

STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC

Held: Monday, June 8, 2009
In: Suite #51, thanks to Zee Cjthamlova

PRESENT:	Rik Jespersen	President
	Zee Cjthamlova	Treasurer
	Glenn Wagner	
	Graeme Hooper	
ON SITE:	Ferentz Schmidt	
REGRETS:	Daniel Joffre	
MANAGING AGENT:	Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation	

CALL TO ORDER

The meeting was called to order at 7:15 p.m.

Onsite Report

Ferentz attended the meeting and provided an update on the various repairs and maintenance items at the building, as follows:

Building Security: Ferentz reported conducting a walk about with the police who commended on the lighting and the newly installed back gate. Council notes that the lighting and gates, have appeared to discourage intruders.

Council requested Ferentz provide council with a list of duties that will be performed by him as the on site contact. Ferentz also confirmed that he will be considered as the full time on site contact and will be the first contact during off hours and emergencies.

MINUTES OF THE PREVIOUS MEETING

It was **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held on February 9, 2009 as distributed. **MOTION CARRIED.**

BUSINESS ARISING

The following items were approved for action:

Security Upgrade and Installation:

Council notes that additional **lighting** has been installed in the following areas to increase security:

- fluorescent lamp by the electrical room door
- lighting at the East garage door
- lighting at the mail box area

As well, the back gates were installed;

- Garage gates were repaired

Zee notes that with the installation of the lighting and back gates it has discouraged intruders from wandering through the complex.

Landscaping: The landscape committee is looking for volunteers, if you are able to volunteer your time, please contact Ferentz.

Lack of Heat: The strata agent presented council with a report from Blue Mountain Services Ltd., to correct the lack of heating in some areas of the complex. The report recommends that all the units that do not have proper air elimination systems, have these units installed. The report identified a second cause in the building to the lack of an air separator in the boiler room at the supply line from the boiler. The strata agent reported that she will be receiving quotes for the work recommended by Blue Mountain. Council will then meet to review the quotes and will bring forward its recommendation to owners at the upcoming Annual General Meeting. Council would like to express its thanks to the owners of suites for their patience over the last several months while efforts were made to restore heat to their units. Council notes that each time the technicians attend it costs the strata corporation. Council also notes that this may be a major repair and in order to avoid future repair costs it may become necessary to raise funds through a levy to eliminate the lack of heat in units before the winter.

Parkade Leak: (Repeated from previous minutes) Ferentz reported that he is in the process of getting Uwe to re-inspect and provide a written report on the source of the leak in the parkade. The strata agent reported that two quotes from Weststar Restoration and Pacific West Plumbing were obtained in 2008. Please note that there are leaks in the parkade. Please report any leaks immediately to the strata agent. As well, please note, that by parking in stalls that leak, the resident in question is taking the risk and the strata corporation will not be held responsible for any damage sustained to vehicles. A leak at stall number 10 will be repaired.

Fireplaces/Chimneys: The strata agent presented council with a report from Vancouver Chimney in regards to the fireplaces and chimneys. The report expressed some serious concerns as follows:

- Chimneys have not been cleaned in years, fireplaces and chimneys must be cleaned/inspected annually as per fire code.
- There appears to be more chimneys at the complex than fireplaces on the list provided.
- It is noted that some fireplaces have been removed from the units; if this is the case the chimneys should also be removed or capped off properly to limit the water damage that may still be occurring.
- A few chimneys have been incorrectly capped with the wrong materials. It is noted that one chimney has a cap that is suitable only for gas burning appliances. Some chimney caps are broken.
- Some of the interior chimneys are showing water stains and the flashing needs to be resealed.

To ensure that these fireplaces are useable, a proper cleaning and inspection needs to be done for all of the units with existing fireplaces and ones that have been removed. Safety and replacement options were discussed and suggestions on how to do this were outlined in the report as follows:

- Owners that have fireplaces please advise in writing whether you intend on using your fireplace or if they would like the units capped off from the top.
- Owners that have fireplaces that you would like to use, note that these will need to be inspected and cleaned.
 - At one of these units, the technicians from Vancouver Chimney will take apart the fireplace assembly, including some of the stove pipe, to make sure that it is still intact and safe for use.
 - The inspection will include running a camera the length of the fireplace flue to ensure that there is no damage in the line.
- For the owners who do not want to use the fireplace, the top section of chimney will be removed and the chimney opening will be capped off with a flashing piece. It is advisable that these owners also remove the fireplace from the home as well.

As for pricing:

- For cleaning and inspecting the fireplace and chimneys with a camera, the charge will be \$160 each.
- For capping off and repairing the chimney tops, the charge will be between \$150 - \$200 each.
- Owners with fireplaces please contact the strata agent in writing.

Planters: Ferentz reports that three planters have been identified as leaking, Ferentz will arrange to empty these and inspect the membrane beneath. Estimates will be requested from Weststar on the planter project dig out. Once estimates are obtained, the engineer, a membrane specialist, and Weststar will meet with Ferentz and council to discuss the leaks in the garage and options to repair will be discussed.

Building Repairs & Maintenance: The strata agent advised that there have been several ongoing repairs in the building; some repairs were from leaks that resulted in damage within the units. Owners are reminded to ensure that the drains on decks and roof decks are cleared of debris.

PST on Windows: The PST for the windows in the amount of \$6,598.61 is to be paid to Stucco Doctor; funds will be transferred from the Contingency Reserve Fund to pay for this invoice.

Janitorial & Owner Frequent Complaints: Council reviewed complaints from an owner in regards to the cleaning duties. Council reviewed the duties and agreed that the duties have been carried out as per the contract.

FINANCIAL STATEMENTS

1. **Financial Statements:** The strata agent presented the financial statements for the periods ending May, 2009. The strata agent also summarized the statements, informing council that due to the number of repairs and maintenance items, the strata is running into a deficit. The strata corporation has borrowed funds from the Contingency Reserve to meet some of its commitments as follows:

- PST on Windows
- Vehicle Claim
- Extraordinary expenditure on lack of heating

- Leaks in various units from the roof decks.

Following review a motion was **MOVED** and **SECONDED** to approve the statements for February, March, April & May, 2009. **MOTION CARRIED.**

2. **Accounts Receivables:** Council reviewed the accounts receivable report presented by Ascent.
3. **Parkade Repair Levy:**

All owners are reminded that Parkade Repair levy payments were due on April 1, 2009. Any account not paid in full by that date will be considered delinquent and subject to late payment fines and other action.

NEW BUSINESS

Garbage/Re-Cycling: Please be reminded that garbage/re-cycling items must be deposited in the appropriate bins. Re-cycling must be disposed as per the guidelines set up by the re-cycling company and if they are not, the recycling items will not be picked up. Recently it has been noted that residents habitually dump large items beside the dumpster. Council wishes to remind owners to use this available service and contribute to a pleasant environment for the enjoyment of all residents. Please note that failure to comply will result in increased costs and if identified, owners will be charged for the removal of large items.

Spring Cleaning: Council extends its thanks to all those who volunteered with the spring cleaning.

Unlicensed Vehicles: Residents are reminded that proof of insurance must be displayed in your vehicle. Please note that if proof of storage insurance is not displayed, as this is a requirement of the strata corporation's insurance and required by the Fire Department, vehicles may be towed.

Rental Bylaw: Council discussed proposing a bylaw restricting the number of units that will be allowed to be rented, at any given time, within the strata corporation.

Rentals: Form K: Residential Rentals

Owners are reminded that each time a tenancy change occurs, a Form K must be submitted to us with information on their new tenant. Failure to submit a Form K for each change in tenancy will result in a \$200.00 fine. Please note **bylaw 43** which states:

Prior to possession of a strata lot by a tenant, an owner must deliver to the tenant the current bylaws and rules of the strata corporation and a Notice of Tenant's Responsibilities in Form K.

Within two weeks of renting a strata lot, the landlord must give the strata corporation a copy of the Form K - Notice of Tenant's Responsibilities signed by the tenant, in accordance with section 146 of the Act.

NEXT MEETING DATE

The next meeting is scheduled for Monday, August 24, 2009 at 6:30 p.m. in unit #51.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:50 p.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' Strata Plan VR 546

Maxine Dias
Strata Agent

| MD/jb

PLEASE NOTE

If you list your property for sale, you may be requested to produce for the prospective buyer at least two years of Strata Council Meeting minutes and Annual and Special General Meeting minutes. Therefore, it is recommended that you retain your minutes. Photocopy charges will apply to obtain additional copies.

Ascent Real Estate Management Corporation – 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
Phone: **604-431-1800** Fax: **604-431-1818** Email: ascent@ascentpm.com Website: www.ascentpm.com

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC**

HELD: Tuesday, September 22, 2009

IN: Suite #51 courtesy of Zee Cjthamlova

PRESENT: Rik Jespersen *President*
Zee Cjthamlova *Treasurer*
Glenn Wagner
Graeme Hooper
Daniel Joffre

ON SITE: Ferentz Schmidt

MANAGING AGENT: Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation

CALL TO ORDER

The meeting was called to order at 8:10 a.m.

MINUTES OF THE PREVIOUS MEETING

It was **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held on June 8, 2009 as distributed.

MOTION CARRIED.

ON-SITE REPORT

Ferentz attended the meeting and provided an update on the various repairs and maintenance items at the building, as follows.

Building Report: Ferentz provided council with a report on work that was completed at the building, such as meeting with various contractors to obtain quotes for the planter replacement, domestic hot water issues, electrical issues at the rear of the complex, etc. In addition, Ferentz reported on the garage clean-up and several repairs that have been completed to units. Further repair and maintenance items were brought forward for future consideration.

BUSINESS ARISING

The following items were approved for action.

1. Building Repairs & Maintenance:

- a. **Unit 61:** Reported a leak which was sourced to deteriorated roof flashings. The flashings have been replaced.
- b. **Unit 63 & 56 & 34:** A plumbing leak was reported and repaired.
- c. **Unit 12:** Stairs to the front entrance have been repaired.
- d. **Unit 8:** Radiator leak has been repaired.
- e. **Unit 9 & 24:** Door frames to be repaired due to water penetration.

2. **Landscaping:** Council extends its appreciation to the chair, Norma-Jean, as well as to the other members of the gardening committee for their work to date. Council is also very appreciative of the owners who helped with the stream bed feature beside the sidewalk at Laurel Street.

3. **Lack of Heat:** Over the last few weeks there have been intermittent hot water outages. The technician reports that this is the result of a repair that was done to the domestic hot water boiler. The technician was on site to clean out the vent stacks and the actual boiler, as well as to re-adjust the gas vents. This increased the air flow and improved the performance and longevity of the domestic hot water boiler. It appears that once completed, the increased air flow in the boiler vent was shutting down the pilot light. The technician was called in to monitor and adjust the boiler and replaced a thermal sensor switch which was believed to be causing the hot water to be intermittent. With this adjustment the technicians assured that the hot water will remain constant. The report also recommends the installation of a spiral heat vent at a cost of approximately \$8,000. The situation will be monitored and if it continues, the vent will be installed. Funds will be transferred from the CRF to pay for the installation if necessary.
4. **Planters/Parkade Leak:** Council reviewed quotes for the restoration of the three planters which have been identified as leaking in the courtyard. Following review and discussion, it was **MOVED, SECONDED** and **CARRIED** to accept the quote from Weststar Restoration.

MOTION CARRIED.

Weststar has started the planter project this week to help eliminate leaks in the parkade. The work will be on-going for 10-12 days, weather permitting. Council discussed attempting to save as many plants as possible and priority will be given to saving the plants. The main concern was the large magnolia tree. Ferentz reported that two arborists were consulted in regards to the removal of the magnolia tree; however, following inspection both arborists declined to take on the task. Ferentz is in the process of contacting other arborists to provide a professional assessment. Please be reminded that during this repair some of the common breezeways will be narrowed to allow a spot for the soil to be placed while the project advances, which will be temporary. Council wishes to thank the residents for their patience while the workers are on site.

5. **Fireplaces/Chimneys:** The strata agent presented council with a report from Vancouver Chimney in regards to the fireplaces and chimneys.

To ensure that these fireplaces are useable, a proper cleaning and inspection needs to be done for all of the units with existing fireplaces and ones that have been removed. Safety and replacement options were discussed and suggestions on how to do this were outlined in the report as follows:

A thorough inspection of the fireplace at unit #66 was conducted on August 8th. The fireplace and chimney in this unit were taken apart. The technicians discovered that the chimney itself is a single walled black stove-pipe. The technician also indicated that the chimney from the roof up appears to be double walled. The main area of concern for these fireplaces and why they do not meet current code and standards is because the acorn fireplaces themselves are not properly installed. These require a clearance from combustibles between 36 inches for a shielded appliance and 48 inches for an unshielded appliance. These fireplaces are unshielded and none of the fireplaces that were inspected had those clearances. The report further states that based on the lack of clearance of the fireplaces, it is unsafe to use and should not be used until the proper clearances are made. As the fireplaces are the owner's responsibility, the strata agent will obtain a quote for this correction and provide the owners with the pricing. Chimneys that are not in use will be capped off as per the recommendation from the chimney inspection.

6. **Window Repair:** It is reported that the window along side of unit #44 sticks out onto the walkway toward the garage and could injure someone. As well, unit #20 reported a broken window hinge. Both of these items were referred to Stucco Doctor and Uwe for repair. Council asked that all windows protruding onto the walkways be adjusted to avoid injury. The suggestion from the window installer was to install a screw into the hinge to act as a restrictor so the vents cannot be opened very far. The company also requested a picture of the problem hinge for unit #20. Ferentz volunteered to inspect and install restrictors as required. The strata agent to arrange for the repair of window at unit #20.
7. **Uninsured Vehicles:** Council wishes to remind owners that the bylaws and master insurance policy for the strata corporation requires all vehicles to be insured with at least off-road vehicles type insurance containing third party provision. Any owners in violation of the bylaw may be fined and the uninsured vehicles towed at their expense.

Council would also like to remind owners that only bikes and tires are permitted to be stored in the parking stalls due to insurance requirements and possible fire hazards. Owners and residents that continue to store items other than bikes and tires in their parking stalls will risk having their items removed by the strata council and will have the removal fee of \$200.00 charged back to their strata lot.

8. **Planning for the Annual General Meeting:** Council discussed budget and resolutions to be presented at the upcoming Annual General Meeting. The budget will contain a separate line item for snow removal. The AGM is booked for Saturday, October 31, 2009. The meeting is held on a Saturday as a special consideration; therefore, in the future, meetings will not be held on weekends.

FINANCIAL STATEMENTS

1. **Financial Statements:** The strata agent presented the financial statements for the periods ending August 2009. The strata agent also summarized the statements, informing council that due to the number of repairs and maintenance items the strata is running into a deficit. The strata corporation has borrowed funds from the Contingency Reserve Fund to meet some of its commitments.

Following review, a motion was **MOVED** and **SECONDED** to approve the statements for June, July & August, 2009.

MOTION CARRIED.

2. **Accounts Receivables:** Council reviewed the accounts receivable report presented by Ascent.

All owners are reminded that strata fees and levy payments must be made in a timely manner. Any account not paid in full will be considered delinquent and subject to late payment fines and other action.

CORRESPONDENCE

Council reviewed correspondence from owners and directed the strata agent to respond accordingly.

NEXT MEETING DATE

The next meeting will be the Annual General Meeting and is scheduled for Saturday, October 31, 2009 at 9:30 a.m. at the Holiday Inn on Broadway.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:30 p.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' Strata Plan VR 546

Maxine Dias
Strata Agent

MD/an

If you list your property for sale, you may be requested to produce for the prospective buyer at least two years of Strata Council Meeting minutes and Annual and Special General Meeting minutes. Therefore, it is recommended that you retain your minutes. Photocopy charges will apply to obtain additional copies.

**ANNUAL GENERAL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC**

HELD: Saturday, November 28, 2009

PLACE: Oak Room, Holiday Inn, 711 West Broadway, Vancouver, BC

MANAGING AGENT: Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation

REGISTRATION

Owners were asked to sign next to their strata lot on the registration sheet provided in order to establish a tally for the quorum.

CALL TO ORDER

The meeting was called to order at 9:45 a.m. by the Council President, Rik Jespersen.

QUORUM REPORT

The strata agent advised that there were twenty-six (26) owners represented in person or by proxy and the meeting was declared competent to proceed.

PROOF OF NOTICE

The Notice of Call was delivered in accordance with the provisions of the *Strata Property Act of British Columbia*. A motion was **MADE** by unit #18 and **SECONDED** by unit #22 to accept the Notice of Call as presented.

MOTION CARRIED.

MINUTES

It was **MOVED** by unit #13 and **SECONDED** by unit #18 that the minutes of the Annual General Meeting of October 2, 2008 be adopted as distributed.

MOTION CARRIED.

INSURANCE COVERAGE REPORT

The strata agent advised owners that the Insurance Coverage Report must be submitted with each Notice of Call pursuant to the *Strata Property Act of British Columbia*. The policy was briefly explained and owners were advised that they are responsible to carry their own insurance for contents, betterments and improvements. The strata agent encouraged all owners to retain this document for their personal files. The strata agent briefly explained that owners have an obligation to repair and maintain their unit and to make certain of the following:

- Is their insurance appropriate: Is the repair of the strata lot, such as flooring, carpeting, walls and cupboards covered by the policy?
- Is their insurance adequate: Does the policy amount fully cover the strata corporation's deductible?

The agent informed owners that the Limits of Liability on the building have been increased and that in order to ensure that the strata are insured for full replacement value, an appraisal of the property is being completed

annually. Further, the strata agent stated that Ascent has negotiated a master insurance contract with CMW Insurance Brokers, which has resulted in significant savings per annum to the strata corporation.

PRESIDENT'S REPORT

Council President, Rik Jespersen, summarized the activities of the past 12 months, noting that council had a busy year. The council members worked together well and moved ahead on a number of items, especially the heating and hot water which appears to have chronic problems and proved to be extremely challenging. Rik further explained that there is an increase in the proposed maintenance fees; this is partly due to unexpected problems and partly due to a need to maintain the asset value of the property. He went on to explain that there is a deficit, and it is being suggested that this be eliminated by means of a special levy. Further, there were break-ins in the parkade, lighting was upgraded, all doors to the parking lot were replaced and an ICBC claim was paid out to an individual. He further stated that each member of council had an area of responsibility which allowed the work load to be shared equitably. This approach proved to be successful.

Rik then thanked each council member, Ferentz and William, and each and every owner who volunteered their time and energy in helping with the maintenance of the complex.

BUDGET APPROVAL

The budget was presented and opened for discussion.

The strata agent, Maxine Dias, explained that the proposed budget represented an increase in strata fees. She then detailed each line item for the owners and responded to owner inquiries. She also stated that a copy of the year end financial statement was included with the agenda package and asked if anyone had any questions. The increase in maintenance fees was then explained, which is a result of the increase in repairs and maintenance, unexpected problems and the need to maintain the asset value of the property.

An owner suggested amending the budget to reflect an increase to the on-site caretaker. A motion was **MADE** and **SECONDED** to amend the annual amount from \$6,000 to \$6,600. A vote was held on the amendment.

MOTION CARRIED.

Following a question and answer period, it was **MOVED** by unit #54 and **SECONDED** by unit #35 to approve the budget as amended.

MOTION CARRIED.

All owners are reminded to refer to the attached strata fee schedule and ensure that proper arrangements are made for the payment of strata fees. Please note that there is an increase in the strata fees and a strata fee adjustment will be required for September, October, November and December, 2009, as the Strata Corporation's fiscal year commenced September 1, 2009. If you currently pay your strata fees by pre-authorized payment, the adjustment will be debited from your account. Owners who have submitted post dated cheques must ensure that new cheques are submitted to reflect the increase in strata fees.

RESOLUTION #1 – ¾ VOTE 2007 OPERATING SURPLUS/DEFICIT

Preamble:

As per section 105 of the *Strata Property Act*, the strata corporation must address any operating budget surplus or deficit during the next fiscal year. This resolution would satisfy that requirement by transferring prior years' surplus to offset the deficit for the 2009 fiscal year. The exact amount of the deficit is \$6,533.94.

WHEREAS, it is anticipated that there may be a deficit in the 2008/09 operating budget, strata council recommends that the shortfall be covered by transferring funds from the prior years' surplus fund rather than raising a special assessment.

THEREFORE, BE IT RESOLVED, that the owners of Strata Plan VR 546, "Laurel Court", agree to cover the shortfall from the 2008/09 operating budget from the prior years' surplus.

The agent explained that rather than burden the owners with a levy, the recommendation is to offset the deficit from the prior years' surplus. There being no further discussion, a vote was held on the resolution.

MOTION CARRIED.

RESOLUTION #2 – Domestic Hot Water Boiler

Preamble:

Over the last few months the building has been experiencing severe heating and issues with the lack of hot water. After months of dealing with this intermittent heating, the plumbers recommend the installation of a spiral vent for the domestic boiler, which may resolve the heating and hot water issues. In the event that this fails the strata corporation will need to consider boiler replacement.

WHEREAS. The Owners' Strata Plan VR 546 "Laurel Court" (the "Strata Corporation") is responsible for managing and maintaining the common property and common assets of the Strata Corporation for the benefit of the owners;

AND WHEREAS, the Strata Corporation has a statutory duty to repair and maintain the common property and common assets;

AND WHEREAS, it is deemed advisable for the Strata Corporation to undertake certain repairs to the common property, including without limitation, the domestic hot water boiler comprising the Strata Corporation;

The Strata Council notes that as the weather is changing and there have been several instances where residents have experienced the lack of heat or hot water, it must proceed with the recommendation forthwith. There have been several leaks and it must be repaired in the next year. In order to initiate the repair, council recommends the owners authorize the strata council to proceed with the installation and raise the funds by special assessment in the amount of \$8,000.00.

THEREFORE, BE IT RESOLVED, by a ¾ vote of The Owners, Strata Plan VR 546 "Laurel Court" (the "Strata Corporation") that the Strata Corporation be and is hereby authorized to levy the strata lots comprising the strata corporation up to eight thousand dollars (\$8,000.00) to install a spiral vent valve for the domestic hot water boiler. The special assessment will be divided as per unit entitlement.

The sum of \$8,000.00 to be levied against the owners pursuant to sections 99 and 108 of the *Strata Property Act*, S.B.C. 1998, c. 43 as follows:

$$\frac{\text{unit entitlement of strata lot}}{\text{total unit entitlement of all strata lots}} \times \text{special levy}$$

The amount of each strata lot's share of the special levy is set out in the attached schedule. The special levy is due immediately, but for convenience purposes only, the levy may be paid no later than December 15, 2009.

The resolution was presented to the owners and the floor was opened for discussion.

Ferentz Schmidt provided owners with details on the domestic hot water boiler, noting that there are air passages in the system which results in the lack of heat. The suggestion by Blue Mountain Services is to install the spiral vent which may help with the lack of heat and will also reduce the cost of heating by at least 74%. Ferentz further answered an owners question stating that the boiler appears to be functioning well; however, the system is not designed to work in sub-zero temperatures and this may have an impact in providing heat. At some point the strata corporation may need to consider boiler replacement. Currently the boiler with regular maintenance is providing the required energy to the strata corporation.

It was **MOVED** and **SECONDED** to approve the resolution as outlined in the notice of call.

There were twenty-six (26) votes in favour.

MOTION CARRIED.

RESOLUTION #3 – Fireplace Bylaw

Preamble

WHEREAS, the bylaws serve as a strata corporation's constitution. The bylaws govern how owners and tenants may use their strata lots, the common property and common assets. They also govern the administration of the strata corporation.

BE IT RESOLVED by a $\frac{3}{4}$ vote of the Owners, Strata Plan VR 546, "Laurel Court", pursuant to Section 128(1) of the *Strata Property Act (British Columbia)* that the bylaws of the strata corporation be and are hereby amend the following bylaw regarding rentals:

Please see attached for the proposed bylaw "Schedule A".

It was **MOVED** by unit #22 and **SECONDED** by unit #35 to approve the resolution as presented. A vote was then called.

There were twenty-three (23) votes in favour and three (3) opposed.

MOTION CARRIED.

NEW BUSINESS

1. **Leak in Parkade:** Marianne Amodio reported meeting with John McCreadie of Franklin Roofing Systems to discuss the planter/roof/magnolia tree issue. The option discussed was the treatment of the concrete from the underside of the garage slab. The advantage of treating the underside of the slab is that the source of the leak can be eliminated. John pointed out that many of the current leaks look as though they were coming from the pathways and patio areas, rather than the planter areas. John will provide further information on both of these avenues. Marianne further stated that she would be happy to continue overseeing the preliminary investigation so that the strata can move ahead to resolving this issue. Following discussion, the owners agreed that they would like to contract with Marianne for her services for the implementation stage of the process. Marianne will submit a reasonable proposal for this service and will continue to forward information to the strata council.
2. **Magnolia Tree:** Discussion ensued in regards to the planters containing the magnolia trees. Several options for the restoration of the magnolia trees were discussed. An owner reported that the arborist said that it would be possible to trim back the roots of the tree without damage to the tree, thus allowing for waterproofing the area of the planter around the tree. The second option is to trim back the tree roots, moving the tree to one side of the planter, placing the membrane in the exposed area of the planter and then moving the tree to the other side and doing the same. In this case, the loosened and root trimmed tree could be easily maneuverable in the planter. The third option is to seal the underside of the garage roof. This is an agent that is injected in the cracks from the exposed concrete of the roof and seals it from the underside. Each of these options will be explored in depth and presented to council.
3. **On-site Contact:** Residents are reminded that although Ferentz is the on-site contact for residents, he is not on call 24/7. In an emergency, please contact Ascent's emergency number at 604-293-2459.
4. **Repairs:** Owners reported some discolouration in the stucco on the exterior of the building. This will be referred to Stucco Doctor for correction.

ELECTION OF STRATA COUNCIL

Mr. Jespersen informed the owners that the current council resigns at this time. He further thanked council members for spending their time and energy and dedication in this volunteer service.

The following owners were nominated and agreed to stand:

Rik Jespersen	Zee Cjthamlova
Daniel Joffre	Glenn Wagner
Essenin Quijada	Graeme Hooper

It was **MOVED** and **SECONDED** to elect those nominated by acclamation.

Owners thanked the previous council for spending their time and energy in this volunteer service, and extended appreciation for their dedication and the many hours spent in the maintenance of the complex.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:15 p.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' of Strata Plan VR 546

Maxine Dias
Strata Agent

MD/an

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