011  
**LOCATION:** LIBRARY, VILLA JARDIN,  
6833 STATION HILL DRIVE,  
BURNABY, BRITISH COLUMBIA  
**CALL TO ORDER:** 7:00 P.M.

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**Council in Attendance:**

Erna Krische	#2201	PRESIDENT
Dean Denis	#701	VICE PRESIDENT
Yuefei (Eric) Xu	#801	TREASURER
Selina Collins	#408	

**Regrets:**

Gene Chiang	#802
Dmitry Itskovich	#1003
Logan Yau	#1005

**Also in Attendance:** Linda MacSeafraidh, Stratawest Management Ltd.

**(1) CALL TO ORDER**

The Meeting was called to order at 7:05 p.m. by Strata Council President, Erna Krische.

**(2) PREVIOUS MINUTES**

It was noted that last's month meeting was a report only as only three Council Members were in attendance. As a result, approval of the minutes of the meeting held January 25, 2011 is carried forward to this meeting for formal approval by a quorum of Strata Council. It was,

**MOVED AND SECONDED (Collins/Denis)**

To approve the Minutes of the Strata Council Meeting held January 25, 2011 as previously circulated.

**CARRIED UNANIMOUSLY**

It was,

**MOVED AND SECONDED (Collins/Denis)**

To approve the Strata Council report of February 22, 2011 as previously circulated.

**CARRIED UNANIMOUSLY**

**(3) REPAIR PROJECT**

**a) Project Update**

Erna Krische advised there would be a meeting held April 6, 2011. The in suite inspections are continuing. Much of the remainder of the work is weather dependent. Further investigation is needed into certain areas of the building exterior. This will also be discussed at the April 6, 2011 meeting.

- b) **Arrears**  
The Special Levy payments have been collected. There is one Strata Lot Owner in arrears. Formal correspondence will be issued and a lien placed if there is no other option.
  - c) **In Suite Repairs**  
A few minor items are outstanding on repairs to suites damaged as a result of a deck not being waterproofed properly. It is hoped this work will be carried out shortly.
  - d) **Blind and Window Concerns**  
An Owner raised a concern about blinds that were improperly installed by the developer and the integrity of a window. Strata Council is considering the matter and will request RDH Building Engineering to provide input. The Owner is also concerned about a stain on a hardwood floor. The matter will be further investigated with the assistance of RDH.
  - e) **Correspondence**  
Two Owners issued correspondence expressing concern about access to units. Strata Council expressed their concern and directed that action be taken.
- (4) **CARETAKER REPORT**  
Strata Council reviewed the report submitted by the Caretaker and accepted same.
- (5) **UNFINISHED BUSINESS**
- a) **Elevator Repairs**  
The new motor has been installed. On the first day of operation there were problems noted. The governor was replaced and the new elevator motor is now working well. The new motor is significantly larger than the original motor and is expected to be reliable. The motor that was taken out has been left in the elevator room. The insurance company requested rights to salvage the old motor when the claim to replace the motor was approved. Due to the difficulty and weight of removing this motor down two flights of stairs from the elevator machine room, the insurer was advised they were welcome to the motor but must arrange for removal themselves.
  - b) **Generator Servicing**  
The generator was serviced by Finning for the first time. Finning had to re-attend twice in order to attend to details that were left undone, causing a trouble alarm on the fire panel. Strata Council was concerned about the lack of attention to detail and suggested that another service provider be located and that Finning be monitored in the meantime.
  - c) **Water Leak**  
A very slow water leak was discovered in the common area above a unit's ceiling. A common area pipe was repaired. The Owners are thanked for their patience during this process.
  - d) **Sealed Unit Repairs**  
A quote was received for replacement of a failed sealed unit. Strata Council directed that the work be carried out.
  - e) **Fire Safety Inspection**  
The repairs noted during the fire safety inspection will be carried out on April 4, 2011. The suites that were missed will be notified and access will be attempted.

(6) **FINANCIAL REPORT**

a) **Financial Statements**

Strata Council Treasurer, Eric Xu reviewed the Financial Statements up to December 2010 and January 2011. There being no concerns, it was

**MOVED AND SECONDED (Xu/Denis)**

To approve the Financial Statements for the months of December 2010 and January 2011.

**CARRIED UNANIMOUSLY**

(7) **CORRESPONDENCE**

Correspondence was received from an Owner suggesting improvements to the P1, P2 and P3 elevator lobbies. Strata Council advised the matter would involve an alteration to Common Property which would need to be done at an Annual or Special General Meeting but would consider the matter in the meantime.

Correspondence was received from an Owner expressing concern about security and urging Owners, residents and occupants to be diligent about the security of the building.

(8) **COMMITTEE REPORTS**

a) **Gardening Committee**

The Gardening Committee representative, Erna Krische noted that improvements to the gardening were already noticeable.

(9) **NEW BUSINESS**

a) **Water Leak**

Gordon Latham's Ltd. attended in response to concerns about the lack of hot water in the building. After a thorough investigation, it was determined that a main riser had fallen into a pressure reducing valve. The riser was not properly secured at original construction. The resultant repair required the building's main water system to be shut down for a large part of the day. The repairs have been carried out. Strata Council requested details on the invoice for the investigation work and an estimate for the final repair bill.

b) **Pressure Reducing Valve Maintenance**

Gordon Latham's Ltd. provided a proposal to maintain the pressure regulating valves. The quote included six pressure regulating valves in the building and the work will be carried out once per year at a cost of \$1,650.00. Strata Council also reviewed a proposal to repair the isolation valve at the hot water pressure reducing valve on the 15<sup>th</sup> floor. Strata Council requested that it be determined if a reduction in cost for this work could be negotiated if the work is done in conjunction with the servicing of the pressure reducing valve itself. Furthermore, a third quote to insulate the new hot water tank lines in the boiler room be included as part of the overall work being carried out.

c) **Parking Garage Cleaning**

A quote was received for approximately \$1000.00 to hand clean the parking garage using brushes and brooms and a hose. The membrane in the parking garage is compromised and cannot be pressure washed. Strata Council directed that the work proceed.

d) **Repairs to the Parking Garage**

One hundred lineal feet of the parking garage will be water proofed at no charge to the Strata Corporation. The company involved wishes to demonstrate the qualities of the new product. RDH Building Engineering is aware of the product and feels it may be well suited to the repairs required.

e) **Paving Stones**

Paving stones in the driveway, walkway and the rear of the building need repair. This will be carried out when the remediation project is complete.

f) **Earthquake Preparedness**

Strata Council President, Erna Krische reviewed some documents advising on earthquake preparedness. Management advised they would be attending a conference on earthquake and insurance requirements shortly. The matter was deferred to the next meeting.

g) **Meeting Date**

The next meeting is scheduled for May 31, 2011.

(10) **ADJOURNMENT**

There being no further business, it was

**MOVED AND SECONDED (Xu/Denis)**

To adjourn the meeting at 8:35 p.m.

**CARRIED UNANIMOUSLY**